

Adding Barcodes to Vascular Plant Specimens

Obtain barcodes from Research Coordinator



Pull specimens to be barcoded from Cabinet B

Sign in to SEINet

Navigate to the Collection Management Control Panel and select Edit Existing Occurrence Records

Home Specimen Search Images Flora Projects Agency Floras Dynamic Floras

Home >> Collection Search Page >> Kathryn Kalmbach Herbarium Details

Kathryn Kalmbach Herbarium (DBG-KHD)

Data Editor Control Panel

- Add New Occurrence Record
- Create New Records Using Image
- Add Skeletal Records
- Edit Existing Occurrence Records
- Add Batch Determinations/Nomenclatural Adjustments
- Print Labels/Annotations
- Batch Georeference Specimens
- Loan Management

Open the digital record associated with the specimen you are barcoding by searching for Collector and Collector Number. Date and Scientific Name are also useful, in case no collector number was recorded

Kathryn Kalmbach Herbarium (DBG:KHD)
Record Search Form

Collector: Number: Date:

Catalog Number: Other Catalog Numbers:

Entered by: Date entered: Date modified:

Processing Status: With images Without images

Custom Field 1: Scientific Name EQUALS

Sort by: ascending

Once the digital record has been located, affix the barcode to the lower left corner of the specimen



Place the barcoded specimen in Cabinet C to be imaged

Place the computer cursor in the Catalog Number Field on the specimen record form and scan the barcode

Collector Info

Catalog Number? Other Cat. #s?

Click Save at the bottom of the form