

User Guide: Nominating a New Pest

Purpose: This user guide describes how to nominate a name for a new pest in ARM. The following areas (with the corresponding number on the image) are covered in this user guide:

1. Access Pest Search Tool.
2. Access Pest Not Found link.
3. Nominate a New Pest.

1. Access Pest Search Tool

ARM provides users with a Pest Search Tool. This tool is located on the Area Identifier and National Specialist Determination Information Page in ARM.

Images	Priority	Inspection Date	DR ID	Inspection Location	Shipment ID	WPM	Commodity	Origin	Discipline	Determination	Taxonomic Order	Inspector	Assigned To	Status
	Urgent (Morphological)	11/06/2023	CALAX23110001-DR01	Los Angeles PIS	SB-406-7878999	Not Present	Schefflera sp. - Schefflera sp. (PM)	Costa Rica	Entomology	Aphididae	Hemiptera	Santos Jose D	Select Owner...	Pending Specimen Receipt
	Urgent (Morphological)	11/06/2023	CALAX23110001-DR02	Los Angeles PIS	SB-406-7878999	Not Present	Codiaeum sp. - Codiaeum sp. (PM)	Costa Rica	Entomology	Anthonomus rubi (Herbst) (Curculionidae)	Coleoptera	Santos Jose D	Select Owner...	Pending Specimen Receipt

To access the Pest Search Tool located in the Determination Page; click the Status hyperlink (shown above) on the Diagnostic Pane in ARM’s Area Identifier and National Specialist Workspace.

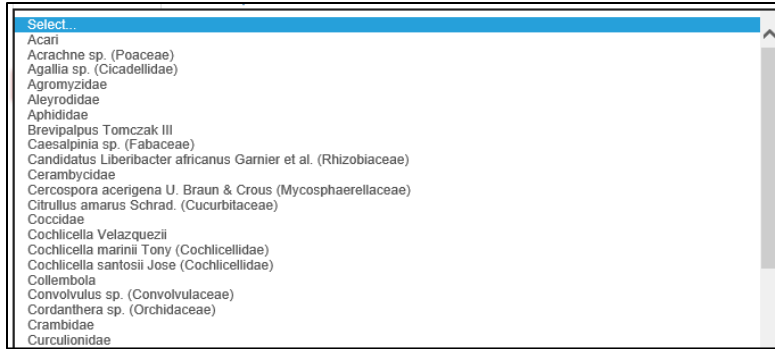
The Pest search is located on the Determination field. This field lists previous pests added by the user when submitting a Diagnostic Request. To see the list, click on the Determination field drop down arrow.

2 Determination

Identification
 Exception

Determination *


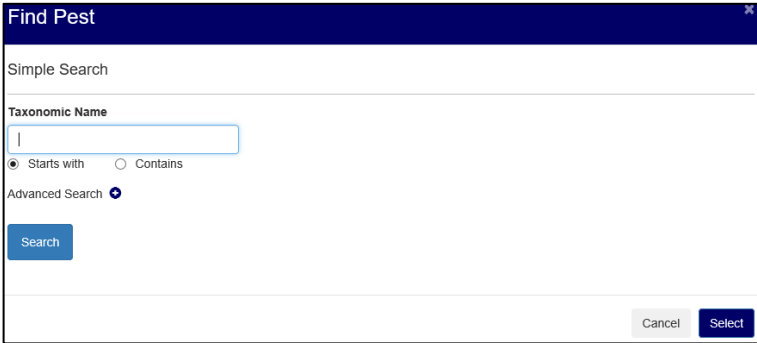
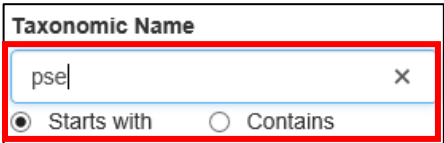
Select... ▼ 🔍



To access the Pest Search Tool, Click on the search icon on the Determination field.

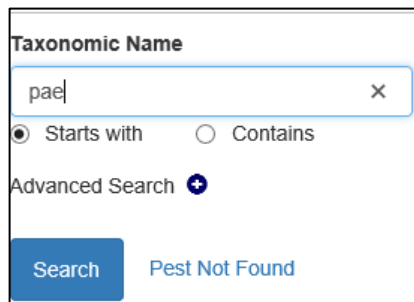
2. Access Pest Not Found Link

If a pest is not found in the determination field list nor by using the Pest Search users can use the Pest Not Found Link to nominate a new pest. To access this link, refer to the table below:

Step	Action
1	<p>Click on the search Icon in the Determination Field.</p>  <p>Note: A new window will open with the Pest Search Tool.</p> 
2	<p>Enter at least three characters associated with the pest to be searched.</p>  <p>Note: As more letters are typed in the search field, results will filter more accurate. Three is the minimum to obtain results.</p>

3 Click on Search.

Note: Pest Not Found Link will show next to the Search tab.



The screenshot shows a search interface with the following elements:

- A search box containing the text "pae" and a clear button (x).
- Two radio buttons: "Starts with" (selected) and "Contains".
- A link for "Advanced Search" with a plus icon.
- Two buttons at the bottom: "Search" and "Pest Not Found".

3. Nominate a New Pest

If a pest is not found in ARM, users can enter a new name using the Pest Not Found link. To nominate a new pest in ARM, refer to table below.

Step	Action		
1	<p>Click on the Pest Not Found link, next to the Search tab.</p> <div data-bbox="298 485 521 573" style="border: 1px solid black; padding: 5px; margin-bottom: 10px;"> <p style="text-align: center; color: #0070C0;">Pest Not Found</p> </div> <p>Note: Table below will display.</p> <div data-bbox="298 661 959 1608" style="border: 1px solid black; padding: 10px;"> <p>Simple Search</p> <p>Nominate New Pest</p> <p><input checked="" type="checkbox"/> Search For Taxonomy</p> <hr/> <p>Taxonomic Name</p> <p><input type="text" value="Enter at least 3 characters to search..."/></p> <p><input type="radio"/> Starts with <input checked="" type="radio"/> Contains</p> <p>Advanced Search <input type="button" value="v"/></p> <p><input type="button" value="Search"/></p> <hr/> <p><input checked="" type="checkbox"/> Please Search For A Pest First</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 50%; vertical-align: top;"> <p>Kingdom <input type="text"/></p> <p>Phylum/Division <input type="text"/></p> <p>Class <input type="text"/></p> <p>Order <input type="text"/></p> <p>Sub Order <input type="text"/></p> <p>Super Family <input type="text"/></p> <p>Family <input type="text"/></p> <p>Sub Family <input type="text"/></p> <p>Tribe <input type="text"/></p> </td> <td style="width: 50%; vertical-align: top;"> <p>Genus <input type="text"/></p> <p>Sub-Genus <input type="text"/></p> <p>Species <input type="text"/></p> <p>Sub-Species <input type="text"/></p> <p>Author <input type="text"/></p> <p>Comments <input type="text"/></p> <p>Economic Impact <input type="text"/></p> <p>Distribution <input type="text"/></p> <p>Biology <input type="text"/></p> </td> </tr> </table> <p style="text-align: right;"><input type="button" value="Cancel"/> <input type="button" value="Add"/></p> <hr/> <p style="text-align: right;"><input type="button" value="Cancel"/> <input type="button" value="Select"/></p> </div>	<p>Kingdom <input type="text"/></p> <p>Phylum/Division <input type="text"/></p> <p>Class <input type="text"/></p> <p>Order <input type="text"/></p> <p>Sub Order <input type="text"/></p> <p>Super Family <input type="text"/></p> <p>Family <input type="text"/></p> <p>Sub Family <input type="text"/></p> <p>Tribe <input type="text"/></p>	<p>Genus <input type="text"/></p> <p>Sub-Genus <input type="text"/></p> <p>Species <input type="text"/></p> <p>Sub-Species <input type="text"/></p> <p>Author <input type="text"/></p> <p>Comments <input type="text"/></p> <p>Economic Impact <input type="text"/></p> <p>Distribution <input type="text"/></p> <p>Biology <input type="text"/></p>
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2 Type the Genus or Family of the pest to be nominated on Taxonomic Search field.

Nominate New Pest

1 Search For Taxonomy

Taxonomic Name

pseu

Starts with Contains

Advanced Search +

Note: Type at least three characters to do the search, although, the more characters are typed, the filtering will be more accurate.

3 Click on Search.

Search

Note: The list of options will display.

5 records per page Filter pseudoco

Taxonomic Name	Kingdom	Phylum/Division	Class	Order	Taxonomic Unit
<input type="radio"/> Pseudantonina sp. (Pseudococcidae)	Animalia	Arthropoda	Insecta	Hemiptera	Genus
<input checked="" type="radio"/> Pseudococcidae	Animalia	Arthropoda	Insecta	Hemiptera	Family
<input type="radio"/> Pseudococcus aurantiacus Williams (Pseudococcidae)	Animalia	Arthropoda	Insecta	Hemiptera	Species
<input type="radio"/> Pseudococcus baliteus Lit (Pseudococcidae)	Animalia	Arthropoda	Insecta	Hemiptera	Species
<input type="radio"/> Pseudococcus calceolariae (Maskell) (Pseudococcidae)	Animalia	Arthropoda	Insecta	Hemiptera	Species

Showing 1 to 5 of 31 entries (filtered from 226 total entries)

First Previous 1 2 3 4 5 6 7 Next Last

Note: As a reminder; to search for the correct option users can do as follow:

- Expand the records per page (from 5-50).
- Use the other filter field showing at the top right side of the list.
- Use the navigational options at the bottom right side of the list.

For more information on how to use these options, refer to the **User Guide: Navigating Common Fields in ARM.**

4

Select the Family or Genus on the Taxonomic Name Row.

Taxonomic Name	Kingdom	Phylum/Division	Class	Order	Taxonomic Unit
<input checked="" type="radio"/> Pseudococcidae	Animalia	Arthropoda	Insecta	Hemiptera	Family

Note: Once a Taxonomic Name is selected, the row will turn on green. Also; some fields in table on Heading number two, will populate.

2 Please Search For A Pest First

<p>Kingdom</p> <input type="text" value="Animalia"/>	<p>Genus</p> <input type="text"/>
<p>Phylum/Division</p> <input type="text" value="Arthropoda"/>	<p>Sub Genus</p> <input type="text"/>
<p>Class</p> <input type="text" value="Insecta"/>	<p>Species</p> <input type="text"/>
<p>Order</p> <input type="text" value="Hemiptera"/>	<p>Sub Species</p> <input type="text"/>
<p>Sub Order</p> <input type="text" value="Stenomorrhyncha"/>	<p>Author</p> <input type="text"/>
<p>Super Family</p> <input type="text" value="Coccoidea"/>	<p>Comments</p> <input type="text"/>
<p>Family</p> <input type="text" value="Pseudococcidae"/>	<p>Economic Impact</p> <input type="text"/>
<p>Sub Family</p> <input type="text"/>	<p>Distribution</p> <input type="text"/>
<p>Tribe</p> <input type="text"/>	<p>Biology</p> <input type="text"/>

Cancel

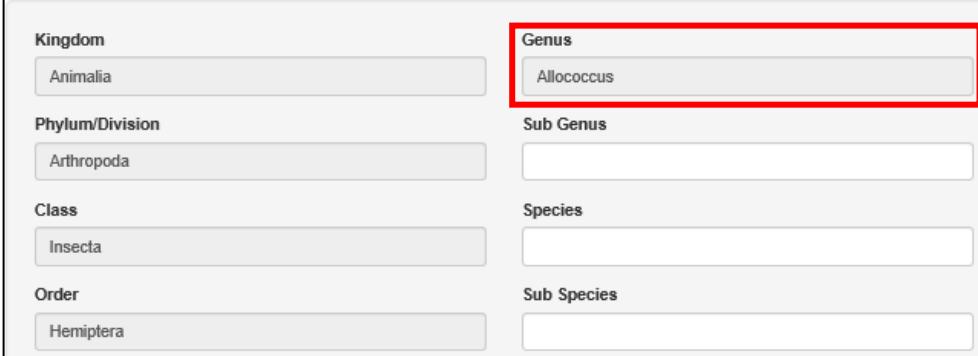
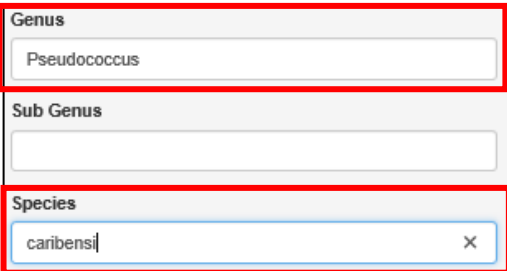
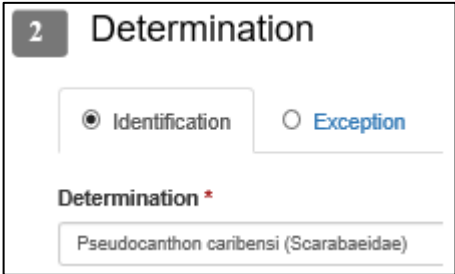
Cancel

Users must have the genus and species enabled to add the pest.

If; the user choice is to select a genus, it has to be the genus option with sp. at the end.

Ex:

<input checked="" type="radio"/> Allococcus sp. (Pseudococcidae)	Animalia	Arthropoda	Insecta	Hemiptera	Genus
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	<p>2 Please Search For A Pest First</p>  <p>Note: By selecting the Genus option ending on sp., users still have the species field enable. If; an option having Genus and Species is selected; both, Genus and Species fields will be disabled. Users will not be able to add a pest.</p>						
<p>4</p>	<p>Type new pest information.</p> 						
<p>5</p>	<p>Click on Add.</p> <p>The system will redirect the screen back to the determination's page determination field.</p> 						
<p>6</p>	<p>Refer to:</p> <table border="1" data-bbox="297 1545 1398 1841"> <thead> <tr> <th data-bbox="297 1545 737 1604">IF YOU ARE:</th> <th data-bbox="737 1545 1398 1604">THEN:</th> </tr> </thead> <tbody> <tr> <td data-bbox="297 1604 737 1724">Area Identifier</td> <td data-bbox="737 1604 1398 1724">Refer to: User Guide: Enter Data for Determination Information Page in Area Identifier ARM Workspace.</td> </tr> <tr> <td data-bbox="297 1724 737 1841">National Specialist</td> <td data-bbox="737 1724 1398 1841">Refer to: User Guide: Enter Data for Determination Information Page in National Specialist ARM Workspace.</td> </tr> </tbody> </table>	IF YOU ARE:	THEN:	Area Identifier	Refer to: User Guide: Enter Data for Determination Information Page in Area Identifier ARM Workspace.	National Specialist	Refer to: User Guide: Enter Data for Determination Information Page in National Specialist ARM Workspace.
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