Tips for Navigating GBIF

Searching for a species -general

Go to GBIF (https://www.gbif.org/), click on **species** in the green bar, and then enter the species name in the search bar on the left. Note that for species comprised of infraspecific taxa you will have the option to search for records for the species in its entirety or for a particular infraspecific taxon. Once you select a taxon, it will bring up a page about that taxon, including a map. Click on **Occurrences** in green in the top right corner. This will give you all the data GBIF has on that taxon. You can view data as a list in TABLE view, a distribution map in MAP view, or images in GALLERY view, by selecting one of these options from the row at the top of the page. The row contains several other parameters which may be of use.

*Unique to GBIF is the ability to browse records by their images, as in gallery view. *

Regardless of the how you view the data, you can narrow your search by filtering on options presented on the left hand side of the page, including **country** (Canada) or **collection code** (WIN). Additional filters are available if you select **Advanced** at the top left. For example, you can filter by **State/province**, by collector (select **recorded by**) or by **date**. If you wish to have results from a smaller geographic area, you can draw a polygon, in map view, by clicking on a pentagon/rectangle icon in the upper right. This filters only the occurrences in that polygon. The data can be viewed in MAP, TABLE and GALLERY view.

Searching for species in WIN Herbarium.

Go to GBIF (https://www.gbif.org/), click on **dataset** in the green bar, enter Manitoba in the search bar on the left, and select either University of Manitoba (WIN) Vascular Plant Collection **or** University of Manitoba (WIN) Lichen Collection. Both will bring up a page about our collection. Click on **Occurrences** in green in the top right corner. This will give you all the data GBIF has from the WIN dataset. From the list on the left, you can filter by **Scientific Name**. You can select multiple species in your search. You can search our data using the same filters described previously.

Note, if you create an account, you can download data from your search as a .txt file.

<u>Tips for Navigating Canadensys</u>

Searching for species - general.
Go to https://data.canadensys.net/explorer/search?lang=en#tab_simpleSearch
Or select **explorer** in the **explorer** drop-down menu.
1. Perform a **Quick search** by entering the species you're searching for in the search bar – in quotations. E.g., A search for "Picea glauca" will give you all the occurrences for that species. <u>Note that if you leave out the quotations your search results will be incomplete.</u>
If you wish to have results from a smaller geographic area, you can draw a polygon, in map view, by clicking on a pentagon/rectangle icon in the upper left. Once your polygon is complete, you'll have the option to click **search for records in this area**. This selects the occurrences inside your polygon. The data can be viewed as a table in **records** tab or as dots on a map in **map** tab.
*Unique to Canadensys is the ability to click on a dot and see the occurrence data – once you select a dot, click **view record** or **view all**. *
2. Perform an **advanced search** to find occurrences of a given species within certain parameters, such as record number, catalogue number (=accession), or collection dates.
3. Perform a **batch taxon search** to search for multiple species. Ensure the species name is in quotations and there is only one per line:
    Eg. "Picea mariana"
        "Larix laricina"
        "Gaultheria hispidula"

Searching for species in WIN Herbarium.
Go to https://data.canadensys.net/explorer/search?lang=en#tab_simpleSearch
Perform a **simple search** for a species using quotaions as above. From the filters on the left, find **Attribution>Dataset name** and select **University of Manitoba (WIN) Vascular Plant Collection> INCLUDE selected items**.
Looking for multiple species? Start with a **batch taxon search**, in explorer, and narrow the results by selecting **Attribution>Dataset name** and select **University of Manitoba (WIN) Vascular Plant Collection> INCLUDE selected items**

Note, if you create an account, you can download the data as a .csv file