

Pre-upload: Re-census Liana data Check List

This checklist is for preparing liana re-census data for upload. This is for use with plots already in the database, using the field sheets downloaded from ForestPlots.net. The re-census data should be entered into the ForestPlots.net field sheets which contain the treeIDs, unique identifiers that allow new data to be matched to the database. After data entry:

1. Make a **copy** of the fieldsheet worksheet, name it 'coded'
2. Check 3 treeIDs (Database matches excel file AND new census in excel matches fieldsheet)
3. Has all data been entered into the excel file?
 - a. Survivors
 - b. Recruits (and new tag)
 - c. New: tag, t1, xy, determinations (left hand side of fieldsheet updates)
4. Check the 3 Diameters columns
5. Check POM D.Max
6. Check Flag1 and include second part 'Main Host Status'
7. Check 'Host Trees' and 'Most affected trees' (treeID not tag)
8. Check Flag2
9. Check the Flag 3s: A.F3, L.F3, M.F3 (census notes)
10. Check the Flag 4s: A.F4, L.F4, M.F4
11. Determinations of recruits: 'original identification' and Family and Species columns
12. Voucher code and voucher collected
 - a. Check duplicate vouchers have the same determination using pivot table
 - b. Check only 1 collected tree per voucher code using pivot table
13. Make a **copy** of the worksheet, name 'upload'
 - a. Remove all lianas (delete rows) not appearing in the census to upload (died in a previous census)
 - a. Remove all columns containing previous census data
 - b. Count number of treeIDs to upload
 - c. Count number of recruits to upload

Tag No	Tag number
T1	Subplot system: number or code of the primary subplot where the tree is located (as collected in the field, optional). For a standard 1 ha plot, T1 corresponds to the 20 x 20 subplot division
T2	Additional subplot system: number or code of the secondary subplot (as collected in the field, optional)
X	x co-ordinate, as collected in the field, optional
Y	y co-ordinate, as collected in the field, optional
Family	Family name following APGIII
original identification	Species name (Latin Binomial) or vernacular name as recorded in the original field sheets, as recorded in the field. Includes morphospecies, subspecies, varieties, vernacular name
Species	Latin binomial name (Genus species)
Tree Notes	Any general comments specific to the identification of the liana
D.Largo	Diameter (mm) at 130cm along the stem from the principal rooting point. Integer.
D.Altura	Diameter (mm) measured at 130cm vertically above the ground. Integer
D.Max	Diameter (mm) at the widest point on the stem within 2.5m of the ground including any deformity. Integer
POM D.Max	Point of measurement (mm) where D.Max was measured. Integer
F1	Flag1 Rainfor code for alive status https://www.forestplots.net/upload/ManualsEnglish/RAINFOR_LianaDataCodes_EN.pdf
F2	Flag2 Rainfor code for mode of death https://www.forestplots.net/upload/ManualsEnglish/RAINFOR_LianaDataCodes_EN.pdf
Most Affected Tree	TreedID (assigned by ForestPlots.net) of tree most heavily affected by the liana canopy.
Host trees	List of TreelIDs (assigned by ForestPlots.net) of trees covered by the liana.
L.F3	Flag3 Rainfor code for measurement technique for D.Largo https://www.forestplots.net/upload/ManualsEnglish/RAINFOR_LianaDataCodes_EN.pdf Required if tree is alive
L.F4	Flag4 Rainfor code for post field data management for D.Largo https://www.forestplots.net/upload/ManualsEnglish/RAINFOR_LianaDataCodes_EN.pdf Required if tree is alive
A.F3	Flag3 Rainfor code for measurement technique for D.Altura https://www.forestplots.net/upload/ManualsEnglish/RAINFOR_LianaDataCodes_EN.pdf Required if tree is alive
A.F4	Flag4 Rainfor code for post field data management for D.Altura https://www.forestplots.net/upload/ManualsEnglish/RAINFOR_LianaDataCodes_EN.pdf Required if tree is alive
M.F3	Flag3 Rainfor code for measurement technique for D.Max https://www.forestplots.net/upload/ManualsEnglish/RAINFOR_LianaDataCodes_EN.pdf Required if tree is alive
M.F4	Flag4 Rainfor code for post field data management for D.Max https://www.forestplots.net/upload/ManualsEnglish/RAINFOR_LianaDataCodes_EN.pdf Required if tree is alive
Census Notes	comments specific to the tree during that census
New tag no	Tag number (for re-tagged lianas and recruits)
TreedID	Unique identifier of each liana in the ForestPlots.net database. Only trees/lianas that have been uploaded to the database have a TreedID
voucher code	Code for collected voucher made from 3 letters of collector and the collection number (optional)
voucher collected	write "1" if voucher was collected from this individual, 0 if the voucher is used as a reference, leave empty if no voucher was collected