

The introduction of IrisBG Handheld

de hortus

Hortus Botanicus Amsterdam - anno 1638



Content

- Work flow
- Considerations for implementation
- Advantages
- Problems encountered

Workflow

IrisBG - Botanical Garden Collection Management

Hortus Botanicus Amsterdam

Inbox
Handle data transferred from external devices

Job status	No.	Source type	Source name	Reg. person	Reg. date
Accepted	608 PDA	IrisBG Handheld	[26/04/2019 17:00:00] martins		26.04.2019 17:00:00
Accepted	607 PDA	IrisBG Handheld	[27/04/2019 13:00:00] martins		27.04.2019 13:00:00
Accepted	606 PDA	IrisBG Handheld	[27/04/2019 12:58:00] martins		27.04.2019 12:58:47
Accepted	605 PDA	IrisBG Handheld	[25-4-2019 13:03:05] martins		25.04.2019 13:03:35
Accepted	604 PDA	IrisBG Handheld	[25-4-2019 10:40:00] martins		25.04.2019 10:40:04
Accepted	603 PDA	IrisBG Handheld	[24-4-2019 15:59:35] martins		24.04.2019 15:59:36
Accepted	602 PDA	IrisBG Handheld	[24-4-2019 15:58:37] martins		24.04.2019 15:58:38
Accepted	601 PDA	IrisBG Handheld	[24-4-2019 15:58:34] martins		24.04.2019 15:58:34
Accepted	600 PDA	IrisBG Handheld	[24-4-2019 15:58:33] martins		24.04.2019 15:58:33
Accepted	609 PDA	IrisBG Handheld	[24-4-2019 15:58:29] martins		24.04.2019 15:58:30
Accepted	608 PDA	IrisBG Handheld	[23-4-2019 15:09:35] martins		23.04.2019 15:09:36
Accepted	607 PDA	IrisBG Handheld	[23-4-2019 15:09:31] martins		23.04.2019 15:09:31
Accepted	606 PDA	IrisBG Handheld	[23-4-2019 15:09:26] martins		23.04.2019 15:09:28
Accepted	605 PDA	IrisBG Handheld	[22-4-2019 14:25:26] martins		22.04.2019 14:25:29
Accepted	604 PDA	IrisBG Handheld	[17/04/2019 23:58:00] martins		17.04.2019 23:58:47
Accepted	603 PDA	IrisBG Handheld	[16-4-2019 17:08:56] martins		16.04.2019 17:08:58
Accepted	602 PDA	IrisBG Handheld	[16-4-2019 17:08:56] martins		16.04.2019 17:08:56
Accepted	601 PDA	IrisBG Handheld	[16-4-2019 17:08:55] martins		16.04.2019 17:08:55
Accepted	600 PDA	IrisBG Handheld	[16-4-2019 8:31:34] martins		16.04.2019 08:31:34
Accepted	679 PDA	IrisBG Handheld	[11-4-2019 9:54:04] martins		11.04.2019 09:54:06
Accepted	678 PDA	IrisBG Handheld	[9-4-2019 11:26:36] martins		09.04.2019 11:26:38
Accepted	677 PDA	IrisBG Handheld	[9-4-2019 11:26:29] martins		09.04.2019 11:26:31

IrisBG



IrisBG App Manager - [App Datasets]

IrisBG App Manager

App Datasets

Ready for Inbox

Offline Maps

Licences

Statistics

Public Datasets

<input type="checkbox"/>	Collection Site	Uploaded By	When	Expires	Refresh	Upload	Delete
<input checked="" type="checkbox"/>	Hortus Botanicus Amsterdam	martins	4 days ago	Never			

IrisBG App Manager

Hortus Botanicus Amsterdam

Search Collection

Tasks

Upload Changes

Download Dataset

Settings


Logout [martins]

IrisBG Handheld



Workflow

Updating datasets; checking and accepting uploads

- 
- Fresh dataset is uploaded to the App Service daily
 - Staff login and refresh dataset before starting to add new data
 - Staff upload their changes to the App Service at the end of every day
 - Collection manager sends data to IrisBG's Inbox via App Manager and checks uploaded changes before committing them to the main database.

User manual(s)

Werkus Bouwrijds Amsterdam – User manual for iWBG Mobile and iWBG Mobile App Manager

1 Contents

1. Before you begin (What does work)	3
Installing iWBG Mobile App	3
Logging in and navigation	3
Downloading content and activating images	3
2. Main functions	3
Mapping an item	3
Copying item location	3
Copying the item photo	3
Copying a photo to an account that you previously set up on a mobile	3
Using an account that is in pending state - 1	3
Using an account that is in pending state - 2	3
Using account info	3
Additional search functions	3
3. Approval functions	3
Creating a new item	3
Creating a new site	3
Creating a new account	3
Not creating items or a site	3
Creating item from an map	3
4. iWBG Mobile App Manager functions	3
Creating iWBG App Manager	3
Opening the app manager	3
Opening office map	3
Managing content	3
Creating content app description	3

1. Before you begin (What does work)

Installing iWBG Mobile App

- 1 Download iWBG Mobile from Google Play store. Scan the QR code using the "QR reader"
- 2 activate your device with geolocation enabled and you activate your connectivity
- 3 The software is installed and you will be asked "This app will access things on the settings screen on the hardware"
- 4 After installation the app screen is shown and finished
- 5 You can now install and activate app

Logging in and navigation



Protocol(s)

Herbar Botanicus Amsterdam – Herbar management protocols for sections and collections

Contents

1. Work procedures	4
Renewing Herbarium database and accompanying sheets	4
Updating labels and mapping forms	4
Resolving inter-herbarium queries, eg. in field or sheets	4
Adding new photographs of specimens	4
Updating lists when planting out new specimens	4
2. Accession procedures	4
Establishing a section or collection	4
Acquiring a particular determination of the specimen	4
Adding new items, splitting or merging files or specimens	4
3. Work for the World Agroforestry	4
Updating sheets: having and existing sheets	4

1. Work procedures

Renewing Herbarium database (and accompanying sheets)

1. Open relevant specimen data in spreadsheet
2. Verify that correct location code and map location matches location as coded in the sheet and check the location indicated in spreadsheet for signs of the specimen and a date but avoid updates in the sheet may involve (re)entering values for type date and sheet
3. Update the sheet to describe a new set
4. Add necessary 2 sheets
5. Remove the sheet with (old) data part 2 or the part marked as not determined ("determined" status) in the office of the collection manager
6. Verify dates and other highlights should also be included when the collection part of sheet will be put in the herbarium to ensure everything is to be described ("determined" status)

Updating in office code and mapping forms

1. Open relevant specimen data in spreadsheet for last time (see sheet e.g. specimen part)
2. Update in the database
3. Update the sheet: map location coordinated if there is trouble in updating specimen data

or

1. When requirements are met in the database code of sheets is a sheet
2. Open code and update sheet location for change in sheet
3. Update in sheet or map coordinates code by use of transfer to the public accessible sheet

Resolving inter-herbarium queries (sheet, tag or sheet up (sheet))

1. With specimen data to relevant location and tag, public sheet in "Herbarium" system of public sheet" for the search sheet part of collector message for location location of specimen
2. If sheet not available, update sheet in Herbarium manager's part

Adding new photographs of specimens

1. Open relevant specimen part and sheet
2. Prepare to access image coding in it

Updating lists when planting out new specimens forms

1. Open relevant specimen
2. When all available specimens are accessioned and the sheet is the correct template update in the garden sheet adding the necessary public sheet, also update location and tag these specimens
3. When you plant out of specimen then in the country, make sure sheet will be updated and then add sheet accession number in public sheet record in the spreadsheet if they have before plants are transferred to garden. Also determine procedure for adding a new sheet

Mobile devices

Own device vs. work device?



Checks



Use standard task lists

Use well-defined standard task list – aligned with protocols/label types etc.

No.	Name	Status	Date	Entry kind	Priority	Owner	Start	End
959.1	Print list - general public labels	Open	11/09/2018	Item	0: None	martin		
1059.1	Print list - Halfmond public labels	Open	29/01/2019	Item	0: None	martin		
1056.1	Print list - Snijspondaal public labels	Open	19/12/2018	Item	0: None	martin		
952.2	Print list - small public labels	Open	09/07/2018	Item	0: None	martin		
976.3	Print list - nursery labels (small - only for haworthia, lithops etc)	Open	14/08/2018	Item	0: None	martin		
961.4	Print list - nursery labels	Open	10/02/2019	Item	0: None	martin		
975.5	Print list - brother tag labels	Open	10/08/2018	Item	0: None	martin		
1069.6	Print List - Seed Store Labels	Open	18/02/2019	Item	0: None	martin		
1070.7	Print List - Seed in Envelopes (sticker labels)	Open	18/02/2019	Item	0: None	martin		
960.8	Desiderata	Open	18/07/2018	Taxon	0: None	martin		
1074.9	Annuaal/donnant plant labels stored in office	Open	27/02/2019	Item	0: None	martin		
950.9	Questionable determinations	Open	06/02/2018	Item	0: None	martin		
612.A	Families	Completed	10/02/2019	Accession	0: None	chantalp		
847	Aanvulling grachtensak 23-4-2018	Completed	30/04/2018	Accession	0: None	chantalp		
285	Acacias overtuin	Completed	10/02/2019	Accession	0: None	reinouth		
184	Accessies mogelijk verwisseld	Completed	10/02/2019	Accession	0: None	reinouth		
587	Aconitum	Completed	14/04/2017	Accession	0: None	marlab		
599	Algevoerd IS 2015	Completed	03/05/2017	Accession	0: None	marlab		
547	Algevoerd wilde zaden lijst 2014	Completed	03/05/2017	Accession	0: None	marlab		
549	Algevoerd wilde zaden lijst 2015	Completed	09/08/2017	Accession	0: None	marlab		
440	afvoeren	Completed	10/02/2019	Accession	0: None	reinouth		
746	Alcoholverzamelingen in herziening bij museum srook	Completed	22/01/2019	Item	0: None	reinouth		

Tasks

Owner
All

9 - Questionable determinations
Task 950 Priority: None
Item Smit, M.F. (Martin)

2 - Print list - small public labels
Task 952 Priority: None
Item Smit, M.F. (Martin)

1 - Print list - general public labels
Task 959 Priority: None
Item Smit, M.F. (Martin)

4 - Print list - nursery labels
Task 961 Priority: None
Item Smit, M.F. (Martin)

5 - Print list - brother tag labels

+

User stats

The screenshot shows the 'IrisBG App Manager - [Statistics]' window. The main header is 'IrisBG App Manager'. On the left, there is a sidebar with buttons for 'App Datasets', 'Ready for Inbox', 'Offline Maps', 'Licences', 'Statistics' (highlighted in green), and 'Public Datasets'. The main content area is titled 'Data changes statistics' and contains a table with the following data:

Uploaded By	Uploads	Changes	Average
hannah	6	19	3.17
maartenk	16	21	1.31
martins	36	67	1.86
peterj	23	40	1.74
reinouth	11	18	1.64
tomb	5	11	2.2
walterh	8	10	1.25

On the right side of the main content area, there is a 'Select date range' section with options: '7 days', '30 days', '90 days', '360 days', and 'Custom...'. Below these options, there are two date pickers showing '01/02/2019' and '27/04/2019'. At the bottom right of this section is a green 'Refresh' button.

Advantages

- Enable greater capacity and output
- Brings records physically closer to the collections
- Tool to involve more staff



Problems encountered

- Forgetting to upload changes
- Forgetting to update certain key fields
- Not everybody has a smart phone
- New items cannot currently be added to a task

**More tips or problems
encountered from other
IrisBG Handheld users?**

Assignment

- Add pictures of accessions in flower in perennial garden
- Update their bed locations with specific coordinates
- Create a tasks for labels that need replacement
 - Add all accessions of plants damaged labels to this task