

## EIM Help – Entering Unidentified Species Data

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For data involving taxonomic identification such as counts, EIM requires that you provide Result Taxon Name for each Species. Sometimes a subject taxon observed in the field or lab can't be positively identified to the Species level. This happens for various reasons, the most common being incomplete or juvenile specimen. This document explains how to enter unidentified species data into EIM.

Use this document as a supplement to the Results Submittal Template Help document in the [Submittal Guidelines zip file](#), which contains all the requirements for submitting result data to EIM.

### How to Enter Unidentified Species Data

Enter the following fields in addition to the general requirements in the Results Submittal Template Help document:

- **Result Taxon Name (Column BE):** Enter the name of the parent taxon. This is often the Genus name, but can also include Subfamily, Family, or higher taxonomic ranks. This practice is known by taxonomists as “rolling up.”
- **Result Taxon TSN (Column BF):** Enter the Taxonomic Serial Number (TSN) of the parent taxon.
- **Result Taxon Unidentified Species (Column BG):** *Optional field unless you have more than one unidentified species in the same sample reported under the same parent taxon.* In these cases, sequentially assign one of the following codes for each unidentified species under the same parent taxon: SP1, SP2, SP3, SP4, SP5, SP6, SP7, SP8, and SP9. Otherwise, you will get duplicates that will not load into EIM.
- **Result Comment (Column AZ) and/or Result Additional Comment (Column BA):** *Optional Fields.* Additional comments about the inability to identify at the Species level.

### Data Entry Examples

Result Parameter Name (AH)	Result Value (AM)	Result Value Units (AN)	Result Method (AY)	Result Comment (AZ ) and/or Result Additional Comment (BA)	Result Taxon Name (BE)	Result Taxon TSN (BF)	Result Taxon Unidentified Species (BG)
Number of Individual Organisms	1	Count or Number	MICROSCOPE	Not identifiable at Species level, rolled up to Genus level	Daphnia	83873	SP1
Number of Individual Organisms	1	Count or Number	MICROSCOPE	Not identifiable at Species level, rolled up to Genus level	Daphnia	83873	SP2

**Revision History**

Revision Date	Revision No.	Summary of Changes	Reviser(s)
10/27/14	1.0	Original Document	CN, KC