# APPENDIX E

# Instructions for Using the Freshwater Biological Traits Database

#### Access the Traits Database at <u>http://www.epa.gov/ncea/global/traits</u>. There are several different options for downloading data.

Background	Database search
Database search	Download all traits information
Instruction	Download all traits information - transposed
Data source	
Metadata	(Transposed format takes traits data from the table and uses them as filed names in the new table. It should provide more user- friendly interface.)
Import new data	
Import new data	Please select one or more options to search. (Note: when remove items, they will be appended at end of the orignal list.) TaxaList: Abedus Abedus herberti Abedus indentatus Ablabaesmyia Ablabaesmyia anulata Ablabaesmyia anulata Ablabaesmyia hauberi Ablabaesmyia hauberi Ablabaesmyia hauberi Ablabaesmyia hauberi Ablabaesmyia linitonensis State: (Optional) Alabama Arkansas California Colorado Connecticut Delaware Florida Traits Group (Optional): Read more information about traits group. Madd >> Add >> California Colorado Connecticut Delaware Florida Toilerance Mobility Tolerance
	Confirm Search Reset Please confirm your selection before search.

### **OPTION 1: DOWNLOAD ALL DATA**

Traits			🖂 Contact Us 📀 Share
Home Background Database search Data source	Database search Download all traits information ← II	To download all traits nformation, click on this link	
Metadata Import new data	(Transposed format takes traits data from the table and uses friendly interface.)	s them as filed names in the new table. It sh	ould provide more user-
	Please select one or more options to search. (Note: when remove items, they will be appended at end of the TaxaList: Abedus Abedus herberti Abedus indentatus	he orignal list.)	

To download all the data (i.e. you do not want to select for taxa, state or trait group), click on the 'Download all traits information' link.

A zipped Excel file titled 'FreshwaterBioTraits\_20100927.zip' will automatically download onto your computer.

### **OPTION 2: DOWNLOAD ALL DATA – TRANSPOSED FORMAT**

Traits		⊠Contact Us 🕑 Share
Home	You are here: EPA Home » Traits » Database search	
 Background	Database search	To download all
Database search	Download all traits information	traits information,
Data source	Download all traits information - transposed	click on this link
Metadata	(Transposed format takes traits data from the table and uses them as	
Import ne <del>w</del> data	friendly interface.)	med names in the new table. It should provide more user-
	Please select one or more options to search. (Note: when remove items, they will be appended at end of the orignal TaxaList: Abedus Abedus herberti Abedus indentatus Ablabesmyia Ablabesmyia annulata	list.)

To download all the data in a transposed format, click on the 'Download all traits information - transposed' link.

A zipped Excel file titled 'FreshwaterBioTraits\_Transposed\_20100927.zip' will automatically download onto your computer.

# Why the two formats?

Data is stored in the database in the format shown below because it is more efficient than the transposed format (it eliminates all the blanks, of which there are many in this database).

А	В	С	D	E	F
TAXON	CATEGORY_NAME	TRAITS_NAME	VALUE_YN	VALUE_NUMBER	VALUE_TEXT
Acentrella	Waterbody Type	Second-fourth order streams	Y		
Acentrella	Morphology - Adaptation	Suckers	Y		
Acentrella	Mobility	Swimming ability			strong
Acentrella	Tolerance	Thermal Indicator			cold
Acentrella	Tolerance	Thermal optima rank		3	
Acentrella	Tolerance	Thermal optima value		16.92	
Acentrella	Tolerance	Thermal tolerance rank		4	
Acentrella	Resource Acquisition Preference	Vertical habitat position benthic	Y		
Acentrella	Resource Acquisition Preference	Vertical habitat position	Y		
Acentrella	Life history - emergence	Voltinism			>1 Generation per year

Although it may be more efficient at storing data, it is likely to be less user-friendly for many of you, so we wanted to provide you with the option of downloading the data in a transposed format, as shown below (trait names are column headings, etc.).

TSN	Taxon	Study_Citation_abbrev	WB_type_headwater	WB_type_2-4_order	Max_body_size	Body_shape_abbrev	ThermalOptima
100801	Acentrella	EPA GCRP North Carolina (2010)		1		streamlined	16.93
100801	Acentrella	EPA GCRP Maine (2010)		1		streamlined	20.61
100801	Acentrella	Rankin and Yoder (2009)		1			23.90
100801	Acentrella	Yuan (2006)		1			17.00
100801	Acentrella	USGS (2006)		1			
100801	Acentrella	Poff et al. (2006)		1	Small (length < 9 mm)	streamlined	
609528	Acentrella alachua	USGS (2006)		1	Small (length < 9 mm)		
568571	Acentrella ampla	USGS (2006)		1			
568571	Acentrella ampla	USGS (2006)		1			
568571	Acentrella ampla	USGS (2006)		1	Small (length < 9 mm)		
609529	Acentrella feropagus	USGS (2006)			Small (length < 9 mm)	streamlined	
568572	Acentrella	Oregon DEQ (2008)		1			22.20

## OPTION 3: DOWNLOAD SELECTED DATA You can select for taxa, state (optional) and/or trait group (optional)

nome	
Background	Database search
Database search	Download all traits information
Instruction	Download all traits information - transposed
Data source	
Metadata	(Transposed format takes traits data from the table and uses them as filed names in the new table. It should provide more user friendly interface.)
Import new data	
	Please select one or more options to search.   (Note: when remove items, they will be appended at end of the orignal list.)     TaxaList:   Abedus   Abedus herberii   Abedus neintratus   Ablabesrnyia   Ablabesrnyia innultata   Ablabesrnyia   Ada   Arkansas   California   Colorado   Connecticut   Delaware   Infinitatory   Resource Acquisition Preference   Mobility   Tolerance

## SELECTING FOR A TAXON OR MULTIPLE TAXA – Step 1: Highlight the taxa of interest

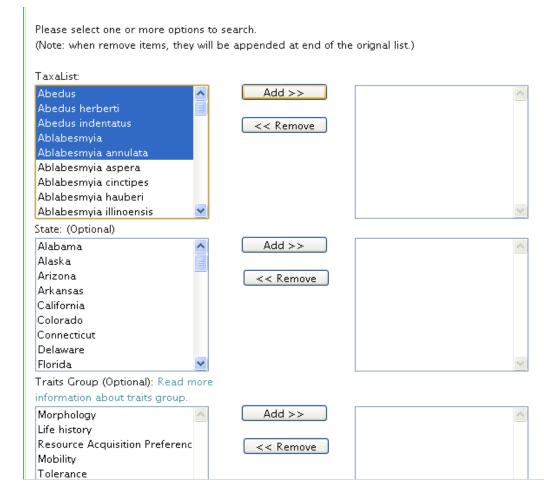
The taxa list is sorted alphabetically.

You can select a single taxon or multiple taxa.

To select a single taxon, click on the name of the taxon. The name will then be highlighted.

To select multiple taxa, if sequential, you can hold the shift key down while left clicking on the taxa of interest. If not sequential, use Ctl+Shift to make your selections, or select each taxa and click on 'Add' individually.

You will see the selected taxa highlighted in blue.



# SELECTING FOR A TAXON OR MULTIPLE TAXA – Step 2: Click 'Add'

Please select one or more options to search.

After you click 'Add,' the names of the highlighted taxa will appear in the box to the right, as shown.

If you would like to remove any of these taxa from this list, click 'Remove.'

The names of the removed taxa will be appended to the bottom of the taxa list. If you want to resort the taxa list, click the 'Reset' button at the bottom of the page. (Note: when remove items, they will be appended at end of the original list.) TaxaList: Ablabesmvia aspera Add >>Ahedus Ablabesmvia cinctipes Abedus herberti Ablabesmvia hauberi Abedus indentatus << Remove Ablabesmvia illinoensis Ablabesmvia Ablabesmyia janta Ablabesmyia annulata Ablabesmvia mallochi Ablabesmvia monilis Ablabesmvia ornata Ablabesmvia parajanta State: (Optional) Add >> Alabama Alaska Arizona << Remove Arkansas California Colorado Connecticut Delaware Florida Traits Group (Optional): Read more information about traits group Morphology Add >> Life history Resource Acquisition Preferenc << Remove Mobility

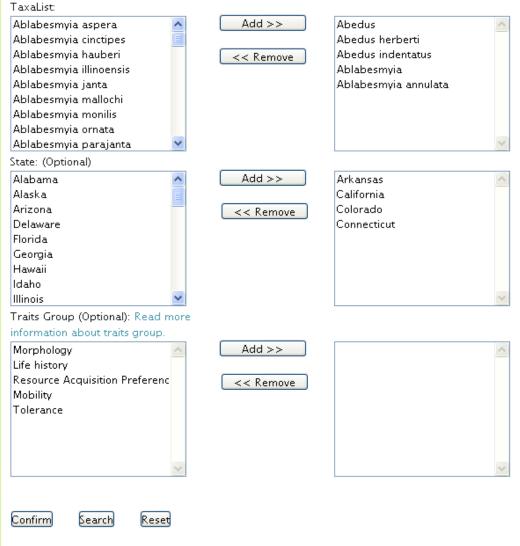
### SELECTING FOR A STATE (OPTIONAL) -

You have the option of selecting a state or multiple states.

You can do so by following the same instructions as above.

If you do not select a state, all records will be shown.

IMPORTANT NOTE: search on this field with caution; this type of geographical information has not been entered for all of the records.



Please confirm your selection before search.

### SELECTING FOR A TRAIT GROUP (OPTIONAL) -

You have the option of selecting one or multiple trait groups.

You can do so by following the same instructions as above.

If you do not select a trait group, all records will be shown.

To see which traits are included in each trait group, click on the 'read more information about traits group' link.

blabesmyia aspera 🛛 🔼	Add >>	Abedus
blabesmyla dipera		Abedus herberti
blabesmyla cincupes		Abedus indentatus
blabesmyla flauberi blabesmyla illinoensis	< < Remove	Ablabesmyia
blabesmyla innoensis blabesmyla janta		Ablabesmyla Ablabesmyla annulata
blabesmyla janta blabesmyla mallochi		Abiabesinyia annulata
blabesmyla mallochi blabesmyla monilis		
blabesmyla monilis blabesmyla ornata		
blabesmyia parajanta 🛛 🛛 😒		
ate: (Optional) Iabama		Arkansas
	Add >>	Arkansas California
laska		Colorado
rizona	< < Remove	
elaware		Connecticut
orida		
eorgia		
awaii		
laho		
inois 🕑		
raits Group (Optional): Read more formation about traits group.		
fe history	Add >>	Morphology
lobility		Resource Acquisition Preferenc
olerance		Resource Acquisition Preferenc
oierance	<< Remove	
~		

Please confirm your selection before search.

Please select one or more options to search

(Note: when remove items, they will be appended at end of the orignal list.)

### 4. CLICK 'CONFIRM'

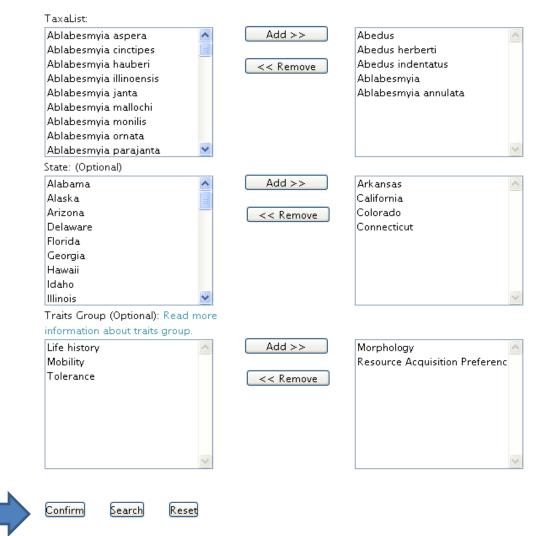
#### Important!

Do not forget to do this, otherwise you will get an error message when you try to do the data download.

After you click 'confirm,'the selections you have made will be highlighted in gray.

Click on this!

Please select one or more options to search. (Note: when remove items, they will be appended at end of the orignal list.)



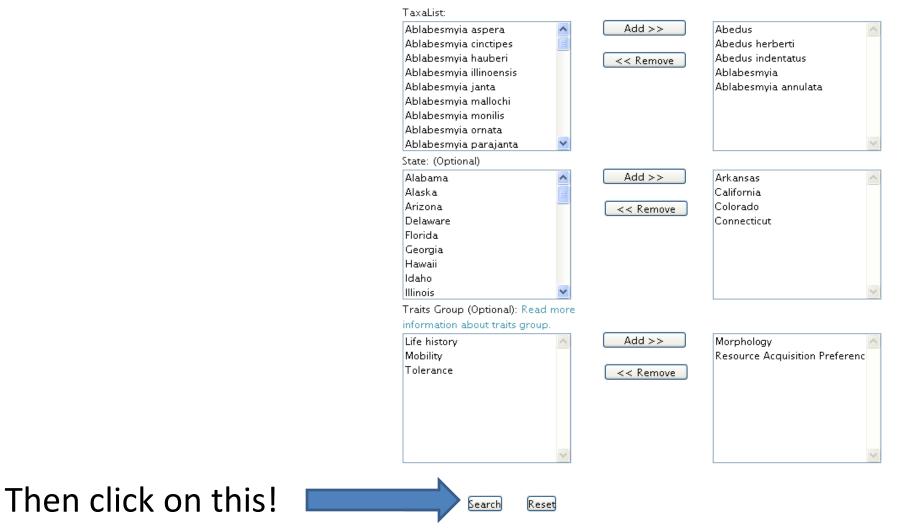
Please confirm your selection before search.

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#### 5. CLICK 'SEARCH'

Please select one or more options to search.

(Note: when remove items, they will be appended at end of the orignal list.)



Please confirm your selection before search.

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## **6. SELECT CITATIONS**

You are given a choice of citations.

To find out more about the citations, click on the arrow next to the Data Source column \_\_\_\_\_\_ heading, and you will be taken to the Data Source page.

To select individual citations, click on the check boxes.

Or to select all records, click 'select all.'

If, after doing so, you decide you don't want to select them all, click the 'uncheck all' button.

#### Database search

#### Here is your search critera:

Taxa List: ('Abedus', 'Abedus herberti', 'Abedus indentatus', 'Ablabesmyia', 'Ablabesmyia annulata', 'Ablabesmyia aspera', 'Ablabesmyia cinctipes', 'Ablabesmyia hauberi')

State

List: ('Arizona', 'Arkansas', 'California', 'Colorado', 'Connecticut', 'Delaware', 'Florida', 'Georgia', 'Hawaii', 'Idaho', 'Illinois', 'Indiana', 'Iowa Traits Groups: ('Mobility', 'Morphology', 'Resource Acquisition Preference')

#### Please select the items to download:

#### Select All Uncheck All

	Taxon	TSN	Citation	Country	Region	State	Data Source 🎟
	Abedus	103721	Aquatic	United	Gulf	Mississippi	Vieira, N.K.M., N.L. Poff, D.M. Carlisle,
3654			Insects and	States	Coast /		S.R. Moulton II, M.K. Koski, and
			Oligochaetes		Delta		B.C.Kondratieff. 2006. A database of
			of North and		Area		lotic invertebrate traits for North
			South		(ТХ -		America: U.S. Geological Survey Data
			Carolina.		FL)		Series 187. Available at:
							http://pubs.water.usgs.gov/ds187
	Ablabesmyia	128079	Secondary	United		Indiana	Vieira, N.K.M., N.L. Poff, D.M. Carlisle,
3663			production of	States			S.R. Moulton II, M.K. Koski, and
			Chironomidae				B.C.Kondratieff. 2006. A database of
			(Diptera)				lotic invertebrate traits for North
							America: U.S. Geological Survey Data
							Series 187. Available at:
							http://pubs.water.usgs.gov/ds187
	Ablabesmyia	128079	Freshwater	United		Maine	EPA GCRP State Biomonitoring Data
3666			Biological	States			Climate Change Pilot Project 2010:
			Traits Table				Freshwater Biological Traits Table for
			for Maine				Maine (traits data came from several
							different sources (main sources were
							Vieira et al. 2006 and the Poff et al.
							2006 trait matrix).
	Abedus	103731	An	United		Arizona	Vieira, N.K.M., N.L. Poff, D.M. Carlisle,
3660	herberti		Introduction	States			S.R. Moulton II, M.K. Koski, and

Whichever citations have checks in the checkboxes will be included in your data output file.

Why are their multiple records for one taxon?

Data has been compiled from numerous different sources. Traits information for a taxon can differ depending on the source. That is why each taxon-citation combination has been entered as a unique record.

#### 7. DOWNLOAD THE DATA

Click on the 'Download traits information to Excel' button at the bottom of the page.

#### Database search

#### Here is your search critera:

Taxa List: ('Abedus', 'Abedus herberti', 'Abedus indentatus', 'Ablabesmyia', 'Ablabesmyia annulata', 'Ablabesmyia aspera', 'Ablabesmyia cinctipes', 'Ablabesmyia hauberi')

State

List: ('Arizona', 'Arkansas', 'California', 'Colorado', 'Connecticut', 'Delaware', 'Florida', 'Georgia', 'Hawaii', 'Idaho', 'Illinois', 'India Traits Groups: ('Mobility', 'Morphology', 'Resource Acquisition Preference')

#### Please select the items to download:

Select All Uncheck All

	Taxon	TSN	Citation	Country	Region	State	Data Source 🇰
✓	Abedus	103721	Aquatic	United	Gulf	Mississippi	Vieira, N.K.M., N.L. Poff, D.M. Carlisle,
3654			Insects and	States	Coast /		S.R. Moulton II, M.K. Koski, and
			Oligochaetes		Delta		B.C.Kondratieff. 2006. A database of
			of North and		Area		lotic invertebrate traits for North
			South		(ТХ -		America: U.S. Geological Survey Data
			Carolina.		FL)		Series 187. Available at:
							http://pubs.water.usgs.gov/ds187
✓	Ablabesmyia	128079	Secondary	United		Indiana	Vieira, N.K.M., N.L. Poff, D.M. Carlisle,
3663			production of	States			S.R. Moulton II, M.K. Koski, and
			Chironomidae				B.C.Kondratieff. 2006. A database of
			(Diptera)				lotic invertebrate traits for North
							America: U.S. Geological Survey Data
							Series 187. Available at:
							http://pubs.water.usgs.gov/ds187
✓	Ablabesmyia	128079	Freshwater	United		Maine	EPA GCRP State Biomonitoring Data
3666			Biological	States			Climate Change Pilot Project 2010:
			Traits Table				Freshwater Biological Traits Table for
			for Maine				Maine (traits data came from several
							different sources (main sources were
							Vieira et al. 2006 and the Poff et al.
							2006 trait matrix).
✓	Abedus	103731	An	United		Arizona	Vieira, N.K.M., N.L. Poff, D.M. Carlisle,
3660	herberti		Introduction	States			S.R. Moulton II, M.K. Koski, and
			to the Aquatic				B.C.Kondratieff. 2006. A database of
			Insects of				lotic invertebrate traits for North
			North				America: U.S. Geological Survey Data
			America				Series 187. Available at:
							http://pubs.water.usgs.gov/ds187

Click on this!

### 8. RETRIEVE THE EXCEL FILE FROM YOUR DOWNLOAD FOLDER

The Excel file will be named 'TraitsReport.'

When you go to open the file, you will most likely receive an error message like the one shown below. Do not be alarmed. Just click 'Yes' and the file should open without a problem.

Microsof	ft Office Excel
1	The file you are trying to open, 'TraitsReport (1).xls', is in a different format than specified by the file extension. Verify that the file is not corrupted and is from a trusted source before opening the file. Do you want to open the file now?
	Yes No Help

#### Congrats! You have completed your first successful download!