

The Reproducible Researcher

Preclinical Tool Registration Guide

Step-by-Step Instructions for Registering Preclinical Research Tools

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Preclinical Research Tools

This document provides a step-by-step guide to registering preclinical research tools.

The <u>ASAP Open Science Policy</u> requires researchers to (1) cite all newly-generated lab resources (antibodies, cell lines, plasmids/clones, transgenic models, and other reagents) and (2) to deposit those resources in a publicly accessible repository. For additional help and questions, email <u>openscience@parkinsonsroadmap.org</u>.

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What is an RRID?

Research Resource Identifiers (RRIDs) are persistent and unique IDs that allow researchers to reference the tools and resources that were utilized to support the research efforts described in preprints and final publications.

Registering lab resources for an RRID is a free process that provides several benefits:

- **Centralized system:** RRIDs are a way to centralize the resource database for materials being used in biomedical research
- **Impact assessment:** RRIDs are machine-readable, so the resource can be easily identified in any text
- Consistent: RRIDs are consistent across both publishers and vendors
- **Resolve URLs and catalog numbers:** Resource catalog numbers may change. The RRID is constant.
- Identification of problematic tools: Whenever there is a problematic tool (e.g., contaminated cell line), it is flagged in the RRID database



Antibodies

- 1. To register an antibody, visit https://scicrunch.org/resources/about/resource
- 2. Select Antibody



New user? Create your account



5. Add Antibody details and select 'Submit'

2. Antibody Details

dentifier (Mandatory)	Principal Investigator - Institution or Vendor (Mandatory)
An catalogNumber unique to your antibody (e.g. Labname_001 or myab_1023)	(e.g. J. Doe - Harvard)
Note: Submit unregistered antibodies only	
Principal Investigator's/Institution's Website or Vendor Website (Mandatory)	Antibody name (Mandatory)
http:// or https://	Anti-phospho-Glo1(Y136) Antibody
Host Species (Mandatory)	Target/Reactive Species (Mandatory)
Rabbit	Mouse
Antibody Target (Mandatory)	Clonality (Mandatory)
phospho-Glo1(Y136)	Unknown
Clone ID	Isotype
C200234	IgG
Step 2/2:Antibody Details	< Previous

Example of successful antibody registration

RRID Portal	ABOUT ~
Resource Summary Report Q New Search 3 Pro Home / Resource Reports / Antibodies / Resource Summary Report	svious Search Results
Antibody Name 🛛	*NOTICE: Multiple vendors found, please select your record: Novus - NB120-15534 v
alpha Synuclein Antibody 🗹 🛛	
RRID:AB 792157	
	PDF REPORT HOW TO CITE
Antibody Information 😧	
URL: http://antibodyregistry.org/AB_792157	
Proper Citation: (Novus Cat# NB120-15534, RRID:AB_792157)	
Target Antigen: alpha Synuclein	
Host Organism: rabbit	
Clonality: polyclonal	
Comments: Immunohistochemistry-Paraffin	
Expand All	
🛃 Usage and Citation Metrics 🛛 🛕	Collaborator Network 2
We have not found any literature mentions for this resource.	A list of researchers who have used the resource and an author search tool. This is available for resources that have
Check Google Scholar for all resource mentions.	literature mentions.
Report Inform	nation 0 Ge Data and Source Information 0
No rating or validation information has been found for alpha Synuclein Antibody.	Source: Antibody Registry
No alerts have been found for alpha Synuclein Antibody.	



Cell Lines

1. Confirm novelty by searching for similar registered cell lines at <u>scicrunch.org/resources</u> and <u>www.cellosaurus.org</u>



2. Register cell lines through the Cellosaurus Home Page by selecting "Contact" on the top panel menu.



3. Fill in the information and click Submit. The information that should be included in the request varies depending on if the cell lines are described in a publication.

Cell Lines Described in a Publication

Subject: Indicate that this cell line is described in a publication

Message: Provide a link to the publication where your cell line was first described

Cell Lines are NOT Described in a Publication

Subject: Indicate that this is a request to create a new Cellosaurus entry

Message: Provide the following information

- Name Species of origin (if not human, include strain/breed)
- Gender and age of donor
- Category of cell line (e.g., cancer, hybridoma, iPSC, ESC, etc.)

Send mail to Expasy Helpdesk

• If the donor is suffering from a disease, include the disease name

All fields are mandatory)		
our E-Mail address:		
our name:		
ubject:	[cellosaurus]	
	Please take a minute to check whether your request is not answered in o sell/distribute any cell lines, but provide a few hints on how to find y	our FAQ. In particular, please note that we do no rour favorite cell line.
our message:		

Submit (to cancel go back to previous page)



Plasmids

1. Visit Addgene.com and select "Deposit a Plasmid" on the home page



- 2. Scroll down to "Submit Plasmids Using a Spreadsheet"
- 3. Select "Download Deposit Spreadsheet"

1	Recor	mmended for depositing 10 or more plasmids. If you have more than 75 plasmids, contact us at sit@addgene.org.
1	Сору	and paste your plasmid data directly into our file.
)	Email	the spreadsheet back to us at deposit@addgene.org along with:
	0	Addgene account username. In order for the plasmids to appear in your Addgene account under My Plasmids, we need to know your Addgene account username.
	0	Shipping address and phone number.
	0	Plasmid sequences or GenBank files. We can accept sequence files in any format. We encourage submission of QUEEN- generated GenBank files (Mori and Yachie, 2021).
	0	Distribution status for your plasmids - Hold for Publication or Distribute pending QC.
	0	The name of the Principal Investigator and Organization where these constructs were first created.



4. Save the file as "Lab/PI Name_Addgene_BatchUpload" Example: SmithLab_Addgene_BatchUpload

Plasmid Name	Plasmid Type	Purpose	PubMed ID	Gene or insert Name	Alternative Gene/Insert Name 1	Alternative Gene/Insert Name 2	Entrez Gene ID	gRNA/shRNA Sequence	Insert Size	Species of gene or insert	Additional Species of gene or insert	Species Other	Relevant Mutations

If you are depositing more than 75 plasmids, you must email <u>deposit@addgene.org</u> BEFORE completing this spreadsheet.

- 5. Fill in the spreadsheet with as much information as possible. **Please review the <u>REQUIRED</u> information below:**
 - Plasmid Name
 - Plasmid Type
 - Purpose
 - Gene or Insert Name
 - Species of gene or insert
 - Relevant Mutations
 - Backbone Name

- Primary vector type
- Cloning Method
- Bacterial Resistance
- High or Low Copy
- Growth Temperature
- Growth SStrain
- Hazardous
- Patents or licenses
- 6. Upon completion, email the following to deposit@addgene.org
 - a. Completed spreadsheet
 - b. Any plasmid sequence files, maps, and/or GenBank files; each file name containing the provided plasmid name
 - c. Shipping address for Addgene to send a Deposit Kit
 - d. Name of Principal Investigator and Organization where the constructs were first created
 - e. Addgene account username (optional: include this information if you want the plasmids to appear in your account under "My Plasmids"



Mice

1. Register mouse strains with Mouse Genome Informatics (MGI) by visiting http://www.informatics.jax.org/mgihome/submissions/amsp_submission.cgi

2. Fill in contact details

Mutant Alleles, Strains, and Phenotypes Submission Form Contact Details: * = required field

Last name: *	Street Address:
First name (& middle initial): *	City:
E-mail address: *	State/Province:
E-mail address (repeat): *	Postal Code:
Principal Investigator:	Country:
Institute/Organization:	Telephone:
	Fax:

3. Select publication preference

Citing your data:

Are your data published?	\bigcirc yes \bigcirc no	
If no, would you prefer that	t your data: \bigcirc be public at the MGI website now	\bigcirc be held private until publication
Provide reference(s) or Pub	Med IDs for published data or authors & descriptive	e title for unpublished data:

If data are available from a website, please list URL:

4. Provide any additional information by selecting the appropriate Purple heading

Choose information type(s) to submit. Click a heading to open or close its respective section. <u>Allele</u> Name and describe a new allele, mutation, or transgene <u>Strain</u> Register a new mouse strain <u>Phenotypes</u> Submit phenotype data for given genotypes <u>File Submissions</u> Submit data files (e.g. images, text files, Excel, or bulk data)

5. Provide any additional comments. Click 'verify'



6. For Alleles, provide the following:

Enter Allele Data: * = required field	
Suggest symbol and/or name for this mutation: *	
If this mutation is an allele of a known gene enter the gene symbol or MGI ID :	(Check by searching MGI.)
Common nicknames for this mutant allele	
Class of Allele (check all that apply): *	
□ spontaneous □ ENU induced □ chemical (non-ENU) induced □ irradiation induced □ conditional/targeted □ endonuclease-mediated □ recombinase (cre or other) conta	I transgenic gene trapped targeted ining transposon induced other (specify)
For transgenes, specify transgene promoter:	
For targeted mutations or gene traps, specify ES cell line used:	(Example: E14.1, JM8A3)
For gene traps, specify the resulting mutant ES cell line:	
Inheritance: \bigcirc dominant \bigcirc codominant \bigcirc semidominant \bigcirc recessive \bigcirc X-linked \bigcirc oth	ner (specify) O unknown/not applicable
Strain background in which the mutation occurred(Ex	amples: C57BL/6J, 129P2/OlaHsd)
 For hints on mutant allele nomenclature, see <u>Quick Guide to Nomenclature for Alleles and</u> Lab codes are available from ILAR (Institute of Laboratory Animal Resources). If you would like assistance with allele nomenclature: Check the box here and continue with your submission. We will contact you about nom 7. For Strains, provide the following: Register a New Mouse Strain: * = required field Enter a suggested strain name. When mutant alleles are part of the strain name, use < > to indicate the supers Example: C57BL/6J-Kit^{W-39J} should be entered as C57BL/6J-Kit<w-39j></w-39j> * Enter the gene symbols corresponding to alleles carried on this strain. 	Mutations. nenclature for this mutation. scripted alleles.
(one gene symbol per line)	(<i>View</i> : list of <u>repositories</u>)
Enter its repository ID or MGI ID for this strain, if known	
Strain categories: Choose one or more. *	
 inbred strain wild-derived recombinant inbred (RI) segregating inbred outbred recombinant congenic (RC) mutant strain coisogenic minor histocompatibility con mutant stock congenic minor histocompatibility con consomic other, specify For hints on strain nomenclature, see <u>Guidelines for Nomenclature of Mo</u> <u>Lab codes</u> are available from ILAR (Institute of Laboratory Animal Resource) 	ngenic ngenic use and Rat Strains. rces).

• If you would like assistance with strain nomenclature:

 $\Box\,$ Check the box and continue with your submission. We will contact you about nomenclature for this strain.



8. For Phenotypes, provide the following:

Submit Phenotype Data: * = required field

Mutant allele(s) analyzed.

List one or more allele pairs analyzed in the animal (one allele pair per line, with the alleles comma separated). When entering mutant alleles, use < > to indicate the superscripted portion of an allele.

Example:

If you phenotyped animals that were heterozygous for Kit^{W-39J} and homozygous for Tec^{tm1Welm}, they should be entered as

	Kit <w-39j>, Kit<+></w-39j>
Tec <tm1welm>, Tec<tm1welm></tm1welm></tm1welm>	<pre>Fec<tm1welm>, Tec<tm1welm></tm1welm></tm1welm></pre>

Enter allele pairs of your phenotyped animals: *

(Find the correct allele symbol by <u>searching MGI</u>.)

Additional allele information not currently in MGI (allele synonyms, ES cell line, strain of origin, mutation type, molecular description, etc.):

Genetic Background: Genetic background can have a significant effect on phenotype.

Enter the Strain/Genetic Background on which phenotypes were analyzed: *

Other Strain/Background Information (e.g. specify crosses): Click here for an example.

If you would like assistance with the Genetic Background Section:

Check the box here and continue with your submission. We will contact you about determining the correct genetic background.

Phenotype:

Phenotypic Description (enter text, describing details of phenotypes observed, etc.): * Click here for an <u>example</u>. You may browse the <u>Mammalian Phenotype Ontology</u> and use these terms to describe the phenotype.

If this genotype + genetic background is a model for a human disease based on phenotypic similarity, please name the disease and include any associated information:

Other known information (gene function/pathway, available clones, GenBank numbers, etc.) that will enhance these data:



9. For File Submission, provide the following:

File submissions:

You may submit a limited number of files using this form. Please limit file size to <5 MB. If you have larger files, or many files to submit, please contact us at: <u>mgi-submissions@jax.org</u>.

Are the file(s) that you submitted copyrighted? \bigcirc yes \bigcirc no If you have entered copyrighted information we will contact you.

Upload your data files (images, text descriptions, Excel, or text data): File 1: Choose File No file chosen Submit more files

See examples and templates for file submissions.

10. Select "Verify" to review and complete your submission

Completing your submission:

Are there any additional commments or information you would like to convey about your data?

Use the buttons below to verify your data before submission or to reset the entire form. Thank you!

Verify Reset





- 1. Register rat strains with Rat Genome Database (RGB) by visiting https://rgd.mcw.edu/ rgdweb/models/strainSubmissionForm. html?new=true
- 2. Provide Strain information

Strain Information

Strain Symbol *

naming endonuclease-mediate	being submitted, for example: ad mutants for strains produce	BN/Crl, or SHR.BN-(D13Arb5-Ren)/Ipcv. For m ed using CRISPR/Cas, TALEN or ZFN mutager	ore information, please ref esis. For help naming you	r strain please contact <u>RGD.Data@mcw.edi</u>	the <u>rules lor</u> U.
Туре		Genetic Status		Method	
mutant	~	Homozygous	~	CRISPR/Cas9	~
Other Method					
Enter modification metho	bd				
If you selected "other" as the metho	d above, please specify the me	thod you used here.			
Background Strain					
Enter background strain	symbol				
	in's origin				
Provide a description of stra					
Provide a description of stra					
Provide a description of stra					

Enter reference/pubmed id

If this strain has been mentioned in any published paper please give that citation here. (author, journal, vol, page number, or PMID).

Research Use

Eg: Cancer, Cardiovascular, etc.

Optional. If this strain has been or could be used for research in a particular area, please indicate this. For example, this could be a disease area such as cardiovascular or cancer, or a phenotype category such as reproduction.

ILAR Code

Enter ILAR code

This is the laboratory code assigned by The Institute of Laboratory and Animal Research to each lab or group. Registering a group at ILAR identifies the group as a place where this strain was originated and maintained.

Upload image file if available

Choose File No file chosen

Upload image of size less than 5MB. Acceptable file formats: .PNG, .JPEG, .GIF



3. Provide Gene/Allele information

Gene/Allele Information

Gene Symbol	Gene RGD ID (if known)	
Enter gene symbol	Enter gene RGD ID	
Allele Symbol	Allele RGD ID (if known)	
Enter allele symbol	Enter allele RGD ID	

4. Indicate Availability

Availability

Current Status: ive Animals gyopreserved Embryo gyopreserved Sperm

Where could this strain be obtained? *

Availability Contact Email

Availability Contact URL

5. Provide Contact information

Submitter Contact Details

Last Name/Surname *	First Name *
Enter submitter last name/surname	Enter submitter first name/given name
Email Address *	
Enter submitter email address	
Laboratory PI	
Enter PI First Name & Last Name	
PI Email Address	
Enter PI email address	
Institution/Orgainzation	
Enter Institution or Organization name	



6. Provide any additional information and indicate preference for public sharing. At the time of publication, the strain will need to be public per ASAP Open Science Policies.

Additional Information	
	li
Additional Information about the STRAIN or ALLELE or GENE or any information you want to provide.	
Please let us know if you want this strain to be displayed on the RGD website. If not, check Non Public (we can hold a strain until instructed by you to release	it).

🔿 Public 💿 Non Public

7. Confirm you are not a robot and submit.



