

NPL Protocol and Procedures



Non-Vertebrate Paleontology Laboratory
J.J. Pickle Research Center • 10100 Burnet Road • Building 122 • Austin TX 78758
Admin: 512-232-5384 Collections: 512-471-9698 Lab: 512-232-6169

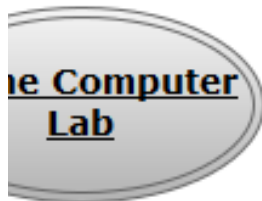
Day 1 Orientation [Click Here](#) Health and Safety

How do I...

- [use this wiki?](#)
- [find a table of contents? an index?](#)
- [search by topic or tag?](#)
- [request use of the camera set up?](#)
- [record my hours?](#)
- [assign a catalog number?](#)
- [record when and why I'm moving a fossil?](#)
- [get started with the Specify database?](#)
- [find an image?](#)
- [save the pictures I'm taking?](#)
- [print out specimen labels?](#)
- [figure out older specimen labels?](#)
- [create or check in a loan?](#)
- [handle prep or conservation equipment?](#)

General NPL Guidelines

Select one of the buttons below to explore by broad category, or find a specific project or task. Still can't find what you need? Try the Search Bar, or the 'How do I...' section on the right.



(Suggestions for questions to be included can be written in the comments section at the bottom of the page.)

Common Tasks

- [Assigning new NPL numbers](#)
- [Printing new specimen labels](#)
- [Photography at NPL](#)
- [Working with the Specify database](#)
- [Object Conservation](#)

click [here](#) for a more complete listing.

Contact Information:

| | |
|-----------------------|----------------------------------|
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| Lisa Boucher | lab: 512-232-6169 |
| Director | office: 512-232-5384 |

Projects

- [Fossil Inventory](#)
- [Reference Library](#)
- [Digital Dataset Publishing](#)
- [Type Room Inventory](#)
- [NextEngine Scanner](#)
- [Geo-reference localities](#)

Administrative Pages

[Change Request DB how-to](#)

[Specify Workbench](#)

[Schema import/export](#)

[Creating/checking in a Loan](#)

[New Accessions](#)

[Navigate space](#)

Recently Updated

[Specify software Set-up and Preferences](#)

Mar 03, 2021 • updated by Elizabeth Appleton • view change

[Geo-referencing Resources](#)

Mar 01, 2021 • updated by Michael K Smith • view change

[Ranches and Found Places](#)

Feb 27, 2021 • updated by Michael K Smith • view change

[Specify Database: Geo-referencing localities](#)

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[Geo-referencing Solutions](#)

Jan
29,
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update
d by Michael
K
Smith •
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[NPL Image Library-Specimen Images](#)

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[Specify Image Attachment Protocol](#)

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[Geo-referencing Resources](#)

May
12,
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Creating
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[Liath's
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- Photo](#)

[Processing with Photoshop](#)
Apr 16, 2020 • updated by Elizabeth Appleton • [view change](#)

[photoshop-drawScale3.jpg](#)
Apr 16, 2020 • attached by Elizabeth Appleton

[Metadata Standards at NPL](#)
Apr 09, 2020 • updated by Elizabeth Appleton • [view change](#)