



**Quick Guide**

The **Global Biodiversity Information Facility (GBIF)** is a mega-science initiative to provide **free and universal access to data regarding the world's biodiversity**. If you are interested in learning more about GBIF, please visit the GBIF Secretariat communications Portal:

**[www.gbif.org](http://www.gbif.org)**

The **GBIF International Data Portal** is a prototype service provided by the GBIF Secretariat to access the data already being shared through the GBIF Network. To access this service, visit the following page:

**[www.gbif.net](http://www.gbif.net)**

This document, produced by the **Coordination Unit of the Spanish GBIF node** (<http://www.gbif.es/>), tries to explain how to make use of this data portal, make queries, download data, maps and much more.

## GBIF International Data Portal Operation




First of all, open in a **web browser** the URL of the data portal provided above: **<http://www.gbif.net/>**. At the bottom of the page you can find the access point to the search engine in GBIF international data portal. This system will allow you to make **queries** based on **scientific** or **common names** in English (complete or incomplete names).

Currently, you can obtain information about the following topics:

- **Taxonomic framing:** including infra and supraspecific units.
- **Common names:** at the moment only English names are served, but common names in other languages will be available shortly.
- **Images:** live and collection specimens...
- **Data providers** that store information about the query made.
- **Specimens and/or observations list:** including observation/collection date and geographic information.
- **Map illustration** of the query made.


The data in the GBIF network is continually being expanded and updated, so check the web portal frequently to obtain up-to-date information.

Before making any query, there are three icons used in the data portal we need to be familiar with:

-  Additional information
-  Download information
-  Send feedback to data provider

**To make a query**, follow these steps:

1. In the query form, **type** the scientific **name** to search for, and the **country** you want to limit your query to (this restricts your query only *geographically*, since **the query is performed over all the available data providers**). To carry out the query, click on *Submit*.
2. The **GBIF data use agreement** is displayed next. **It is essential to understand and accept this agreement, since it is one of the basic pillars of GBIF concept**. If you agree, you can proceed and click on *Accept Terms*.
3. The next screen displays the **taxa list** according to your search parameters, with their taxonomic rank. Choose the one you want to obtain further information about, and click on its name.
4. The next page displays all the information collected about the chosen taxa: **common names, name status, higher taxonomy, subordinate taxa, images** and a list of **data providers** housing information about the chosen taxon. From this point, you can follow several paths:
5. If you click on the name of the **data provider**, you can obtain further information about it.
6. On the right of the data providers list, you can see three columns: *All, Lat/Long* and the name of the requested country. In the first column, **All**, the total number of records the selected provider stores is displayed. In the second column **Lat/Long**, you can see the number of records with geographic information detailed in geographic coordinates. In the third column, headed by the name of the requested **country**, you can see the number of records associated with that country, stored in the selected provider. In the last row, you can see the total amounts for each of these categories.
7. The **observation/specimen data** can be obtained in two ways, according to the icon clicked on:

-  Clicking on the arrow, opens a window to **download the selected data** to your computer. Only some of the available fields are included by default, but you can always customize the extraction to suit your needs. You can choose to download the data directly from the data providers or from the GBIF index (faster), and the format of the downloaded file: tab-delimited (.jsp extension) or Darwin Core (.xml extension).

The tab-delimited file (.jsp) can be exported to spreadsheet software like Microsoft Excel®. The .xml file can be opened in some web browsers (like Microsoft Internet Explorer® or Netscape® and compatible software) or in Microsoft Office®, if you have an up-to-date version.

- ✚ Clicking on the icon with the cross, displays a **list of the records** corresponding to the specimens and/or observations requested, grouped by data provider. Data can be displayed in different pages if there is a large number of data. Clicking on the record identification string, displays all the information stored referring to that record.

- A **map illustration** of the requested records can be obtained in two ways. Clicking on the green cross shows a worldwide distribution map provided by the **Belgian Biodiversity Information Facility** (<http://www.be.gbif.net/>). Clicking on *Dynamic map service*, you can see a map with higher detail provided by the **Canadian Biodiversity Information Facility** ([http://www.cbif.gc.ca/about/about\\_e.php](http://www.cbif.gc.ca/about/about_e.php)): the data is loaded and a new page is displayed: click on *Get Map* and you'll see the dynamic map requested.

## An Example of a Guided Search

To demonstrate how the GBIF data portal works, we will make a query about *Prunus lusitanica* L. for Spain.

Enter the **queries page** and **type the search string** "Prunus lusitanica" in the *Search for Name* field, and "Spain" in the *Country* field. Click on *Submit*. Read and accept the **GBIF data use agreement**.

After that a list species is displayed, so click on the species name "*Prunus lusitanica* L.", the one we are interested in.

All taxonomic information stored about the species is displayed, with a **list of all the available data providers** which have information about the taxa, displayed in the three columns described earlier:

<a href="#">GBIF-Spain - Herbario de la Universidad de Granada (drimys.ugr.es)</a>	GDA, GDAC	11 ✚ ⚡	0	4 ✚ ⚡
<a href="#">GBIF-Spain Provider (taray.csic.es)</a>	Jardi Botanic de Valencia: VAL	12 ✚ ⚡	3 ✚ ⚡	12 ✚ ⚡
<a href="#">GBIF-Spain Provider (taray.csic.es)</a>	Univ. Herbarium SALAMANCA: SALA	20 ✚ ⚡	8 ✚ ⚡	20 ✚ ⚡
<a href="#">GBIF-Spain Provider (taray.csic.es)</a>	Real Jardin Botanico (Madrid), Vascular Plant Herbarium (MA)	17 ✚ ⚡	8 ✚ ⚡	14 ✚ ⚡

Clicking on the cross icon ✚ in the column corresponding to "Spain", we get a **list of the records** with specimen/observation data for Spain:

Service [GBIF-Spain Provider \(taray.csic.es\)](#)  
Resource [Jardi Botanic de Valencia: VAL](#)

Datasources provided by GBIF.es  
Valencia Botanical Garden- Herbarium



Record	Scientific name	Date	Country	Location	Latitude	Longitude	User feedback
<a href="#">105765-1</a>	<a href="#">Prunus lusitanica</a>	Aug 23, 1998	ES	Sabifánigo;	-	-	
<a href="#">112208-1</a>	<a href="#">Prunus lusitanica L.</a>	Jun 7, 1984	ES	Montseny	-	-	
<a href="#">12334-1</a>	<a href="#">Prunus lusitanica</a>	May 28, 1988	ES	Mansilla de la Sierra, río Cambrones	42	-2	
<a href="#">131556-1</a>	<a href="#">Prunus lusitanica L.</a>	Aug 26, 1984	ES	Villar del Pedroso; Navatrasierra, arroyo de la Ve	-	-	
<a href="#">131557-1</a>	<a href="#">Prunus lusitanica L.</a>	Sep 6, 1965	ES	Navatrasierra: Villuercas	-	-	
<a href="#">131558-1</a>	<a href="#">Prunus lusitanica L.</a>	Jun 11, 1968	ES	Sierra Carbonera, arroyo de la Pedriza de Navatras	-	-	
<a href="#">144983-1</a>	<a href="#">Prunus lusitanica L. subsp. lusitanica</a>	Jun 26, 1993	ES	Zuia, Altube, arroyo Kabramoiano	43	-2	
<a href="#">145898-1</a>	<a href="#">Prunus lusitanica L.</a>	Apr 24, 1985	ES	Candeleda. Arroyo de Santa María	-	-	
<a href="#">40554-1</a>	<a href="#">Prunus lusitanica L.</a>	Jun 16, 1998	ES	Bárcena de la Abadía, arroyo de Fresnedo	42	-6	
<a href="#">87056-1</a>	<a href="#">Prunus lusitanica</a>	Apr 28, 1992	ES	Canales de la Abadía, barranco Cambrones	-	-	
<a href="#">94918-1</a>	<a href="#">Prunus lusitanica</a>	Oct 27, 1994	ES	Zuya; montes de Altube, barranco Kabramoi	-	-	
<a href="#">94919-1</a>	<a href="#">Prunus lusitanica</a>	May 20, 1994	ES	Mansilla; barranco Cambrones	-	-	

If we click on the *Dynamic Map Service* link from the Canadian Biodiversity Information Facility at the beginning of this page, we will see a **dynamic map** similar to the one below.



If you are interested in **obtaining the data** to analyse it later, click on the arrow  to open a window with the following options:

### Download data

Taxon: *Prunus lusitanica* L.  
 Country: Spain  
 Resource: All resources  
 Records included: All

Fields to download:

- Date last modified
- Institution code
- Collection code
- Catalogue number
- Scientific name
- Basis of record
- Kingdom
- Phylum
- Class
- Order
- Family
- Genus

Source for downloaded data:

Format for downloaded data:

**Data downloaded through this page can only be used in accordance with the GBIF Data Use Agreement and any special conditions specified by the data providers:**

GBIF-Spain: Jardí Botànic de València: VAL  
 GBIF-Spain: Univ. Herbarium SALAMANCA: SALA  
 GBIF-Spain: Real Jardín Botánico (Madrid), Vascular Plant Herbarium (MA)

**Use of data** <http://www.rjb.csic.es/herbario/crypto/crypcond.htm>

**Citation** null

GBIF-Spain: Oviedo, FCO-BOS  
 Herbario de la Universidad de Granada: GDA, GDAC  
 Missouri Botanical Garden: Missouri Botanical Garden  
 Botanic Garden and Botanical Museum Berlin-Dahlem: Staatliches Museum für Naturkunde Stuttgart, Herbarium

**Use of data** The use of the data is allowed only for non-profit scientific use and for non-profit nature conservation purpose. / The data base or part of it may only be used or copied by the written permission from the legal owner.

**Citation** null

You can **customize** the data extraction selecting or deselecting the fields in the list displayed. Then you have to choose the **data source** (the GBIF index or the original data provider), and the **format**. You must read the particular conditions stated by each data provider, listed on the right, and if you agree click on *Accept Terms*. Depending on the Internet browser used, we will see the data straight away or you will have the option to save the data in a file.