

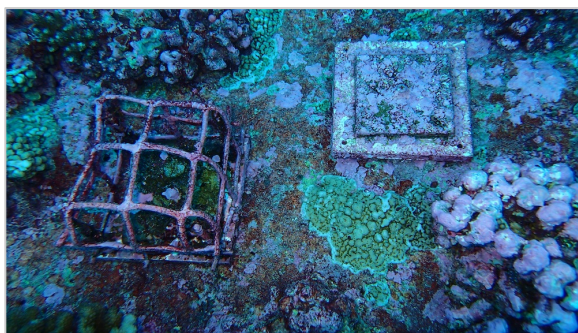


Exemplar of a Good File Naming System

Professors Douglas McCauley and Fiorenza Micheli led this research project.

The research

The project involved installing approximately 180 tiles in an underwater area near the Palmyra Atoll in the South Pacific Ocean and leaving them in place for a specified amount of time. At the end of that time, the tiles were retrieved for analysis. Researchers photographed the tiles in place during the research and then again after they were retrieved. The images below show one particular tile in place during the study (left) and then again after retrieval (right).



Info tracked & the convention used

The researchers wanted to track several things about the tiles:

1. **Study site.** Indicated by the name, ex. FR3, FR7, FR9.
2. **Depth of the water.** Indicated by S (shallow), M (middle), or D (deep).
3. **Date.** Indicated by YYMMDD.
4. **Tile number.** Indicated on the tile.
5. **Tile treatment.** Indicated by C (caged) or U (uncaged).
6. **Number assigned to photo by camera.**
7. **Whether the post-removal photo was of the entire tile or a tile section.** Indicated by W (whole area), A (upper right), B (lower right), C (lower left), or D (upper left).

Example: FR3S.140623.129C.2653.W.JPG

This was image 2653 of whole, uncovered tile 129 from study site 3 in shallow water, taken on June 23, 2014.

For more details about this exemplar, check out the File Naming Done Well Case Study on the Data Management Services web site at http://bit.ly/naming_exemplar.