**Checklist for SeaBASS submission: HPLC pigment data**

Please fill out sections 1 and 2 below

Names of Experiment & Cruise: \_\_\_, \_\_\_

1) Sample collection method

 a. Filter type/pore size:

 b. Vacuum pressure:

c. Replicates collected (# or no):

e. Flash frozen in L/N (y/n):

f. Long term storage conditions/temperature:

2) Sample measurement and analysis

a. Extraction

1. solvent:
2. volume added/delivery method:
3. disruption method, time:
4. soak time:
5. clarification method:

b. HPLC analytical method

1. Method reference:
2. Column:
3. Column temperature:
4. Mobile phase:
5. Flow rate:
6. Gradient:
7. Wavelengths monitored:
8. Spectra collected? If so, what wavelengths::

c. Internal standard

1.Was an internal standard used? (If no, skip to ‘d’)

2. Name:

3. When it was added:

d. Instrument

1. Make and model:
2. Injector type:
3. Pump type:
4. Is sample compartment refrigerated?
5. Heated/thermostatted column compartment?
6. Detector type:

 e. Instrument calibration:

1. Frequency:
2. Source of standards:
3. Single point or multi-point calibration:
4. How are calibration factors (or response factors. RF) calculated?
5. Is calibration accuracy monitored between calibrations? If so, how and how often?
6. Noise at each wavelength:

f. Coelutions/Special Reporting

1. Were there coeluting pigments (Rs <1.0)? Were the coeluting pigments reported separately or together? If reported separately, report resolution and computation method of separation.

 2. Critical pair (other than mentioned above), Rs:

3. Other notes on special reporting conditions?

3) Data reporting should include

 a. Note size fractionated samples (separate fields, e.g., <pig>\_#umprefilt)

 b. Instrument/injector precision (place in the header as comments?)

c. Individual and summed pigments (based on SeaBASS fields/SeaHARRE reports)

 d. Mark ‘below detection limit’ values with up-to-date value (now = -8888)

 e. Report replicate filters separately