

GEOTRACES BEST PRACTICES		RATIONALE
<b>Publications</b>	Include « GEOTRACES » in keywords, abstract or summary to your <b>GEOTRACES publications</b> and/or send the URL of your (or your students) <b>Master/ PhD Thesis repository</b> to the International Project Office (IPO, ipo@geotraces.org)	Contribute to give visibility/acknowledge the programme – Facilitate tracking and inclusion in the <a href="#">GEOTRACES Publication Database</a>
<b>Publications from DATA in IDP</b>	Fill in the <a href="#">FORM</a> to provide any <b>new publication</b> that should be linked to your data included in the Intermediate Data Product (IDP)	To ensure your publications are properly linked with your data and dully cited
<b>Special Sessions and Issues</b>	Inform the IPO (ipo@geotraces.org) <i>at the planning stage</i> of any <b>GEOTRACES Special Session</b> at a scientific conference or <b>GEOTRACES Special Issue</b> in a scientific journal	To ensure they are advertised through the GEOTRACES web site and mailing list
<b>Outreach / Educational</b>	Inform the IPO (ipo@geotraces.org) about any <b>outreach and teaching material/activity</b> (e.g. presentations)	To contribute to build a valuable GEOTRACES outreach/educational <a href="#">repository</a> that you can also use
<b>Cruise info (chief scientists)</b>	Follow the steps included in the <a href="#">Cruise Guide</a>	To ensure the data from the cruise will be properly included in the IDP
<b>Data</b>	Follow the steps included in the <a href="#">Data Flow-Chart</a>	To ensure your data is properly intercalibrated and included in the IDP
<b>National Activities</b>	Inform the IPO (ipo@geotraces.org) about <b>any national</b> GEOTRACES event organised	To ensure it is advertised through the GEOTRACES web site and mailing list
<b>Networking</b>	<b>Subscribe</b> to the <a href="#">GEOTRACES mailing list</a> and <b>register your analytical skills</b> in the <a href="#">database</a> . Invite your colleagues to do so	To be kept informed about the activities and contribute to networking