20-11

From: Dick Schaap - MARIS
Date: August 2000

EUROPEAN DIRECTORY OF MARINE ENVIRONMENTAL RESEARCH PROJECTS (EDMERP)

(A key resource of the SEA-SEARCH network)

HOW TO PREPARE ENTRIES FOR EDMERP

EDMERP is a European directory of research projects relating to the marine environment. It covers a wide range of disciplines including marine meteorology; physical, chemical and biological oceanography; sedimentology; marine biology and fisheries; environmental quality; coastal and estuarine studies; marine geology and geophysics etc. Research projects are catalogued in EDMERP as factsheets or abstracts with their most relevant aspects. The primary objective of EDMERP is to support users in identifying interesting research activities and in connecting them to involved research managers and project results like data, models, publications, etc....

EDMERP Entries

EDMERP entries are deliberately kept simple so that they can be compiled with minimal effort. Information is submitted in a simple free-text format designed to enable project managers and researchers to describe their research projects in terms they find to be appropriate and relevant.

Entries to EDMERP consist of two parts. Part A describes the centre (e.g. laboratory, institute, university department, governmental department, company) engaged in the research project as leading party or as (associated) partner. This is followed by one or more occurrences of Part B, each which contains an description of a single research project.

A centre is asked to make entries for every research project, national and international, in which it is engaged. What constitutes a research project is left to the judgement of the research manager although, in general, it should reflect a coherent set of research activities. You should aim to minimise the number of similar research project descriptions and group sub-projects within one overall project description, ensuring that this description still gives enough distinction between the sub-projects.

Preparing your EDMERP entries

Parts A and B of EDMERP each consist of a standard checklist of information items that should be addressed in describing the research centre (Part A) or its research projects (Part B). You can prepare your entries off-line as ASCII-files, that are transferred later on to the Sea-Search EDMERP coordinator(s) for inclusion into the on-line directory service, or you

can use the on-line entry program option at the Sea-Search website (www.sea-search.net) (under development).

To prepare your entries as ASCII-files you simply provide free-text information for each item, prefixing it with the item label. The item label consists of a leading asterisk, followed by the item name and a trailing double colon.

Each item should start on a new line but may overflow onto succeeding lines as necessary. Blank lines may be left between items to aid readability.

For some items, the information may spread over several paragraphs, in which case only the first line of the first paragraph should be prefixed with the item label. This applies mainly to the items '*Description::' in Part A and '*Objectives::' and '*Abstract::' in Part B, for which you are encouraged to breakdown the information into short, concise paragraphs - blank lines should be inserted between paragraphs to aid readability.

Please use only standard, printable, ASCII characters such as:

A-Z, a-z, 0-9, and % & ' () * + , - . / : ; < > = ? And the space character.

Do not use tabs, backspacing or underlining, form feeds, Greek letters, currency symbols etc.

On the following pages you will find the formats for Parts A and B, guidelines for filling in the items and a worked example which may be used as a style-guide when preparing your entries.

DESCRIPTION OF RESEARCH CENTRE - EDMERP PART A

EDMERP Part A comprises a standard list of items (shown below in bold font prefixed by an asterisk and followed by a double colon) that should be addressed in describing the research centre. Please append free-text information to each item as instructed below. Items may be omitted if they are not obligatory and not applicable.

Part A1 is completed once for each research centre. Part A2 identifies the contact point(s) within the research centre able to deal with enquiries/requests concerning the research project. If a single contact point is designated to cover all enquiries within the research centre then only one part A2 entry is required. However, if different contact points are appropriate, depending on the research project, then Part A2 should be completed once for each contact point, and the name of the relevant contact point should be included within each research project description (item CONTACT).

Part A1 - Research Centre

*CENTRE-ID:: research centre identifier (provided by Collating Centre)
*COLLATE-ID:: collating centre identifier (provided by Collating Centre)
*CENTRE-NAME:: (up to 160 characters) English version of the name of the centre/institution engaged in the research project - where the centre is part of a larger organisation, prefix with the name of the larger organisation
*CENTRE-HOST:: (up to 160 characters) Host country language version of CENTRE-NAME
*CENTRE-ACRONYM:: host country language acronym of centre-name
*VISIT-ADDRESS:: physical address of research centre including centre name, building name or number, street name, postal code, city/town, region as appropriate for locating centre
*COUNTRY:: host country of research centre
*CENTRE-WEBSITE:: URL address for further information about the centre
*DESCRIPTION:: A brief description of the status, role and research activities of the research centre.
*ENTRY-DATE:: (format yyyy-mm-dd) - the date this information was first completed by the author
*REVISION-DATE:: (format yyyy-mm-dd) - the date this information was last revised by the author

Part A2 - Contact(s) within research centre

*CONTACT-ID: research project contact identifier
*CENTRE-ID:: research centre identifier (provided by Collating Centre)
*COLLATE-ID:: collating centre identifier (provided by Collating Centre)
*CONTACT-NAME:: name of contact point/person who can provide users with further information about the research project - preferred option is to identify the post (under CONTACT-TITLE) rather than the individual
*CONTACT-TITLE:: position (title of post) within the centre
*POST-ADDRESS:: full postal address of research project contact built up from an appropriate combination of the following items: organisation name, building name or number, streetname and number, city/town, county/state/region, postal district, post code, postbox and country

*PHONE:: (international format) phone no. of contact
*FAX:: (international format) fax no. of contact
*E-MAIL:: e-mail address of contact
*ENTRY-DATE:: (format yyyy-mm-dd) - the date this information was first completed
*REVISION-DATE:: (format yyyy-mm-dd) - the date this information was last revised by the author

<h1>DESCRIPTION OF RESEARCH PROJECT - EDMERP PART B</h1>

EDMERP Part B comprises a standard list of items (shown below in bold font prefixed by an asterisk and followed by a double colon) that should be addressed in describing individual research projects. Please append free-text information to each item as instructed below. Items may be omitted if they are not obligatory and not applicable.
A separate set of entries should be made for each data set.

Part B is completed by the research centre. A number of fields do not have to be filled in by the research centre, but are completed later on by the ERMERP collating centre.

<h2>Part B - Research Project</h2>

*PROJECT-ID:: research project identifier (provided by Collating Centre)
*CENTRE-ID:: research centre identifier (provided by Collating Centre)
*COLLATE-ID:: collating centre identifier (provided by Collating Centre)
*PROJECT-TITLE:: full name of the research project.
*PROJECT-ACRONYM:: abbreviated name of the research project.
*PROJECT-REFERENCE:: internal administrative number or code reference of the research project.
*ASSOCIATED-PROGRAMME:: the research project might be part of a larger research programme or framework.
*BEGIN-DATE:: (format yyyy-mm-dd) (alternatively yyyy-mm or yyyy) to indicate start of the research project
*END-DATE:: (format yyyy-mm-dd) (alternatively yyyy-mm or yyyy) to indicate end of the research project
*GEOGRAPHIC-COVERAGE:: general free text description of the area, on which the research is targetted, using geographic names and/or latitude & longitude coordinates as appropriate. For offshore research, the ocean/sea areas should be clearly identified, while for coastal and estuarine data the description should include the name of the region/country.
*SEA-AREA:: <code>,<code>,.. list of sea areas covered by the research project. The sea areas are defined according to 'Limits of Oceans and Seas', 3rd Edition 1953, IHB Special Publication No.23 and are listed in Table 1.
*AREA-TYPE:: <code>,<code>, .. list of fixed terms to indicate the types of area, covered by the research project. Listed in Table 2.
*KEYWORDS:: (comma-separated) list of free text keywords of relevance to describe the research project.
*DATA-THEME:: <code>,<code>, .. list of data-themes or research-disciplines covered by the research project. Listed in Table 3.
*SUMMARY:: Summary information aimed at providing the reader with a good overview of the nature of the research project and its approach, activities and anticipated results. It should be written in the style of a concise abstract as might be used in a journal article. It should at least include the following:
a) objectives of the research project
b) work plan and tasks/activities
c) expected results
*CENTRE-NAME:: name of the research centre, engaged in the project and submitting this research form (as entered in Part A1)

*ROLE-OF-RESEARCH-CENTRE:: role of the submitting research centre in the project, like Project Manager, (Associated) Partner, Sub-Contractor and possibly some free text description of its responsibilities / workpackages
*CONTACT-NAME:: name of contact person (as entered in Part A2)
*OTHER-PARTNERS-AND-COUNTRIES:: Concise listing of other partners names and countries
*PROJECT-WEBSITE:: URL address to project website providing further information on the project
*REFERENCE:: include references to any research reports, information sheets or published literature related to the research project
*SOUTH:: (format ±dd.d) southernmost limit of research project area in degrees latitude (range+90 to-90, north positive) (provided by Collating Centre)
*NORTH:: (format ±dd.d) northernmost limit of research project area in degrees latitude (range+90 to-90, north positive) (provided by Collating Centre)
*EAST:: (format ±ddd.d) easternmost limit of research project area in degrees longitude (range+180 to-180, east positive) (provided by Collating Centre)
*WEST:: (format ±ddd.d) westernmost limit of research project area in degrees longitude (range+180 to-180, east positive) (provided by Collating Centre)
*COUNTRY:: <code>, country of collating centre. Listed in Table 4.
*ENTRY-DATE:: (format yyyy-mm-dd) the date this description was first completed
*REVISION-DATE:: (format yyyy-mm-dd) the date this description was last revised/updated

SAMPLE ENTRY

Part A1 - Research Centre

*CENTRE-ID:: provided by Collating Centre
*COLLATE-ID::20
*CENTRE-NAME::Marine Information Service
*CENTRE-HOST::Mariene Informatie Service
*CENTRE-ACRONYM::MARIS
*VISIT-ADDRESS::MARIS, Koningin Julianalaan 345 A, 2273 JJ Voorburg, The Netherlands
*COUNTRY::Netherlands
*CENTRE-WEBSITE::www.maris.nl
*DESCRIPTION::MARIS originates from a Netherlands governmental initiative to improve overview and access to marine expertise, information and data related to the sea and its uses and to stimulate its wider use by governmental departments, scientific institutes and industrial companies. Started in 1985 as a governmental project MARIS is operating since the end of 1989 as an independent foundation. In 1996 the foundation has established the MARIS BV (private company) as working party for the foundation, however still with strong links to the Netherlands government and departments & institutes.
Activities of MARIS include:
- development, coordination and management of national and international marine data & information projects
- marine data & information management, retrieval and brokerage services
- electronic publisher of various websites and databases, dealing with marine environmental research, water management, offshore and dredging industry
- design & development of marine, coastal and riverine environmental data & information management systems, including GIS and Internet applications
- advisor and website manager for the Netherlands Oceanographic Data Committee
- Internet productions and webhosting
These services are performed on the basis of an extensive network of contacts with organisations managing data, information & expertise, in the fields of oceanography, marine environment, marine geology, water management, water technology, offshore industry, dredging industry, coastal zone management and others, nationally and internationally. These organisations involve government, research sector and private industry.
To fulfill its tasks MARIS is skilled in information analysis and development of information systems for acquisition, storage, analysis, presentation and dissemination of marine and environmental data by diskette, CD-ROM and Internet. Furthermore MARIS is skilled in "building bridges" between data producing organisations and information technology.
*ENTRY-DATE::2000-08-20
*REVISION-DATE::2000-08-20

Part A2 - Contact(s) within research centre

*CONTACT-ID:provided by Collating Centre
*CENTRE-ID::provided by Collating Centre
*COLLATE-ID::20
*CONTACT-NAME::ir Dick M.A. Schaap
*CONTACT-TITLE::managing director

*POST-ADDRESS:: MARIS, Koningin Julianalaan 345 A, 2273 JJ Voorburg, The Netherlands
*PHONE::+31 70 3170960
*FAX::+31 70 3903546
*E-MAIL::maris@xs4all.nl
*ENTRY-DATE::2000-08-20
*REVISION-DATE::2000-08-20

Part B - Research Project

*PROJECT-ID::provided by Collating Centre
*CENTRE-ID::provided by Collating Centre
*COLLATE-ID::20
*PROJECT-TITLE::European Network for Oceanographic and Marine Data & Information Management.
*PROJECT-ACRONYM::Sea-Search
*PROJECT-REFERENCE::EURONODIM - MAS3-CT98-0164
*ASSOCIATED-PROGRAMME::EC-MAST 3.
*BEGIN-DATE::1998-09-01
*END-DATE::2001-09-01
*GEOGRAPHIC-COVERAGE::all European seas, including coastal and estuarine waters, and all oceans, where European organizations are collecting data and are performing research.
*SEA-AREA::WW
*AREA-TYPE::B
*KEYWORDS::oceanographic data management, indexing, meta-databases, internet infrastructure, information service
*DATA-THEME::CS,MT,PH,CH,BL,EN,FS,GG,SF,UP,HS,RS,CM,AM,CD
*SUMMARY:: The Sea-Search project comprises the organization of a European cooperative network for oceanographic data & information management, that will operate in a coherent and operational mode to strengthen the quality, service and overall performance of ocean and marine data & information management in Europe, both on a national and international level. The project is implemented as a Concerted Action within the EC-MAST 3 framework programme with the following objectives:
* to develop and to maintain an international network to keep track of ocean and marine data & information and to improve the overall awareness, overview and access to ocean and marine data & information in Europe;
* to position the central Sea-Search website in the network as a portal site for any user in search of oceanographic data, information and knowledge in Europe.
* to develop and to maintain a number of European meta-data products and directories and to publish these by the central Sea-Search website to guide users to relevant data resources
* to exchange experience and to cooperate in development, promotion and implementation of data & information management practices and methods;
* to develop and organize an overall capability for handling, processing, quality-controlling and archiving a variety of oceanographic and marine data types, anticipating differences in capabilities of individual partners and the evolvement of new data types.

The work programme of the project comprises the following activities:

* Regular Meetings of partners to monitor and steer progress of the work programme and the development and implementation of the dissemination & exploitation strategy as well as to exchange experiences;
* Compilation, maintenance and dissemination of 4 joint meta-data catalogues;
* Archiving and Data Dissemination;
* Collaboration and exchange with the Marine Remote Sensing / Earth Observation community;
* Promotion and marketing
* Project management and Secretariate

The project is undertaken by a partnership consisting of 14 institutes/centres from 14 different European coastal states, that are highly skilled in management and added-value services on a wide range of oceanographic and marine data & information. Each of these centres is operating in their country as national data centre or focal point for oceanographic and marine data & information. They are representative nodes in their countries with links to other organisations, active in marine research and marine environmental management, thus monitoring and overseeing national marine research activities and marine data flows. This partnership is complemented with the Space Applications Institute (SAI/ME) of the CEC Joint Research Centre that is highly skilled in management and processing of marine remote sensing data and that is especially promoting integrated approaches combining the use of RS data, in situ measurements and modelling. SAI manages the Centre for Earth Observation (CEO) Programme.
*CENTRE-NAME::Marine Information Service
*ROLE-OF-RESEARCH-CENTRE::Project Manager and also in charge of central website and development of European Directory for Marine Research Projects (EDMERP)
*CONTACT-NAME::ir Dick M.A. Schaap
*OTHER-PARTNERS-AND-COUNTRIES::BODC - United Kingdom, DOD-BSH - Germany, Ifremer-Sismer - France, CEC-JRC-SAI/ME, HNODC-NCMR - Greece, IEO - Spain, SMHI - Sweden, ISMARE-MI - Ireland, IMR - Norway, FIMR - Finland, MUMM - Belgium, MRI - Iceland, IHPT - Portugal, ENEA - Italy
*PROJECT-WEBSITE::www.sea-search.net
*REFERENCE::First annual report to EC-september 1999
*SOUTH::provided by Collating Centre
*NORTH::provided by Collating Centre
*EAST::provided by Collating Centre
*WEST::provided by Collating Centre
*COUNTRY::NL
*ENTRY-DATE::2000-08-20
*REVISION-DATE::2000-08-20