



**BARC-West, Bldg. 005, Rm. 307**  
**Beltsville, Maryland 20705**  
**Phone (301-504-5125)**  
**FAX (301-504-5167)**  
[kmorris@ntep.org](mailto:kmorris@ntep.org)

**SUBJECT:** Submission of data from NTEP tests

**TO:** Cooperators

**FROM:** Kevin N. Morris, NTEP Executive Director

**DATE:** December 12, 2010

Please submit 2010 data from the following NTEP tests by February 1, 2011:

- (1) 2009 Cool-Season Drought Trial
- (2) 2008 National Bentgrass (Putting Green) Test - "Standard" and "Ancillary" tests only
- (3) 2008 National Bentgrass (Fairway/Tee) Test - "Standard" and "Ancillary" tests only
- (4) 2008 National Fineleaf Fescue Test - "Standard" and "Ancillary" tests only
- (5) 2007 National Bermudagrass Test - "Standard" and "Ancillary" tests only
- (6) 2007 National Zoysiagrass Test - "Standard" and "Ancillary" tests only
- (7) 2007 National St. Augustinegrass Test - "Standard" and "Ancillary" tests only
- (8) 2007 National Seashore Paspalum Test - "Standard" and "Ancillary" tests only
- (9) 2006 National Tall Fescue Test - "Standard" and "Ancillary" tests only
- (10) 2005 National Kentucky Bluegrass Test - "Standard" and "Ancillary" tests only

Please submit your data in an Excel spreadsheet using our format. The NTEP data form in Adobe (pdf), data form in Excel and the code list can be found on our website at <http://www.ntep.org/cooperator.htm>. The data can be emailed to me ([kmorris@ntep.org](mailto:kmorris@ntep.org)) or my research associate, Guangling Gao ([ggao@ntep.org](mailto:ggao@ntep.org)).

**NOTE: Evaluators of the 2005 National Kentucky Bluegrass Test**

Please refer to the data collection requirement in the Research Agreement (contract) for each test. **Please forward all data collected that is required in the agreement even if the ratings did not show statistical significance.** Payment #6 will be made under the terms of the contract if acceptable data is submitted by the February 1 deadline. This is the final year of data collection. The trials must be chemically or mechanically destroyed by October 1, 2011.

DATA SUBMISSION (page two)

**NOTE: Evaluators of the 2006 National Tall Fescue Test**

Please refer to the data collection requirement in the Research Agreement (contract) for each test. **Please forward all data collected that is required in the agreement even if the ratings did not show statistical significance.** Payment #5 will be made under the terms of the contract if acceptable data is submitted by the February 1 deadline.

**NOTE: Evaluators of the 2007 Warm-Season Grass Tests**

Please refer to the data collection requirement in the Research Agreement (contract) for each test. **Please forward all data collected that is required in the agreement even if the ratings did not show statistical significance.** Payment #4 will be made under the terms of the contract if acceptable data is submitted by the February 1 deadline.

**NOTE: Evaluators of the 2008 Bentgrass and Fineleaf Fescue Tests**

Please refer to the data collection requirement in the Research Agreement (contract) for each test. **Please forward all data collected that is required in the agreement even if the ratings did not show statistical significance.** Payment #3 will be made under the terms of the contract if acceptable data is submitted by the February 1 deadline.

**NOTE: Evaluators of the 2009 Cool-Season Drought Trial**

Please refer to the data collection requirement in the Research Agreement (contract) for each test. **Please forward all data collected that is required in the agreement even if the ratings did not show statistical significance.** Payment #2 will be made under the terms of the contract if acceptable data is submitted by the February 1 deadline.

**NOTE: Evaluators of all NTEP trials - present and future**

To make our data more useful, the NTEP Policy Committee requests that genus and species be provided for all disease data published by NTEP. Therefore, please provide *genus* and *species* (if known) for any diseases rated in 2010. For 2011, please identify disease genus and species and report those to us when requested at the end of the year.

If you have **any** questions or comments concerning data submission or the NTEP, please feel free to contact me (phone 301-504-5125, fax 301-504-5167, mobile 301-873-6545, email [kmorris@ntep.org](mailto:kmorris@ntep.org)). We appreciate your continued cooperation and hope you have a happy holiday season.

# NATIONAL TURFGRASS EVALUATION PROGRAM

## Guidelines for Data Entry and Submission

### Coding and submission of data

1. Please code data according to the Excel spreadsheet format we have developed. If possible, please use only whole numbers when coding. With the number of variables involved, we do not have additional space to include numbers with decimal places. Also, if possible, please use the NTEP scale for each characteristic (usually 1-9, 9=best). If the data is in another format, please inform us of the scale used so we can reformat the data to our scale.
2. Please submit raw data only - we cannot utilize averaged data to perform our data analysis and compilation. I believe the problems arise with column 18 - "Replications" on the NTEP coding sheet. In this column, please code the replication number associated with the entry number and data in that horizontal row - not the number of replications in the study.
3. Please code the data in the spreadsheet in the following order:

Column 15-17 (Entry #)	18 (Replication)
001	1
001	2
001	3
002	1
002	2
002	3
etc.	

This is important as we will be using a new statistical procedure for some trials starting this year and the data formatting is critical for this work. Also, if there is no data for a plot (the plot has died), please leave the entry number and rep, while leaving the data columns blank.

4. Any data you collect that is not assigned a column on the NTEP code sheet should be placed in columns 90 and above in the Excel spreadsheet, with an explanation of the nature of the data, collection date, scale used, etc. Please check the rating scale used for any conventional data submitted (data that is listed on the NTEP code sheet) and make sure it conforms to the 1-9 scale with 9=best.
5. We would appreciate any additional information you can supply concerning any data you collect, particularly the specific disease or insect species involved (if known) and the date of data collection for each character.
6. If you are submitting data for any of the bentgrass or on-site tests, please indicate any additional maintenance practices used such as fungicide applications (date of applications and fungicide used) and also traffic levels and type if present.
7. It would be helpful if as much information concerning site descriptions (soil texture, pH, phosphorus, and potassium; shade) and maintenance practices (nitrogen applied, mowing height, irrigation level) could be completed for columns 6-14.
8. To send data via the Internet, please send the Excel spreadsheet as an attachment to Kevin Morris ([kmorris@ntep.org](mailto:kmorris@ntep.org)) or Guangling Gao ([ggao@ntep.org](mailto:ggao@ntep.org)).