

# Data Retrieval Overview

## STEP 1: Select Filter Criteria

- Filter criteria are arranged in sections (for example, Geographic Location; Temporal; Biological Community/Data Type and Sample Type).
- The combination of filters from each section creates a "filter set" (combination of criteria) that refines the data set to meet your needs.

## STEP 2: Select Data Set(s)

The data sets available from the BioData retrieval system are presented in two tables.

- The upper table lists the data sets containing data that match the criteria you set.
  - **Check the boxes in the left-most column to select the data set(s) you would like to obtain**, then select the "Next" button to go to the Preview and download page.
- The lower table lists other potential data sets with no records matching the criteria you set.
  - This list is provided so you may see an inventory of the data sets available in the system. If you desire, select the "Previous" button to edit your filter set.

## STEP 3: Preview and Download

1. Preview each data set (one at a time) - if desired
2. Select the file type
3. Download data set(s) to a zip file, which includes:
  - all selected data sets
  - your filter criteria as an XML file that can be reused on the select filter criteria page
  - a KML file that can be used to display the selected sites on a map (e.g. Google Earth), and
  - a data dictionary

## Tips/Tricks/Features

### Data selection tips

- Save your filter criteria (XML file) for additional data pulls or to share with colleagues without sending large data files
- Upload a site list
- Taxon-specific filters allows you to look for specific fish, invertebrate, or algal taxa

### Things to be aware of when downloading data sets from BioData

- When combining data from different protocols be aware that similar named columns could represent very different data types or differently named columns could represent very similar data.
- When combining taxonomic data from different laboratories be sure and verify that this is appropriate.
- Understand the data sets you are working with. The Project Abstract is a description of the data collected by a project; the sample type characterizes how samples are collected in the field and; the laboratory procedures outlines how samples were processed in the lab.