

Instructions for Hybridatabase

First, we want to thank you for your interest in helping us build the Hybridatabase. Your help is appreciated.

In this document you will find detailed instructions on how to contribute to the Hybridatabase. If you have any questions as you work on this project please contact info@bryancore.org, and we will get back to you as soon as we can with answers. If you have advice on how we can improve the instructions as to better serve others then please also contact us at the info address. Please DO NOT change the format. As you begin I want to point out some things I want you to be sure to note.

- 1. Use a spreadsheet program to enter the data.**
- 2. Please save your file as a Tab delimited text file if you DO NOT have Excel. If you have Excel please save it as a regular Excel file.**
- 2. Please make hard copies of all your cited sources and send them to**

**Stephanie Mace
Bryan College
Box 7605
Dayton, TN 37321**

- 3. Please send us a disk with your file on it once it is complete. You may also e-mail it. If you e-mail the file, please wait for confirmation that I received it before you delete your copy of the file. I d prefer to have the disk sent with the hard copies of the papers**
- 4. After checking the disk to make sure all your data is there, I will e-mail you or send a letter confirming that I have received it.**

Again I want to thank you for your interest and I hope that you will benefit from this experience as well.

**Stephanie Mace
Origins Research Assistant
Center for Origins Research and Education**

Entering Data Into the Hybridatabase

	Author(s)	year	article/chapter	journal/book	vol./ed.	pages/publ.	pub. city			
	Genus	species	subspecies	variety	Higher Taxon	gender	reliability	hybrid success	artificiality	description
r	Shaw DD, Marchant AD, Contreras N, Arnold ML, Groeters F, Kohlmann BC	1993	Genomic and environmental determinants of a narrow hybrid zone: Cause or coincidence?	Hybrid Zones and the Evolutionary Process	Harrison RG	Oxford	New York			
1	Caledia	captiva			Acrididae					
2	Caledia	species	nova		Acrididae	u		hybrid zone	natural	1 like father; 3 like mother
r	Gray, AP	1958		Bird Hybrids: A Checklist		Oxford Press	Bucks, England			
1	Anas	americana			Anatidae					
2	Anas	penelope			Anatidae	b		fertile hybrids	unknown	more like mother
2	Cairina	moschata			Anatidae	f			unknown	
2	Anas	crecca	carolinensis		Anatidae	f			unknown	
r	Hubbs CL	1955	Hybridization between fish species in nature	Systematic Zoology	4	1-20				
1	Notropus	rubella			Ciprinidae					
2	Notropus	cornuta			Ciprinidae	u		normal sex activity	natural	larger than both parents
1	Chrosomus	eos			Ciprinidae					
2	Chrosomus	neogaeus			Ciprinidae	u		always female	natural	

NOTE: The example above has varying width and height to the cells. In Excel much more information fits into the cells than is seen in the portion of the cell visible on the screen. There is no need to adjust the size of cells to read their contents.

1. Open up a spreadsheet (we prefer Excel, but if you do not have Excel please save it as a TEXT file Tab delimited for us and we'll be able to read it).
2. Label 11 columns in two rows as in the example above:
 - a. In the first row (which will contain the headings for references): Column A: unlabeled; Column B: author(s); Column C: year; Column D: article/chapter; Column E: journal/book; Column F: vol./ed (integers only, drop issue number if necessary); Column G: pages/publ; Column H: pub. city
 - b. In the second row (which will contain the headings for organism descriptions): Column A unlabeled; Column B: Genus; Column C: species; Column D: subspecies; Column E: variety; Column F: Higher Taxon; Column G: gender; Column H: reliability; Column I: hybrid success; Column J: artificiality; Column K: description
3. For each source of information (book, chapter, article, etc.) there will be a minimum of three rows: one row for the reference (marked with an r in the first column); one row which describes each first parent in hybrid crosses (marked with a 1 in the first column); and one row which describes each second parent in the hybrid crosses and its hybrid offspring (marked with a 2 in the first column):
 - a. The reference is cited as follows (in the example above row three provides an example of a chapter in an edited book; row six provides an example of a book which was not edited; row eleven provides an example of a journal article):
 - i. In the first column enter an r (which indicates it is a reference row)
 - ii. In the **author(s)** column enter the name or names of the author or authors of the reference. The format is as indicated in the example:
 - (1) for each author the capitalized last name is followed by a space and then the upper case initials of the first and middle (plus any other) names without any further spaces or periods;
 - (2) multiple names are separated by a comma and a space; and
 - (3) do NOT use and or & to separate authors.
 - iii. In the **year** column enter the year that the article or book was published.
 - iv. In the **article/chapter** column enter the complete title of the article (or chapter title in an edited book). The first word of the title and the first word of a subtitle

- (following a colon) is capitalized but all other words are lower case. If the source was a book (and not a chapter from an edited book) nothing will be entered into this column. [NOTE: This is not the title of the book... that goes into the next column]
- v. In the **journal/book** column enter the complete journal title (if it was published in a journal) or book title. Capitalize the first letter of each important word.
 - vi. In the **vol./ed.** column, if the source was a journal article enter the volume number of the journal, or if the source was a chapter from an edited book the editor of the book is entered in this column. If the source was a book (and not a chapter from an edited book) nothing will be entered into this column.
 - vii. In the **pages/publ.** column, if the source was a journal article enter the range of page numbers for the entire article. If the source was a book (edited or not), the name of the publisher should be entered into this column
 - viii. In the **pub. city** column, if the source was journal article nothing is entered into this column. If the source was a book the city of publication should be entered into this column. If it is an unusual city name, enter also the state or country where it is located.
- b. The first parent in each reported cross is described as follows (examples are in rows 4, 7, 12, 14 above):
 - i. In the first column enter a 1 (to indicate the first parent).
 - ii. In the **Genus** column enter the genus name (in publications this is usually the first italicized word, and it should be a capitalized and Latin or Latinized. NOTE: In publications genera are often abbreviated to the first letter of the genus the second and subsequent times the name appears). In the database the genus name should be capitalized, but **not** italicized.
 - iii. In the **species** column enter the species epithet (this is the first lowercase latin(ized) name following the genus name and in publication is usually italicized along with the genus name). In the database the species name should **not** be capitalized and should **not** be italicized.
 - iv. In the **subspecies** column enter the subspecies name if it is given (this is the second latin(ized) name following the genus name and in publication is usually italicized along with the genus-species name). If there is no subspecies name, nothing is to be placed into this column.
 - v. In the **variety** column enter the variety name if it is given (this is either the third latin(ized) name following the genus name or the name following Var. or cv. or pv. which follows the Genus-species(-subspecies) name, and in publication is usually italicized along with the genus-species(-subspecies) name). If there is no variety name given, nothing is to be placed in this column.
 - vi. In the **Higher Taxon** column enter the family name of the organism (ending with -aceae for non-animals and -idae for animals) if it is known. Otherwise enter the most specific higher category known for the organism.
 - vii. The remaining columns are to be left blank for the first parent.
 - c. The second parent and offspring in each reported cross is described as follows (examples are in rows 5, 8-10, 13, 15 above):
 - i. In the first column enter a 2 (to indicate the second parent).
 - ii. The **Genus, species, subspecies, variety,** and **Higher Taxon** columns are to be filled out as for the first parent (see above)
 - iii. In the **gender** column enter an m if the second parent is a male, an f if the second parent is a female, a b if the cross is recorded in both directions, and a u if the direction of the cross is unspecified.
 - iv. In the **reliability** column enter the reliability of the report. This should be either the determined reliability provided by the author.
 - v. In the **hybrid success** column enter what is indicated about the viability, fertility, sex ratio, *etc.* of the offspring of the hybrid cross (*e.g.* failure ; hybrid infertile ; hybrid dies early in development ; viable F1 hybrid , *etc.*). If nothing is noted about the hybrid success nothing should be entered into this column.
 - vi. In the **artificiality** column enter natural if the hybridization occurs in the wild; artificial if it occurred in the lab or the zoo; or unknown if this is not indicated in the source.
 - vii. In the **description** column enter what is indicated about the animal s description (*e.g.* at birth like the mother; as an adult intermediate in size and color). If nothing is noted about the hybrid s description, nothing should be entered into this column.