

# Southern Ontario Floral Inventory Analysis Update Instructions

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November 2024 Update Cathy Quinlan & Craig Irwin

Open SOFIA template or download

<https://tallgrassontario.org/wp-site/wp-content/uploads/2021/03/SOFIA-Primer.pdf>

Download new NHIC list and look for the all species Excel

<https://www.ontario.ca/page/get-natural-heritage-information>

## Species lists

The Natural Heritage Information Centre maintains species lists for Ontario and uses international standards for taxonomy and nomenclature. The [all species lists \(Excel\)](#) spreadsheet contains lists of all species in the database, including species of conservation concern (tracked species). It contains lists for major taxonomic groups, such as:

- birds
- butterflies
- fishes
- mammals
- moths
- vascular plants

Each list is displayed on a separate tab. Download and open the spreadsheet, then view the list you're interested in by clicking on its tab.

If you are unable to use these species list files to access information, contact the [Natural Heritage Information Centre](#) for an alternative data format.

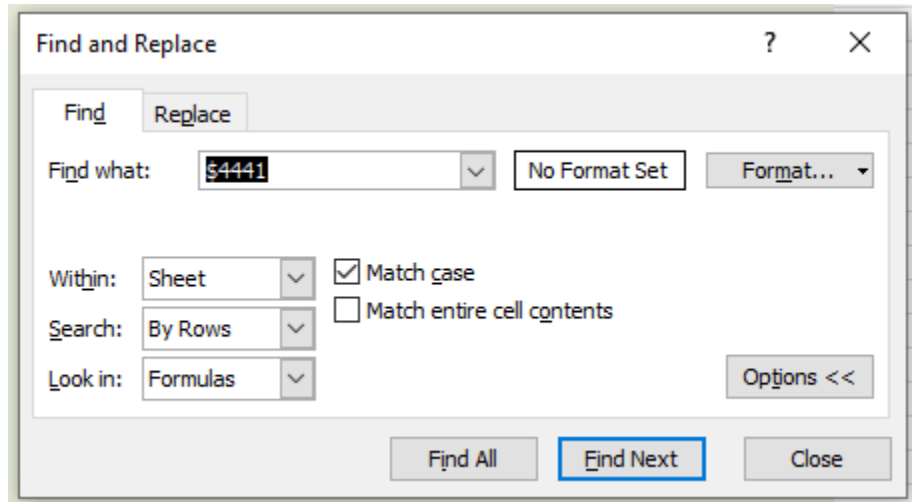
- [all species](#) (Excel)
- [wildlife concentration areas list](#) (Excel)
- [plant communities list](#) (Excel)

To update the NHIC list in SOFIA the Ontario\_Species\_list.xlsx must be edited to match the SOFIA format.

- 1) Remove first column from Ontario\_Species\_list.xlsx, move column Taxon\_Group\_Lower to AC position. Remove the synonyms column.

If download SOFIA spreadsheet changes will need to be made for the formulas to function properly.

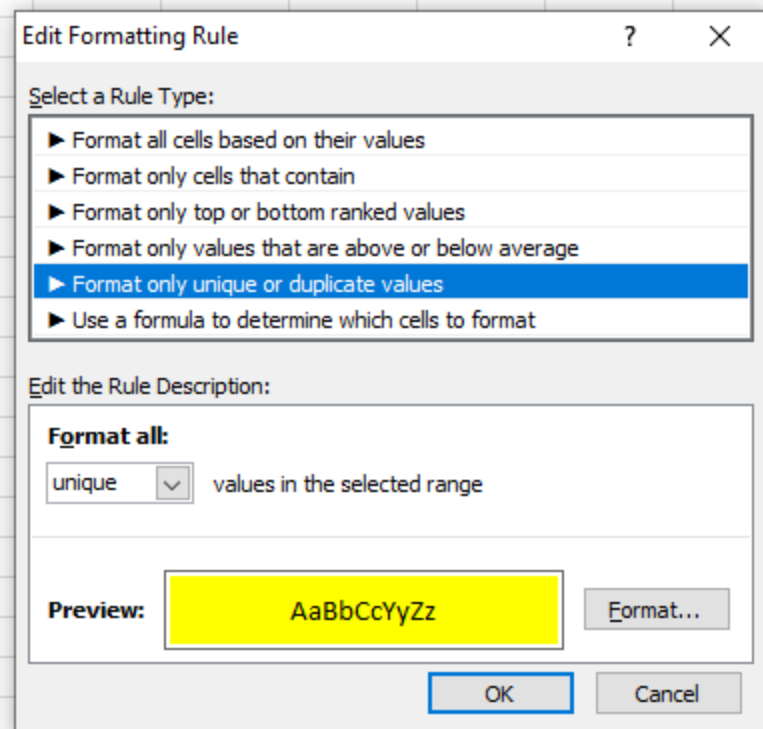
- 2) VLOOKUP was only set to capture 4141 rows in reference to the 'NHIC List' tab. In 2024, the new NHIC list had over 4200 rows and that number in ALL formulas had to be increased (increased to 5441 to allow for future growth).
  - a. VLOOKUP formulas on sheets within SOFIA
    - i. Converter (Columns B, C, D, N)
    - ii. Synonym (Column H)
    - iii. Species List (Columns D, E, F, G, H, I, J, K, L, AD, AI)
    - iv. CSV\_Export (Column E)
  - b. Replace by using Ctrl + F and Look in: Formulas



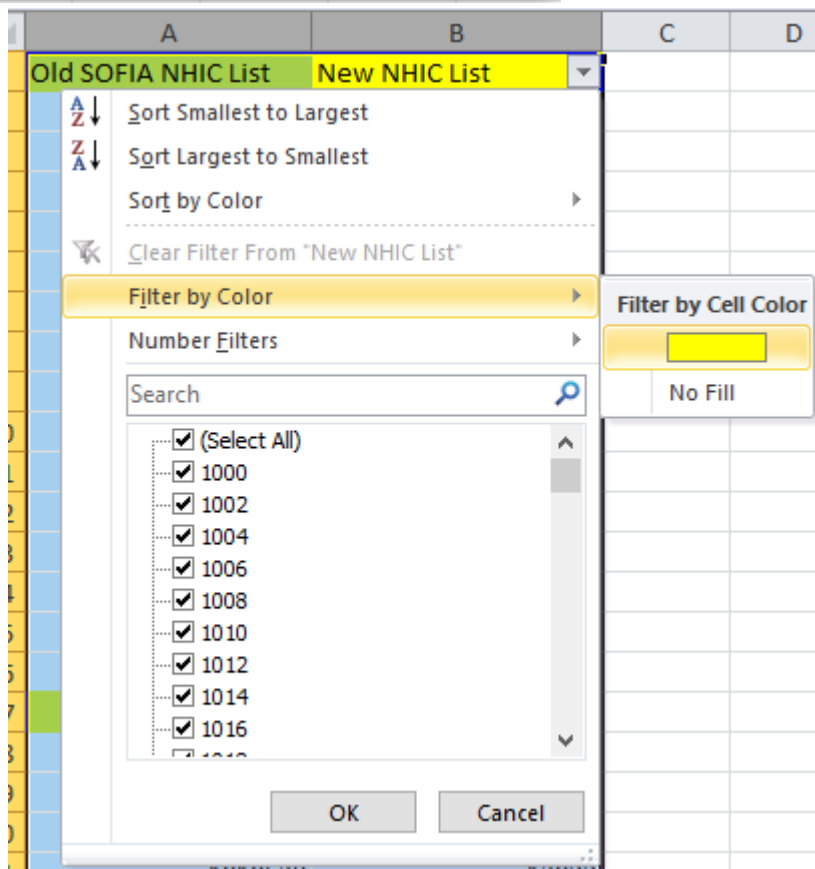
c.

To compare changes between the Old/NEW NHIC list

- 1) Open a new worksheet
- 2) Paste Old NHIC Species Element IDs in column A, New NHIC Species Element IDs in column B
- 3) Conditional formatting -> New Formatting Rule -> Format only unique or duplicate values



4)



5) Filter by colour.

6) Result will look like this and the highlighted cells will be the new NHIC values.

Old SOFIA NHIC List	New NHIC List
64006	1311778
194340	1328486
168118	1311852
145010	1302671
22094	1312037
73082	1312036
73126	1311845
23098	1311781
23316	1311779
17099	1316798
106000	1346439
47002	1344914
1008444	1311780

The highlighted cells can then be added to the worksheet manually, if desired. Highlighted cells under 'Old NHIC List' will be ones that were removed or changed in the latest NHIC list.

**Check with Tallgrass Ontario to see if there is an updated version.**

### Troubleshooting

- 1) If on Floristics tab the CC and CW are not calculating, check the NHIC List tab and go to CC/CW columns.
- 2) If you see a small green triangle in the top left of the number cells, these need to be converted to numbers as Excel is interpreting them as text. To format the cells highlight the column, click the exclamation mark and convert to number.

AC	AD	AE
V_GROUP	COEFF_CONSERVATISM	COEFF_WETNESS
s		4 3
s		3
s		4 3
s		10 3
s	4	3
s		3
s		-3
s		-3
s		5
s		-3
s		5
s		3
s	8	-3
s		3
s	7	3
s	5	3

- 3) After updating the NHIC list there may be entries that have 'NA' in multiple categories. This is because those species were not included in the latest NHIC list so the formulas have nothing to reference to fill the cells.