

Data preparation

SENSORWeb

- All scientific devices used during the expedition have to be registered in SENSORWeb (sensor.awi.de)
- Please check that all your devices are registered and correctly configured in SENSORWeb. If you are unsure please check with your group PIs or the chief editors of your team (see [Chief Editors](#))
- You need to be registered as 'Data Provider' SENSORWeb for all devices for which you want to upload data onto the MCS. Please contact the device PI or the chief editors of your team if you have to be registered as 'Data Provider' on any device.
- If you also need to make changes to devices in SENSORWeb e.g. change configurations, add actions for lab analyses, you need a SENSORWeb-Account and have to be registered as Editor on these devices. Please contact o2a-support (at) awi.de copying the chief editor of your team to get an account. Please state your team, name, email, institute, country and city of your institute.
- If you still need to register devices in SENSORWeb please contact the chief editors of your team (see [Chief Editors](#)) and follow the workflow described below.
- If you have an account, but forgot your password please contact o2a-support (at) awi.de

Chief Editor

- Collects information on devices to be entered in SensorWeb
- monitor devices in SensorWeb for team to ensure best practices are followed
- acts as first contact for questions on SensorWeb for team.
- spreads knowledge on updates of SensorWeb in team.

Add devices to SENSOR.awi.de

Workflow for creating new devices in SENSOR

The following workflow is defined for creation of devices in SensorWeb:

1. Device Contact aka Device Editor contacts [Chief Editors](#) of his/her Team to initiate device in SensorWeb
 - **Short Name:** please choose a catchy and unique short name for your (device name and serial number, e.g. "HandCTD_6678")
 - **Platform:** please choose a platform from the list that your device will be used on (e.g. Polarstern, Ice_Station, Polar5, ...)
 - Individual **Device-Editor**, who will enter/edit all the details for the device. Everyone who will bring a device to MOSAiC is a potential device editor unless other workflows were defined in teams.
 - [Chief Editors](#) (per Team), who will keep an overview of the devices for the team
2. [Chief Editors](#) sends Initial Device-Information to o2a-support (at) awi.de including following information about the Device Editor
 - Name, Surname,
 - Email
 - Institute
 - Telephone Nr.
 - City
 - Country
3. SensorWeb-Team creates device under specified platform and adds Device Editor and Initial Editor as Editors for device
 - Device Editor can now enter and edit all information
 - **exception: short name!**
 - Reassign to different platform: need to contact initial editor and/or o2a-support (at) awi.de

More Information on SENSOR

see [SENSOR metadata system](#)

Follow [Best Practices](#)

Handover of Data Management

- When planning for the handover please also take some time to handle the specific data management strategy for the devices in your group. This includes how device operations are logged in DSHIP ActionLog and what needs to be configured and reflected in SENSORWeb.
- Please check out the information provided at [Data Management](#) where further information can be found regarding the data management.

More information

[IT Infrastructure](#)

[Internet, Email, Telephone](#)

[Network on the ice](#)