

## Notice for the provision of data in EUROCHAMP Data Center

### A. Provision of new data

1. Go to <https://data.eurochamp.org/>
2. Login with your ORCID account. If you don't have any account, you will have to create one using the link provided.
3. Once you are logged in, choose the desired database under the data access menu and once you are on the page of the database, click on the orange button "+" to add an experiment.
4. Fill the different fields:

*Reactants:* click on "+" to add a new reactant. If you click in the first box, a drop down menu with the list of already registered molecules appears and you can select one of them. This will prevent from different names for the same molecule. Then, fill the CAS and the SMILE (in a near future, CAS and SMILE will be filled automatically when the molecule will be chosen in the list – but it is not yet implemented). If a reactant is not already listed, you will have to enter its name, its CAS and its SMILE. For the name, please respect as much as possible the IUPAC naming rules. If there is no chemical reactant, just write "none" in the name of the reactant. Here, don't indicate the oxidant species as there is a specific field for that (see below).

*Contacts:* fill the name, email, institute and ORCID of the different contacts. One contact as a minimum is required (usually the principal investigator). All these contacts will then be allowed to modify the experiment. Also, all the contacts of the principal investigator's institution will have the rights to modify the data. If the experiment has been performed using a chamber of another partner, and if you want a person of the hosting institution to have the rights to modify the data, then you should put also his name in the contact list.

*Project name:* if the experiment has been funded or carried out within a project, please indicate the name of the project. This field is optional.

*Local identification reference:* Please indicate the local reference number of the experiment if you have such a record system at your institute. This field is optional.

*Additional information:* Add any information which you think is useful for the data users (e.g. specific experimental conditions). This field is optional.

*Experiment date:* please use the format yyyy-mm-dd

*Experiment type:* select the type of experiment from the drop down menu. If you think that a type of experiment is missing, let us know and we will add it.

*Reactive species:* please select the oxidant (OH, O<sub>3</sub> ...) from the drop down menu. If there is no oxidant, select "none".

*Light source:* select the light source from the drop down menu (all types of irradiation should be listed; if not, let us know).

*Chamber:* select the chamber used in the drop down menu. As experiments may have been performed in a chamber of another institution, all partners have the right to create an experiment performed in any chamber. This means that for experiments jointly conducted with different partners, a preliminary concertation is absolutely required i) to ensure that all partners agree to give access to the experiment and ii) to prevent from two different data entries for the same experiment.

5. Upload one or several edf files. Note: the edf file must respect the edf format (an edf format checker will be soon available).
6. Upload the pdf file. Note: the pdf file must contain the information needed to use these data (short description of the experiment, technical information, characteristic of the chamber ...).
7. Save the data entry by clicking on the “floppy disk”.

Note: please do not introduce fake records to test the procedure.

## **B. Editing and modifying records**

1. Once you are logged in, choose the desired database under the data access menu.
2. Search for your record by using the searching criteria. To easily identify the records of your institution, a searching criterion “my data” has been created. Click on it and select “created or modified by me” or ““created or modified by my team”, and then click on the magnifier (orange button) to get the results of your research.
3. Select the experiment you want to modify.
4. Click on the button “edit” to modify the experiment.
5. Once it has been modified, save the new record by clicking on the “floppy disk”.