

# New Term Request (NTR) Walkthrough

You are not required to make New Term Requests. NTRs do, however, usually count for additional points, so many students are interested in this process. Some terms need modification of their definitions or their placement in the ontology. All requests are sent via message boards to the ontology staff who review the request and will happily make new terms or modify existing ones if the request is valid. Expect this process to take at least a couple of days to possibly several weeks.

**There are three parts to this process. Do all of them.**

The boards/repositories for tracking ontology proposals is on GitHub.

You can view the entire message boards here:

<https://github.com/geneontology/go-ontology/issues>

\*Note that GO requests for CACAO tend to be processed quickly.

<https://github.com/evidenceontology/evidenceontology/issues/new>

\*Note ECO requests receive quick responses, but changing the ontology takes longer.

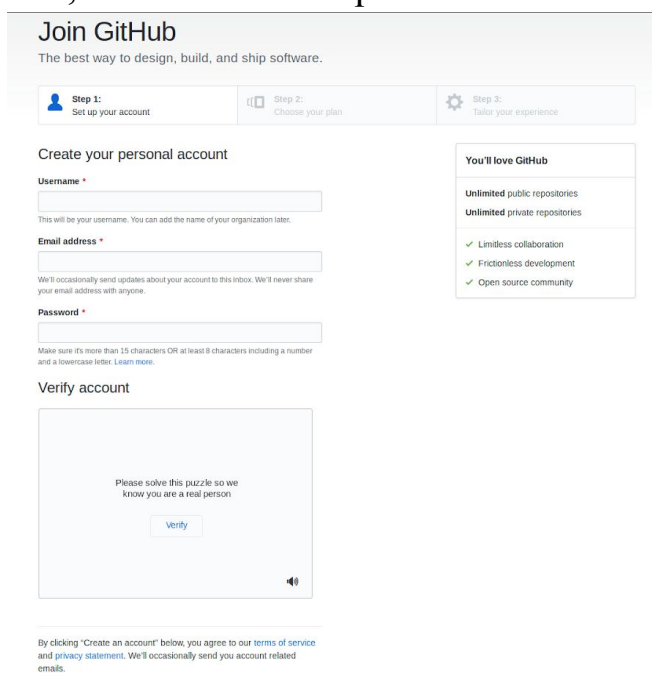
## **Part I: Logging into GitHub**

*Note: TAMU students already have [github.tamu.edu](https://github.com/geneontology/geneontology) accounts. You may have used this already for another class, but this is NOT the same account you will need for this process*

### 1. Create a GitHub account

a. Go to <https://github.com/join>

All fields appear to be required. Remember to keep your username professional. You CAN use the same username as for your [github.tamu.edu](https://github.com/geneontology/geneontology), but this is not required.



Join GitHub  
The best way to design, build, and ship software.

Step 1: Set up your account | Step 2: Choose your plan | Step 3: Tailor your experience

Create your personal account

Username \*

This will be your username. You can add the name of your organization later.

Email address \*

We'll occasionally send updates about your account to this inbox. We'll never share your email address with anyone.

Password \*

Make sure it's more than 15 characters OR at least 8 characters including a number and a lowercase letter. [Learn more.](#)

Verify account

Please solve this puzzle so we know you are a real person

Verify

By clicking "Create an account" below, you agree to our [terms of service](#) and [privacy statement](#). We'll occasionally send you account related emails.

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## 2. Choose the FREE plan

Welcome to GitHub  
You're a few steps away from building better software, @ggeesym.

Completed Set up your account | Step 2: Choose your plan | Step 3: Personalize your experience

Choose your plan  
With tools developers love and the world's largest open source community, there's no wrong choice.

**Free**  
The basics of GitHub for every developer

\$0 per month

Includes:

- Unlimited public and private repositories
- 3 collaborators for private repositories
- Issues and bug tracking
- Project management

Are you a student? Get access to the best developer tools for free with the [GitHub Student Developer Pack](#).

**Pro**  
Pro tools for developers with advanced requirements

\$7 per month

Includes:

- Unlimited public and private repositories
- Unlimited collaborators
- Issues and bug tracking
- Project management
- Advanced tools and insights

Help me set up an organization next  
Organizations are separate from personal accounts and are best suited for businesses who need to manage permissions for many employees. [Learn more about organizations](#)

Send me updates on GitHub news, offers, and events  
Unsubscribe anytime in your email preferences. [Learn more](#)

[Continue](#)

- a. This will probably already be chosen, but ensure you have selected the \$0/month plan.

3. “Welcome to GitHub” page survey. Feel free to fill this out, or simply click the “skip this step” button located at the bottom of the page.

Welcome to GitHub  
You'll find endless opportunities to learn, code, and create, @ggeesym.

Completed Set up a personal account | Step 2: Choose your plan | Step 3: Tailor your experience

How would you describe your level of programming experience?

Totally new to programming  Somewhat experienced  Very experienced

What do you plan to use GitHub for? (check all that apply)

School projects  Project Management  Development  
 Research  Design  Other (please specify)

Which is closest to how you would describe yourself?

I'm a hobbyist  I'm a professional  I'm a student  
 Other (please specify)

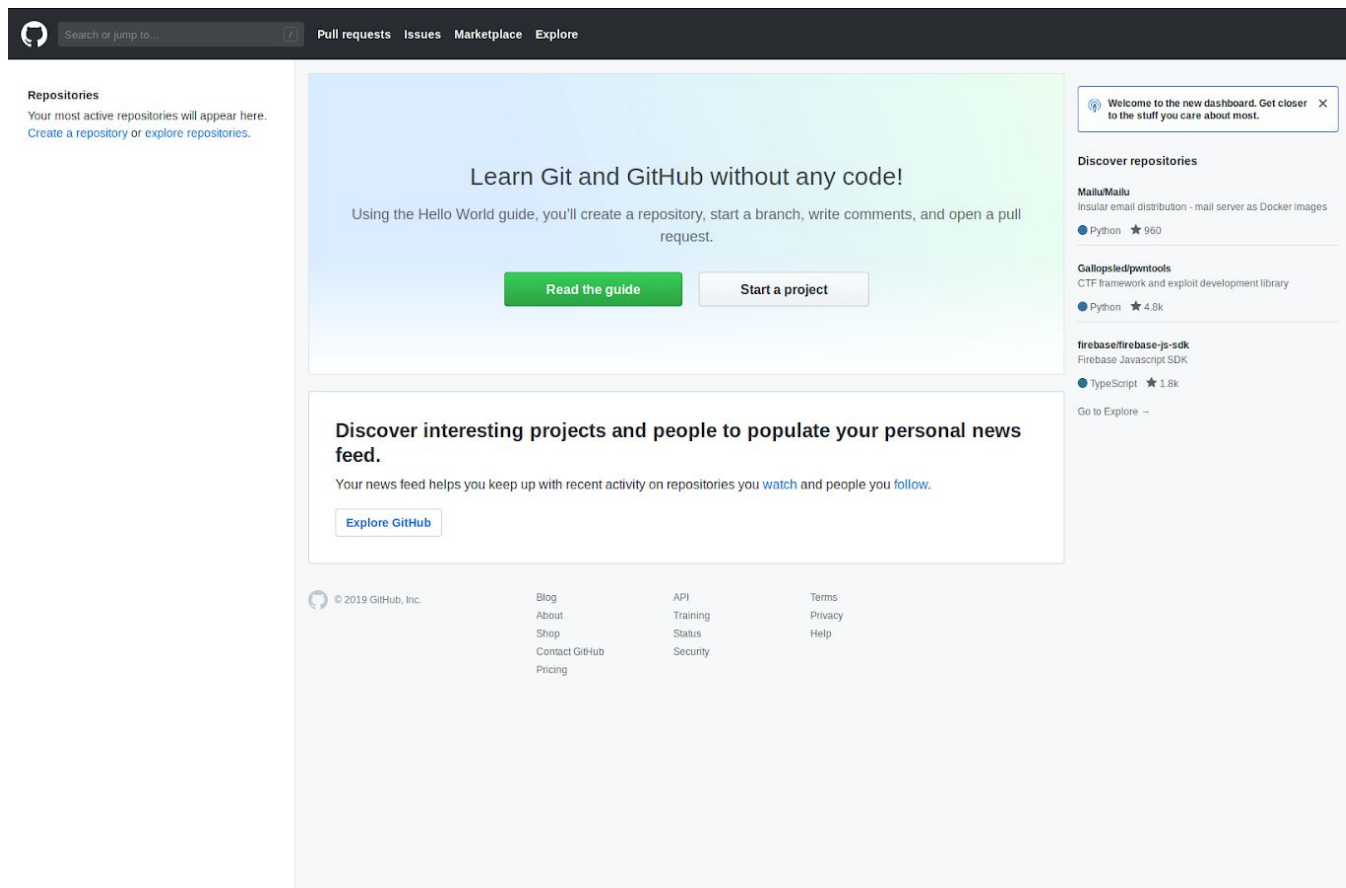
What are you interested in?  
  
e.g. tutorials, android, ruby, web-development, machine-learning, open-source

[Submit](#) [skip this step](#)

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4. After submitting the short survey, or skipping the survey, you will be on the user dashboard page.



5. Remember to verify your email you used to sign up with.

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## Part II: Make the Term Request

1. Go back to Github, and access the appropriate board/repository for your request:

<https://github.com/geneontology/go-ontology/issues> (for GO term requests)

<https://github.com/evidenceontology/evidenceontology/issues/new> (for ECO requests)

and select the green “New Issue” button.

2. Fill out the following information for a **GO request**:

**Title:** “NTR: desired GO term name here” (You won’t be able to provide a GO ID). If you only need to modify an existing term, use OTR for Other Term Request.

In the description box, include at least the following information, being as specific as possible:

- Proposed **GO term name** (again)
- **Definition**- This is essential. You probably identified the need for this term by finding a term that ALMOST worked-feel free to copy & paste that definition, making slight changes as you need
- **Aspect**- Is it a Cellular Component, Biological Process, or Molecular Function? (This will probably be determined by the terms it is related to)
- **Relationships**- Where does this term go in the ontology? Indicate the parent term & parent term GO ID, possibly examples of “sibling” terms, and examples of GO IDs it would be the parent of (not always applicable)
- **References**-Give the PMID of the paper that supports this term. You can also add more info, such as references to specific parts of a paper or multiple PMIDs.
- **Synonyms**- Not required, but helps the Ontology make their decision. Look at the parent term or CHEBI for possible synonyms.
- **For CACAO students:** tag instructors using their handles so that they will be notified of the request discussion. Mention CACAO and @jimhu-tamu at minimum.

For more examples, look at the message board entries named “NTR” or “OTR”

- <https://github.com/geneontology/go-ontology/issues/11541>
- <https://github.com/geneontology/go-ontology/issues/11280>
- <https://github.com/geneontology/go-ontology/issues/11966>
- <https://github.com/geneontology/go-ontology/issues/11346>
- <https://github.com/evidenceontology/evidenceontology/issues/191>

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- <https://github.com/evidenceontology/evidenceontology/issues/198>

2. As detailed in their rules (<http://www.evidenceontology.org/userguide/#newtermrules>), fill out the following information for an **ECO request**:

**Title:** “NTR: desired ECO term name here”

- **Succinct term name (also called a “label”), What generated the evidence should be the focus of the term...**
- **Aristotelian definition, in the form of "B is an A that C's"**
- **Definitions should be succinct and fit into one sentence**
- **Suggest a parent term, either existing or new**
- **Provide a reference: PMID**
- **For CACAO students:** tag instructors using their Github handles so that they will be notified of the request discussion. Mention CACAO and @jimhu-tamu at minimum.

For more examples, look at the message board entries named “NTR”

- <https://github.com/evidenceontology/evidenceontology/issues/191>
- <https://github.com/evidenceontology/evidenceontology/issues/198>

# New Term Request (NTR) Walkthrough

## Part III: Log your Term Request on the wiki

1. Go back to your competition page on GONUTS: <https://gowiki.tamu.edu/>
2. Click on the Discussion tab near the top left. It should look something like this:

### GO Term (GitHub) Requests

Ask us for help if this is your first Term Request. You'll need to read through this [NTR Guide](#) as well. Making an entry here only *reminds us* you have made a term request on the proper page, this table is *not* where the GO Consortium will address your requests- you must do that on GitHub.

*If you do not yet have a GitHub ticket for your request, you should not edit this table.*

User	Type	GO ID	term name	GitHub Link	GONUTS Link	Status	Notes
[[User:yourusername]]		Leave this blank UNTIL a GO is assigned- then please fill it in!		Link to the GitHub ticket where the request was made	Link to the annotation. Format as [[Special:Cacao/annotation/10937]]: Special:Cacao/annotation/10937		Provide your suggested GO term name, etc.
<a href="#">edit table</a>							

If there is a table in the discussion tab, continue to the next step.

If there is not a table there, follow these directions:

- Click the discussion tab at the top of the competition page
- Edit the page and put in “{{subst:CACAO talk page}}” and save
- Edit the page again and add the example row (the highlighted section)

### Editing Category talk:CACAO Spring 2019

```
B / Ab A [V] [X] [Y] [Z]
|User!!Type!!GO ID!!term name!!GitHub Link!!GONUTS Link!!Status!!Notes
|- bgcolor="#87ffc5"
|
|<nowiki>[[User:</nowiki>'yourusername'</nowiki>]]</nowiki>
|
|
|Leave this blank UNTIL a GO is assigned- then please fill it in!
|
|Link to the GitHub ticket where the request was made
|
|Link to the annotation. Format as <nowiki>[[Special:Cacao/annotation/10937]]</nowiki>:
|[[Special:Cacao/annotation/10937]]
|
|Provide your suggested GO term name, etc.
|- class="tableEdit_footer"
```

3. Click Edit table under the Github requests table

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4. Click on add row to enter your request information into the table log.

Fill in the form shown here:

## TableEdit

Category talk:CACAO Spring 2019

User	<input type="text"/>
Type	<input type="text"/>
GO ID	<input type="text"/>
term name	<input type="text"/>
GitHub Link	<input type="text"/>
GONUTS Link	<input type="text"/>
Status	<input type="text"/>
Notes	<input type="text"/>
<input type="button" value="Refresh"/> <input type="button" value="Save Row"/> <input type="button" value="Cancel"/>	

5. Save Row to table

6. Save row again, this time to the page

7. Your new row should be displayed in the saved table on the Discussion tab.

Category talk:CACAO Fall 2018

User	Type	GO ID	term name	GitHub Link	GONUTS Link	Status	Notes
VanessaDoan	New term request			<a href="https://github.com/geneontology/go-ontology/issues/16422">https://github.com/geneontology/go-ontology/issues/16422</a>		requested	
JayClark	New term request			<a href="https://github.com/geneontology/go-ontology/issues/16423">https://github.com/geneontology/go-ontology/issues/16423</a>		requested	
<a href="#">edit table</a>							