Introduction on how to explore uploaded data

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1. Search User Interface

After logging into the ATTO data portal, you will be automatically directed to the Search User Interface (UI, Figure 1). You can navigate back to the Search function from any other subpage by clicking "Search" in the menu bar at the top of the site 1. The main nodes of the Search UI are based on metadata entered. Thus, completely filled metadata are essential for finding datasets within the ATTO data portal.

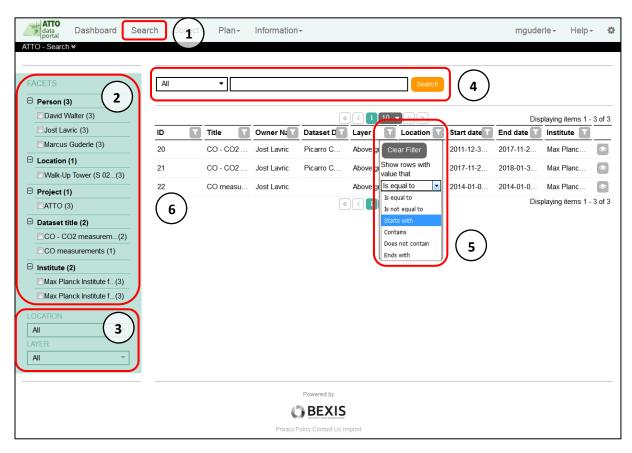


Figure 1: Search User Interface

The Search UI contains of the following features, which help to filter uploaded data according to owners, location, keywords, etc.:

- Categories/Facets: The main categories like "Person", "Location", etc. are based on main metadata entries. The numbers next to the categories indicate the number of existing datasets in the ATTO data portal with the respective entries.
- Properties: This function allows to use predefined dropdown components to filter datasets according to properties. There is only one possible choice for every component. Results and facets are updated accordingly.

- Free text search: In the free text search, you can either search for keywords in all predefined categories or you can choose a specific category from the dropdown menu on the left. It uses Autocomplete for predicting words and phrases once three letters are entered.
- 5 Filter: Filter datasets in order to display records, which match certain criteria. The filter can be activated/deactivated by clicking on the filter-symbol next to the respective category. You can filter data for self-defined values and choose different queries like "Is equal to", "Is not equal to", "Starts with", "Contains", etc.
- Results: The matching results are displayed in a table view, where basic functions like filtering, sorting, paging are available in the header of the table. By clicking right on the header, you can choose the visibility of the individual columns. By clicking on the respective header caption, the sorting function is activated. You also can define the number of displayed datasets per page via the grey box at the top and the bottom of the table.

2. View and explore datasets

Details of each dataset can be found by clicking on the small eye-icon in the very right column of the dataset table view (see 7) Figure 2).

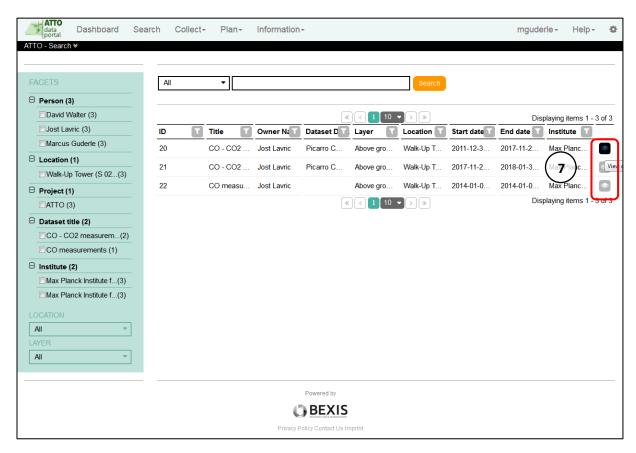


Figure 2: Directing to detailed information of specific datasets

You will be directed to the main page of the chosen dataset, where details on Metadata, Primary Data, Data Structure, Dataset Permissions and publication are given in different tabs (see 8) Figure 3). Each user is allowed to see the metadata of each dataset independent of the respective rights. If users have rights on the dataset, they are allowed to edit and copy the metadata, to check and download primary data, to see the data structure and dataset permission, and to click on the "Publish"-tab. However, in case users do not have rights on the respective dataset, only metadata and the data structure (Figure 4) can be seen, all other tabs are greyed out (Figure 3).

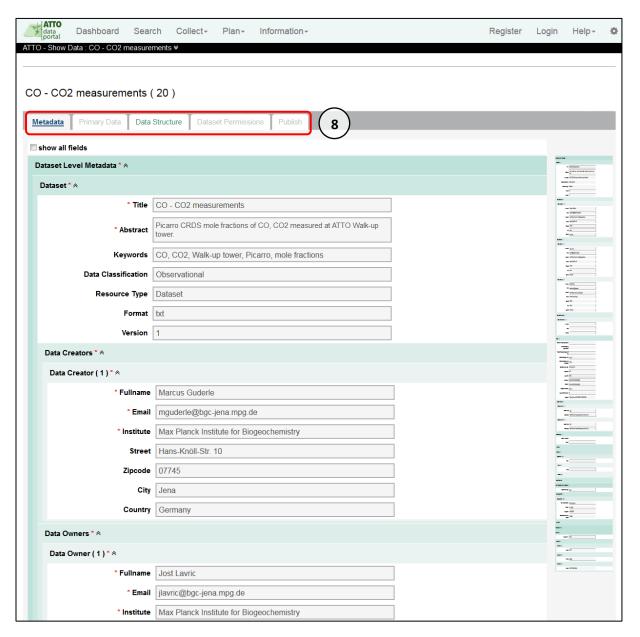


Figure 3: Overview of dataset details and metadata information

The BEXIS Team is currently working on an implementation of a request button, which will simplify the data request. We will inform you as soon as this feature is implemented in a new version of the ATTO data portal.

Figure 4 shows the "Data Structure" tab, which gives an overview of the variables of the selected dataset. Information like variable name, ID, a short name, a description of the respective variable,

unit and data type are given. The data structure has to be defined by the data manager before uploading data. A detailed description on this workflow will be given in the document "03_Introduction how to create dataset and upload data".

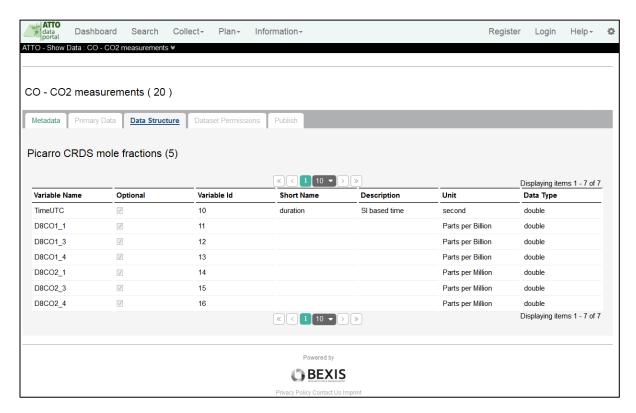


Figure 4: Overview of data structure

3. Download Primary Data

Datasets, which are open for consortium members or which are already published with an assigned DOI, can be freely downloaded without sending a request to the data owners. To do so, click on the "Primary Data" tab where you find the activated "Download" buttons. You can download the data as an Excel file, as comma separated file or as tab separated file (see 9) Figure 5).

In case you are interested in a specific dataset, please contact the data owner (contact details can be found in the metadata) and the data management team (attodbm@bgc-jena.mpg.de) and request the dataset with a clear statement for what purpose you want to use the dataset.

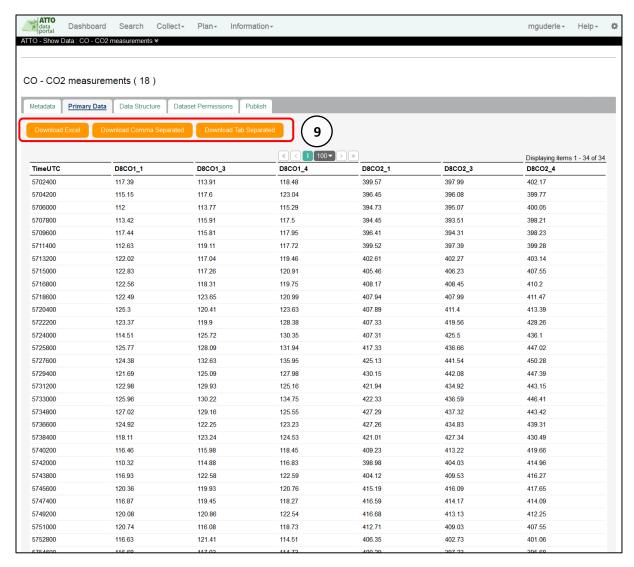


Figure 5: Overview on primary data with activated download buttons.