



COPO

**VISUAL DOCUMENTATION FOR
MANIFEST SUBMISSION**

Collaborative OPen Omics

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E Earlham
Institute

Decoding Living Systems

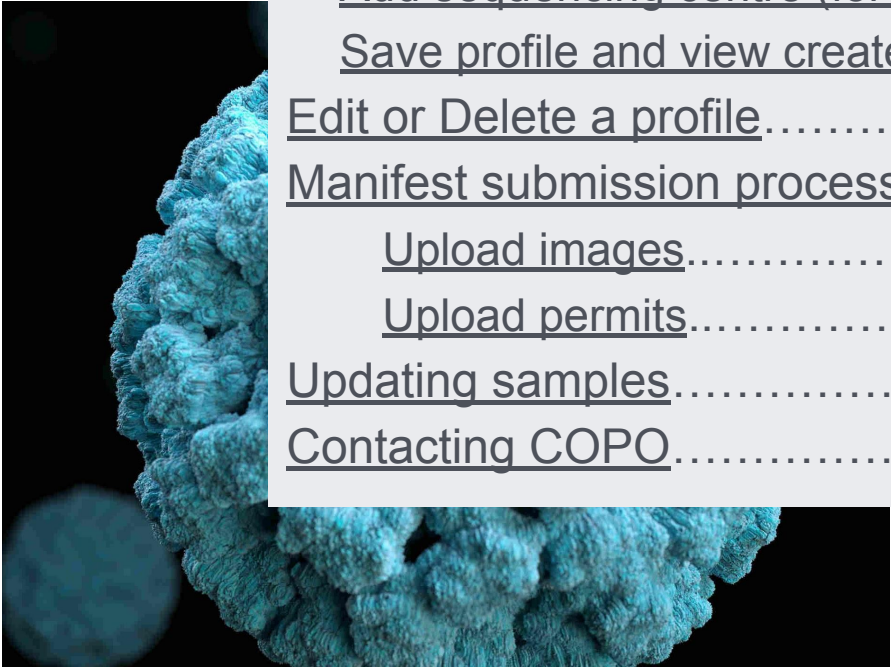


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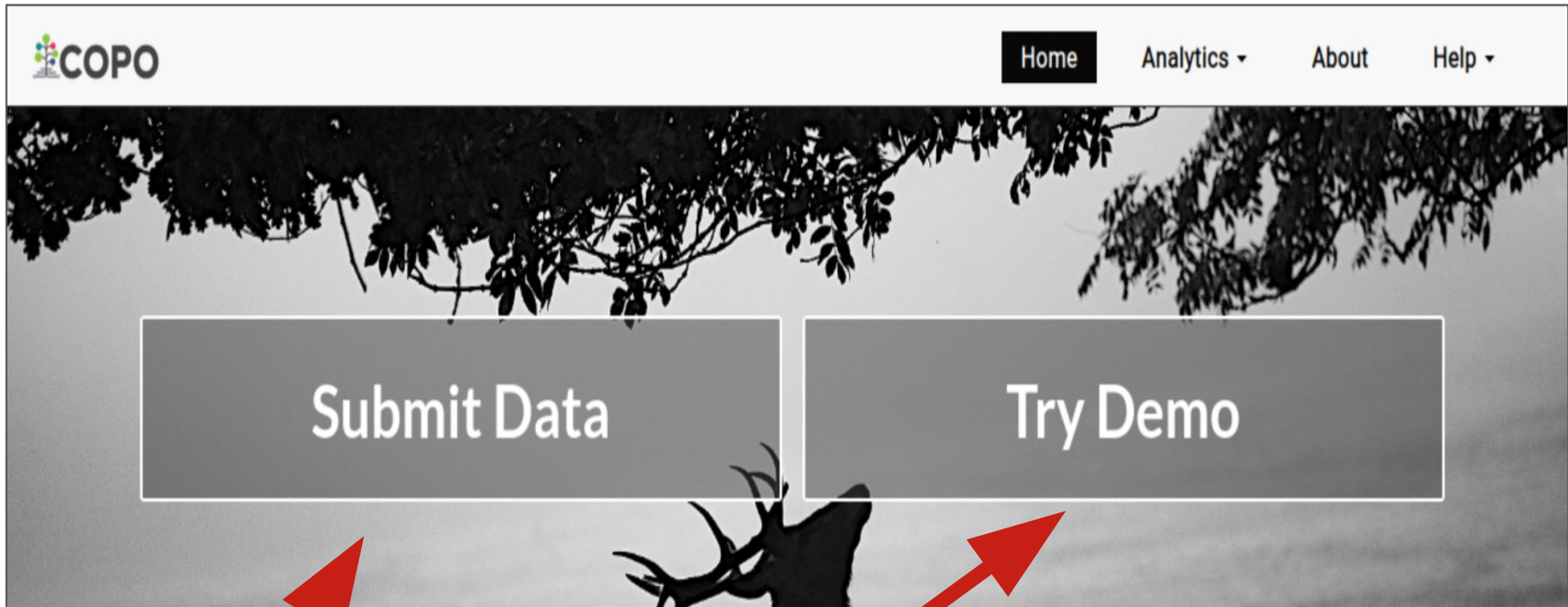
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Prerequisites:

- An [ORCID account](#)
 - Contact ei.copo@earlham.ac.uk to be added to a project manifest group
 - Ensure that you have the latest version of the manifest if you are submitting samples as part of -
 - Aquatic Symbiosis Genomics (ASG) project, please refer to the latest metadata manifest
 - Darwin Tree of Life (DToL) project, please refer to the latest metadata manifest [here](#)
 - European Reference Genome Atlas (ERGA) project, please refer to the latest metadata manifest [here](#)
- ❗ The latest manifest templates can also be found in our [documentation](#).

COPPO's home page:



Once you are confident

To familiarise with the platform

IMPORTANT - Submissions to European Nucleotide Archive (ENA) through the demo server will not persist, accessions created will be deleted after 24 hours.

The demo server is frequently updated so it may occasionally be unreachable and you may find that we have deleted your past uploads.

Click “Submit Data” button to log in with your ORCiD credentials:



Home

Analytics ▾

About

Help ▾

Submit Data

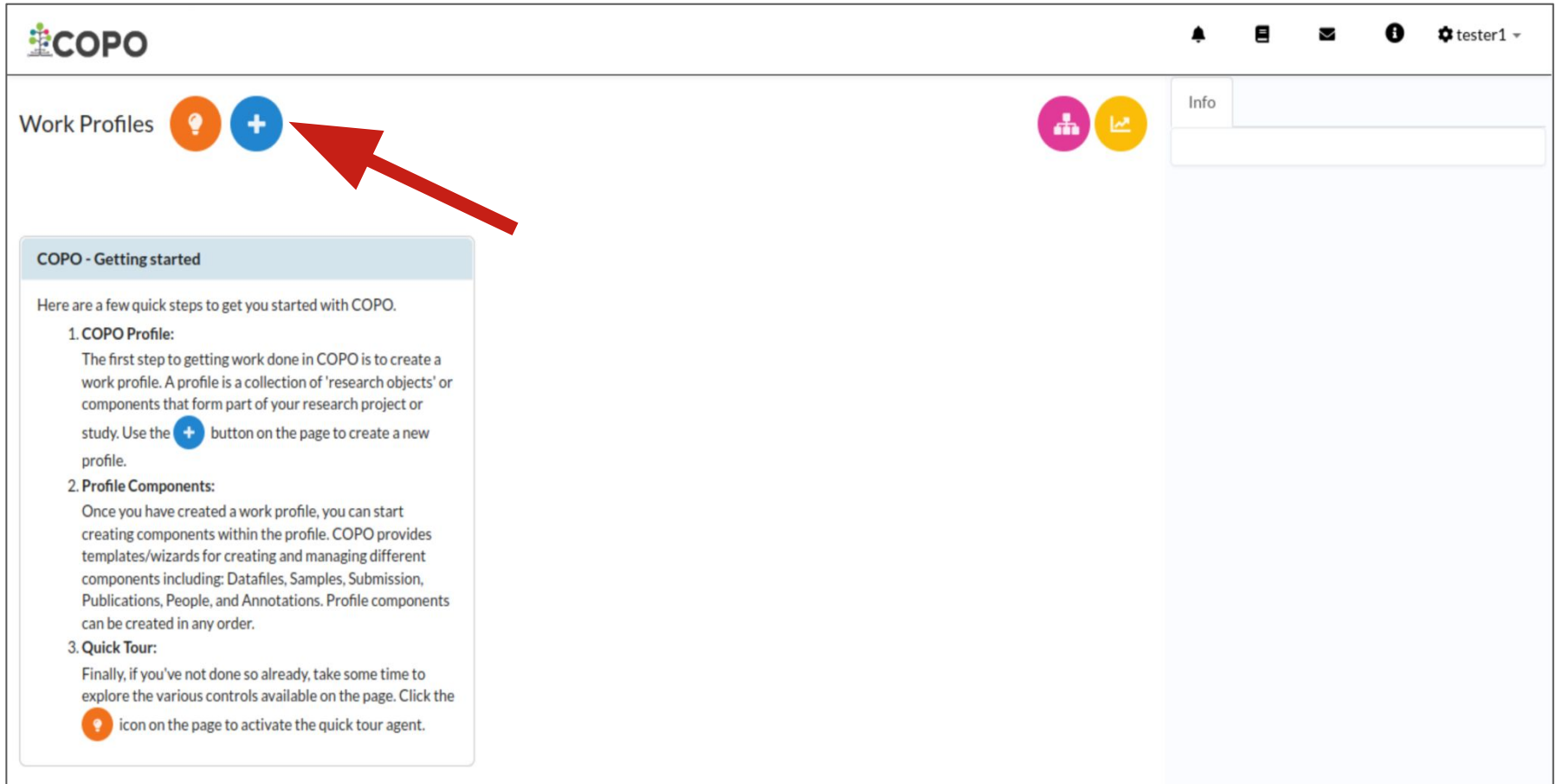
Try Demo



An ORCiD sign-in form will be displayed after you click the **Submit Data** button.

Enter your ORCiD credentials to proceed to the COPO **Work Profiles** web page.

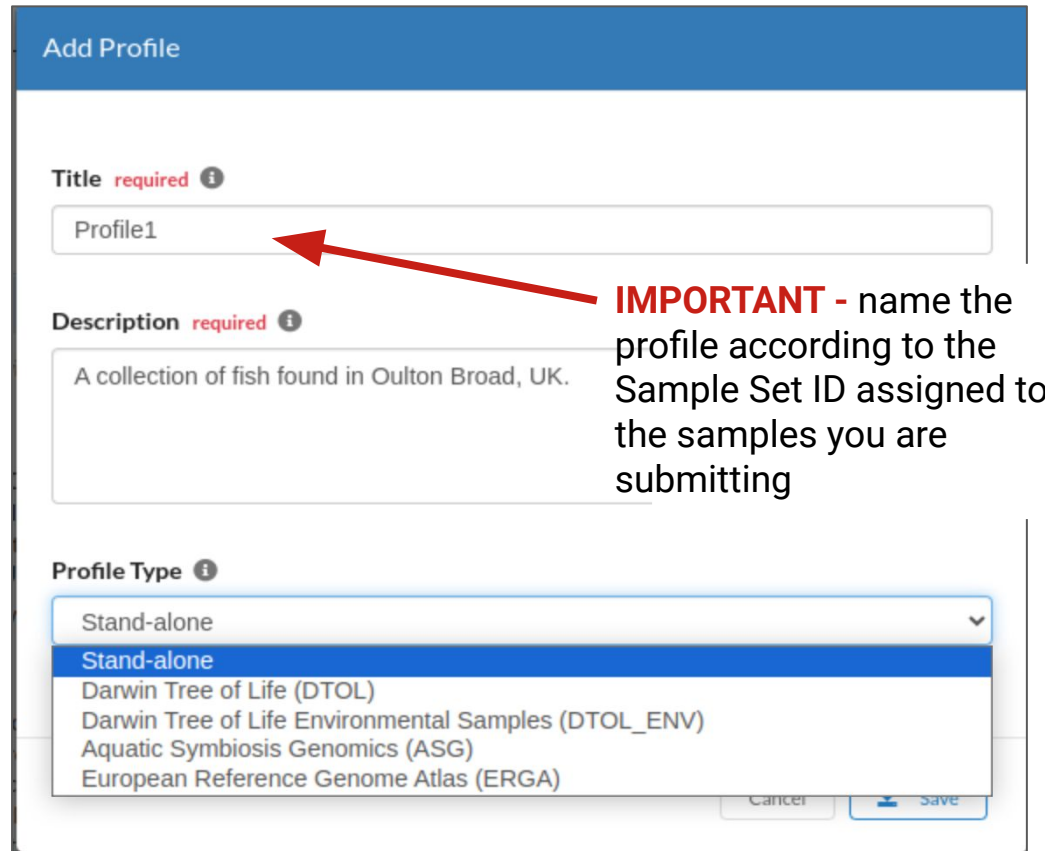
Create a profile:



The screenshot shows the COPO web interface. At the top left is the COPO logo. To its right are navigation icons: a bell, a document, an envelope, an information icon, and a user profile icon labeled 'tester1'. Below the logo, the text 'Work Profiles' is followed by two circular buttons: an orange one with a lightbulb icon and a blue one with a white plus sign. A large red arrow points to the blue plus button. To the right of these buttons are two more circular icons: a pink one with a group of people and a yellow one with a bar chart. Below the 'Work Profiles' section is a light blue box titled 'COPO - Getting started'. Inside this box, it says 'Here are a few quick steps to get you started with COPO.' followed by three numbered steps: 1. COPO Profile: The first step to getting work done in COPO is to create a work profile. A profile is a collection of 'research objects' or components that form part of your research project or study. Use the blue plus button on the page to create a new profile. 2. Profile Components: Once you have created a work profile, you can start creating components within the profile. COPO provides templates/wizards for creating and managing different components including: Datafiles, Samples, Submission, Publications, People, and Annotations. Profile components can be created in any order. 3. Quick Tour: Finally, if you've not done so already, take some time to explore the various controls available on the page. Click the orange lightbulb icon on the page to activate the quick tour agent.

An **Add Profile** form will be displayed after you click the blue button that has a white plus sign in its centre.

Create a profile:



The screenshot shows the 'Add Profile' form with the following fields:

- Title** required ⓘ: A text input field containing 'Profile1'. A red arrow points to this field from the 'IMPORTANT' note.
- Description** required ⓘ: A text area containing 'A collection of fish found in Oulton Broad, UK.'.
- Profile Type** ⓘ: A dropdown menu with the following options: Stand-alone (selected), Darwin Tree of Life (DTOL), Darwin Tree of Life Environmental Samples (DTOL_ENV), Aquatic Symbiosis Genomics (ASG), and European Reference Genome Atlas (ERGA).

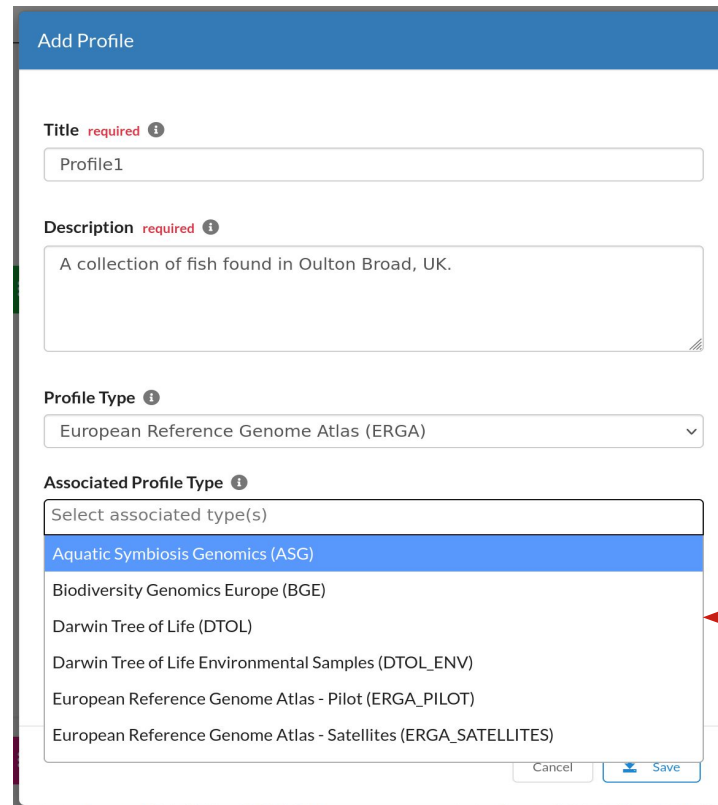
At the bottom right of the form are 'Cancel' and 'Save' buttons.

IMPORTANT - name the profile according to the Sample Set ID assigned to the samples you are submitting

IMPORTANT - If you cannot see the project that you are associated with in the **Profile Type** dropdown menu of the **Add Profile** form, you need to be added to the relevant group.

Please stop here and get in touch with ei.copo@earlham.ac.uk.

Add associated profile type:



The screenshot shows a web form titled "Add Profile". It contains the following fields:

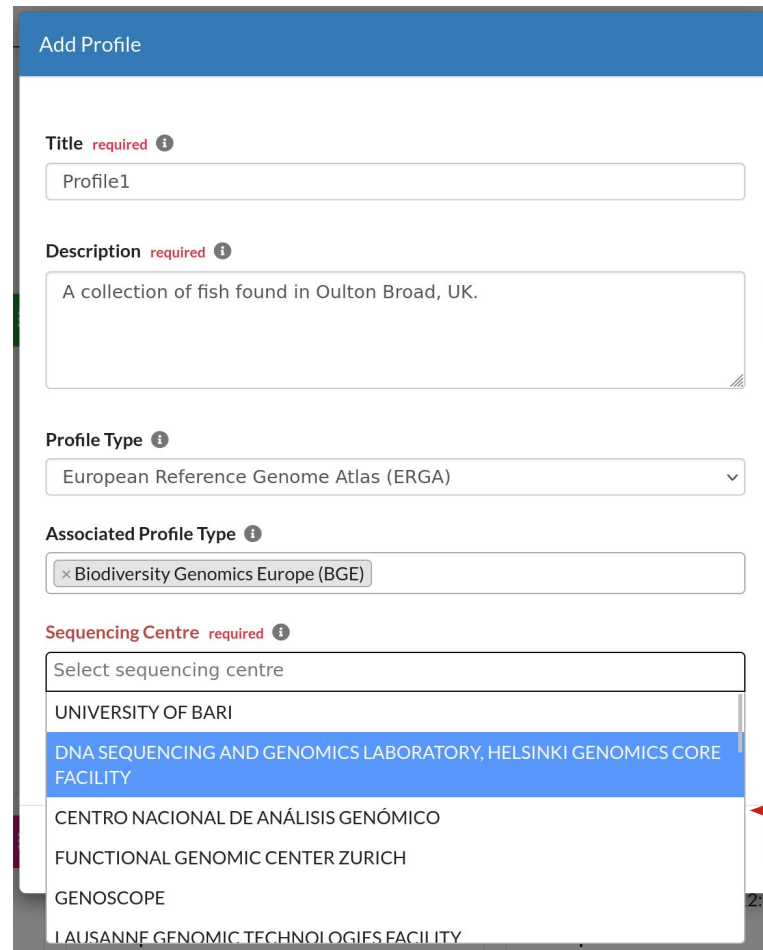
- Title** (required): A text input field containing "Profile1".
- Description** (required): A text area containing "A collection of fish found in Oulton Broad, UK."
- Profile Type**: A dropdown menu currently showing "European Reference Genome Atlas (ERGA)".
- Associated Profile Type**: A dropdown menu with the placeholder text "Select associated type(s)". It is open, showing a list of options: "Aquatic Symbiosis Genomics (ASG)", "Biodiversity Genomics Europe (BGE)", "Darwin Tree of Life (DTOL)", "Darwin Tree of Life Environmental Samples (DTOL_ENV)", "European Reference Genome Atlas - Pilot (ERGA_PILOT)", and "European Reference Genome Atlas - Satellites (ERGA_SATELLITES)". A red arrow points to this dropdown menu.

At the bottom right of the form are "Cancel" and "Save" buttons.

NOTE - for ERGA profile types only

- If your desired profile type is a part of a larger project, select the associated type from the **Associated Profile Type** dropdown menu.
- More than one associated type can be selected from the dropdown menu for the profile type.

Add sequencing centre:



The screenshot shows a web form titled 'Add Profile'. It contains several fields: 'Title' (required) with the value 'Profile1'; 'Description' (required) with the value 'A collection of fish found in Oulton Broad, UK.'; 'Profile Type' (dropdown) set to 'European Reference Genome Atlas (ERGA)'; 'Associated Profile Type' (tagged input) with 'Biodiversity Genomics Europe (BGE)'; and 'Sequencing Centre' (required) which is a dropdown menu. The dropdown menu is open, showing a list of sequencing centres. A red arrow points to the 'DNA SEQUENCING AND GENOMICS LABORATORY, HELSINKI GENOMICS CORE FACILITY' option, which is highlighted in blue.

Add Profile

Title required ⓘ
Profile1

Description required ⓘ
A collection of fish found in Oulton Broad, UK.

Profile Type ⓘ
European Reference Genome Atlas (ERGA) ▼

Associated Profile Type ⓘ
× Biodiversity Genomics Europe (BGE)

Sequencing Centre required ⓘ
Select sequencing centre
UNIVERSITY OF BARI
DNA SEQUENCING AND GENOMICS LABORATORY, HELSINKI GENOMICS CORE FACILITY
CENTRO NACIONAL DE ANÁLISIS GENÓMICO
FUNCTIONAL GENOMIC CENTER ZURICH
GENOSCOPE
LAUSANNE GENOMIC TECHNOLOGIES FACILITY

NOTE - for ERGA profile types only

- Select the the centre where your samples will be sequenced at from the **Sequencing Centre** dropdown menu.

New profile created:

The screenshot displays the COPO Work Profiles interface. At the top left is the COPO logo. The top right contains a navigation bar with icons for notifications, a menu, email, information, and a user profile labeled 'tester1'. The main header 'Work Profiles' is followed by two circular buttons: an orange one with a lightbulb icon and a blue one with a plus icon. On the right side of the header are two more circular buttons: a pink one with a group of people icon and a yellow one with a bar chart icon. Below the header, a 'Sort by:' dropdown menu is set to 'Date Created'. A list of profiles is shown, with the first profile, 'Profile1 (PROFILE1TYPE)', highlighted in pink. This profile's details are expanded, showing it was created on 'Mon, 05 Dec 2023 15:04' and has a description: 'A collection of fish found in Oulton Broad, UK.' Below the description is a 'View more...' button. At the bottom of the profile card are two buttons: 'Actions' and 'Components', both with dropdown arrows. On the right side of the page, there is an 'Info' sidebar. It contains a 'Profile Types Legend' section with a single entry: 'i PROFILE1TYPE' next to a pink circle. At the bottom left of the page, it says 'Showing: 1 / 1 profiles'.

COPO

Work Profiles

Sort by: Date Created

Profile1 (PROFILE1TYPE)

Created: Mon, 05 Dec 2023 15:04

Description:
A collection of fish found in Oulton Broad, UK.

View more...

Actions Components

Info

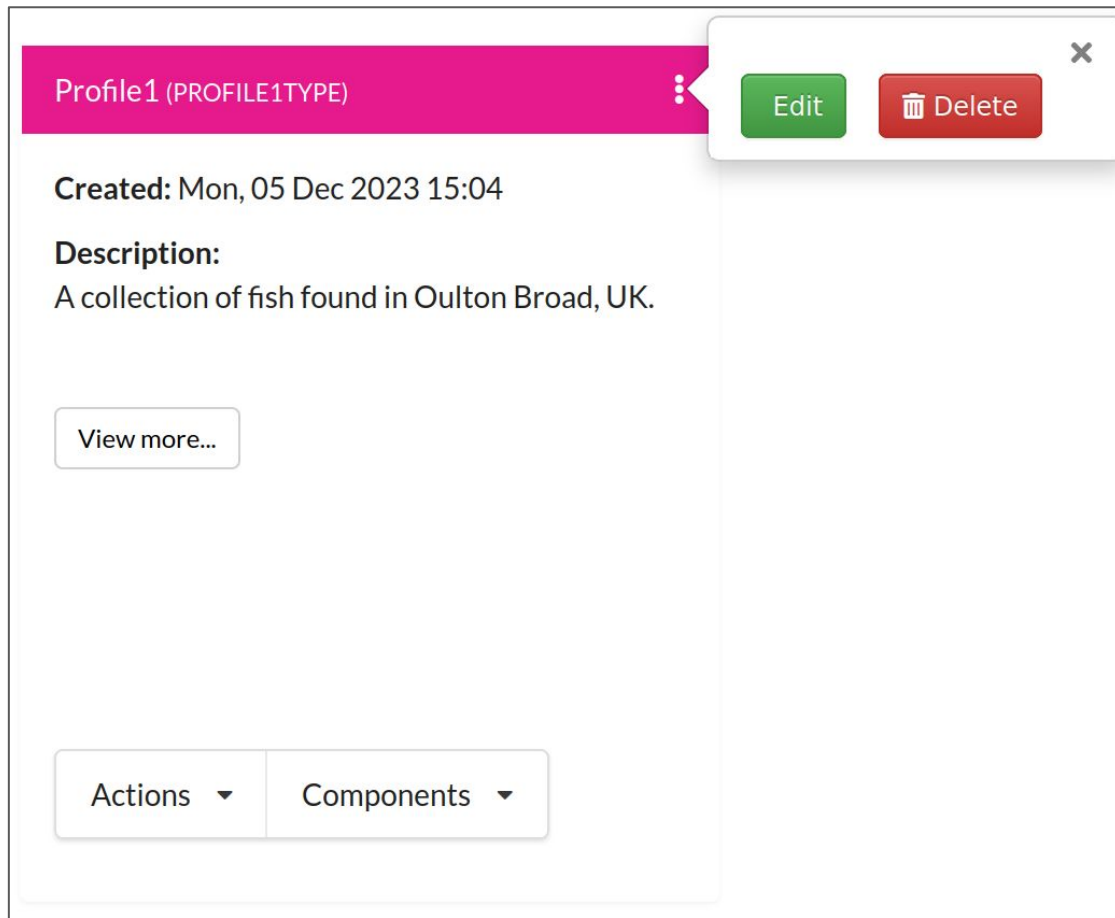
Profile Types Legend

i PROFILE1TYPE

Showing: 1 / 1 profiles

i After having provided the details in the **Add Profile** form and clicked the **Save** button, your new profile will be displayed on the COPO **Work Profiles** web page

Edit or Delete profile:



- i** If you would like to edit or delete a profile that you have created, click the white vertical ellipsis (:) located at the top right of the desired profile panel to view the profile options to do so

Upload a manifest:

Profile1 (PROFILE1TYPE) ⋮

Created: Mon, 05 Dec 2023 15:04

Description:
A collection of fish found in Oulton Broad, UK.

View more...

Actions ▾Components ▾

Submit Annotation

Submit Assembly

Submit Barcoding Manifest

Submit Manifest

Submit Reads

Upload Files

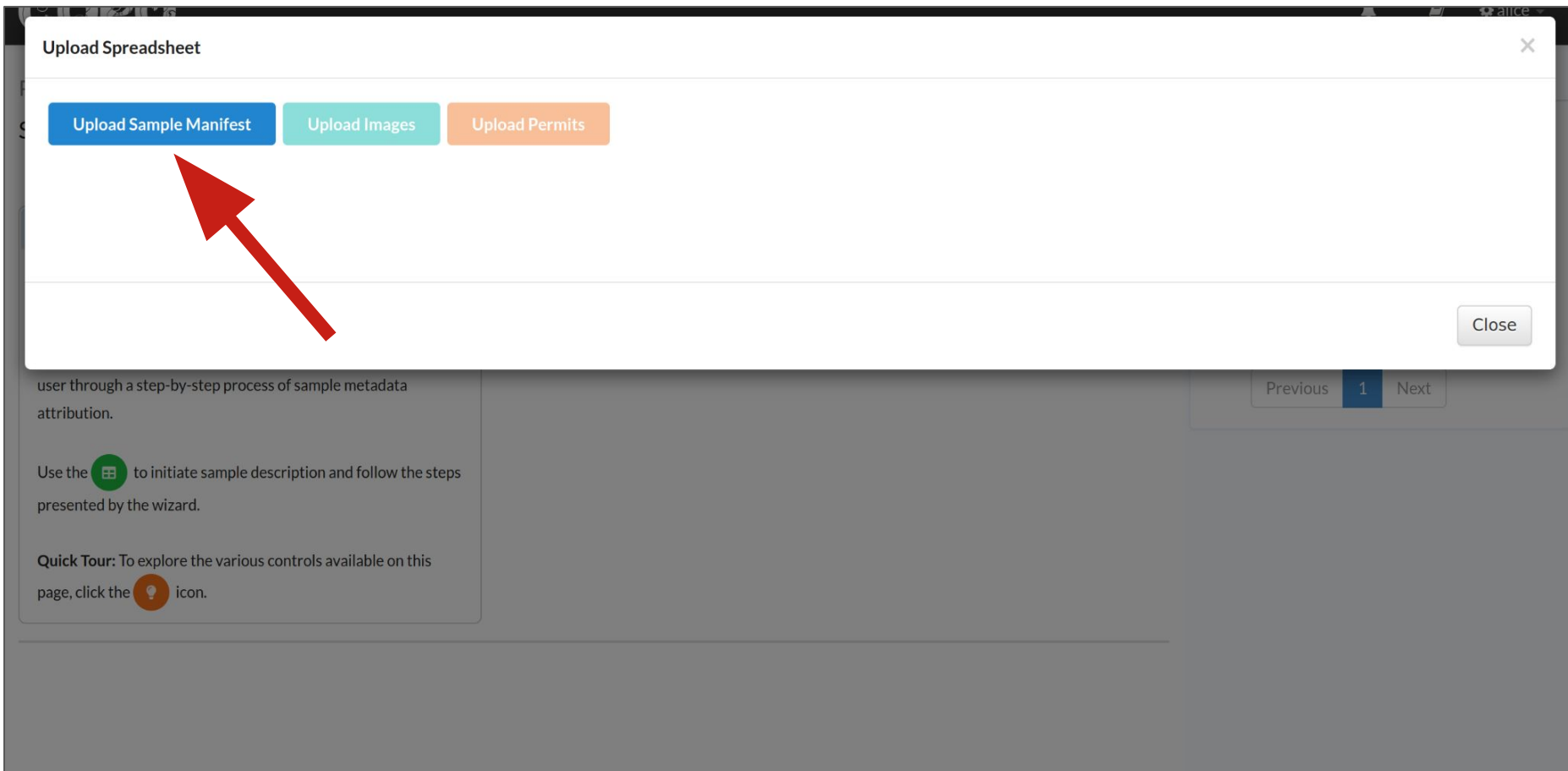
i The colour and wording of this profile panel will differ depending on which project you are submitting a manifest for.

Upload a manifest:

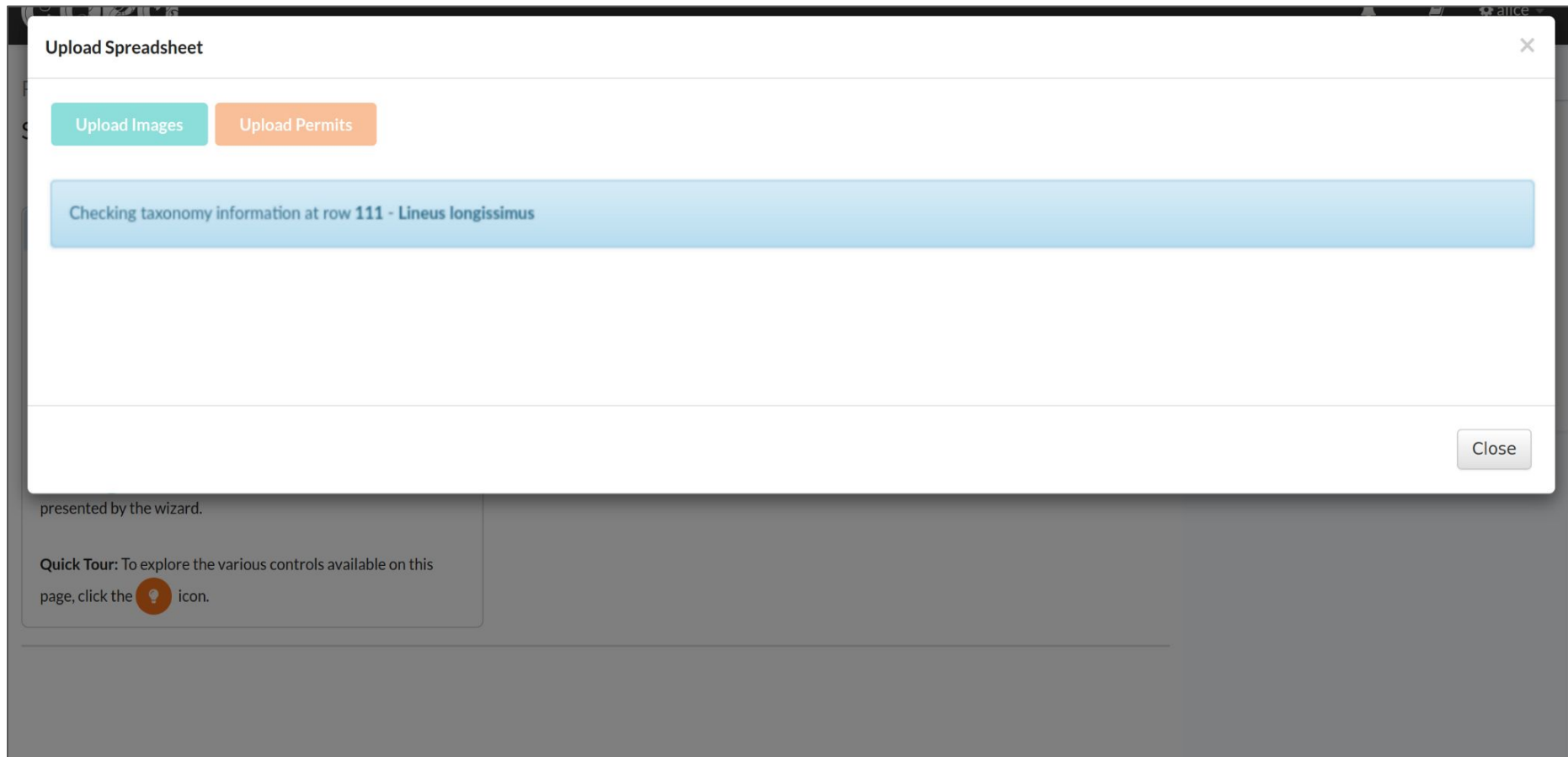
The screenshot shows the COPO web interface. At the top left is the COPO logo. To the right of the logo are navigation icons: a bell, a document, an envelope, an information icon, and a user profile icon labeled 'tester1'. Below the logo, the text 'Profile: Profile1' is displayed. Underneath, the word 'Samples' is followed by four circular icons: a lightbulb, a grid, a download arrow, and a document. A red arrow points to the grid icon. Below the 'Samples' section is a 'Samples - Getting started' panel. This panel contains the following text: 'The samples page provides a platform for describing and managing biological samples, obtained as part of a project.', 'The description functionality presents a wizard that guides the user through a step-by-step process of sample metadata attribution.', 'Use the [grid icon] to upload samples.', 'Click the [download arrow icon] to download a blank manifest template.', and 'Quick Tour: To explore the various controls available on this page, click the [lightbulb icon] icon.'

- i** The colour and wording of the **Samples** web page will differ depending on which project you are submitting a manifest for.

Upload a manifest:



COPPO will validate taxonomy information and manifest format:



What's happening (part 1):

- COPO is retrieving information from National Centre for Biotechnology Information (NCBI) to check that the taxonomy information provided is correct. We also check that the TAXON_ID is submittable to ENA.
- If some of the taxonomy fields are missing (excluding SCIENTIFIC_NAME), COPO will make an educated guess about what these fields should be and will display warnings about what is going to be filled in.

The taxonomy checks will be much quicker if you fill in TAXON_ID.

- COPO will substitute scientific name synonyms with the official scientific name. It will display a warning and also record the change in OTHER_INFORMATION.
- If any taxonomy field is incorrect, COPO will display an error and reject the manifest. You can download the error list with the red “Export Errors” button on the top right.
- **If you are unhappy with any of the warnings or errors, DO NOT click the finish button instead, contact NCBI to discuss the taxonomy.**

Manifest uploaded -taxonomy warnings:-

Upload Spreadsheet

Upload Images

Upload Permits

Export Errors

Synonym warning: *Asterina gibbosa* at row 294 is a synonym of *Asterina gibbosa* (Pennant, 1777). COPO will substitute the official scientific name.

Synonym warning: *Asterina gibbosa* at row 295 is a synonym of *Asterina gibbosa* (Pennant, 1777). COPO will substitute the official scientific name.

Synonym warning: *Asterina gibbosa* at row 296 is a synonym of *Asterina gibbosa* (Pennant, 1777). COPO will substitute the official scientific name.

Synonym warning: *Asterina gibbosa* at row 297 is a synonym of *Asterina gibbosa* (Pennant, 1777). COPO will substitute the official scientific name.

Synonym warning: *Aglais io* at row 336 is a synonym of *Inachis io*. COPO will substitute the official scientific name.

Synonym warning: *Aglais io* at row 337 is a synonym of *Inachis io*. COPO will substitute the official scientific name.

Synonym warning: *Aglais io* at row 338 is a synonym of *Inachis io*. COPO will substitute the official scientific name.

Synonym warning: *Satyrrium walbum* at row 359 is a synonym of *Satyrrium w-album*. COPO will substitute the official scientific name.

Synonym warning: *Aglais io* at row 385 is a synonym of *Inachis io*. COPO will substitute the official scientific name.

Synonym warning: *Melitaea athalia* at row 450 is a synonym of *Mellicta athalia*. COPO will substitute the official scientific name.

Synonym warning: *Colias crocea* at row 498 is a synonym of *Colias croceus*. COPO will substitute the official scientific name.

Synonym warning: *Colias crocea* at row 499 is a synonym of *Colias croceus*. COPO will substitute the official scientific name.

Synonym warning: *Colias crocea* at row 500 is a synonym of *Colias croceus*. COPO will substitute the official scientific name.

Synonym warning: *Colias crocea* at row 501 is a synonym of *Colias croceus*. COPO will substitute the official scientific name.

Synonym warning: *Colias crocea* at row 502 is a synonym of *Colias croceus*. COPO will substitute the official scientific name.

Synonym warning: *Colias crocea* at row 503 is a synonym of *Colias croceus*. COPO will substitute the official scientific name.

Synonym warning: *Colias crocea* at row 504 is a synonym of *Colias croceus*. COPO will substitute the official scientific name.

Synonym warning: *Melitaea athalia* at row 516 is a synonym of *Mellicta athalia*. COPO will substitute the official scientific name.

This is a warning:
COPO will make
these changes

SAN.xlsx

Manifest uploaded -taxonomy errors-:

Upload Spreadsheet

Upload Images

Upload Permits


Export Errors

1row_updated_ashdiebacksyn_wrongtaxid2.xlsx

1. Invalid data: couldn't retrieve TAXON_ID 7893 at row 2

This is an error: COPO will not accept the manifest

Close

Quick Tour: To explore the various controls available on this page, click the  icon.

What's happening (part 2):

- **ONLY IF** the taxonomy validation was successful and produced no errors, will COPO check the manifest against SOP specifications. This includes checks for general format, missing data, cells that have restricted values, etc..

Manifest uploaded - with compliance errors:-

Upload Spreadsheet

Upload Images

Upload Permits

Export Errors

Missing TAXON_ID: row 2 - TAXON_ID for *Chalara Fraxinea* will be filled with 746836

Synonym warning: *Chalara Fraxinea* at row 2 is a synonym of *Hymenoscyphus fraxineus*. COPO will substitute the official scientific name.

1row_updated_ashdiebacksyn_notaxid2_nullrack.xlsx

- Field not found - DIFFICULT_OR_HIGH_PRIORITY_SAMPLE
- Invalid data: **WHOLE ORGANISM** in column **ORGANISM_PART** at row 2. Allowed values are ['**OTHER_FUNGAL_TISSUE**', '**OTHER_PLANT_TISSUE**', '**OTHER_REPRODUCTIVE_ANIMAL_TISSUE**', '**OTHER_SOMATIC_ANIMAL_TISSUE**', 'ABDOMEN', 'ANTERIOR_BODY', 'BLADE', 'BLOOD', 'BODYWALL', 'BRACT', 'BRAIN', 'BUD', 'CAP', 'CEPHALOTHORAX', 'EGG', 'EGGSHELL', 'ENDOCRINE_TISSUE', 'EYE', 'FAT_BODY', 'FIN', 'FLOWER', 'GILL_ANIMAL', 'GILL_FUNGI', 'GONAD', 'HAIR', 'HEAD', 'HEART', 'HEPATOPANCREAS', 'HOLDFAST_FUNGI', 'KIDNEY', 'INTESTINE', 'LEAF', 'LEG', 'LIVER', 'LUNG', 'MID_BODY', 'MODULAR_COLONY', 'MUSCLE', 'MYCELIUM', 'MYCORRHIZA', 'NOT_COLLECTED', 'NOT_APPLICABLE', 'NOT_PROVIDED', 'OVARY_ANIMAL', 'OVIDUCT', 'PANCREAS', 'PETIOLE', 'POSTERIOR_BODY', 'SCALES', 'SCAT', 'SEEDLING', 'SEED', 'SHOOT', 'SKIN', 'SPERM_SEMINAL_FLUID', 'SPLEEN', 'SPORE', 'SPORE_BEARING_STRUCTURE', 'STEM', 'STIPE', 'STOMACH', 'TENTACLE', 'TERMINAL_BODY', 'TESTIS', 'THALLUS_FUNGI', 'THALLUS_PLANT', 'THORAX', 'WHOLE_ORGANISM', 'WHOLE_PLANT']
- Invalid data: **REFERENCE GENOME** in column **PURPOSE_OF_SPECIMEN** at row 2. Allowed values are ['REFERENCE_GENOME', 'SHORT_READ_SEQUENCING', 'DNA_BARCODING_ONLY', 'RNA_SEQUENCING']

This manifest was compliant with SOP2.1 and cannot be accepted

The errors should guide you to correct the manifest. You will have to correct and re-upload the updated spreadsheet

Manifest uploaded -correct manifest-:

Upload Spreadsheet

Upload Images

Upload Permits

Missing TAXON_ID: row 2 - TAXON_ID for Chalara Fraxinea will be filled with 746836

Synonym warning: Chalara Fraxinea at row 2 is a synonym of Hymenoscyphus fraxineus. COPO will substitute the official scientific name.

Sample Metadata

Sample Images

Sample Permits

Show 10 entries

Search:

SERIES	RACK_OR_PLATE_ID	TUBE_OR_WELL_ID	SPECIMEN_ID	ORDER_OR_GROUP	FAMILY	GENUS	TAXON_ID	SCIENTIFIC_NAME
1	null	FF06763795	SAN0000100	HELOTIALES	HELOTIACEAE	HYMENOSCYPHUS	746836	HYMENOSCYPHUS FRAXINEUS

Check the warnings if present

Manifest uploaded -correct manifest-:

Upload Spreadsheet

Upload Images

Upload Permits

Missing TAXON_ID: row 2 - TAXON_ID for Chalara Fraxinea will be filled with 746836

Synonym warning: Chalara Fraxinea at row 2 is a synonym of Hymenoscyphus fraxineus. COPO will substitute the official scientific name.

Sample Metadata

Sample Images

Sample Permits

Preview of the manifest

Show 10 entries

Search:

SERIES	RACK_OR_PLATE_ID	TUBE_OR_WELL_ID	SPECIMEN_ID	ORDER_OR_GROUP	FAMILY	GENUS	TAXON_ID	SCIENTIFIC_NAME
1	null	FF06763795	SAN0000100	HELOTIALES	HELOTIACEAE	HYMENOSCYPHUS	746836	HYMENOSCYPHUS FRAXINEUS

Upload images:

Upload Spreadsheet

Upload Images

Upload Permits

Missing TAXON_ID for row 2 - TAXON_ID for Chalara Fraxinea will be filled with 746836

Synonym warning: Chalara Fraxinea at row 2 is a synonym of Hymenoscyphus fraxineus. COPO will substitute the official scientific name.

Sample Metadata

Sample Images

Sample Images

Show 10 entries

Search:

SERIES	RACK_OR_PLATE_ID	TUBE_OR_WELL_ID	SPECIMEN_ID	ORDER_OR_GROUP	FAMILY	GENUS	TAXON_ID	SCIENTIFIC_NAME
1	null	FF06763795	SAN0000100	HELOTIALES	HELOTIACEAE	HYMENOSCYPHUS	746836	HYMENOSCYPHUS FRAXINEUS

File names of any associated images must be the same as "SPECIMEN_ID"- "n" with the extension ".jpg" or ".png"

Uploaded images:

Upload Spreadsheet

Upload Images

Upload Permits

Missing TAXON_ID: row 2 - TAXON_ID for Chalara Fraxinea will be filled with 746836

Synonym warning: Chalara Fraxinea at row 2 is a synonym of Hymenoscyphus fraxineus. COPO will substitute the official scientific name.


Sample Metadata

Sample Images

Sample Permits

Show 10 entries

Search:

Specimen ID	Image File	Image
SAN0000100	SAN0000100-1.png	

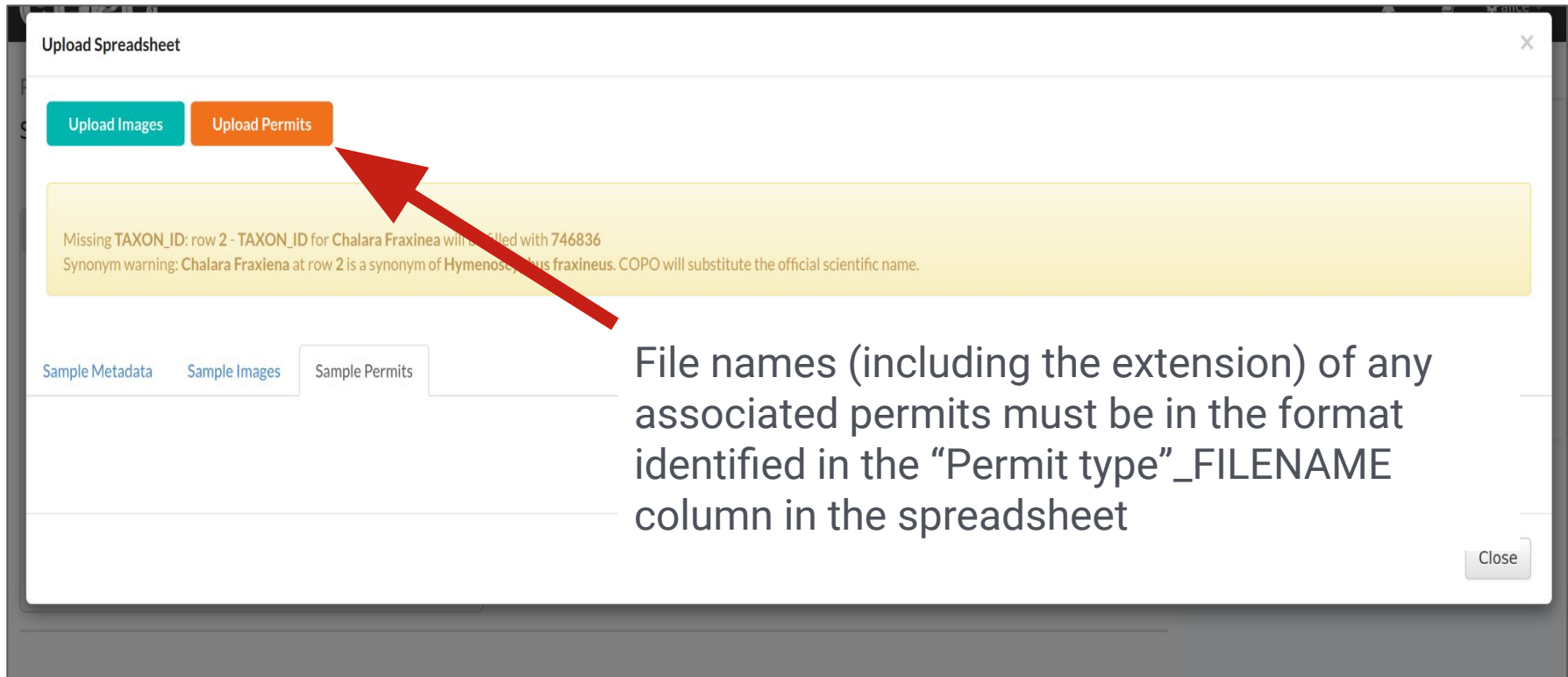
Showing 1 to 1 of 1 entries

Previous

1

Next

Upload permits:



The screenshot shows a web interface titled "Upload Spreadsheet" with a close button (X) in the top right corner. Below the title, there are two buttons: "Upload Images" (teal) and "Upload Permits" (orange). A red arrow points from the "Upload Permits" button to a yellow warning box. The warning box contains the text: "Missing TAXON_ID: row 2 - TAXON_ID for Chalara Fraxinea will be filled with 746836" and "Synonym warning: Chalara Fraxiena at row 2 is a synonym of Hymenoscyphus fraxineus. COPO will substitute the official scientific name." Below the warning box, there are three tabs: "Sample Metadata", "Sample Images", and "Sample Permits". To the right of the tabs, there is a text overlay that reads: "File names (including the extension) of any associated permits must be in the format identified in the 'Permit type'_FILENAME column in the spreadsheet". In the bottom right corner of the interface, there is a "Close" button.

Upload Spreadsheet

Upload Images Upload Permits

Missing TAXON_ID: row 2 - TAXON_ID for Chalara Fraxinea will be filled with 746836
Synonym warning: Chalara Fraxiena at row 2 is a synonym of Hymenoscyphus fraxineus. COPO will substitute the official scientific name.

Sample Metadata Sample Images Sample Permits

File names (including the extension) of any associated permits must be in the format identified in the "Permit type"_FILENAME column in the spreadsheet

Close

IMPORTANT - If you have more than one permit file to upload, they must be uploaded at the same time i.e. after you have clicked the "Upload Permits" button, navigate to the directory where the permits are stored and **CTRL + click** all of the permits so that all the permits are highlighted and uploaded at the same time.

All permit files have to be selected/opened from the directory and uploaded together not one after the other.

Uploaded permits:

Upload Spreadsheet

Upload Images

Upload Permits

Finish

Missing TAXON_ID: row 2 - TAXON_ID for Chalara Fraxinea will be filled with 746836

Synonym warning: Chalara Fraxiena at row 2 is a synonym of Hymenoscyphus fraxineus. COPO will substitute the official scientific name.

Sample Metadata

Sample Images

Sample Permits

Show 10 entries

Search:

Specimen ID	Permit Files	Notes
ERGA_DS_382X_01_01	ERGA_DS_382X_01_01_SAMPLING_PERMITS.pdf	
ERGA_TD_5269_01	ERGA_TD_5269_01_SAMPLING_PERMITS.pdf	

Showing 1 to 2 of 2 entries

Previous

1

Next

Close

- i** If there are any errors with the permit upload process, they will be displayed in the **Notes** table column of the **Sample Permits** tab

Create the samples in COPO by clicking “Finish”:

Upload Spreadsheet

Upload Images

Upload Permits

Finish

Missing TAXON_ID: row 2 - TAXON_ID for *Chalara Fraxinea* must be filled with 746836

Synonym warning: *Chalara Fraxinea* at row 2 is a synonym of *Hymenoscyphus fraxineus*. COPO will substitute the official scientific name.


Sample Metadata

Sample Images

Sample Permits

Show 10 entries

Search:

Specimen ID	Image File	Image
SAN0000100	SAN0000100-1.png	

Showing 1 to 1 of 1 entries

Previous

1

Next

Uploaded samples:

Profile: Profile1

Samples

Select all

Select filtered

Clear selection

Export CSV

Download sample manifest

Download permits

View images

Search Samples

Showing 1 to 25 of 417 records

Click beside a record to view extra details

	Tube or Well Identifier	Specimen Identifier	Purpose of Specimen	Sample Coordinator (ERGA Ambassador)	Sample Coordinator (ERGA Ambassador) Affiliation	Sample Coordinator (ERGA Ambassador) ORC
	FF16867824	ERGA_FOS_9317_002	REFERENCE_GENOME	JANE DOE	EARLHAM_INSTITUTE	0000-0001-9688-5706
	FF16867825	ERGA_FOS_9317_003	REFERENCE_GENOME	JANE DOE	EARLHAM_INSTITUTE	0000-0001-9688-5706
	FF16867826	ERGA_FOS_9317_004	REFERENCE_GENOME	JANE DOE	EARLHAM_INSTITUTE	0000-0001-9688-5706
	FF16867827	ERGA_FOS_9317_005	REFERENCE_GENOME	JANE DOE	EARLHAM_INSTITUTE	0000-0001-9688-5706
	FF16867828	ERGA_FOS_9317_006	REFERENCE_GENOME	JANE DOE	EARLHAM_INSTITUTE	0000-0001-9688-5706
	FF16867829	ERGA_FOS_9317_007	REFERENCE_GENOME	JANE DOE	EARLHAM_INSTITUTE	0000-0001-9688-5706
	FF16867830	ERGA_FOS_9317_008	REFERENCE_GENOME	JANE DOE	EARLHAM_INSTITUTE	0000-0001-9688-5706
	FF16867831	ERGA_FOS_9317_009	REFERENCE_GENOME	JANE DOE	EARLHAM_INSTITUTE	0000-0001-9688-5706
	FF16867832	ERGA_FOS_9317_010	REFERENCE_GENOME	JANE DOE	EARLHAM_INSTITUTE	0000-0001-9688-5706
	FF16867833	ERGA_FOS_9317_011	REFERENCE_GENOME	JANE DOE	EARLHAM_INSTITUTE	0000-0001-9688-5706

show

25

records

Previous

1

2

3

4

5

...

17

Next



Info

Sample Managers:


- At this point, the sample managers will be emailed that a new manifest has been uploaded. They will be able to accept or reject each sample after inspection.

After samples are accepted by a sample manager, they will be submitted to European Nucleotide Archive (ENA).

Accessions can be inspected by:





- Scrolling right in the previous view
- Clicking the  button on the **Samples** web page to access the **Accessions** web page for the desired profile
- Clicking the  component button associated with the desired profile on the **Work Profiles** web page to access the **Accessions** web page







Accepted samples:



Profile: Profile1

Samples





Info

Select all

Select filtered

Clear selection

Export CSV


Download sample manifest

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View images

Search Samples

Showing 1 to 25 of 417 records

Click  beside a record to view extra details

Other Information	Associated TOL (Tree of Life) Project	Biosample Accession	Manifest Identifier	Manifest Version	Public Name	SRA Accession	Status	Submission Accession
		SAMEA130812875	6d7f4a0b-989a-429b-aa40-a61bacfaad02	2.5	wuAreMari27	ERS27722072	accepted	ERA27745811
		SAMEA130812877	6d7f4a0b-989a-429b-aa40-a61bacfaad02	2.5	wuAreMari28	ERS27722074	accepted	ERA27745813
		SAMEA130812879	6d7f4a0b-989a-429b-aa40-a61bacfaad02	2.5	wuAreMari29	ERS27722076	accepted	ERA27745815
		SAMEA130812881	6d7f4a0b-989a-429b-aa40-a61bacfaad02	2.5	wuAreMari30	ERS27722078	accepted	ERA27745817
		SAMEA130812883	6d7f4a0b-989a-429b-aa40-a61bacfaad02	2.5	wuAreMari31	ERS27722080	accepted	ERA27745819
		SAMEA130812885	6d7f4a0b-989a-429b-aa40-a61bacfaad02	2.5	wuAreMari32	ERS27722082	accepted	ERA27745821
		SAMEA130812887	6d7f4a0b-989a-429b-aa40-a61bacfaad02	2.5	wuAreMari33	ERS27722084	accepted	ERA27745823
		SAMEA130812889	6d7f4a0b-989a-429b-aa40-a61bacfaad02	2.5	wuAreMari34	ERS27722086	accepted	ERA27745825
		SAMEA130812891	6d7f4a0b-989a-429b-aa40-a61bacfaad02	2.5	wuAreMari35	ERS27722088	accepted	ERA27745828
		SAMEA130812982	6d7f4a0b-989a-429b-aa40-a61bacfaad02	2.5	wuAreMari36	ERS27722179	accepted	ERA27745838

show 25 records

Previous

1

2

3


4

5

...

17

Next

Earlham
Institute

Updating samples:

- To update samples, reupload a manifest with the amended changes. The new value will be detected and updated automatically once the resubmission is successfully completed.

More information regarding sample updates can be found [here](#).

- ❗ Not all field values of existing samples can be updated by resubmitting a manifest with the amendments.

The fields that can be updated are listed [here](#).



If you encounter any errors or unexpected behaviour, please email ei.copo@earlham.ac.uk or open a GitHub issue in the [COPO repository](#).

If you have a feature request for future releases, please open an issue in the GitHub repository.

i For detailed information regarding manifest submission and COPO, please see our [documentation](#).



[TGAC/COPO-production](#)





CyVerseUK is supported by the Biotechnology and Biological Sciences Research Council (BBSRC) through strategic funding and the capital grant BB/M018431/1.

CyVerse is supported by the National Science Foundation under Award Numbers DBI-0735191 and DBI-1265383. URL: www.cyverse.org



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