

Biological Databases of South Australia – Contributing Data



Photographer: W. Adriaanse, Survey: 0625, Year: 2010, Species: Woma *Aspidites ramsayi*

Biodiversity information in the department is predominantly stored as specimen and species observation records in the Biological Databases of South Australia (BDBSA). This database includes systems for managing taxonomic changes that may be applied to South Australian flora and fauna. BDBSA data is accessed by a wide range of government and non-government organisations for management and research purposes. Where practical, BDBSA can store and manage complete project datasets. If this is not practical, summary datasets should be submitted to BDBSA.

Project design steps

Any dataset being loaded into BDBSA must be registered as a project. It can be helpful, but not essential, to register prior to starting data collection. Please refer to the information sheet [BDBSA - Biological Project Registration](#).

1. Make provision in your project budget for data preparation (include processing any field voucher specimens) and data entry. Contact the department prior to commencing field work.
2. Consider using the standard survey methodologies, refer to the relevant documents on the web page [Data collection and management](#) and/or the pre-designed data sheets, for example: [Baseline Surveys](#), Opportune Records, Cockatoo or Mallee fowl Monitoring. If these do not suit your project requirements, they may be adapted for you to save time. Contact the department for more information.
3. Alternatively, design your own data sheets but be sure to incorporate all fields specified in the [BDBSA - Minimum Dataset Standards](#) information sheet.
4. Species absence may now be recorded in the field named NUMOBSERVED as "none detected". If your project will be recording the absence of species then metadata and datasheets need to be considered and designed accordingly. Refer to the information sheets cited above.
5. Once field collection is complete, contact the department to discuss the best option for contributing data.

Options for contributing data

Data can be contributed in several different ways as described below.

BDBSAcollect App

The BDBSAcollect App provides a simple option for capturing species and location details from a phone or mobile device, along with images if available. Once the user submits a record it will feed into BDBSA on the next monthly upload. This option is available to all

researchers and naturalists but users must register via DEWBioDataSupport@sa.gov.au

BDBSA data entry

Data can be entered directly into BDBSA using the front-end forms. The department has contract staff available who have been trained in BDBSA data entry and could be made available to undertake this work. This arrangement will be subject to funding from the data custodian. Please contact the department for estimates on data entry costs.

Electronic data loads

If data has already been collected and stored in electronic format, it may be more efficient to configure this into one of two MS Excel format load templates, see below. Both templates include the relevant BDBSA fields and codes needed for seamless loading. Data custodians have the option of configuring their own data into these templates and submitting to the department for loading, or the department may make available trained contract staff for this task.

Data template features

Data Returns template

- One spreadsheet for loading all data.
- Recommended for non-departmental contributors.
- Allows the upload of basic fields only.
- Generally self-explanatory.
- BDBSA upload is a two-stage process which can lead to a delay in loading.
- Available from the webpage [Information sharing](#).

Electronic Load Tool template

- Three spreadsheets for loading: site data, visit data and species data.

- Recommended for trained departmental staff.
- Data formatted for direct BDBSA upload.
- Accommodates more comprehensive datasets.
- Available via DEWBioDataSupport@sa.gov.au.

Preferred way to cite this information sheet

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<https://www.environment.sa.gov.au/topics/science/information-and-data/biological-databases-of-south-australia/information-sharing>

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For more information

Department for Environment and Water

Website:

<https://www.environment.sa.gov.au/topics/science/information-and-data/biological-databases-of-south-australia>

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