

February 2026

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 <u>Sally Molloy</u> Passcode: 295395 3:30 – 4:30 pm	3	4 <u>Marcie Warner</u> 10:00 – 11:00 am	5 <u>Chris Shaffer</u> 5:00 – 6:00 pm	6	7
8	9	10 <u>Steve Caruso</u> 10:00 – 11:00 am	11 <u>Veronique Delesalle</u> 12:00 – 1:00 pm <u>Jackie Washington</u> 3:00 – 4:00 pm	12	13	14
15	16	17 <u>Karen Klyczek</u> 3:00 – 4:00 pm	18	19	20 <u>Denise Monti</u> 4-5 pm	21
22	23 <u>Kristen Butela</u> 8:30-9:30 am	24	25	26 <u>Dan Williams</u> 2:00 – 3:00 pm <u>Virtual Faculty Meeting</u> 4:00 – 5:00 pm	27	28

*Posted times are EST

NOTES

Annotation Office Hours

SEA-PHAGES is excited to announce its Spring 2026 annotation office hours. Bring your questions and challenging gene calls. All questions are welcome!

PECAAN

At the [January Virtual Faculty](#) meeting, SEA announced that all annotations must be in PECAAN for Spring 2026. Faculty in need of a PECAAN account should email: info@seaphages.org

Annotation Cover Letter

The annotation cover sheet has been updated to reflect submission changes for Spring 2026. Please download it ([Phage Genomics Guide, Section 11.1](#)) and document challenging calls while annotating.

March 2026

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 Sally Molloy Passcode: 295395 3:30 – 4:30 pm	3	4 Marcie Warner 10:00 – 11:00 am	5 Chris Shaffer 5:00 – 6:00 pm	6	7
8	9	10 Steve Caruso 10:00 – 11:00 am	11 Jackie Washington 3:00 – 4:00 pm	12	13	14
15	16	17 Karen Klyczek 3:00 – 4:00 pm	18 Veronique Delesalle 12:00 – 1:00 pm	19	20 Denise Monti 4-5 pm	21
22	23 Kristen Butela 8:30-9:30 am	24	25	26 Dan Williams 2:00 – 3:00 pm	27 Virtual Faculty Meeting 4:00 – 5:00 pm	28
29	30	31				

*Posted times are EST

NOTES

Cluster-specific Annotation Tips

[Cluster-specific annotation tips](#) are a curated collection of unique features indicated for a cluster/subcluster. Be sure to review the tips for your phages' cluster before submitting your final annotation.

Cluster Reports and Forums

The Cluster Reports published in [QUBES](#) are a great resource for comparative genomics.

Official Function List and Forums

The [Official Function List](#) contains additional information in 2026. Look for category names to provide biological context to functional calls as well as updated notes, reference genes, publications, and case studies. Use the search bar in the forums to quickly identify information that may help your investigation.

April 2026

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 Marcie Warner 10:00 – 11:00 am Veronique Delesalle 12:00 – 1:00 pm	2 Sally Molloy Passcode: 295395 3:30 – 4:30 pm Chris Shaffer 5:00 – 6:00 pm	3	4
5	6	7	8 Jackie Washington 3:00 – 4:00 pm	9 Dan Williams 2:00 – 3:00 pm	10	11
12	13	14 Steve Caruso 10:00 – 11:00 am Karen Klyczek 3:00 – 4:00 pm	15	16	17	18
19	20 Kristen Butela 8:30-9:30 am	21	22	23	24 SEA Symposium	25 SEA Symposium
26 SEA Symposium	27 Denise Monti 4-5 pm	28 Denise Monti 4-5 pm	29	30	May 1 Annotation Submission Deadline	

*Posted times are EST

NOTES

Author List

Please follow the guidelines in the [Phage Genomics Guide, Section 11.1](#), when creating your author list. Remove any headings you may have created, such as Last Name, First Name, and Middle Initial. Remember to include faculty names, if desired.

Final Annotation

All genes should have a green check mark in the final annotation in PECAAN. Please remember to lock your genome and download a PECAAN Export File (.pef) for submission. See the [January Spring Office Hour](#) for more details.