



Setup instructions for Bibmaster

Spanish Node of the Global Biodiversity Information Facility

Coordination Unit

GBIF Spain

Year 2017







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Installation:

A.- Extract the files from the .zip to a directory for this purpose

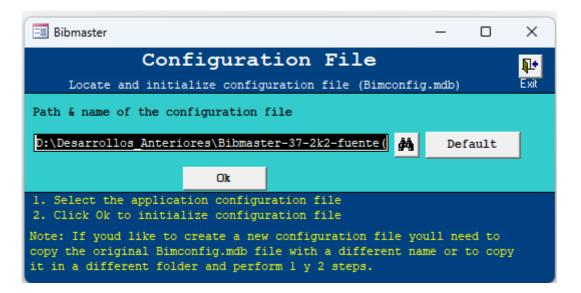
The .ZIP file is copied to the PC and the files are extracted to a directory for that purpose. Installation is simplified if this directory is "C:\BIBMASTER", so users are recommended to install the application in this directory. In any case, the files (.mdb, .doc,.hlp) must be located in the same directory.

B.- Configure Bibmaster

Double-click on the "Bibmaster.mdb" icon, or enter MS Access[©] and open the corresponding database "Bibmaster.mdb".

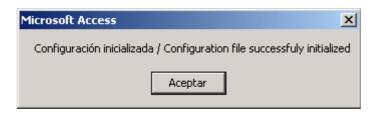
1.- Initialize configuration file

The first time you open Bibmaster in a new installation, you may see this screen:



If we do not want to indicate a custom directory, click on "Default" and then on "Locate and initialize configuration file". This allows Bibmaster to self-configure depending on the directory where it has been installed.

If all went well, we will see:



and then the screen with the Main Menu:

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-8	Bibmaster :: MAIN MENU —				×
Bibmaster Manejo de bibliografía y nomenclatura					ŇA
Help : Fl	Literature, Nomenclature	& Specimen	Management		P. Exit
2 <u>A</u> uthors	3 <u>P</u> ublications Abbre	eviations	4 Literature ref	ferences	
5 <u>N</u> omenclature	6 Records & Specimens	7 Ta <u>x</u> a	8 <u>I</u> llustrations	9 En <u>d</u> No	ote
	1 <u>C</u> on	figuration	& Dataset selection		
Application & dataset configuration. Dataset creation & selection Setup Datasets Management					
Confi	guration file		New dataset		
Applicat	ion configuration		aset configuration		
		Sel	ect active dataset:		
ver. 3.7 © F. P http://www.gbif.e	ando s al., 2010 s/bibmaster/bibmaster.php		Active dataset	Geum	

2.-Set the language and other parameters of Bibmaster

The next step is to select the language and verify that the localization of the Microsoft Word[©] templates (necessary for the production of lists, catalogs, etc.) is correct. To do this we will press "Application configuration", which will show us to the following screen:

Bibmaster :: Application configuration	_		\times		
Application Configuration Exit					
Select language/Seleccione el idioma: English					
Location (path) of the MS Word® templates Localización de la base de	e Atribut	os Au	1t • •		
Location (path) of this database and associated doc files. C:\BIBmaster\Docs					
Enter the text you want to appear in labels headings					

You can also set from this screen the text that will be included in the headings of the herbarium labels.

We leave this screen and the following is:



3.- Create a dataset (empty)

Eibmaster :: Create new dataset —		\times		
New dataset Enter the values needed to create your new dataset		A. Exit		
1. Enter the identification name of the dataset you want to create flora)	; (i.e.			
2. Enter the path of the dataset to create (i.e.: c:\My documents)	<i>M</i> A			
3. Enter a name for the database file (i.e.: Flora.mdb)				
Ok				
"" en				

We must press "New dataset" in the main menu so we can access the following screen:

Once the dataset is created, we can view or edit its parameters with the option "Dataset configuration". Following the example shown in the previous screen, we would obtain the following information:

==	Bibmaster :: Edit d	atasets		- 🗆 X	
Configure acc Add new dataset	ess to dat			Ē≞ + ≣ №	
Data set name <pre>Favoritos: Filtrar Data set name <pre>Favoritos: Filtrar DB with bibliographic and author names table: C:\BIBmaster\jueDat\Geum2k.mdb MDB with author tables c:\BIBmaster\jueDat\Geum2k.mdb MDB for specimen data c:\BIBmaster\jueDat\Geum2k.mdb MDB for specimen data c:\BIBmaster\jueDat\Geum2k.mdb Description Creado el 26/10/2004 Authors Identified by abbreviation th for image files C:\bibmaster\Imagenes Nombres de tablas </pre></pre>					
Reference table Bib BPH/TL-2 table Bib_abrev ie/succeeded tbl. Bib_abrev_r menclatural table nomen Specimen table Etiquet Record table Corologica Localities Localidades Key-words table Keywords Conectores: Conectores	Thesaurus table Author table Author alias tb. Refs. to icon. Links & images Tax. Hierarchy Taxonomy: Status:	autores autoresfirman Icones Links TaxonConcept Taxonomy	Region: Countries: Locations: Dist.schemas:	GeoStdLevel1 GeoStdLevel2 GeoStdLevel3 GeoStdLevel4 DistSchemaInstance DistSchema	



In this screen it is not necessary to change anything, if we do not want it. If what we want is to implement datasets of projects that overlap to a greater or lesser degree, it would be necessary to edit data. You can see several examples of these types of configurations in the **BIBMASTER documentation**.

4.- Select data set for use

At this point, we just have to select the data we are going to work with. This action is posible in the main menu, at the lower right corner.

Select	active d	ataset:
	\sim	Ok

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