

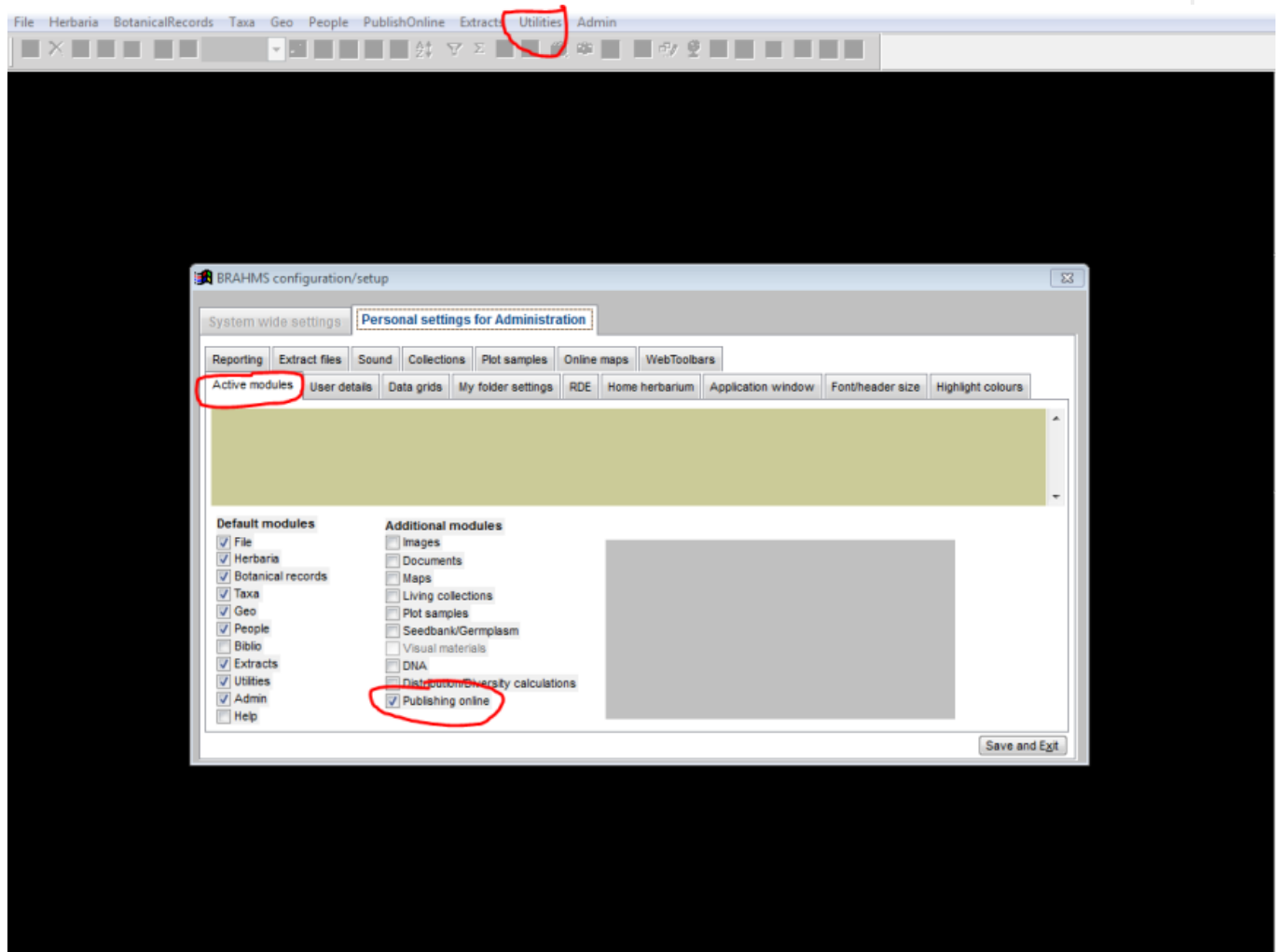
Brahms - Solanaceae documentation

Brahms software has been updated to provide the export of taxonomies, locations, people and specimens into a .csv format which can be imported into Scratchpads. This only provides a mechanism to import into Scratchpads. It does not write back to Brahms so any changes you make on your Scratchpad will not be reflected in Brahms.

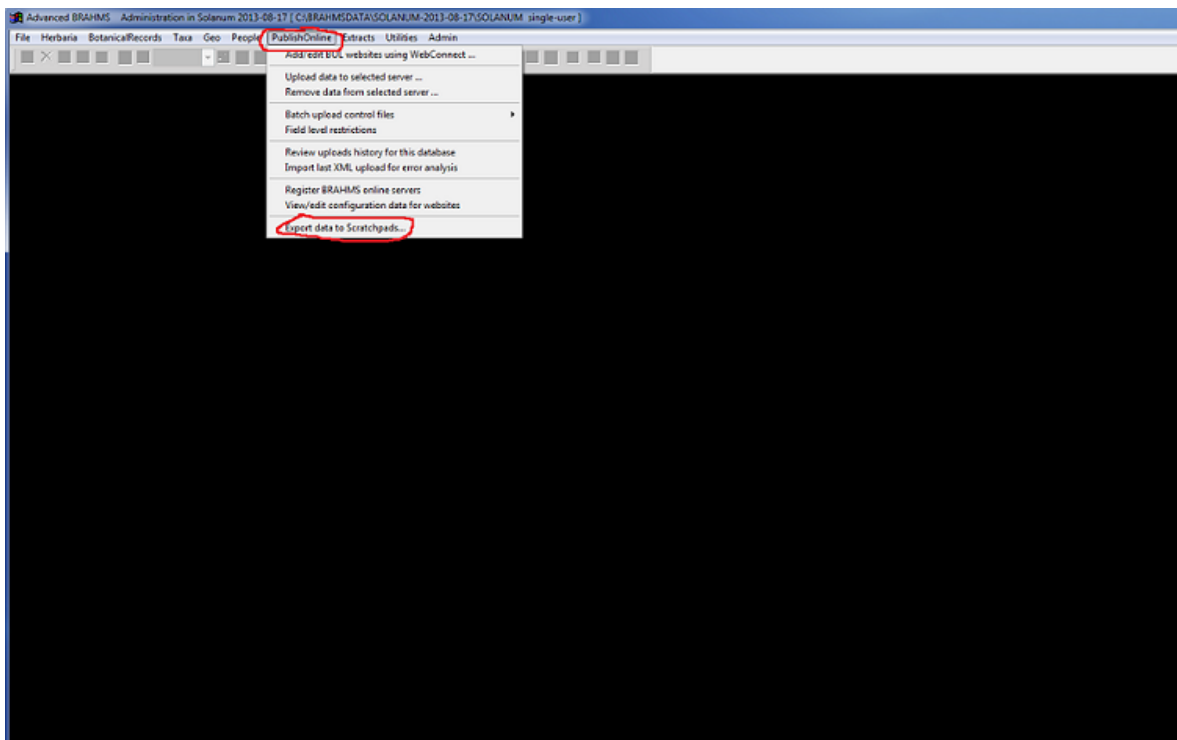
1. Importing your biological classification/taxonomy

The backbone of a Scratchpad is the biological classification. Follow these steps to import your classification from Brahms.

- a. Enable 'Publish online' in Brahms by going to Utilities/My setup and under the 'Active modules' tab ticking Publishing online



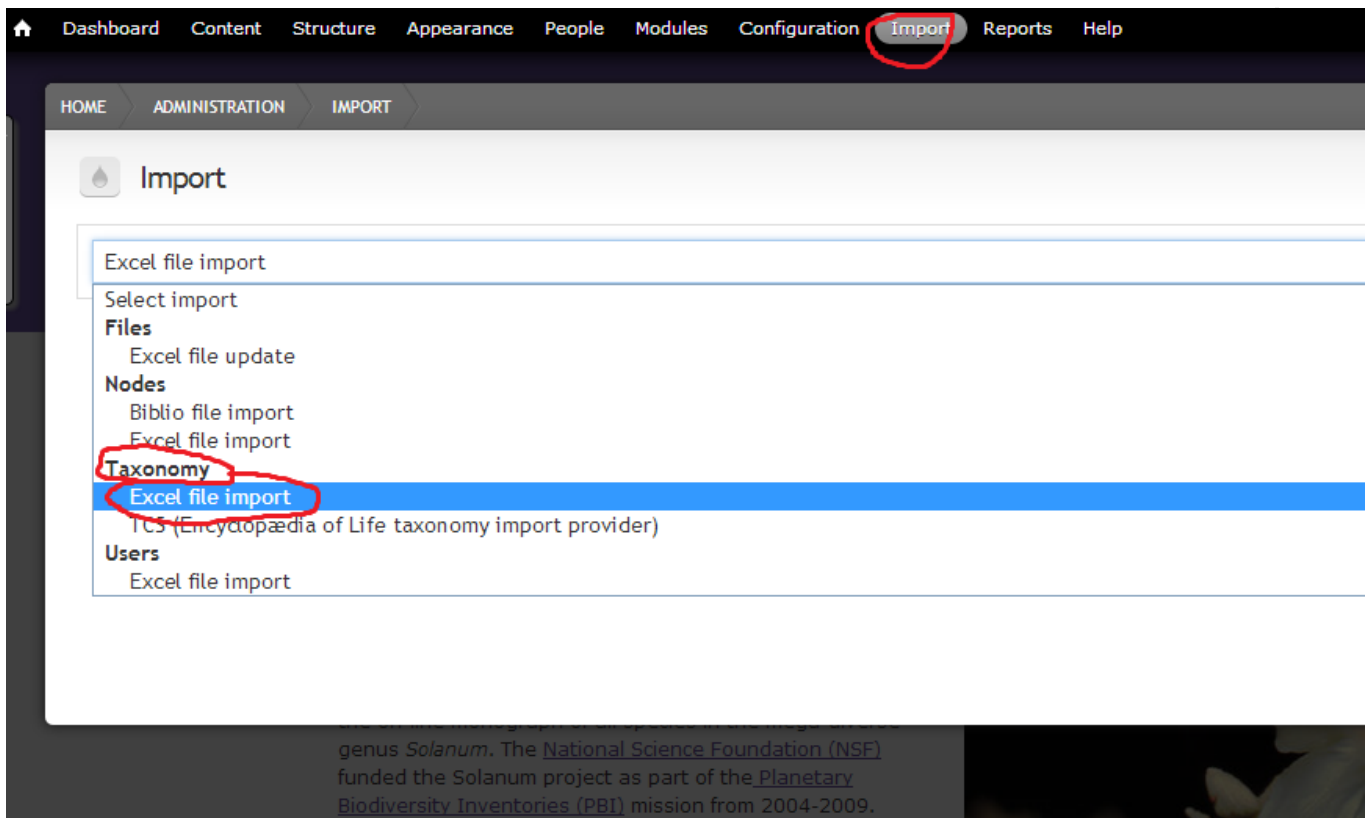
- b. Select 'Export to Scratchpads' from the PublishOnline menu option



c. Select 'Taxa only' from 'Data category to process' and set any restrictions you require. Then click the 'Create transfer files' button. This will create a comma delimited file (.csv) which can then be imported into Excel.



Once you have it in Excel, edit it as needed and save it as a .xls file, You can then import it into your scratchpad using the standard Excel import method.

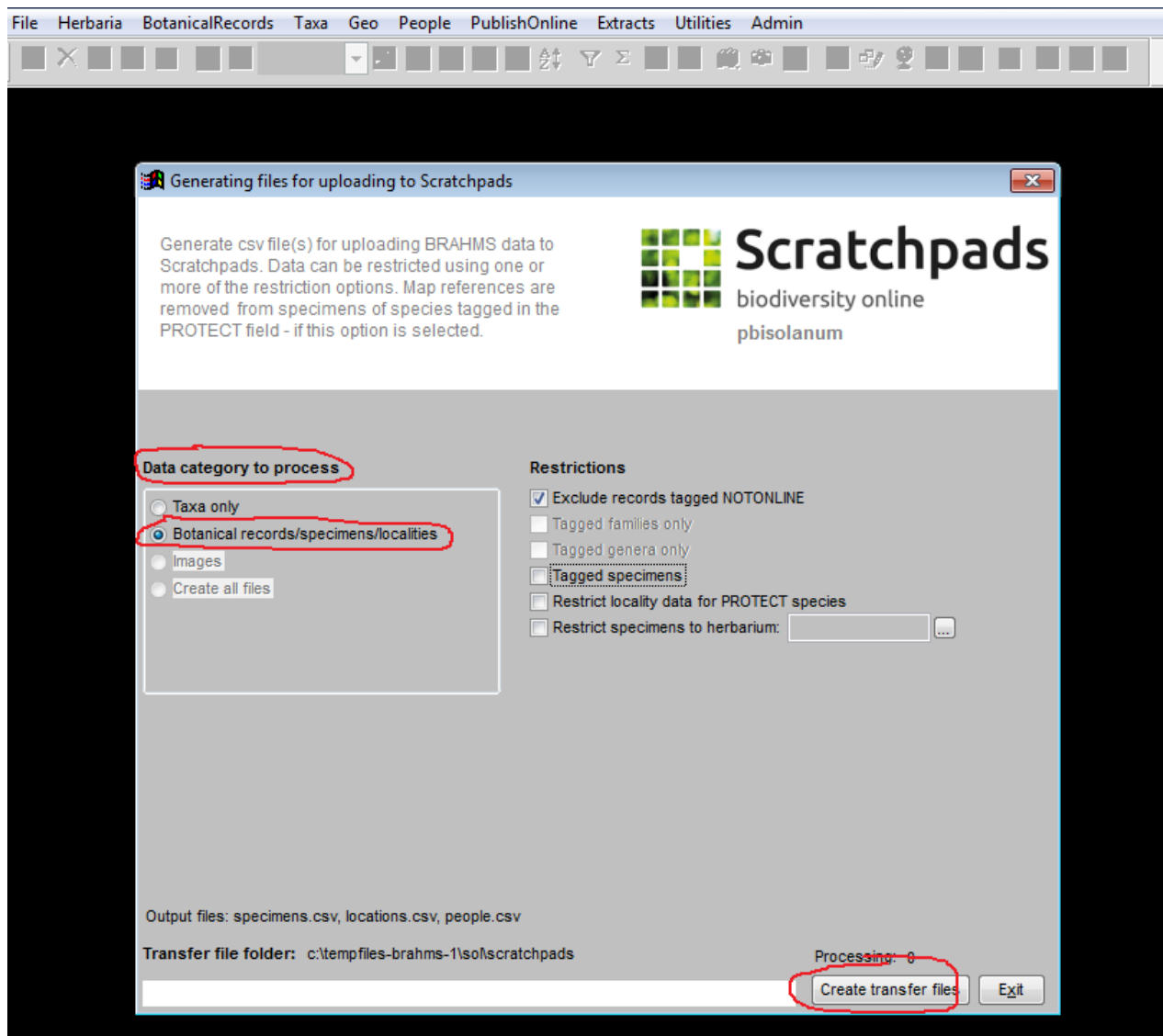


The screenshot shows the Scratchpads administration interface. The top navigation bar includes 'Dashboard', 'Content', 'Structure', 'Appearance', 'People', 'Modules', 'Configuration', 'Import', 'Reports', and 'Help'. The 'Import' menu is circled in red. Below the navigation bar, the breadcrumb trail shows 'HOME > ADMINISTRATION > IMPORT'. The main content area is titled 'Import' and contains a list of import options. The 'Taxonomy' section is circled in red, and the 'Excel file import' option under it is highlighted in blue. Other options include 'Excel file import', 'Select import', 'Files' (Excel file update), 'Nodes' (Biblio file import, Excel file import), 'Users' (Excel file import), and 'TCS (Encyclopædia of Life taxonomy import provider)'. At the bottom of the page, there is a footer with text about the genus *Solanum* and the National Science Foundation (NSF) funding the Solanum project as part of the Planetary Biodiversity Inventories (PBI) mission from 2004-2009.

You can view a help video on using excel files for importing classifications at http://help.scratchpads.eu/w/Create_an_excel_file_for_a_biological_classification_import_video. Other help videos are available including one on adding a classification (vocabulary) at http://help.scratchpads.eu/w/Add_a_vocabulary_video and one on importing your own classification at http://help.scratchpads.eu/w/Add_a_biological_classification:_Import_your_own_classification_video

2. Importing locations, people and specimens

- a. Select 'Export to Scratchpads' from the PublishOnline menu option as above
- b. Select 'Botanical records/specimens/localities' from 'Data category to process' and set any restrictions you require. Then click the 'Create transfer files' button.



This will create three comma delimited files (.csv) which can then be imported into Excel, one for locations, one for people (collectors) and one for specimens.

- locations.csv
 - Open this in Excel, edit it as needed, making sure that all your countries are an ISO alpha 2 code, and save it as a .xls file, You can then import it into your scratchpad using the standard Excel import method by going to Import->Nodes Excel file import -> Location
- people.csv
 - Open this in Excel, edit it as needed, and save it as a .xls file, You can then import it into your scratchpad using the standard Excel import method by going to Import-Users Excel file import. This will create people without login privileges.
- specimens.csv
 - Open this in Excel, edit it as needed, making sure your headers and columns match the required template, and save it as a .xls file.
 - If you have edited your content type this is particularly important.
 - Make sure your date columns are in the format of YYYY/MM/DD. If your dates don't seem to be importing properly you may need to convert them in Excel from a date format into a text format using =TEXT(A1, "YYYY/MM/DD") then 'pasting special' values into a new column with the appropriate header, and deleting the old column.
 - If you have a lot of specimens you may want to break the import up into multiple files.

You can then import it into your scratchpad using the standard Excel import method by going to Import->Nodes Excel file import -> Specimen/Observation

Import your bibliography/citations

tbd

ARCHIVED - DEPRECATED - Brahms - Solanaceae documentation - original xml export

- [3. Then importing Brahms MySQL taxa descriptions](#)
- [old xml instructions](#)
- [Deprecated and archived feeds xml imports](#)

Insert biblio with no taxa
 Insert species with biblio GUID
 Re-insert biblio with taxa to update

[brahms-publish-online.png](#) - Brahms publish online (67.2 KB) Katherine Bouton, 2014-01-03 10:02

[export-to-scratchpads.png](#) (69.4 KB) Katherine Bouton, 2014-01-03 10:10

[export-taxa.png](#) (88.8 KB) Katherine Bouton, 2014-01-03 10:15

[import-taxonomy-into-scratchpad.png](#) (39.5 KB) Katherine Bouton, 2014-01-03 10:20

