# **DESClogik Quick Start Guide**

### **Table of Contents**

- Start DESClogik
- Open Template
- Task Bar
- Select Sample • Export Data to Excel
- Edit column visibility
  Copy/Paste from Excel into DESClogik
- Column Header Color Codes

### Start DESClogik

1. Click on the DESClogik icon (Figure 1).



Figure 1. Desktop icon.

2. Login with username and password (Figure 2, for scientists, jrs\_lastname, default password \$Firstname2015).

DESClogik			VX
	Connect to:		
	Username: Password:		
	<u></u>	)	J
		version 15.0.0.1	3 - SHIP

Figure 2. Login screen.

### **Open Template**

Select the template from the dropdown list:

- Group: your expedition number
- Template: Double click your specialization or sub-group, e.g. 361\_macroscopic for core description (Figure 3).

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<u> </u>	Sprea	dsheet Tools Desig	n Re	covery							
2	1	No template loaded Group: General Template	Select Sample	Upload	Download	Clear	All Tabs	Filters	<b>2</b> ↓ Sort	Export	
Current	Groups	Templates in group "361		] —	cm			cm			
	361 360 359 356 355 354 353 352 351 350	361_diatom 361_foraminifer 361_macroscopic 361_microscopic 361_nannofossil 361_radiolaria									

Figure 3. Home screen showing template selection.

#### Task Bar

- (Head Icon): Change user (will force you to log-in again but prompts you if there are unsaved data)
- Select T: Select a template (spreadsheet data entry form).
- Select Sample: Select sample by Hole, Sample Type, and/or Test.
- Upload: Upload (save) template spreadsheet entries to LIMS.
- **Download**: Download data from LIMS into template spreadsheet.
- Clear: Clear data from template on screen.
- All Tabs checkbox: apply upload, download or clear process on current (unchecked) tab or all tabs (checked) in template.
- Sort: Sort data in spreadsheet, using one or more columns
- Export: Export spreadsheet to Excel (.xlsx). Check Data Only.

#### **Select Sample**

- 1. From the drop-down list (the sample globe), drill down to the sample to be described: select by hole, sample type, and/or test [PAL]. Double click on the sample LabelID. Core description selects to *archive >> section*. E.g. *361-U1549A-23R-1A*.
  - a. If starting a data entry, click into the next sample row in the first column to paste the sample into the spreadsheet template. Enter your description top and bottom of the description interval in the 2<sup>nd</sup> and 3<sup>rd</sup> columns. For section-halves the offset from top of section, i.e. *0* to 50 cm. The default is 0cm to the bottom of section. Depth is automatically calculated.
  - b. If downloading data from LIMS, double-click on the sample(s) of interest and click the download button.

### **Export Data to Excel**

You can export your DESC data spreadsheet at any time.

- 1. Click the Export button on the header bar.
- 2. Choose a formatting option:
  - a. Expand sample column: if checked, the Expedition, Site, Hole, Core, Section, Section Half will export into separate columns. Do not select this box to export the sample ID in the concatenated label ID format.
  - b. Include classifications: if checked, the value list classifications will be downloaded into each cell with the data entry (recommended setting if you intend to copy/paste into DESC later). If left unchecked no bracketed classifications will export with their terms.
  - c. Data Only: removes all color and text formatting from the export
  - d. Value lists instead of data: for technical support personnel only.

3. Click Export and give a file output destination and name (Figure 4).

Ŵ					
Export					
<ul> <li>Expand sample column</li> <li>Include classifications</li> </ul>					
🔲 Data Only					
Valuelists instead of data					
	Export				

Figure 4. Export to Excel options and icon.

## Selected features of DESClogik

### Edit column visibility

This allows you to hide and unhide columns (Figure 5).

- 1. Right-click on a column header and choose Edit Visibility.
- 2. Check the boxes in the sub-window to indicate which columns you want to see on the data entry spreadsheet. Those columns will be hidden for the duration of your session (*Figure 6*).3. If the right-click menu is not enabled, check with technical support.

Tabul	ılar DESClogik 3.23.6.6				Con.					
5	Spreadsheet Tools	Design	Recovery							
~	Select Template	Select Sample	Upload Downle	🆡 🛃 I	Filters	iter by: emplate	Sample top bottom Sort	<b>Export</b>		
Curren	nt Sample			cm	cm					
PFs	Age Control Bios	stratigraph	ic Zone D	escription	s and comme	ents File				
	Sample		Top [cm]	Bottom [cm]	Top Depth [m]	Bottom Depth [m]	Globigerina bulloides	Globigerinoides ruber (white)	Globigerinoides ruber (pink) rinoides	Hide Edit Visib
1										Clone Dy
2										View Valu
3										Rotate
4										Rotate Al
5									_	Nota

Figure 5. Editing the visibility of columns.

Clear all Select all	
Pteropod Group Abundance	🗹 Globorotalia menardii sin
Pteropod comment	Globorotalia miocenica
Ostracod Group Abundance	🗹 Globorotalia miotumida
Ostracod comment	Globorotalia multicamerata
PF Preservation	Globorotalia puncticulata
PF Group Abundance	Globorotalia scitula dex
Globigerina bulloides	🗹 Globorotalia scitula sin
Globigerinoides ruber white	Globoturborotalita rubescens
Globigerinoides ruber pink	Globoturborotalita tenella

Figure 6. Edit visibility sub-window. If checked, columns will appear in template. Data remains in LIMS when hidden.

### Copy/Paste from Excel into DESClogik

An alternative to entering DESC data directly into the DESC template is as follows:

- 1. Configure the appropriate template in DESC.
- 2. Export the template to Excel.
- 3. Enter descriptive data into Excel.
- 4. Copy/paste the data from the Excel file into the DESC template in two steps
  - a. Copy/paste the first 3 columns: Sample, Top (cm) and Bottom (cm)
    - b. Copy/paste all columns and rows to the right of Bottom depth

NOTE: Unless manually entered in the excel file, the top and bottom depths are not automatically calculated if blank cells are copied into them. Depths will appear upon download.

If you follow this procedure, you must enter the following additional information (automatically added in DESC) into the Excel spreadsheet:

- Correct Sample ID. This is critical.
- Classification codes for the terms defined in the classification set. For example, sandy would need to be sandy [USGS].

### **Column Header Color Codes**

- Blue: cells where observations are entered in free-form text (*Figure* 7).
- Yellow: a value list exists (*Figure 7*):
- Double-click on the cell to see a drop-down list of values or
- Start typing to initiate dynamic search that shows a short list of possible values.

Deformational structures	General interval comment	MAJ Lith. Prefix abundance Plot [%]		
I				
	Value List: deformational_structure	s_339		
	contorted strata [BJ80] fault fault breccia [BJ80] syn-sedimentary or growth fault [BJ80]			

Figure 7. Yellow column cell selected which displays the value-list associated. Note the bracketed reference codes.

Note: The "Legend" button in the lower left-hand corner of the software provides a handy reference for cell color and outline meanings.

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