

**ANNOUNCEMENT OF U.S. DEPARTMENT OF ENERGY (DOE)  
PUBLICLY AVAILABLE SCIENTIFIC RESEARCH DATASETS**

*\*An asterisk and shading indicate required information.*

**Part I: STI Product Description**

**A. \*Dataset Type** (Select the choice that best describes the main content of this dataset.):

- Animations/Simulations
- Genome Data
- Interactive Data Map(s)
- Numeric Data
- Still Images or Photos

**B. \*Dataset Title:** \_\_\_\_\_

**C. \*Creator(s) or Principal Investigator(s):** \_\_\_\_\_

**Creator(s) or Principal Investigator(s) Email Address(es)** (for notification of assigned DOI, not shared publicly):

\_\_\_\_\_

**D. Related Resource** (Relation to a specific journal article or technical report):

**E. \*STI Product Identifiers:**

1. \*Dataset/Product Number(s): \_\_\_\_\_

2. \*DOE Contract/Award Number(s): \_\_\_\_\_

3. Other Identifying Number(s): \_\_\_\_\_

**F. \*Originating Research Organization:** \_\_\_\_\_

Availability (Refer request to [if applicable]): \_\_\_\_\_

**G. Contributor Organization(s)** (if other than the originating research organization): \_\_\_\_\_

**H. \*Publication/Issue Date** (mm/dd/yyyy): \_\_\_\_ / \_\_\_\_ / \_\_\_\_

or text date (i.e., Spring 2011, January 2011, etc.) \_\_\_\_\_

**I. Language** (if non-English): \_\_\_\_\_

**J. Country of Publication** (if other than the U.S.): \_\_\_\_\_

**K. \*Sponsoring Organization(s):** \_\_\_\_\_

**L. Subject Categories** (Select primary one first.): \_\_\_\_\_

Keywords: \_\_\_\_\_

**M. Description/Abstract:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Part II: Dataset Location/Technical Specifications**

**A. \*Location Information:**

1. \*URL where dataset is posted for access: \_\_\_\_\_

2. Digital Object Identifier (if already assigned): \_\_\_\_\_

**B. Technical Specifications:**

1. Dataset File Extension: \_\_\_\_\_

2. Software needed to utilize dataset (if applicable): \_\_\_\_\_

3. Dataset size (number of data files or images; Kb/Mb): \_\_\_\_\_

**\*Part III: Contact Information**

**Note: This information is needed for administrative use and will not be displayed in public databases.**

1. \*Name and Position: \_\_\_\_\_

2. \*Organization: \_\_\_\_\_

3. \*Email: \_\_\_\_\_

4. Phone: \_\_\_\_\_

# INSTRUCTIONS FOR ANNOUNCEMENT OF U.S. DEPARTMENT OF ENERGY (DOE) PUBLICLY AVAILABLE SCIENTIFIC RESEARCH DATASETS

## **Purpose**

Announcement Notice 241.6 provides to the U.S. Department of Energy (DOE) Office of Scientific and Technical Information (OSTI) metadata needed to identify/announce publicly available datasets resulting from work funded by the U.S. Department of Energy (DOE) or performed in DOE facilities. The information allows OSTI to assign Digital Object Identifiers (DOI) to datasets and register them with DataCite ([www.datacite.org](http://www.datacite.org)) as a service to researchers. This value-added step facilitates visibility, helps ensure long-term preservation, and supports better linkage between DOE's published research results and the underlying data. Creator(s)/Principal Investigator(s) and the primary contact person who provide email addresses in the AN 241.6 will be notified via email of the DOI assigned to each dataset.

## **Who uses this Notice:**

DOE, DOE Major Site/Facility Management contractors, multi-program and single-program laboratories, other DOE facilities, and DOE grantees/financial assistance recipients may complete AN 241.6 and submit it with a URL for the publicly available location of the data as a service to researchers.

## Part I: STI Product Description

### A. **\*Dataset Type – This is a required field.**

Select the choice that best describes the dataset's main content.

- Animations/Simulations – Animations and simulations resulting from runs of computer models or similar software.
- Genome Data – Information that is numeric or alpha-numeric in nature (such as gene sequences) or that is a specialized mix of text and non-text information conveying results of genetics/genome research
- Interactive Data Map(s) – A non-static interface and the GIS data and/or shape files that generate it.
- Numeric Data – Data primarily expressed with numbers; other content is secondary and supporting.
- Still Images or Photos – A collection of images or photographs that are produced by a scientific instrument or that convey scientific results of experiments. Scientific images that might constitute a data set could be images of cells or molecules that are typically taken with electron microscopes, 3-D structures of proteins or nanomaterials, images captured during an accelerator run, images from astronomy, etc.

### B. **\*Dataset Title – This is a required field.**

Provide the title exactly as given on the product itself, including part, version, and similar information.

### C. **\*Creator(s) / Principal Investigator(s) – This is a required field.**

Enter the name of the person(s) primarily responsible for the dataset, i.e. the person(s) who should be credited with the content of the dataset. The preferred form of entry is the last name, first name, middle initial, and additional qualifiers separated by commas, e.g., Smith, Richard T., Jr. More than one name may be provided; separate multiple entries with a semicolon and a space. Examples: Jones, Thomas M.; Markay, Arthur R., III.

#### **Creator/PI Email Address(es)**

OSTI will use these to send creator(s)/PI(s) the Digital Object Identifier (DOI) for the dataset registered with DataCite.

Separate multiple email addresses with a semicolon followed by a space. Email addresses will not appear in public databases.

### D. **Related Resource**

Enter brief citation information (title, author, identifier) for key publication(s) and technical report(s) that the dataset being announced directly supports.

### E. **\*STI Product Identifiers**

#### **1. \*Dataset Product Number(s) – This is a required field.**

An identifying number that has been assigned to the dataset by either the originating/submitted organization or by the organization currently hosting the data. If two different organizations have assigned different numbers to the dataset, both are listed here. They should be separated with a semicolon and a space. If no identifying product number exists, the word "None" may be entered in this field.

#### **2. \*DOE Contract/Award Number(s) – This is a required field.**

Enter the DOE contract number under which the work was funded. If the dataset is a result of a joint effort between two or more DOE Site/Facility Management Contractors, etc., additional DOE contract numbers may be entered. The "DE" should not be included as a part of the number. Multiple numbers are separated with a semicolon and a space. When more than one number is entered, the first number is considered the primary number. If a DOE Contract Number does not apply for the originating organization, the word "NONE" should be entered.

#### **3. Other Identifying Number(s)**

Provide additional identifying numbers associated with the dataset provided. Multiple numbers are separated with a semicolon and a space.

### F. **\*Originating Research Organization – This is a required field.**

Provide the name of the organization that performed the research or issued the dataset. More than one organization may be provided; list primary organization first and separate multiples with a semicolon and a space. See also the Contributor Organization(s) field.

Example: Los Alamos National Laboratory; Sandia National Laboratory. See also the Contributor Organization(s) field.

### **Availability**

Refer requests to [if applicable]. This should be an office or organization that can offer additional help in obtaining or utilizing this dataset.

### **G. Contributor Organization(s)**

Enter the names of any organizations that have significantly contributed to the gathering, formatting, analysis, etc. of the dataset. These are organizations that would not otherwise be credited because they will not be listed in the Originating Research/Submitting Organization field, or in the Sponsoring Organization field.

### **H. Publication/Issue Date – This is a required field.**

Provide the date when the information product was published or issued, either in format mm/dd/yyyy (example: 04/17/2011), or in format yyyy (example: 1995). If you use the yyyy format, you may also select a Time Period, if known.

### **Or Text Date**

Provide date as Spring 2011, January 2011, etc.

### **I. Language – This field has a default value.**

Provide the name of the language in which the information product is written if the language is not English. If language is not provided by the originating organization, the default will be “English.”

### **J. Country of Publication – This field has a default value.**

Provide the country of publication if other than the U.S. If country of publication is not provided by the originating organization, the default will be “U.S.”

### **K. \*Sponsoring Organization(s) – This is a required field.**

Provide the DOE Program Office (e.g. Office of Science (SC), Office of Basic Energy Sciences (BES, DOE office of Nuclear Energy (NE), Fuel Cycle Research and Development Program) that funded the work described in the STI Product. For projects funded by more than one Program Office, indicate all sources of the DOE funding in descending order of dollar amount of funding. Also include the funding office for work for non-DOE organizations. Separate multiple program offices with a semicolon and a space.

### **L. Subject Categories**

Select one or more categories from the list provided. List the primary one first. A list of subject categories and their descriptions is available at [www.osti.gov/stip/subjectcategories](http://www.osti.gov/stip/subjectcategories). If no subject category is provided by the originating organization, the Office of Scientific and Technical Information will generate the appropriate categories.

### **Keywords**

Provide terms that describe the content of the dataset. More than one term may be entered; separate multiple terms with a semicolon and a space. If keywords are not provided by the originating organization, the Office of Scientific and Technical Information will generate them.

### **M. Description/Abstract**

Provide a clear, concise summary of the content of the dataset, as well as specialized parameters that describe the data. Specialized parameters may include a date range during which information was taken (such as May, 01 2002 – December 31, 2002), geographic information (such as a specific state, region, country, latitude and longitude, etc.), information such as well depth ranges, temperature ranges, etc. The abstract length should be no more than 5,000 characters.

## Part II: Dataset Location/Technical Specifications

### A. \*Location Information

1. **\*URL where dataset is posted for access – This is a required field.**

Provide the unique URL where available (specific dataset) if retained at site. Provide a complete unique URL (Uniform Resource Locator) address sufficient to access a complete copy of the dataset.

2. **Digital Object Identifier** (if already assigned)

Provide the DOI if one has been assigned prior to the dataset being announced to OSTI.

### B. Technical Specifications

1. **Dataset File Extension**

Please provide the file extension of the dataset. The content of the dataset will not be indexed by OSTI but knowing the type of file posted will be important to the users that search our databases. Some common file extensions are .txt, .csv, .ps, etc.

2. **Software needed to utilize dataset** (if applicable)

Specialized software tools are often developed to allow a user to manipulate data in various ways. If these tools are available for the user but do not have to be used with the data, they do not need to be listed. However, if there is a piece of software without which a user cannot open, see, or use the dataset, that software should be noted in this field

3. **Dataset Size**

Indicate how many individual data files are included in the dataset being announced, or if the dataset consists primarily of images, note the approximate number of images. You may also indicate size in megabytes.

## Part III: Contact Information

This information is needed for administrative use; it will not be displayed in public databases.

1. **\*Name and Position – This is a required field.**

2. **\*Organization – This is a required field.**

3. **\*Email – This is a required field.**

Email addresses will not appear in public databases. OSTI will use these addresses to send creator(s)/PI(s) the Digital Object Identifier (DOI) for the dataset announced to OSTI and thus registered with DataCite. The primary contact, if different from the Creator/PI, will also receive a copy of the notification.

4. **Phone**