

# NewTermRequest (NTR) Hints

You are not required to make NTRs, or to make the SourceForge accounts required for the request. NTRs do, however, count for additional points, so many students are interested in this process. All requests are sent via messageboard to the Gene Ontology staff, who review the request and will happily make new terms if the request is valid. Expect this process to take at least a couple of weeks.

The messageboard is on SourceForge.com, but that site is so massive & deals with such a broad variety of sites it is hard to navigate. Use the complicated-looking links below.

You can view the entire messageboard here:

[https://sourceforge.net/tracker/?group\\_id=36855&atid=440764](https://sourceforge.net/tracker/?group_id=36855&atid=440764)

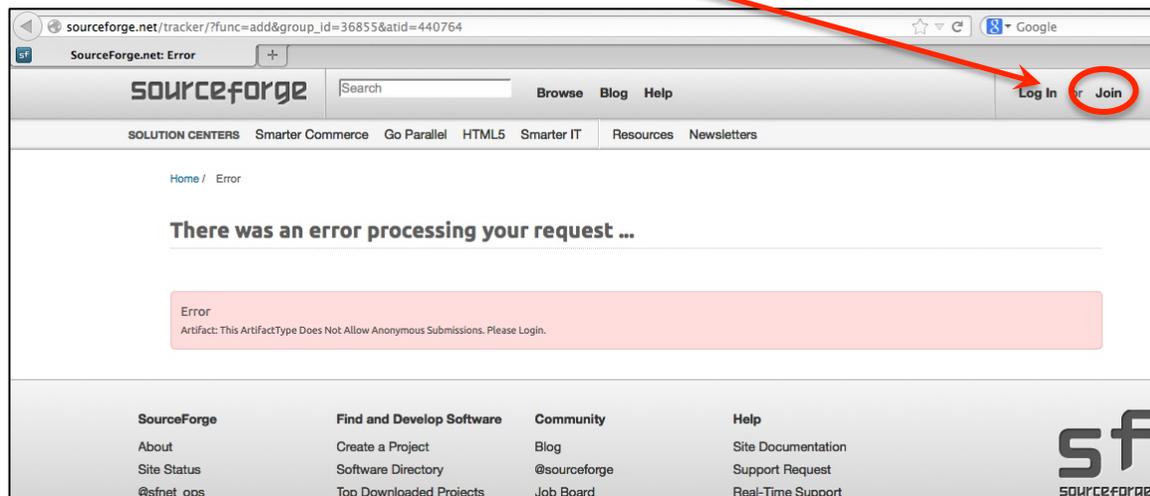
New terms can be made using this direct link:

[https://sourceforge.net/tracker/?func=add&group\\_id=36855&atid=440764](https://sourceforge.net/tracker/?func=add&group_id=36855&atid=440764)

## Part I: Getting a SourceForge Account

1. When you use the direct link above, you should get an error message about not being logged in. If you have an OpenID account (you might have signed up with Google, Yahoo!, AOL, etc. and will probably know if you do), you can use that information by just using the “Log In” link.

Almost everyone will need to “Join”



2. Enter in your information (remember to be professional when choosing usernames). For TAMU students, you can choose the “Chicago” time zone & select “Student” for your Job Title. If you have any issues registering, or don’t feel comfortable registering for an account, please ask for help. You don’t need to consent to any of the “receive this email” boxes.

### Register

**Name:**

**Email:**  **Username:**

**Password:**  **Confirm Password:**   
**Fields do not match**

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**Language:**  **Country:**

**Time Zone:**

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**Job Title:**  **Number of Employees:**

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Receive a monthly newsletter that includes site news, project updates and more.  
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 Receive a weekly newsletter focused on IT-related digital events.  
 Receive information from SourceForge.net partners.

By clicking on "Register" below, you are agreeing to the [Terms of Service](#) and the [Privacy Policy](#).

## Part II: Make the New Term Request

1. Go back to the “Add Artifact” page at [https://sourceforge.net/tracker/?func=add&group\\_id=36855&atid=440764](https://sourceforge.net/tracker/?func=add&group_id=36855&atid=440764) if you are not automatically redirected after making your account.
2. Fill out the following information:

**Category:** New Term Request

**Group:** EcoliWiki

**Summary:** “NTR: *desired GO term name here*” (You won’t be able to provide a GO ID)

**Description:** Include at least, the following information, as complete as you can:

- *Potential 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
- *Where it goes in the Ontology*- indicate the parent term & parent term ID, possibly examples of “sibling” terms, and examples of term: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, as in references to specific parts of a paper, or multiple PMIDs.
- (*Aspect*- is it a Cellular Component, Biological Process, or Molecular Function? (This will probably be determined by the terms it is related to) )
- (*Synonyms*- not required, but helps the Ontology make their decision)

Leave the “Private” box unticked. You probably won’t need to upload any attachments.

[Add new](#) [Browse](#) [Reporting](#)

Tracker: Ontology requests

**Add Artifact**

Use this tracker to suggest changes in GO ontology content. Please provide an **informative** description in the "Summary" field (note: summary lines like "new term request" are not informative, please provide more information). If you mention any existing terms, please include both the text string and the ID.

**"New term request"**: Request that a new term be added to the Gene Ontology. Please be as detailed as possible: include the term name, a suggested **definition** and **database reference** for that definition (e.g. FB:ma), a suggestion of **where it should appear in the GO hierarchy**, and any pertinent literature references, synonyms, etc..

**"Other term-related request"**: suggest modifications to existing terms, movement of existing terms to correct paths, suggest definitions, or any other changes to the GO vocabularies.

**"Term obsolescence"**: recommend that an existing term be made obsolete. Please include the reason(s).

Project: Gene Ontology 

Category: **New term request** 

Private:

Group: **EcoliWiki** 

Summary: 

Description: 

**Upload a file attachment**

File:

Description:

For more examples, look at the messageboard entries named “NTR: something”:

- [https://sourceforge.net/tracker/?func=detail&aid=3599037&group\\_id=36855&atid=440764](https://sourceforge.net/tracker/?func=detail&aid=3599037&group_id=36855&atid=440764)
- [http://sourceforge.net/tracker/?func=detail&aid=3599849&group\\_id=36855&atid=440764](http://sourceforge.net/tracker/?func=detail&aid=3599849&group_id=36855&atid=440764)