

MySESAR

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Welcome, Sarah Ramdeen

**REGISTRATION**

- > Register an individual sample
- > Download batch registration template
- > Upload my batch samples
- > Update my existing samples profile

**SAMPLES**

- > Search sample catalog
- > View/Edit my samples
- > View/Edit shared samples
- > View/Edit my groups
- > Upload files or images to samples

**MY ACCOUNT**

- > Edit my account
- > Transfer my samples to another user
- > Set permissions for my user code

My Samples

You have a total of 1409 registered samples in SESAR.

- 5 Core
- 1 Core Piece
- 1108 Other
- 8 Individual Sample
- 1 Individual Sample>Gas
- 1 Individual Sample>Thin Section
- 285 Deleted Sample(s).

Shared Samples

You have permissions for 1 other shared sample(s) in SESAR.

- You have access to 1 sample(s) of user code [IELL1] since 2019-06-19 with Create, Edit, Delete, Read permission.

Version 7.4.0 (Feb 6, 2020)

## How to Manage Your Samples in MySESAR

This tutorial will introduce you to how to manage samples in MySESAR, including how to search the sample catalog, how to view and edit samples, how to print labels, how to group samples and how to transfer ownership of samples. For details relating to sample registration, please see tutorials for individual sample and batch sample registration here: <http://www.geosamples.org/help/registration>.



#### get your igsn

Register your samples with SESAR to obtain IGSNs for unique sample identification.

#### search the catalog

Search the SESAR catalog to find registered samples and their current location.

#### sample curation

Learn about the DESC initiative to build a Digital Environment for Sample Curation.

#### interoperability

Access IGSN metadata profiles and register samples via web services.

#### new user?

Get a MySESAR account to register your samples.

## Welcome to SESAR, the System for Earth Sample Registration

SESAR operates a registry that distributes the International Geo Sample Number IGSN. SESAR catalogs and preserves sample metadata profiles, and provides access to the sample catalog via the Global Sample Search.

The IGSN or International GeoSample Number is an alphanumeric code that is assigned to specimens and related sampling features such as drill holes or wells to ensure their unique identification and unambiguous referencing of data generated by the study of samples.

*"As the world grows more connected and more complicated, we all need ways of defining, identifying and keeping track of things and cross-referencing them with their owners. The simplest way to do that is with registries – everything from the Domesday Book, a medieval registry of land, property and people; to current-day auto registries on the one hand and the worldwide Domain Name System ..."*

(E. Dyson: *On-line Registries: The DNS and Beyond... White paper*, 2003.)

Follow @igsn\_info

#### SESAR Community Mailing List

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#### Recent News

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May 2019. This newsletter summarizes new features and improvements in the System for Earth Sample Registration (SESAR). Click on the links...

##### SESAR Newsletter, February 2019, Vol 1

## Log in to MySESAR

First, log in to MySESAR by clicking the link in the upper-right hand corner of the SESAR home page (<http://www.geosamples.org>).

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## MySESAR: My Home

The My Home tab, which is the default tab upon logging into MySESAR, shows pending batch registrations, a summary of registered samples, and quick links for registration, searching the sample catalog, and editing user profiles.

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My Samples

Filter by User Code

Filter on IGSN Between

Filter by Sample Name Begins With

Filter by Registration Date Between

Filter Samples

page 1 of 1

Samples per page: 100

[Download extended list](#) - | - [Download Name and IGSN list only](#) - | - [View printable labels for all samples](#) - | - [Add Column\(s\)](#)

		IGSN	Sample Name	Object Type	Material:Classification	Latitude	Longitude
<a href="#">view</a>	<a href="#">edit</a>	IESER0007	SER DFT 1	Individual Sample			
<a href="#">view</a>	<a href="#">edit</a>	IESER0008	SER DFT 2	Individual Sample			
<a href="#">view</a>	<a href="#">edit</a>	IESER0009	SER DFT 3	Individual Sample			
<a href="#">view</a>	<a href="#">edit</a>	IESER000A	SER DFT 4	Individual Sample			
<a href="#">view</a>	<a href="#">edit</a>	IESER000B	SER DFT 5	Individual Sample			
<a href="#">view</a>	<a href="#">edit</a>	IESER000C	SER DFT 6	Individual Sample			
<a href="#">view</a>	<a href="#">edit</a>	IESER000D	Depth testing	Individual Sample		34	81

## My Samples

You may view and edit samples in your collection on the My Samples tab in MySESAR. First, (A) search for the sample(s) of interest based on User Code, IGSN, sample name or registration date and then click “filter samples” (B). You may also add columns to do the display by selecting “Add Column(s)”. Once you have located your sample(s), you have several options: may view or edit individual sample profiles. You may download an excel file with a list of sample Name and IGSN only or download extended list, which will return all metadata you originally entered. You also have the option to print labels (described in detail later).

Sample Edit

IGSN: IESERIESER000A

Ready? Submit to SESAR

Sample

Select Type of Object: \*  
Individual Sample

Sample Sub Type: (View List)  
Thin Section

Sample Name: \*  
AT4

Access Permission

Release Date:  
2019-12-06

Does the object have a parent?

Enter Parent IGSN (if in SESAR)

The parent is not in the system?  
Enter the object type of the external parent:  
-- select --  
Enter the name of the external parent:

Description — copy from my samples

Material:  
Rock  
View List  
Igneous

Field Name:  
Rutile

Sample Description:

Other Name(s):

Age (min):  
700

Age (max):

Age Unit:  
million years (Ma)

Geological Age:  
Cryogenian

Geological Unit:

Collection Method:

Collection Method Description:

Size:

Size Unit:

Comment:

Purpose:  
Petrology

Geolocation — copy from my samples

Latitude (System Default: WGS84):  
25.02

Longitude (System Default: WGS84):  
34.4

Northing (m) (System Default: UTM NAD83):

Easting (m) (System Default: UTM NAD83):

Zone (e.g., 11R):

Vertical Datum:  
-- select --

Elevation Start:

Elevation End:

Elevation Unit:  
-- select --

Nav Type:  
-- select --

Primary Physiographic Feature:

Name of Physiographic Feature:

Location Description:

Locality:

Locality Description:

Country:  
-- select --

State/Province:

County:

City/Township:

Collection — copy from my samples

Field Program/Cruise:

Platform Type:

Platform Name:

Platform Descr:

Launch Type:  
-- select --

Launch Platform Name:

Launch ID:

Collector/Chief Scientist:

Collector/Chief Scientist Address:

Collection Date:  
Click to Select Date...

Collection Time:

Collection Date (end):  
Click to Select Date...

Collection Time (end):

Collection Date Precision:  
-- select --

Duration — copy from my samples

Current Archive:

Current Archive Contact:

Original Archive:

Original Archive Contact:

Relation To Parent — copy from my samples

Depth in Core (min):

Depth in Core (max):

Depth Scale (i.e., MBSF, MCD):

Enter up to 5 relevant links associated with this sample

URL 1:  
Enter URL

Select Type of URL:  
-- select --

Description:  
Enter description of URL

URL 2:  
Enter URL

Select Type of URL:

URL 3:  
Enter URL

Select Type of URL:

Description:  
Enter description of URL

URL 4:  
Enter URL

Select Type of URL:

Description:  
Enter description of URL

URL 5:  
Enter URL

Select Type of URL:  
-- select --

Description:  
Enter description of URL

Upload sample documentation —

Upload primary sample image:  
Choose File No file chosen

☐ Remove IESERIESER000A\_Dr Ford.jpg from this sample

☐ Mark IESERIESER000A\_Dr Ford.jpg as the primary\_image

SESAR support a total of 3 associated files for each IGSN. Storage is limited to 1000 files per user code. The acceptable formats are .rtf, .pdf, .xls, .xlsx, .gif, .tiff, .png.

Choose File No file chosen





Ready? Submit to SESAR


\* required field

MySamples: Edit


You may edit a sample profile, including nearly all fields. You can enter up to 5 related URLs (links to webpages or related publications) and upload up to 3 images or files. Once you are finished editing, select “Ready? Submit to SESAR”.

IGSN: IESER001I



IESER001I\_SER DFT 6.jpg (primary image)



IGSN: IESER001I

Sample Name: SER DFT 6

Other Name(s):

Sample Type: Individual Sample

Parent IGSN: Not Provided

Description

Material:	Rock
Classification:	Metamorphic>Eclogite
Field Name:	eclogite
Description:	Not Provided
Age (min):	Not Provided
Age (max):	Not Provided
Collection Method:	Manual>hammer
Collection Method Description:	Not Provided
Size:	Not Provided
Geological Age:	Not Provided
Geological Unit:	Franciscan Formation
Comment:	Not Provided
Purpose:	Not Provided

Geolocation

Latitude (WGS84):	38.53975
Longitude (WGS84):	-123.11552
Northing (m) (UTM NAD83):	Not Provided
Easting (m) (UTM NAD83):	Not Provided
Zone:	Not Provided
Vertical Datum:	Not Provided
Elevation Start:	Not Provided
Elevation End:	Not Provided
Nav Type:	Not Provided
Physiographic Feature:	block in mélange
Name Of Physiographic Feature:	Not Provided
Location Description:	Not Provided
Locality:	Ward Creek
Locality Description:	Not Provided
Country:	United States
State/Province:	California
County:	Sonoma
City:	Not Provided

Collection

Field Program/Cruise:	Not Provided
Platform Type:	Not Provided
Platform Name:	Not Provided
Platform Description:	Not Provided
Launch Type:	Not Provided
Launch Platform Name:	Not Provided
Launch ID:	Not Provided
Collector/Chief Scientist:	Zeb Peters
Collector/Chief Scientist Detail:	Not Provided
Collection Start Date:	2018-12-02
Collection End Date:	Not Provided


Curation

Current Archive:	Not Provided
Current Archive Contact Details:	Not Provided
Original Archive:	Not Provided
Original Archive Contact Details:	Not Provided


Related Samples

Parents:	No Parents
Siblings:	No Siblings
Children:	No Children

Relevant Documents:

 IESER001I\_SER DFT 6.jpg (primary image)

Relevant Links:

 <http://www.geosamples.org> Project website

request deletion of this sample (IGSN IESER001I)

# My Samples: View

If you select view, you will see a list of all metadata entered for that sample including whether there are related parents, siblings or children. At the bottom of the page, you may request deletion of the sample. De-activation is a more appropriate term for what happens when a sample is requested for deletion. If you choose this button, you will be prompted to provide a reason for deletion, such as it was a test sample or a mistake. Once an administrator has processed your, the sample profile no longer appears in the sample catalog. The IGSN cannot be reused in the future.

**MySESAR**

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### My Samples

Filter by User Code:  Filter on IGSN Between:  IESER000A and  IESER000J Filter by Sample Name Begins With:  Filter by Registration Date Between:  and

page 1 of 1 | Samples per page: 100

[Download extended list](#) - [Download Name and IGSN list only](#) - [View printable labels for all samples](#) - [Add Column\(s\)](#)

		IGSN	Sample Name	Object Type	Material:Classification	Latitude	Longitude	Location	Release Date	select all for print
<a href="#">view</a>	<a href="#">edit</a>	IESER000A	AT4	Individual Sample	Rock:Igneous	25.02	-34.4		2019-11-15	<input type="checkbox"/>
<a href="#">view</a>	<a href="#">edit</a>	IESER000B	AT9	Individual Sample	Rock:Igneous	25.02	-34.4		2019-11-15	<input type="checkbox"/>
<a href="#">view</a>	<a href="#">edit</a>	IESER000C	AT11	Individual Sample	Rock:Igneous	25.02	-34.4		2019-11-15	<input type="checkbox"/>
<a href="#">view</a>	<a href="#">edit</a>	IESER000D	AT15	Individual Sample	Rock:Igneous	25.02	-34.4		2019-11-15	<input type="checkbox"/>
<a href="#">view</a>	<a href="#">edit</a>	IESER000E	AT18	Individual Sample	Rock:Igneous	25.02	-34.4		2019-11-15	<input type="checkbox"/>
<a href="#">view</a>	<a href="#">edit</a>	IESER000F	AT20	Individual Sample	Rock:Igneous	25.02	-34.4		2019-11-15	<input type="checkbox"/>
<a href="#">view</a>	<a href="#">edit</a>	IESER000G	AT27	Individual Sample	Rock:Igneous	25.02	-34.4		2019-11-15	<input type="checkbox"/>
<a href="#">view</a>	<a href="#">edit</a>	IESER000H	AT29	Individual Sample	Rock:Igneous	25.02	-34.4		2019-11-15	<input type="checkbox"/>
<a href="#">view</a>	<a href="#">edit</a>	IESER000I	AT37	Individual Sample	Rock:Igneous	25.02	-34.4		2019-11-15	<input type="checkbox"/>
<a href="#">view</a>	<a href="#">edit</a>	IESER000J	AT40	Individual Sample	Rock:Igneous	25.02	-34.4		2019-11-15	<input type="checkbox"/>

## Printing IGSN Labels

To print labels: A) go to the My Samples tab in MySESAR and B) search for the samples you would like to print labels for either based on User Code, IGSN, sample name or registration date. Once you have located the samples you wish to print, check the box to the right of those samples (C) and then (D) click “print selected”. You also have the option to View printable labels for all samples. For more info, see

<http://www.geosamples.org/help/labelprinting>.

**Customize label fields**

Please select three fields which will be printed in the label (Ctrl-Click on PC; Cmd-Click on Mac).

**A** →

Sample Name  
Sample Type  
Other Name  
Sample Size  
Depth in Hole/Core (min)

**B** →

**IGSN:** XXXXXXXXX  
**Name:** My Sample Name  
**Type:** My Sample Type  
**AKA:** My Sample Other Names

**C** →

Please select label sheet layout:  
4"x1" (20 per sheet (10x2)) OL75

**Note:** See label printing document at this [link](#).

---

**Your Sample Label Layout Preview**


<div> <b>IGSN:</b> IESER000A  <b>Name:</b> AT4  <b>Type:</b> Individual Sample  <b>AKA:</b> </div>	<div> <b>IGSN:</b> IESER000B  <b>Name:</b> AT9  <b>Type:</b> Individual Sample  <b>AKA:</b> </div>
<div> <b>IGSN:</b> IESER000C  <b>Name:</b> AT11  <b>Type:</b> Individual Sample  <b>AKA:</b> </div>	<div> <b>IGSN:</b> IESER000D  <b>Name:</b> AT15  <b>Type:</b> Individual Sample  <b>AKA:</b> </div>
<div> <b>IGSN:</b> IESER000E  <b>Name:</b> AT18  <b>Type:</b> Individual Sample  <b>AKA:</b> </div>	<div> <b>IGSN:</b> IESER000F  <b>Name:</b> AT20  <b>Type:</b> Individual Sample  <b>AKA:</b> </div>
<div> <b>IGSN:</b> IESER000G  <b>Name:</b> AT27  <b>Type:</b> Individual Sample  <b>AKA:</b> </div>	<div> <b>IGSN:</b> IESER000H  <b>Name:</b> AT29  <b>Type:</b> Individual Sample  <b>AKA:</b> </div>
<div> <b>IGSN:</b> IESER000I  <b>Name:</b> AT37  <b>Type:</b> Individual Sample  <b>AKA:</b> </div>	<div> <b>IGSN:</b> IESER000J  <b>Name:</b> AT40  <b>Type:</b> Individual Sample  <b>AKA:</b> </div>

**D** →

## IGSN Label Printing

After you select “print selected”, a window will pop up will a view of your labels. Next (A) select 3 additional fields to display on your label in addition to the IGSN. Your choices include sample name, sample type, other name, sample size, depth in hole (min and/or max), and collection start date. Then (B) select “update fields” to view labels with your selected fields and (C) choose the layout for your label sheet. If you are happy with your labels, (D) select “Save to PDF File”.





MySESAR

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## My Groups

This is beta version. Please give us your [feedback](#) to improve its functionality.

View/Edit/Export Group **Create Group** Add Sample(s) To Group Delete Sample(s) From Group

**Enter New Group Information Below**

Group Name	<input type="text" value="Maximum 100 Characters"/>	Examples: 2013 April Death Valley Trip; Smith 210-05
Group Description	<div>Maximum 1000 Characters.</div>	
Group Type	<div>Award ▼</div>	
Group sharable	<div><input checked="" type="radio"/> Private <input type="radio"/> Public</div>	
<div>Create a New Group</div>		

## Sample Grouping

**Sample Grouping:** Create, edit, and view customized groups of SESAR samples. There is a tab in MySESAR called My Groups. Create groups for projects, loan groups, field programs, or funding awards. You can add samples both from your own user code or from other user codes. These groups will be saved in your SESAR workspace.

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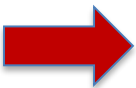
		Group Name	Group Description	Group Type	Privacy	Shareable URL	
view	edit	export to ECL Sample Sheet	CORE SAMPLES_PROJECT#DSW34	Core samples collected as part of the Palsades project.	Award	private	<a href="https://test-sesar.geosamples.org/sample_group.php?group_id=283">https://test-sesar.geosamples.org/sample_group.php?group_id=283</a>



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Please Select Sample Metadata for EarthChem Library (ECL). You can download the ECL templates [here](#).



Export for Bulk Element/Mineral/Glasses/Isotope/Melt Inclusion Analyses

Sample Name, IGSN, Latitude, Longitude, Location Keywords, Lithology, Cruise, Collection Date, Collector

The metadata above will be saved to a Microsoft Excel file. The data from the 'Samples' sheet of this file can be copied/pasted into the 'Samples' sheet of a ECL template.

Export for Soil Analyses


Export for Vent Fluids

Export for Volcanic Gases

## Sample Grouping:

### Shareable URL or export sample metadata for ECL templates

**Sample Grouping:** In the v7.4.0 release, we added two features, shareable URLs for groups and an export feature. A URL is generated for each group, which can be shared with anyone. You can also export sample metadata for a group in one of four formats. These formats are designed to map to the 'Sample' sheet of the EarthChem Library templates.



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### Transfer Ownership

#### Sample Ownership Transfer

You can transfer any samples you own to another SESAR user. Simply indicate the sample(s) you want to transfer and the requested owner.

**Note:** All requested transfers must be approved by the recipient before the sample(s) are transferred. The SESAR administrator will be the temporary owner until the recipient has accepted or declined the request. \* is required field.

\*Select samples below to be transferred:

- ☐ Transfer all samples owned by me
- ☐ Transfer all samples with IGSN starting with:
- ☐ Transfer samples with the following IGSNs (comma delimited list of IGSNs):

\*Transfer samples to the following SESAR User (GeoPass ID of requested owner):

#### User Code Ownership Transfer

Not supported. You can go to [My Account](#) to assign permissions of user code(s) to other user(s). If you do need to transfer the user code ownership, please contact [info@geosamples.org](mailto:info@geosamples.org).

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### Accept Ownership Of Sample Transfers

<a href="#">select all</a>	IGSN	Sample Name	Original Owner
<input type="checkbox"/>	IESER0003	TEST elevation	Sarah Ramdeen

## Transfer Ownership

It is possible to transfer ownership of samples to another SESAR user under the "Transfer Ownership" tab in MySESAR. You must select which samples you would like transferred by selecting either all samples, samples within a certain IGSN range or a comma-delimited list of IGSNs. You must also provide the email address of the requested owner. The recipient must approve the transfer.



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(E. Dyson: On-line Registries: The DNS and Beyond... White paper, 2003.)

Follow @igsn\_info

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## Questions? Contact us.

If you have additional questions, please feel free to contact us at [info@geosamples.org](mailto:info@geosamples.org) or visit our help pages and other tutorials at <http://www.geosamples.org/help>.