

SIOS observation facility catalogue

Guidance for users on entering data

1. December 2022

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Definitions

- **Observation facility:** “A place where observations are made; this refers to all types of observing station and platform, whether surface-based or space-based, on land, sea, lake or river, or in the air, fixed or mobile, and making in-situ or remote observations” (Technical Regulations (WMO-No. 49), Volume I, Part I). It could refer to a single instrument or sensor, or a collection of sensors (e.g. an automatic weather station).
- **Observatory:** A building or network collecting several observation facilities.
- **Variable:** In this context variable refers to the GCMD keyword that matches the parameter(s) being measured at the observation facility.

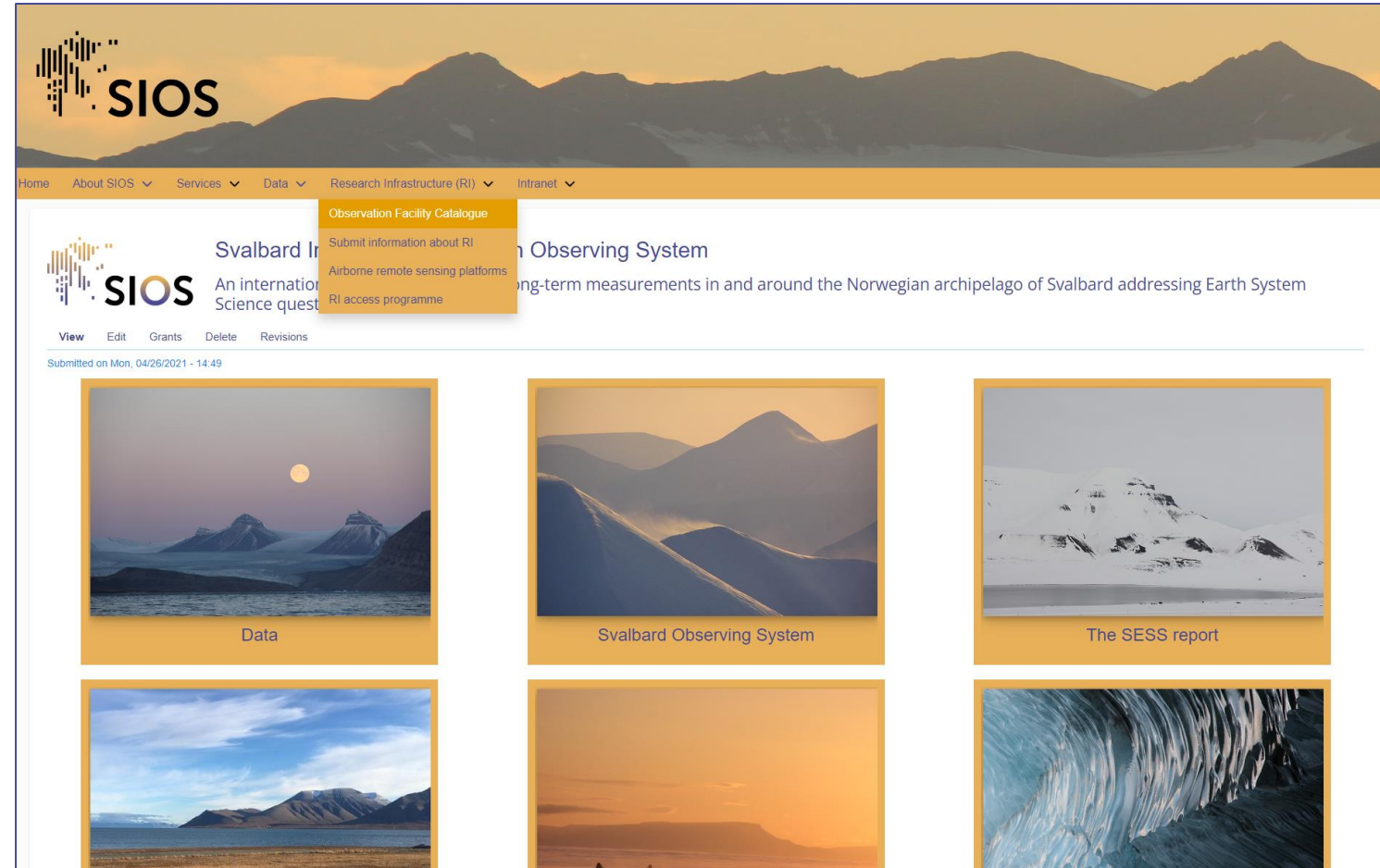
Prerequisites for entering data

- You must be logged in to the SIOS web portal <https://www.sios-svalbard.org/user> and be assigned the role “RI responsible”
 - If you can find the data entry form in step 1 of this guidance, you already have this role
- The role “RI responsible” should be assigned to a limited number of users per institution to avoid double entry of data
- Contact Eleanor Jones on eleanor.jones@sios-svalbard.org to ask to be assigned the role

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To find the data entry form log in to <https://www.sios-svalbard.org/>, hover the mouse cursor over the menu item «Research Infrastructure (RI)» and click on «Observation Facility Catalogue» from the sub-menu.

Throughout the form fields that are mandatory are marked with a red asterisk (*).

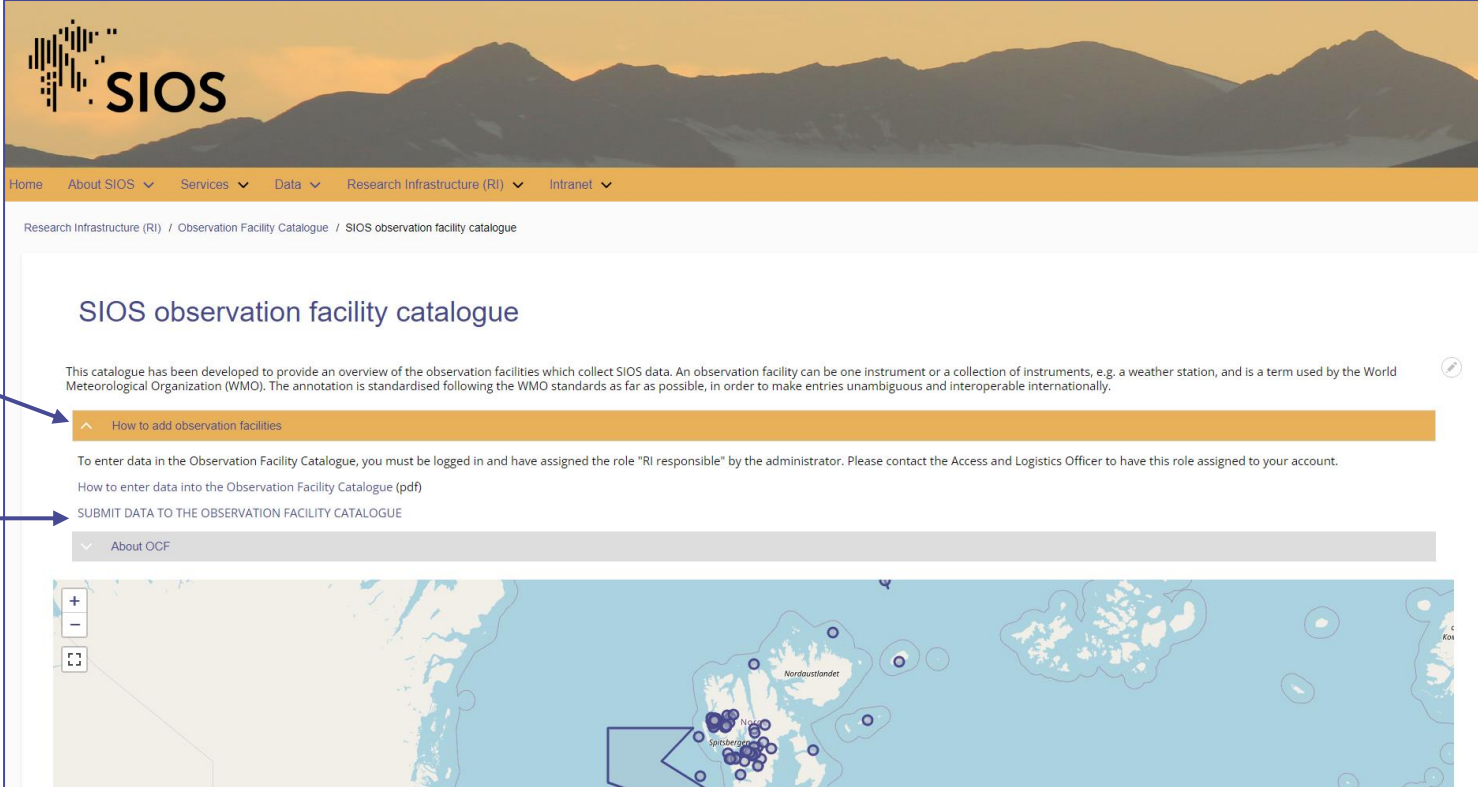


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Click on 'How to add observation facilities'

Click 'SUBMIT DATA TO THE OBSERVATION FACILITY CATALOGUE'

Throughout the form, fields that are mandatory are marked with a red asterisk (*).



The screenshot shows the SIOS observation facility catalogue website. The header features the SIOS logo and navigation links: Home, About SIOS, Services, Data, Research Infrastructure (RI), and Intranet. The main content area is titled 'SIOS observation facility catalogue' and includes a description of the catalogue's purpose. A blue arrow points from the text 'Click on 'How to add observation facilities'' to a highlighted orange button labeled 'How to add observation facilities'. Another blue arrow points from the text 'Click 'SUBMIT DATA TO THE OBSERVATION FACILITY CATALOGUE'' to a button labeled 'SUBMIT DATA TO THE OBSERVATION FACILITY CATALOGUE'. Below this, there is a section for 'About OCF' and a map of Svalbard with several observation facility locations marked with blue dots. The map includes zoom controls and labels for 'Nordostlandet' and 'Spitsbergen'.

How to enter an observation facility 3/11

Enter a name for your observation facility. You should make the name specific to the type of facility and location, e.g. AWS Kronebreen 1.

If your observation facility is associated with one or more projects registered in the Research in Svalbard portal (<https://www.researchinsvalbard.no/>), please enter the RiS IDs one at a time. To enter another RiS ID, click on “Add another item”.

Here you can register the Observation Facility information.
Please complete the form below to enter an observation facility in the catalogue. Fields marked with a red asterisk (*) are mandatory.

After filling in the fields you will be shown a preview which you can further modify, or you can submit your entry by pressing "Save" at the bottom of the page.

Once you submit the content the SIOS logistics officer will evaluate the submission and make it available in the [Observation Facility Catalogue](#).

For information on how to complete the form follow [the Guidelines](#)

Thank you for your time!

Name of Observation Facility

INFO

RIS ID(S)

+

If your observation facility is associated with one or more projects registered in the [Research in Svalbard portal](#), please enter the RiS IDs.

[Add another item](#)

Observation Facility Landing Page

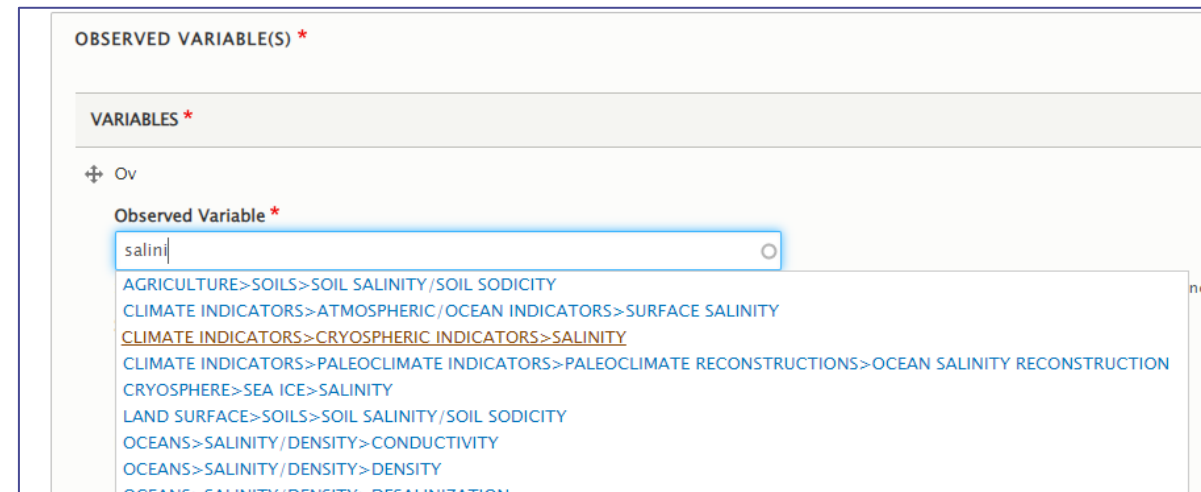
This must be an external URL such as <http://example.com>.

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You can enter **several variables** for each facility.

Enter the information about the variables one at a time:

- Start typing a word to get a list of the GCMD keywords containing that phrase. Scroll through the list and select the keyword that most closely matches your variable.
 - For more information about GCMD keywords, refer to: <https://earthdata.nasa.gov/earth-observation-data/find-data/gcmd/gcmd-keywords>
 - You can find a list of the GCMD keywords here: https://gcmd.earthdata.nasa.gov/kms/concepts/concept_scheme/sciencekeywords?format=csv



The screenshot shows a web interface for entering an observed variable. At the top, it says "OBSERVED VARIABLE(S) *". Below that is a section labeled "VARIABLES *". Underneath, there is a plus icon and the text "Ov". A search box labeled "Observed Variable *" contains the text "salini". Below the search box is a list of search results, with the following text visible:

- AGRICULTURE>SOILS>SOIL SALINITY/SOIL SODICITY
- CLIMATE INDICATORS>ATMOSPHERIC/OCEAN INDICATORS>SURFACE SALINITY
- CLIMATE INDICATORS>CRYOSPHERIC INDICATORS>SALINITY**
- CLIMATE INDICATORS>PALEOCLIMATE INDICATORS>PALEOCLIMATE RECONSTRUCTIONS>OCEAN SALINITY RECONSTRUCTION
- CRYOSPHERE>SEA ICE>SALINITY
- LAND SURFACE>SOILS>SOIL SALINITY/SOIL SODICITY
- OCEANS>SALINITY/DENSITY>CONDUCTIVITY
- OCEANS>SALINITY/DENSITY>DENSITY
- OCEANS>SALINITY/DENSITY>DESALINIZATION

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OBSERVED VARIABLE(S) *

Show row weights

VARIABLES *

+ Ov Remove

Observed Variable *

CRYOSPHERE>SEA ICE>SALINITY (6531)

Start typing the name of a variable and a list of the GCMD keywords containing that word will appear. Select your variable from the list and fill in the additional information associated with that variable in the fields below.

Start Date *

dd/mm/yyyy

Begin date of the observation. Use the pup-up calendar or fill in the date using the YYYY/MM/DD format

End Date

dd/mm/yyyy

End date of the observation, when applicable. Use the pup-up calendar or fill in the date using the YYYY/MM/DD format.

Show row weights

LANDING PAGE

+ URL

Start typing the title of a piece of content to select it. You can also enter an internal path such as `/node/add` or an external URL such as `http://example.com`. Enter `<front>` to link to the front page. Enter `<nolink>` to display link text only. Enter `<button>` to display keyboard-accessible link text only.

DOI URL or URL to Dataset Landing Page: Insert the link to the data in form of DOI (i.e. including the `https://doi.org` prefix) or URL to the landing page.

Add another item

- Enter a start and end date for your variable. If measurements are ongoing, leave the end date blank. Date format is YYYYMMDD.
- Enter the landing page associated with the data for your variable.

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- Fill in the boxes with information about instrument model and serial number, instrument routine maintenance and sampling procedure.
- Each box has help text explaining what information is required.
- Add more variables by clicking «Add Ov» and filling in the information as before.

Instrument model and serial number

Details of manufacturer, model number, serial number and firmware version if applicable. If no information is available, record "not available".

Instrument routine maintenance

Add a description of maintenance that is routinely performed on an instrument.

Sampling procedures

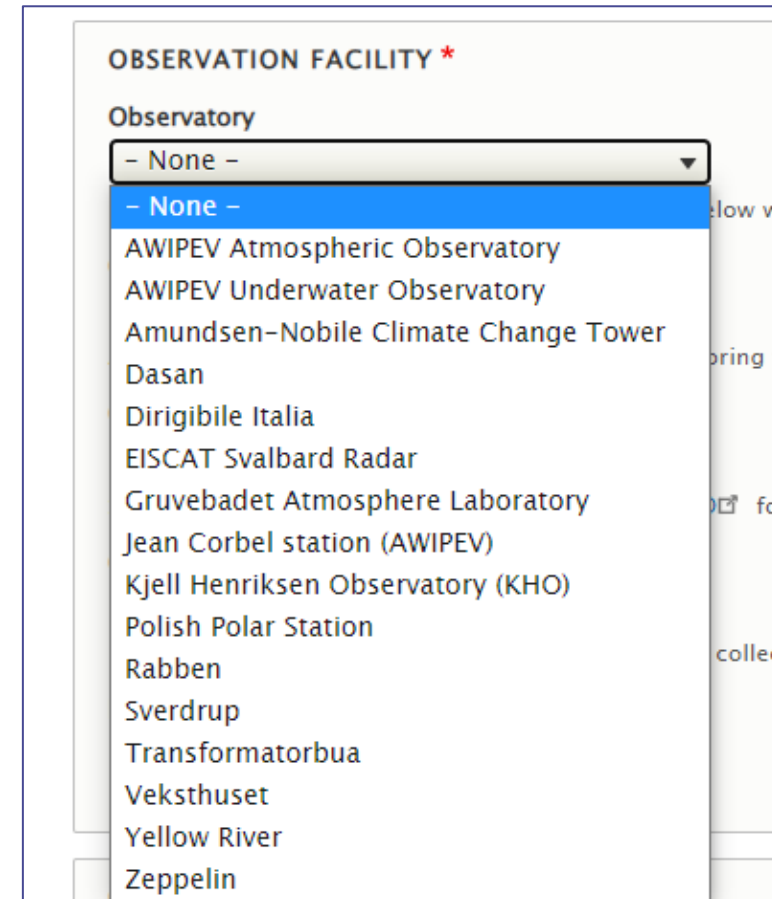
Procedures involved in obtaining a sample. EXAMPLES: (a) Temperature measurements are made using an XYZ thermometer and reported results are an average of 10 measurements made in a given hour.
(b) Aerosols may be sampled with an inlet with size-cutoff at 2.5 µm and be deposited on a teflon filter. (c) Manual reading of a liquid-in-glass thermometer every three hours.

Add Ov

Enter one or more variables below using GCMD keywords. Fill in all the requested information for one variable first, then click on "Add another item" to enter another variable.
For more information about GCMD keywords, go to the [Global Change Master Directory](#) website.

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- If your observation facility is part of an observatory:
 - select the name of the observatory from the drop-down list
 - If your observatory is not on the list, email the name and geospatial location (lat long) of your observatory to eleanor.jones@sios-svalbard.org
- If your facility is not part of an observatory you need to enter the geospatial location manually (step 9)



OBSERVATION FACILITY *

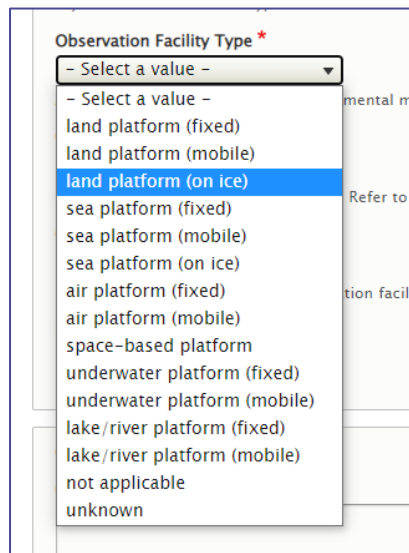
Observatory

- None -

- None -
- AWIPEV Atmospheric Observatory
- AWIPEV Underwater Observatory
- Amundsen-Nobile Climate Change Tower
- Dasan
- Dirigibile Italia
- EISCAT Svalbard Radar
- Gruvebadet Atmosphere Laboratory
- Jean Corbel station (AWIPEV)
- Kjell Henriksen Observatory (KHO)
- Polish Polar Station
- Rabben
- Sverdrup
- Transformatorbua
- Veksthuset
- Yellow River
- Zeppelin

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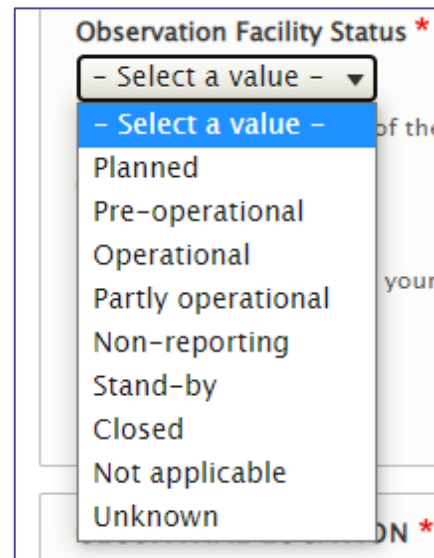
Select the type and status of the observation facility from the dropdown lists:



Observation Facility Type *

- Select a value -

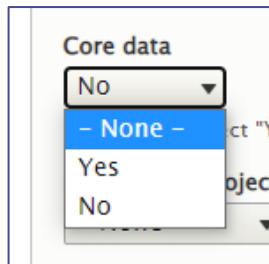
- Select a value -
- land platform (fixed)
- land platform (mobile)
- land platform (on ice)
- sea platform (fixed)
- sea platform (mobile)
- sea platform (on ice)
- air platform (fixed)
- air platform (mobile)
- space-based platform
- underwater platform (fixed)
- underwater platform (mobile)
- lake/river platform (fixed)
- lake/river platform (mobile)
- not applicable
- unknown



Observation Facility Status *

- Select a value -

- Select a value -
- Planned
- Pre-operational
- Operational
- Partly operational
- Non-reporting
- Stand-by
- Closed
- Not applicable
- Unknown



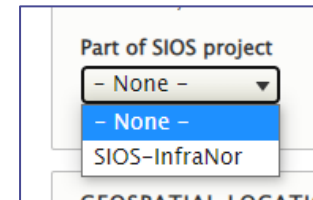
Core data

No

- None -

Yes

No



Part of SIOS project

- None -

- None -

SIOS-InfraNor

- Core data: Select “Yes” if at least one the observed variables added in step 4 is “SIOS core data”, otherwise select “No”, or leave blank if you are unsure.
- If your observation facility is part of a SIOS coordinated project, please select the relevant project from the dropdown list.

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- Enter the geospatial location of your observation facility using the Well Known Text format (https://en.wikipedia.org/wiki/Well-known_text) as either a POINT, LINESTRING or POLYGON
- Enter the height above mean sea level to the nearest metre (negative value for underwater platforms)

GEOSPATIAL LOCATION *

Coordinates *

Enter coordinates in Well Known Text (WKT) format as either a point, linestring or polygon. Please use decimal degrees with a minimum of four decimal points, e.g. POINT (11.8276 78.9018). Note: WKT uses x,y as standard, therefore the format is (LONG LAT). Examples: POINT (Long1 Lat1); LINESTRING (Long1 Lat1, Long2 Lat2); POLYGON (Long1 Lat1, Long2 Lat2, Long3 Lat3).
Geometry Validation disabled (invalid WKT or Geojson format & values will be set as NULL)

Height above mean sea level (m) *

Enter height above mean sea level to the nearest metre. Use negative values for underwater facilities.

How to enter an observation facility 10/11

- Enter relevant information about your observation facility, especially environmental conditions that may affect measurements, in the box for site information
- Enter the details of the contact person for the observation facility and select the institution from the dropdown list.

ENVIRONMENT

Site Information

Non-formalized information about the location and its surroundings at which an observation is made and that may influence it.

CONTACT *

Full Name *

Principal contact (Nominated Focal Point, FP) for resource

email *

email of the principal contact (Nominated Focal Point, FP) for resource

Institution *

How to enter an observation facility 11/11

- Upload a main photo (and additional photos if required)
- Click on Preview and check that you are happy with the information you have entered
- Scroll down and click on Save
- Your entry will not be visible in the catalogue until it has been checked and approved by SIOS-KC.

Photo

No file chosen

One file only.
5 MB limit.
Allowed types: png gif jpg jpeg.
Images larger than 400x400 pixels will be resized.

▼ **ADDITIONAL PHOTOS**

Here you may upload some additional images of your observation facility

Add a new file

No file chosen

Unlimited number of files can be uploaded to this field.
5 MB limit.
Allowed types: png gif jpg jpeg.
Images larger than 400x400 pixels will be resized.

Published

To **view and edit** your submitted entries, go to Intranet -> My account -> select tab “My RI entries”