

The zip file you have just downloaded contains all the data templates and documentation of a MEDIN Data Guideline. You can use the xls templates to record your data or alternatively use the Data Guideline as an exchange format between 2 databases. If you are submitting data to a Data Archive Centre you should endeavor to use these Data Guidelines.

Each guideline is composed of a number of standardized tables which are:

Project - a collection of surveys that have been completed for a common purpose

Survey - a uniquely identifiable programme of data collection such as a research cruise, moored instrument deployment or survey event

Fixed Station – a target location used as the basis for replicate sample events and for repeat monitoring surveys

Sample Data – the data

The Project and Survey Data tables are common to all Data Guidelines. The fixed station table should only be used if a fixed point, transect or area is used as the basis for replicate sample events and for repeat monitoring surveys – i.e. there is a target location for your sample event. When returning to a target station, the actual sample event may not be in exactly the same location each time due to ship movements or sampling strategy, however it is useful to record both the position which is intended to be sampled (fixed station) and the actual sampling position (sample event).

The principle benefits of these guidelines are that they:

- Allow contracting organisations to easily specify a format that data should be returned in that can be readily used and includes all relevant attributes
- Provide a consistent format for contractors to work to (rather than a different format for each contract)
- Data can be readily exported to Data Archiving Centres and other users
- Instill good practice amongst users

Each guideline defines the data and information that must be stored with a particular data type to ensure it can be readily used and reused. As this type of information is specific for different data types, guidelines are developed for each type.