

# Field Descriptions for the Biodiversity Information Projects of the World

**Project Name**

Full name of the project. Any acronyms should be spelled out and removed from the listing.

**Project Logo**

Project logo in a web-accessible image format (JPG, GIF or PNG).

**Project Website**

Web address (URL) of the project web site.

**Project Description**

A short description of the project.

**Project Type**

The type of project. Viable terms include:

- \* Data Aggregator - a web site that collates data from a variety of sources (digital and hardcopy) and presents it in one form
- \* Data Indexer - a web site that provides lists or indexes of other sites that provide data
- \* Data Provider - a web site that provides data directly from research or other studies
- \* Data Standards - a web site that contributes to formulating or developing standards for data
- \* Facilitator - a web site that facilitates the provision of data by other projects or web sites

**Language**

Main project language.

**Project Start Date**

The starting date for the project - if only the year is known, the date should be entered as 1st January of that year.

**Project End Date**

The ending date for the project - if only the year is known, the date should be entered as 31st December of that year.

**Contact Person**

A person (not a position) that is nominated as the contact for the project. If multiple people are listed, enter the first one only. This is primarily a contact field, not a crediting field.

**Contact Position**

The contact person's position within the project (eg. Principal Investigator, Editor, Chairman).

**Contact Organization****Contact Email**

The email address for the contact person. If no person can be found for the project, then a generic contact email or webmaster address may be substituted. Please provide a valid email address (eg. person@organization.org) instead of an obfuscated version of it (eg. person-at-organization-dot-org) as it will be automatically protected from spammers upon submission.

**Key Inputs**

Contributions made to the project, such as funding or data. Organisations providing these inputs should also be listed.

**Key Infrastructure**

Fundamental components that the project depend on that keep the project running, but should not be technologies. Examples include web sites and publications.

**Key Technologies**

Key technologies in use for the project, including web technologies. Specific technologies should be listed, such as PHP, XML, RSS, LSID and HTML.

**Key Processes**

Any processes that are involved in the project, such as publication, review of data or other processes.

**Geographic Type**

The type of geographic scope for the project. Viable terms include: Local, State, National, Regional, International, Continental, and Global.

**Geographic Scope**

The geographic scope of the project, which is the relevant entry for the "Geographic Type" field. Examples include names of states, countries, or the term "Global". Where multiple locations are included, they should all be listed.

**Taxonomic Type**

The type of taxonomic scope for the project. Viable terms include: Life, Domain, Kingdom, Phylum, Class, Order, Family, Genus, Species

**Taxonomic Scope**

The taxonomic scope of the project, relevant to the "Taxonomic Type" field. Examples include the latin names of families, orders or phyla. Where multiple taxonomic groups are included, they should be listed. Specific subgroups (eg. all marine species of a particular phylum) should be listed. Provide the scientific name for any species listed.

**Comments**

Enter any comments that do not fit into any other fields.

Last Modified: 01 June 2007



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