Introduction how to register on the ATTO data portal

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The ATTO data portal is the main tool for data sharing within the ATTO consortium and for external researchers. This step by step tutorial will show you how to register for the ATTO data portal.

1. Access to the ATTO data portal

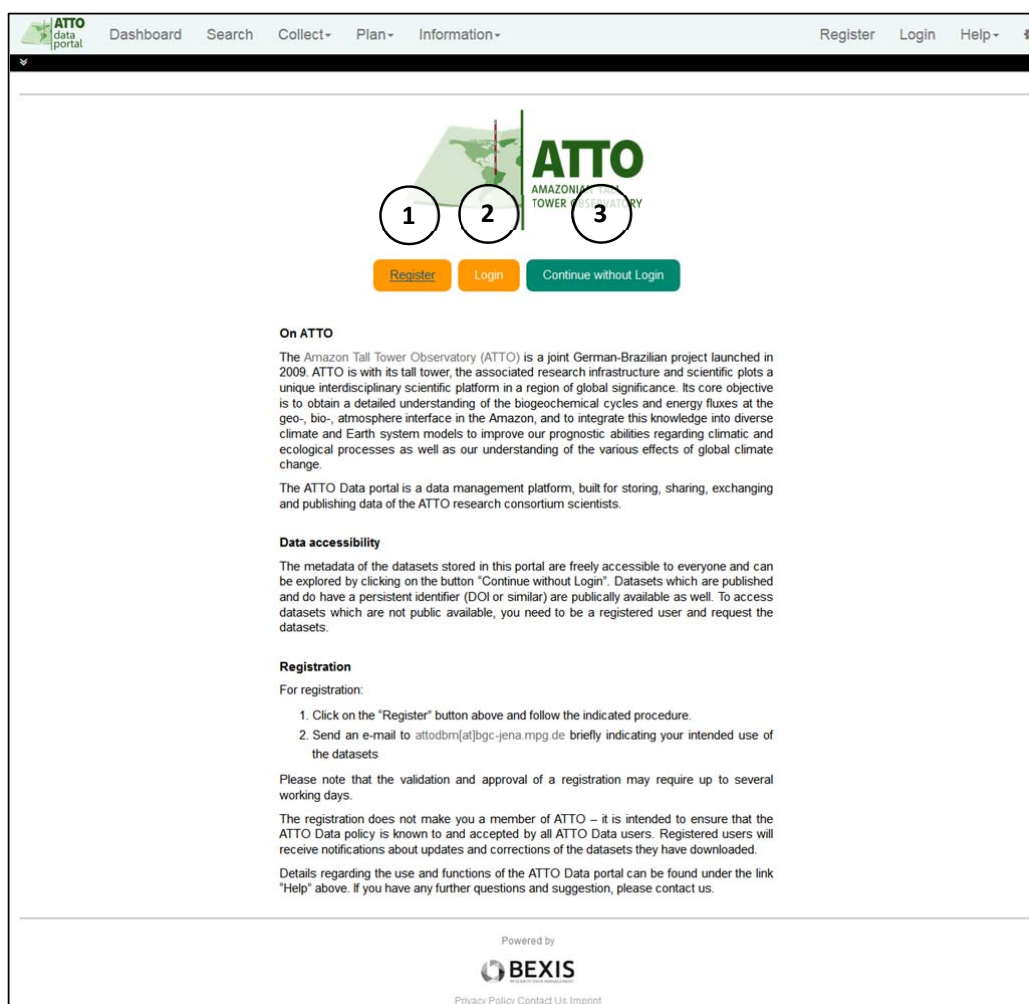The ATTO data portal can be accessed via the URL www.attodata.org.

<p align="center">Figure 1: Landing page of ATTO data portal</p>

There are two options to enter the portal.

1. "Login" (see ② Figure 1): As ATTO consortium member, one should be a registered user of the ATTO data portal. How to register is explained below.

Registered users can explore the datasets uploaded to the data portal via metadata information and can upload datasets collected at the ATTO field site. Datasets, which are open accessible for the entire consortium can be downloaded by all users belonging to the internal group called "ATTO Consortium". These users also have access to internal information on the ATTO field site and contacts. Registered users who cooperate with the project, but are not members of the ATTO consortium, do not have access to these data. Access can be requested if required.

2. "Continue without Login" (see (3) Figure 1): This option is for external users in order to get an overview of available datasets. Therefore, only the metadata and information on the data structure are accessible. The primary data are not freely available, except datasets which are already published via Max Planck Digital Library (MPDL) including a DOI.

2. Registration on the ATTO data portal

For registration, please click on the "Register" button (1) (Figure 1) at the landing page of www.attodata.org. You will be directed to a form where a User Name, your e-mail address and a self-chosen password has to be entered.

Figure 2: Registration form at www.attodata.org

All fields have to be filled in. The "Terms and Conditions" and the "Data Policy" of the ATTO consortium, has to be accepted. Please click on the grey stroke "Terms and Conditions"/ "Data Policy" (4) (Figure 2) and read it carefully. The sections "Specifically as A DATA CONTRIBUTOR, I agree to:" and "As a DATA USER, I agree to:" have to be read carefully as well and have to be ticked in order to be able to register. These points are the most important points of the data policy, but this does not mean that the data policy itself does not need to be read.

After pressing the "Register" button an e-mail with an authentication link will be send to the given e-mail address (Figure 3).
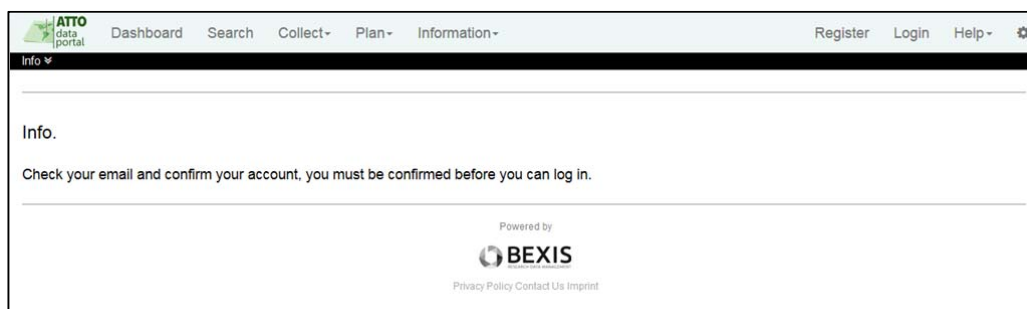

Figure 3: Notification for e-mail confirmation

Check your e-mail account and follow the given link for confirmation in order to finalize the registration process. You will be directed to a further form where you have to fill in further details about you, such as your institution, which will be used to manage users and groups within the ATTO data portal (Figure 4). Fields marked with a red asterisk (see ⑤ Figure 4) are mandatory. However, we suggest completing the other information as well, to improve communication within the consortium. Please indicate whether you are an ATTO consortium member by clicking "True" in the field "ATTO Member" (see ⑥ Figure 4) or "False" if you are an external user. Furthermore, please enter your e-mail address and the institute you are affiliated to.

After completion click the "Save" button (see ⑦ Figure 4) and log in with your prior defined credentials.

When the registration is completed, the data management team will assign the rights to your user profile within the next working days and send you a confirmation e-mail.

Figure 4: Form for personal contact details