Tutorial on descriptive data

Lesson 1

10 steps to edit taxonomic descriptions

This **lesson 1** proposes 10 simple steps to create your first application using Xper2. Additional fonctionalities to edit data are explained in **lesson 2**. How to use descriptions for identification is described in **lesson 3**. How to analyse taxonomic descriptions is proposed in **lesson 4**. The import/export functions and the links with standards and with external softwares are explained in **lesson 5**.

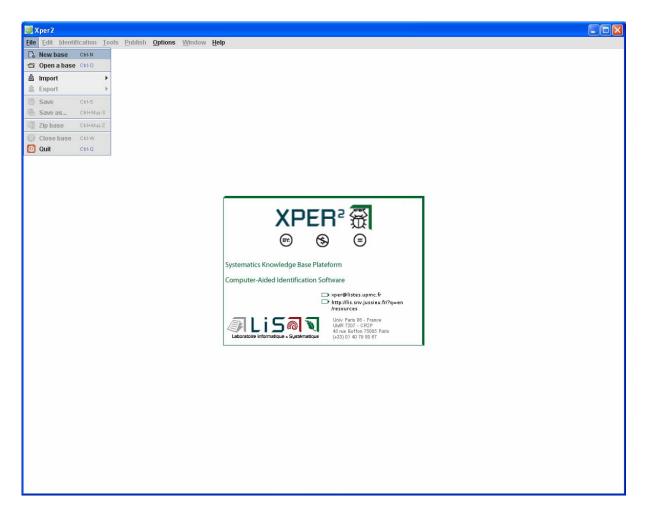
If Xper2 is not installed on your computer, download it at the adress: http://lis-upmc.snv.jussieu.fr/lis/?q=ressources/logiciels/iao/xper2/telechargements/derversion

This software is available for Windows 2000/XP/Vista, Linux and MacOS operating system. It is free.

The interface is accessible in french, english or spanish. Other languages will be soon available.

To access to a video on Xper2, click here.

1) Open the software and select the menu File – New base



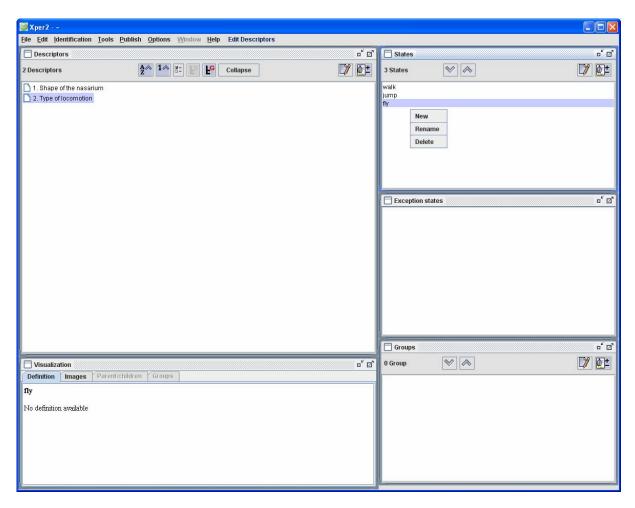
2) Give a name to the new knowledge base

Base		×
?	Name of this base	
	rhinogrades	
	OK Annuler	

3) Edit Descriptors and states

To compare automatically the descriptions, these data must be expressed in a structured format, using the same terminology. So you have to define the list of descriptors (or characters like "shape of the ears") and the values accepted (states ; i.e. "round", "triangular", "linear") for each one.

Click in a window with the right mouse button and choose **new** or **rename** to label descriptors and states for each descriptor.



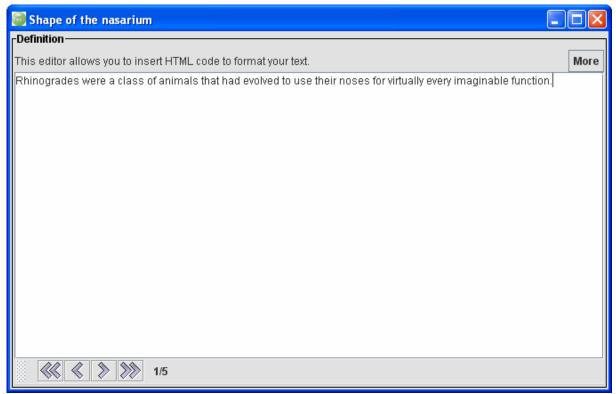
4) Save the knowledge-base

Select **File** – **Save as ...** and give a name for the files (Remark : in case of Xper2, a knowledge base is stored in several files ; you can use **File** – **Zip base** to store all the files in a single zip)

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File Edit Identification Tools Publish Options Window Help Edit Descriptors	
📑 New base 🛛 Ctri-N 🗖	🗂 States 🛛 🗖
Collapse	2 States 📎 🔊
â Export →	simple multiple
Save Ctri-S m	manple
C Save as Ctri+Maj-S	
Zip base Ctri+Maj-Z	
Close base Ctrl-W	
O Quit Ctrl-Q	
3. Body	
- 7. Length of the body (without nose and tail)	
1 4. Behaviour	
- 🗋 8. Type of locomotion	Exception states
- 🗋 9. Alimentation	
	Groups d' d'
Uisualization d' 🛛	4 Groups 📎 🗞 🚺
Definition Images Parent/children Groups	1. Nose (nasarium)
Display only interesting illustrations	2. Tail
	3. Body 4. Behaviour
	4. Dellaviou
	l

5) Adding texts to comment description element

Click on the button icone with a pencil it to add text on a selected element. For example to add a comment on the descriptor "Shape of the nasarium".



Remark: you can include HTML tags to format the text or to add hyperlinks.

6) Adding illustrations

Click on the button and select one or several pictures to illustrate the selected element (descriptor, state, group, or taxon)

🗃 Add images : Shape of the nasarium	X
Rechercher dans : 📑 user_guide	▼ A A C 88 =
 Emunctator_sorbensgif.gif nasarium1.gif Opterys_volitans.gif Rhinolimacius_conchicauda.gif Tyrannonasus _mperator.gif 	Rhinolimacius conditicauda
Nom de fichier : nasarium1.gif	
Fichiers du type : *.jpg, *.jpeg, *.gif, *.png	-
	Ouvrir Annuler

7) Edit taxon list

Select Edit – Edit taxa

Click on the window **Taxa** to add taxon names.

📓 X per 2	- I:Wignes\rhino\rhino.xpd			
<u>Eile E</u> dit	Identification Tools Publish Options	idow <u>H</u> elp Edit Taxa		
Гтаха —		Descriptors	1	States Notes
0 Taxon	A 1 🛛 🖉 🔊 🚺	9 Descriptors		States
Q.		4	and the second	Unknown description
		1. Shape of the nasarium	00000	
		2. Role of nasarium	No.	¥×
		3. Use of the tail 4. Tip of the tail	10000	
	New	5. Length of the tail 6. Fur's colour		
	Create a copy	7. Length of the body (without nose and tail)	Second Second	
	Rename	8. Type of locomotion 9. Alimentation	00000	
	Delete		~~~~	
	Change index		in the second	
	Detailed sheet		Sector Sector	
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	Special feature(s)		~~~~	
			No.	
				▲ ▼ -Informations
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			2000	
rinformat	ions	_Informations		
Definiti	ion Images	Definition Images Parent/children Groups	00000	
		Shape of the nasarium	00000	
		Rhinogrades were a class of animals that had evolved to use their noses for	1000	
		virtually every imaginable function.		
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8) Edit the description of a taxon

Select a taxon in the list.

Select a descriptor.

Check the possible states. If you ignore the description check Unknown description.

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File Edit (dentification Tools Publish Options Window Help Edit Taxa					
-Taxa	Descriptors	States Notes			
		rStates			
1 Taxon 🗛 14 😪 🔊 🗊 🔂 🛨	9 Descriptors	Sidies			
Q.	٩,	Unknown description			
1. Otopteryx volitans	1. Shape of the nasarium	2 States			
	2. Role of nasarium				
	3. Use of the tail 4. Tip of the tail	✓ simple			
	5. Length of the tail	multiple			
	6. Fur's colour				
	7. Length of the body (without nose and tail) 8. Type of locomotion				
	9. Alimentation				
		Definition Images			
		simple			
		No definition available			
		140 delimitori avanaole			
rinformations	Informations				
Definition Images	Definition Images Parent/children Groups				
Otopteryx volitans	Shape of the nasarium				
No definition available	Rhinogrades were a class of animals that had evolved to use their noses for				
	virtually every imaginable function.				
,					

9) Metadata

Select the menu **Edit - Properties**. Fill the different forms to describe the metadata (context, authors etc.)

🞯 Proper	ties					
General	Resources	Legal inform	ations	Help text		
Name :			rhinogra	ades		
Base description :		on :	L'ordre des rhinogrades (rhinogradentia) est un ordre biologique fictif inventé par le zoologiste Pierre-Paul Grassé dans un ouvrage paru aux Éditions Masson en 1962. L'ouvrage, écrit sous le nom de plume du Docteur Harald Stümpke, naturaliste allemand, présentait tous les signes d'un ouvrage éminemment scientifique, respectant les règles de la systématique et foisonnant d'informations tant sur l'habitat que les habitudes des rhinogrades.			t
	Language of the base : 🕴 🔽		-			
	First edition : 27 octobre 2009 - 16:54					
	Last edition :		27 octobre 2009 - 18:24			
			Submit	t Canc	el	

10) Check the descriptions

Select the menu **Tools** – **Check the base** to access to the following window. It displays information specially about the consistency of the descriptions (**Data checking**) and about the possibility or not to distinguish the different taxa (**Taxa checking**). If necessary, correct the descriptions or add new descriptors to separate the taxonomic descriptions.

👹 Check base	
Data checking	Descriptors not described : 0
States checking	Descriptors not described . o
Taxa checking	
Unknown description	
Commented description	
	Descriptors described by mistake : 0
	l
	Descriptors always inapplicable : 0
,	Check Close

Click **here** to download a small application about rhinogradentia order.