Guide to saving data in AGRO – Step by step

1. Find O:/tech_AGRO… (find the folder belonging to your section like O:/tech_AGRO-CGB-data)
2. Create a folder with your own name and AU number
3. In your folder, create a new folder with the Research Project number
4. Create following folders here:
   a. Manuscript files
   b. Graphics
   c. Experimental Setup
   d. Programs and scripts
   e. Data Files
   f. Program Files
5. Save your data files in the correct folders. See detailed explanation of content in each folder below.

Folder	Content
Manuscript files	The manuscript and final paper (word file and PDF).
Graphics	Graphics files used with the publications
Experimental setup	A document describing the experimental or modelling setup and data collection and analysis. If this is sufficiently well described in the manuscript, then reference can be made to the published paper.
Programs and scripts	A document describing the structure of the data, programs and scripts. References should be given to which data and programs were used for which Tables and Figures in the manuscript.
Data files	Data files (e.g. Excel spreadsheet, Sigmaplot files, Access-databases etc.)
Program files	Computerprograms and scripts used for data analyses and modelling