

BEXIS 2 User Guide

For SPP 2089

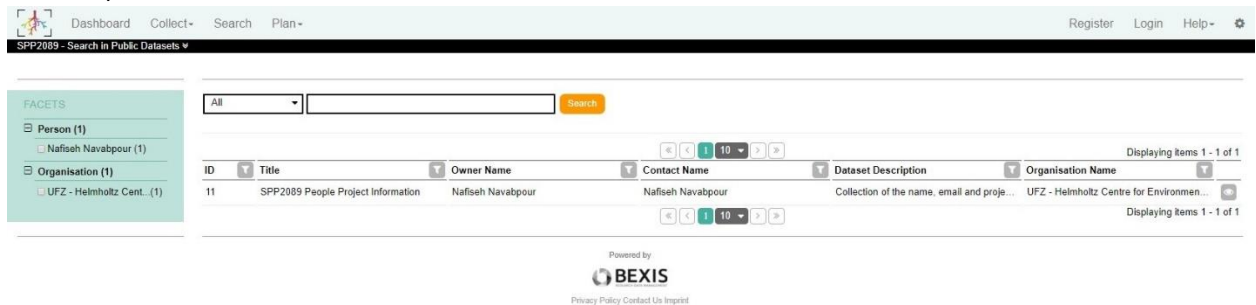


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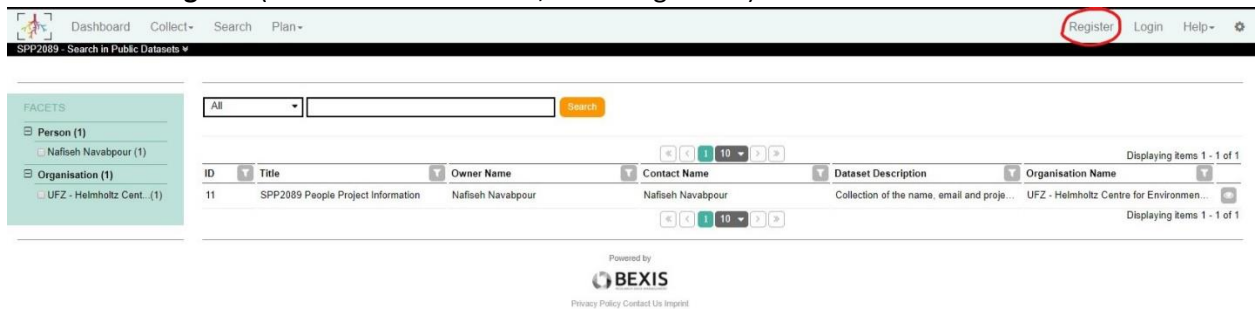
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How do I register?

1. Open the BEXIS2 instance from [here](#) (or copy and paste “SPP2089.ufz.de:4433” in your internet browser).



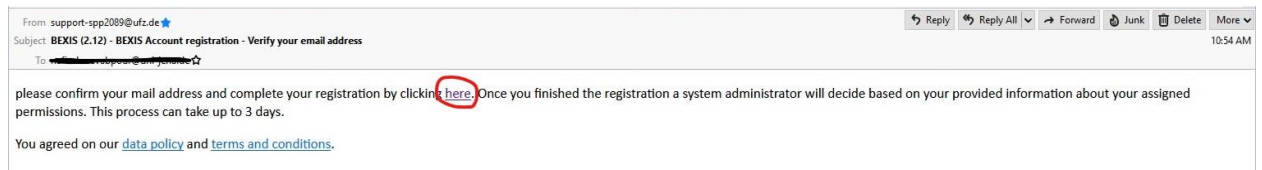
2. Click on the **Register** (Find it in the menu bar, on the right side).



3. Fill the registration form.
There is no specific password restriction.
Accept the *Terms and Conditions* and the *Privacy Policy*.

The screenshot shows the registration form. At the top, there is a navigation bar with links: Dashboard, Collect+, Search, Plan+, Register, Login, and Help+. Below the navigation bar, there is a 'Register' button. The main content area is titled 'Create a new account.' and contains the following fields: User Name, Email, Password, and Confirm password. Below these fields, there are two checkboxes: 'I accept Terms and Conditions.' and 'I accept Privacy Policy.'. At the bottom, there is an orange 'Register' button.

4. Click on orange button **Register**.
5. Open your email address which you entered in the registration formula.
6. Open received email from *support-spp2089@ufz.de*.
(The title would be “BEXIS (2.12) - BEXIS Account registration - Verify your email address”)
7. Click on the confirmation link.



- The BEXIS2 instance will open in your default browser. You are seeing your user name on the menu bar in the right side, close the Help.
- Enter your information in the formula.

Registration

Account type:	Person
FirstName	
LastName	
Phone	
Mobile	
Email	
Address	
Role	

Save

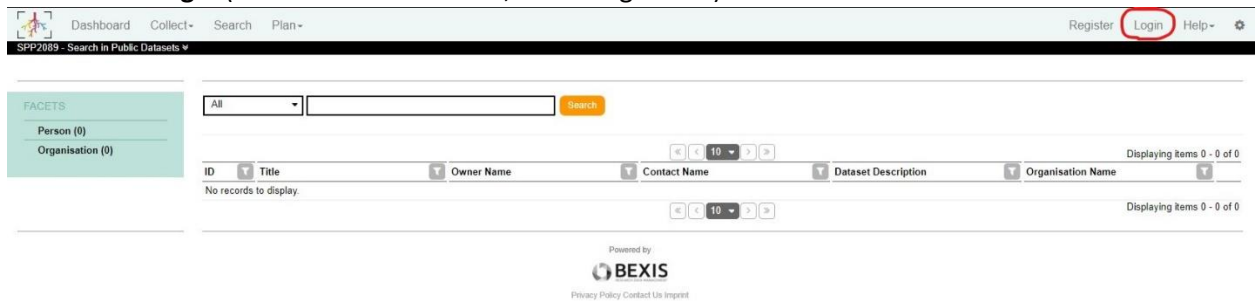
- Click on orange button **Save**.
- Looking forward an email from nafiseh.navabpour@ufz.de to inform you about completeness of your registration process.

How do I login?

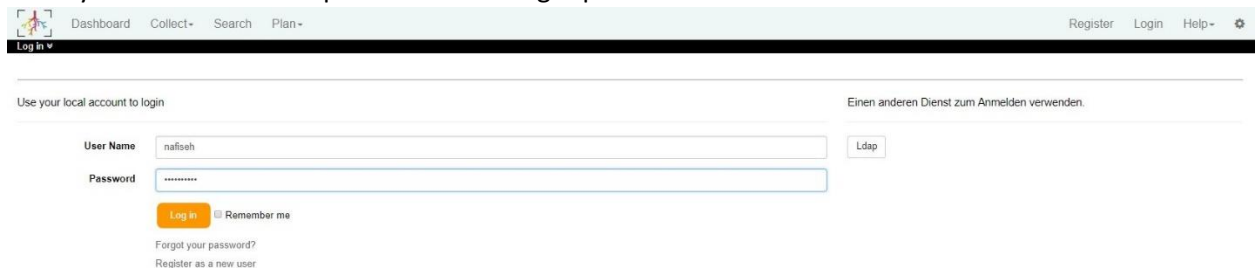
11. Open the BEXIS2 instance from [here](#) (or copy and paste “SPP2089.ufz.de:4433” in your internet browser).



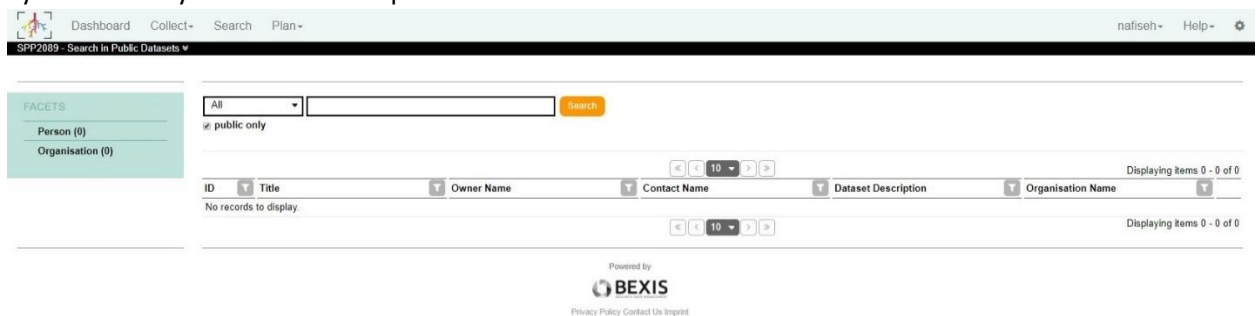
12. Click on the **Login** (Find it in the menu bar, on the right side).



13. Enter your user name and password in the right places.



14. Click on orange button **Log in**.
15. System refers you to the search public datasets.



16. Please check your **Dashboard**. If your access to the Dashboard is denied, please contact me (Nafiseh.navabpour@ufz.de).

ID	Title	Description	Read	Download	Write	Delete	Grant
11	SPP2089 People Projec...	Collection of the name, ...	✓	✓	✓	✓	✓
12	PSD for Sand	PSD values for sand	✓	✓	✓	✓	✓
13	PSD for Loam	PSD values for sand	✓	✓	✓	✓	✓
14	Loam/Sand fitted param...	Test dataset from Maxime	✓	✓	✓	✓	✓
15	Test data from Rüger	Small part of a data sa...	✓	✓	✓	✓	✓
16	Soil water retention		✓	✓	✓	✓	✓
17	test publish		✓	✓	✓	✓	✓
18	test upload txt		✓	✓	✓	✓	✓
19	SPP 2089 people/Proje...		✓	✓	✓	✓	✓

I forgot my password!

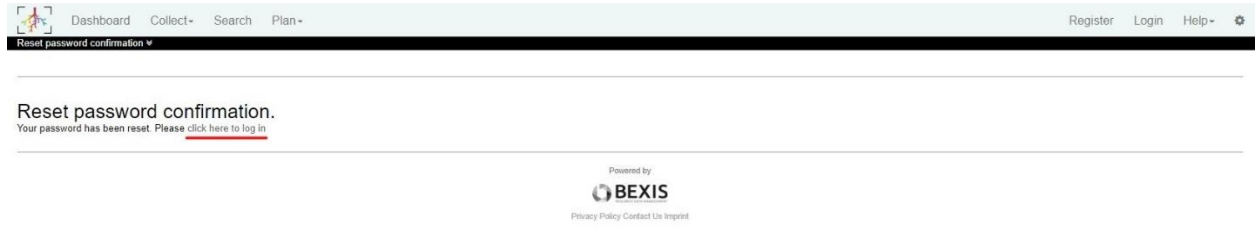
1. Click on the **Forgot your password** in the Login page.

2. In the following page enter your email address you already registered with.

3. Click on the *Email Link* button.
4. Open your email account and find the email from support-spp2089@ufz.de.
The subject should be "BEXIS (2.12) – Reset Password."
5. Click on the link provided in the email for recovering your password.

6. Enter your e-mail address and twice the new password in the following page.

7. Click on orange button **Reset**.
8. A confirmation message will appear. Click on the provided link and log in with the new password.



What does a Data Structure mean?

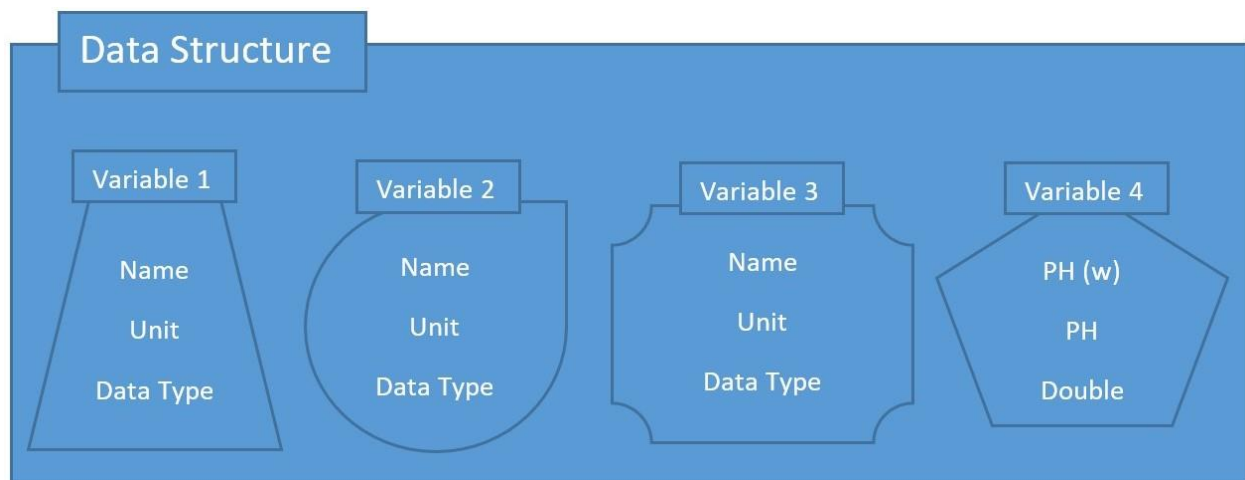
In BEXIS2 data is stored and managed as part of a dataset. A dataset may be anything, e.g. a word document, a zip file, images or a collection of millions of records and multiple variables. The maximum file size per upload is 1G. To store large datasets such as CT images, we have agreed to store only information about the images and their storage in BEXIS2.

Each dataset may have an individual structure of “File” or “Tabular”. A “File” Data Structure makes you able to store your files. The search engine of BEXIS2 provides no indexing for such datasets, but for the “Tabular”. A “Tabular” Data Structure contains one or more Variables based on variable templates. Each Variable is defined by its Unit, a Data Type, and a unique name. So defining Data Types and Units would be the first step which would be done, if they are not available yet.

One example of a **variable template** could be “Variable 4” which is used for the measure of the acidity. PH is the **unit** of variable which is measured as a double number. Double is the **data type** of the variable template. The **variable name** is up to the user. It is “PH (w)” in this example.

You can edit a Data Structure later. Note that a Data Structure freezes once it is connected to a Dataset. In this case, you must create, edit and associate a copy of the Data Structure with a new dataset.

It make sense to think about creating a Data Structure before collecting data.

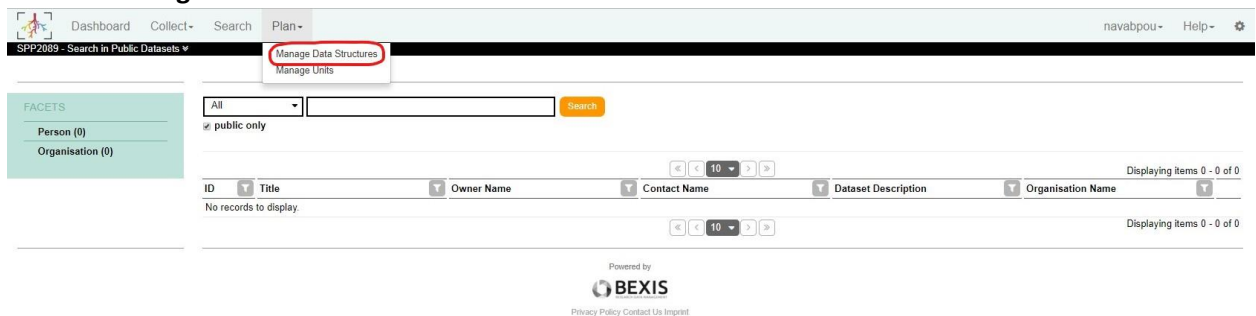


How do I create a Data Structure?

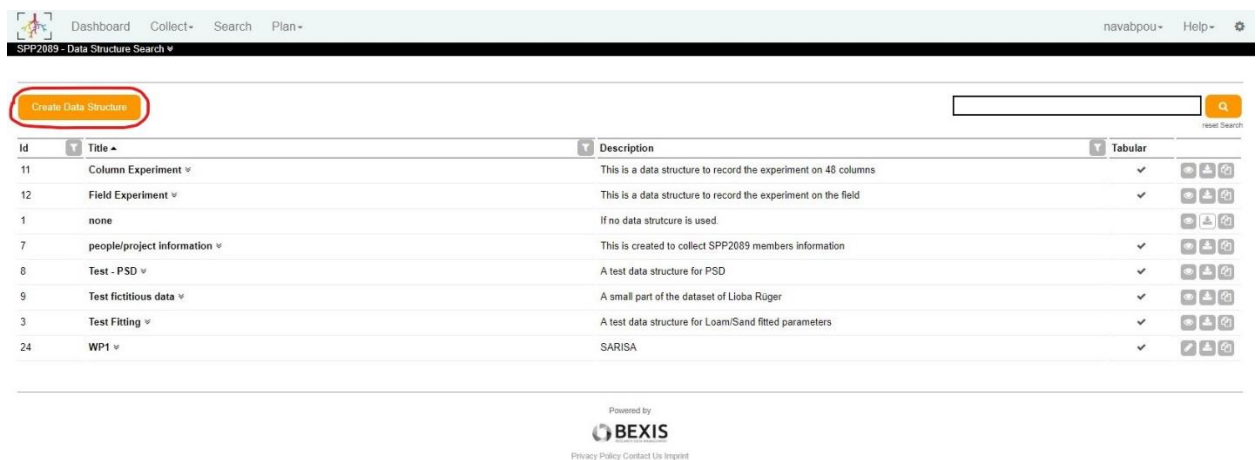
1. Be sure that you are logged in. Check if your username is written close the *Help* menu item.



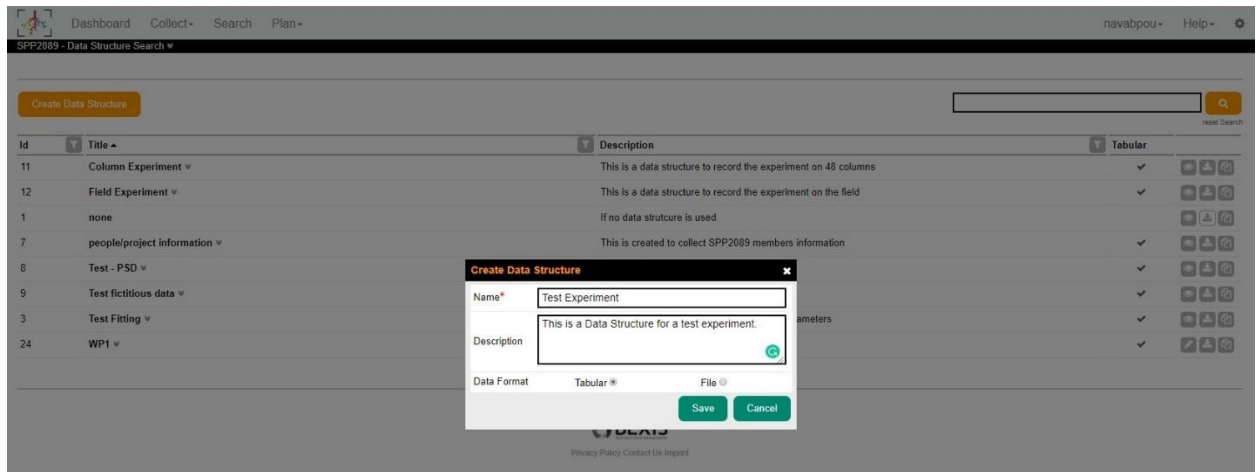
2. Click on **Manage Data Structure** under the **Plan** menu item.



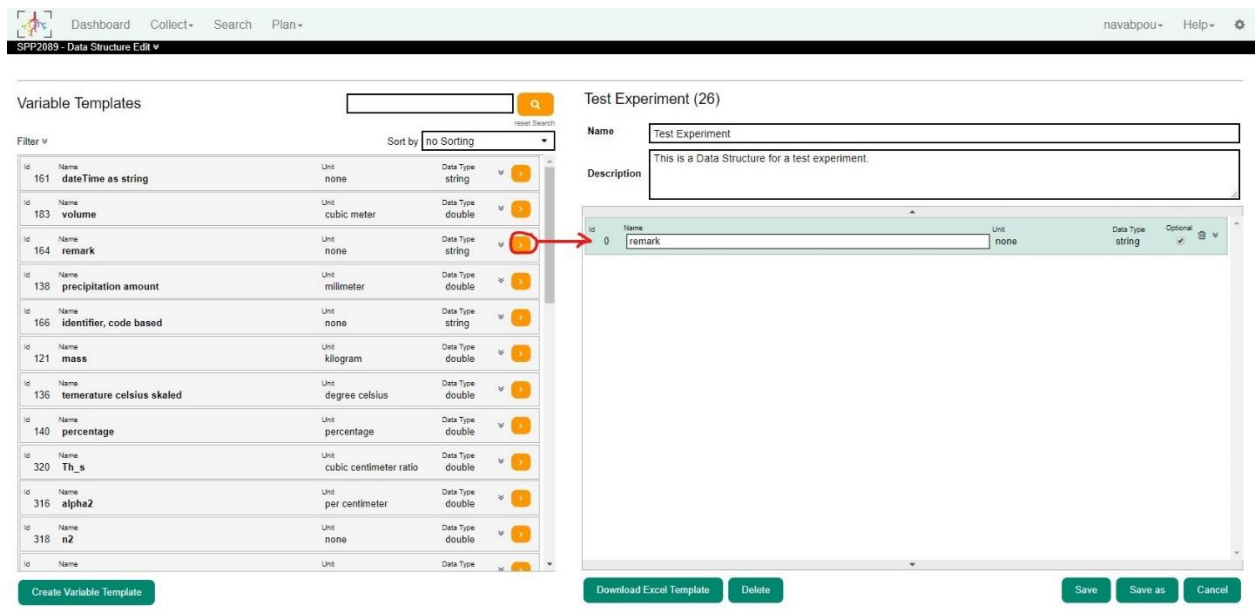
3. Click on the **Create Data Structure** button in the following window.



4. Enter a name and a descriptive description for your Data Structure in opened modal window and click on the **Save** button.
Choose a **Data Format** compatible with your data structure. **Tabular** is for a data table and **File** is for non-structured data.



- If you have created a Tabular data structure, system refers you to the next page where you are able to build your data structure by adding variables. Click on the right arrow close a variable template and add it to your data structure. Searching, sorting and filtering are available when you are looking for a variable template.



You are able to change the name of a variable in your Data Structure. Optional variable means that the data table must not contain any data for this variable. Click on the trash icon to delete the variable from your structure. Click on the down arrows to have access to edit the description of a variable.

Dashboard Collect Search Plan navabpou Help

SPP2089 - Data Structure Edit

Variable Templates

Filter Sort by no Sorting

ID	Name	Unit	Data Type	
161	dateTime as string	none	string	<input type="button" value="v"/>
183	volume	cubic meter	double	<input type="button" value="v"/>
164	remark	none	string	<input type="button" value="v"/>
138	precipitation amount	millimeter	double	<input type="button" value="v"/>
166	identifier, code based	none	string	<input type="button" value="v"/>
121	mass	kilogram	double	<input type="button" value="v"/>
136	temperature celsius skaled	degree celsius	double	<input type="button" value="v"/>
140	percentage	percentage	double	<input type="button" value="v"/>
320	Th_s	cubic centimeter ratio	double	<input type="button" value="v"/>
316	alpha2	per centimeter	double	<input type="button" value="v"/>
318	n2	none	double	<input type="button" value="v"/>
	Name	Unit	Data Type	<input type="button" value="v"/>

Test Experiment (26)

Name

Description

ID Name Unit Data Type ☒ Optional

Description

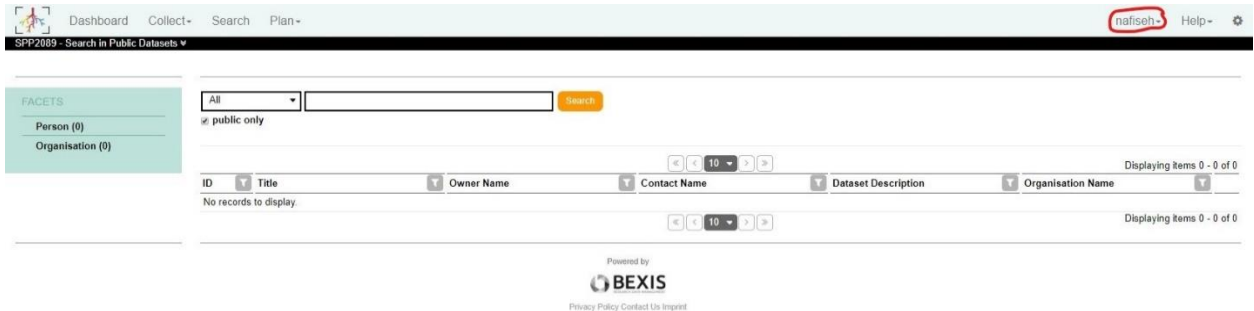
Variable Template

ID	Name	Unit	Data Type
164	remark	none	string

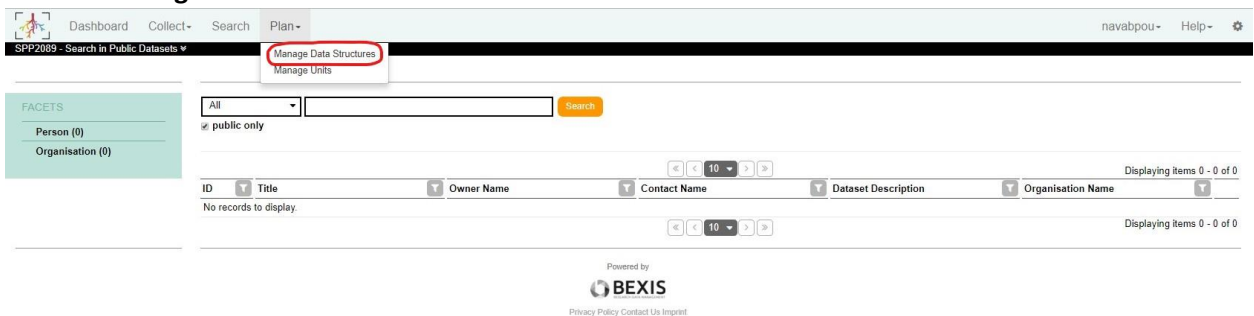
- Click on the **Save** button to save the data structure.

How do I edit a Data Structure?

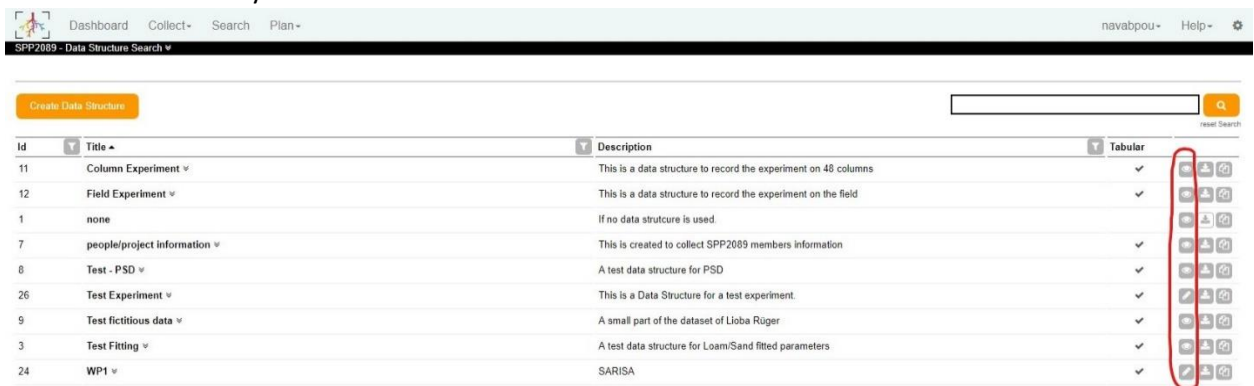
1. Be sure that you are logged in. Check if your username is written close the *Help* menu item.



2. Click on **Manage Data Structure** under the **Plan** menu item.



3. In the following page you can see different buttons close data structures.
The **Eye** means that you are able to edit only the name and the description of a data structure.
The **Pen** means that you are able to edit the structure in addition.



Note: A data structure is not editable means that it is connected to a dataset.

Clicking the **Copy Data Structure** button next to a data structure creates a copy of the data structure. You should just change the name to be unique.

Dashboard Collect Search Plan navabpou+ Help

SPP2089 - Data Structure Search

Create Data Structure

ID	Title	Description	Tabular
11	Column Experiment	This is a data structure to record the experiment on 48 columns	✓
12	Field Experiment	This is a data structure to record the experiment on the field	✓
1	none	If no data structure is used.	
7	people/project information	This is created to collect SPP2089 members information	✓
8	Test - PSD	A test data structure for PSD	✓
26	Test Experiment	This is a Data Structure for a test experiment.	✓
27	Test Experiment2	This is a Data Structure for a test experiment.	✓
9	Test fictitious data	A small part of the dataset of Lioba Rger	✓
3	Test Fitting	A test data structure for Loam/Sand fitted parameters	✓
28	Test Fitting2	A test data structure for Loam/Sand fitted parameters	✓
24	WP1	SARISA	✓

4. Edit the data structure and click on the **Save** button.

Dashboard Collect Search Plan navabpou+ Help

SPP2089 - Data Structure Edit

Variable Templates

Filter

Sort by no Sorting

ID	Name	Unit	Data Type
161	dateTime as string	none	string
183	volume	cubic meter	double
138	precipitation amount	millimeter	double
164	remark	none	string
166	identifier, code based	none	string
121	mass	kilogram	double
136	temperature celsius scaled	degree celsius	double
140	percentage	percentage	double
308	Plot	none	string
329	h [cm]	centimeter	double
327	pF [.]	none	double

Create Variable Template

Test Experiment (26)

Name Test Experiment

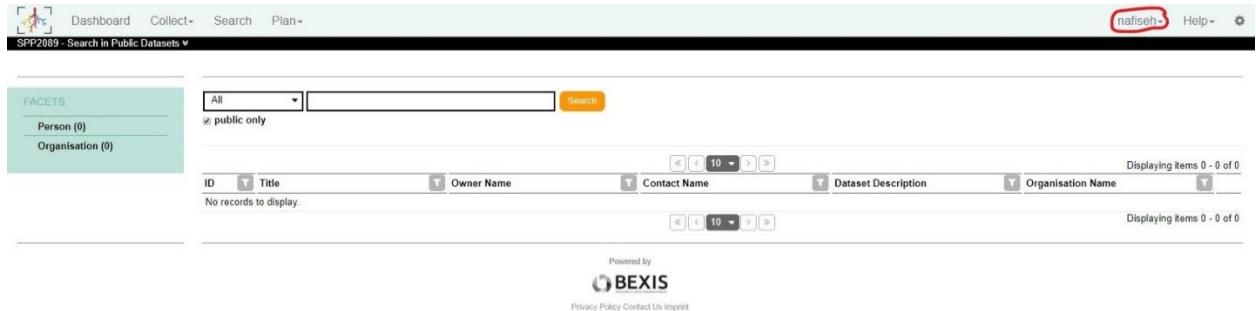
Description This is a Data Structure for a test experiment.

ID	Name	Unit	Data Type	Optional
123	remark	none	string	✓

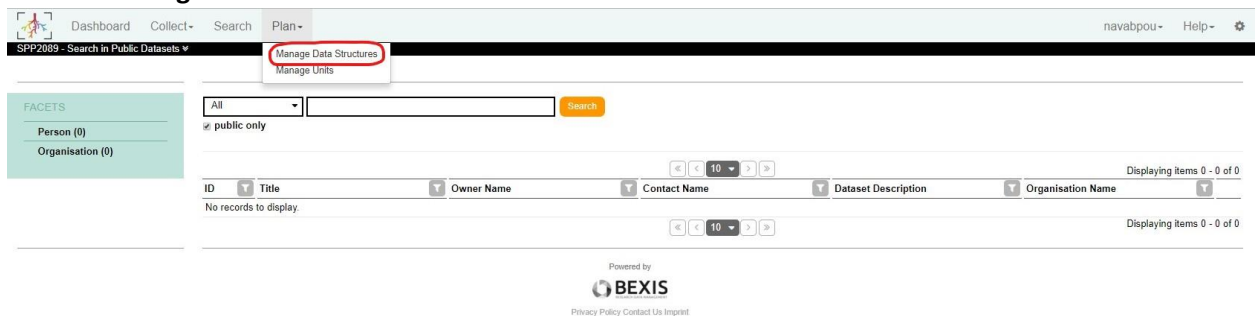
Download Excel Template Delete Save Save as Cancel

How do I download a Data Structure?

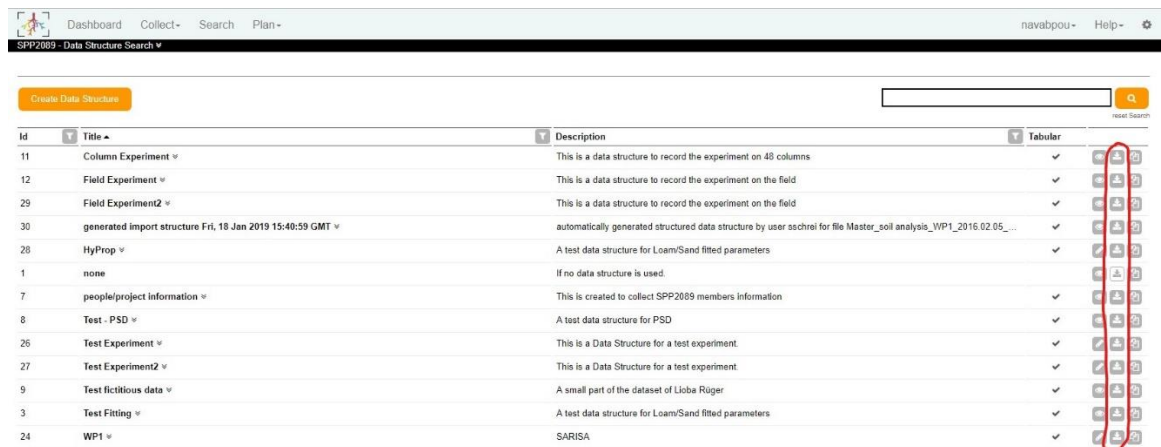
1. Be sure that you are logged in. Check if your username is written close the *Help* menu item.



2. Click on **Manage Data Structure** under the **Plan** menu item.



3. You are able to download a Data Structure in two ways.
 - a. In the Data Structure management page, click on the **Download** button next to a Data Structure.



- b. In the Edit Data Structure page, click the **Download Excel Template** button. BEXIS2 creates an Excel Template from the current Data Structure.

Dashboard Collect+ Search Plan+ navabpou+ Help+

SPP2089 - Data Structure Edit

Variable Templates

Filter Sort by no Sorting

ID	Name	Unit	Data Type	Optional
161	dateTime as string	none	string	<input type="checkbox"/>
183	volume	cubic meter	double	<input type="checkbox"/>
138	precipitation amount	millimeter	double	<input type="checkbox"/>
121	mass	kilogram	double	<input type="checkbox"/>
136	temperature celsius scaled	degree celsius	double	<input type="checkbox"/>
164	remark	none	string	<input type="checkbox"/>
166	Identifier, code based	none	string	<input type="checkbox"/>
140	percentage	percentage	double	<input type="checkbox"/>
308	Plot	none	string	<input type="checkbox"/>
329	h [cm]	centimeter	double	<input type="checkbox"/>
327	pF [°]	none	double	<input type="checkbox"/>
	Name	Unit	Data Type	Optional

Create Variable Template

Field Experiment (12)

Name

Description

ID	Name	Unit	Data Type	Optional
58	ID	none	integer	<input checked="" type="checkbox"/>
59	Column Number	none	string	<input checked="" type="checkbox"/>
60	substrate	none	string	<input checked="" type="checkbox"/>
61	genotype	none	string	<input checked="" type="checkbox"/>
62	replicates	none	string	<input checked="" type="checkbox"/>
68	Treatment	none	string	<input checked="" type="checkbox"/>
64	DEPTH	none	string	<input checked="" type="checkbox"/>
65	C-Total (g/kg)	gram kilogram ratio	double	<input checked="" type="checkbox"/>
66	N-Total (g/kg)	gram kilogram ratio	double	<input checked="" type="checkbox"/>

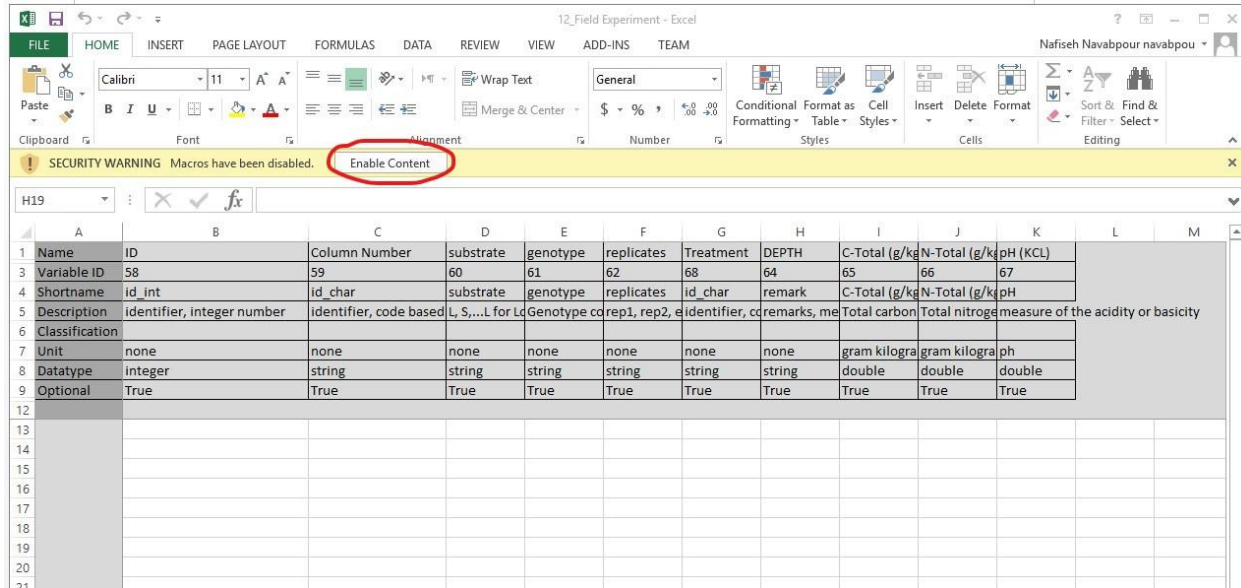
Download Excel Template Delete Save Save as Cancel

Save the Excel Template to your preferred location on your computer.

How do I work with an Excel Template?

Excel Template is an excel file created by the BEXIS2 based on a Data structure. The header contains information about variables, their units, data types and more. The Excel Template can examine the quality of the data based on the Data Type and Optional definition.

To work with an Excel Template, You must first enable macros. Macros automate frequently-used tasks, in our case quality control of the data table. Enabling or disabling macros varies depending on the version of Microsoft you are using. Macro security settings are generally located in the *Trust Center*.

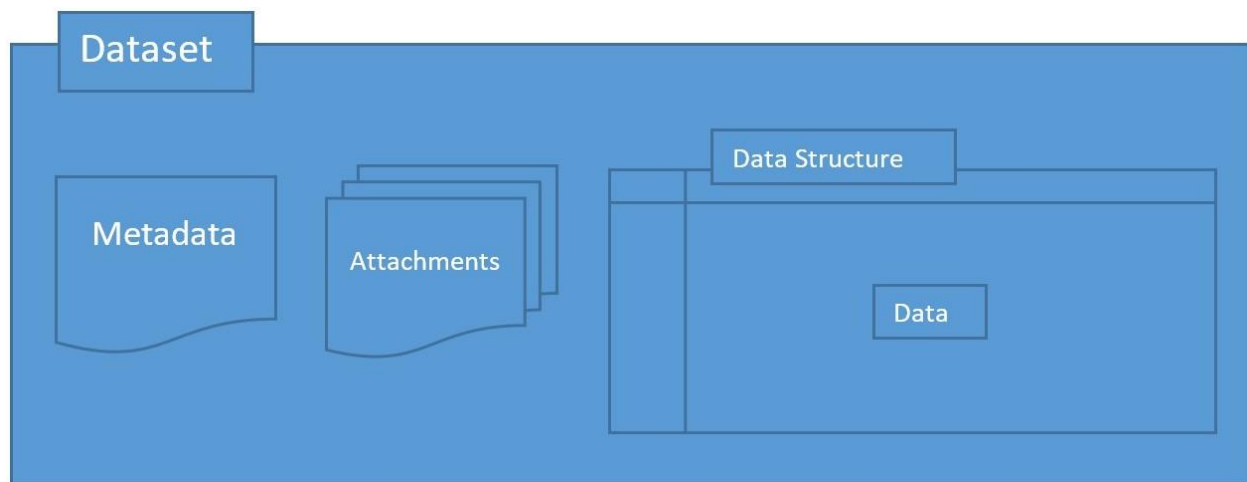


What does a Dataset mean?

A dataset may be anything from a single record up to a collection of millions of records and multiple variables.

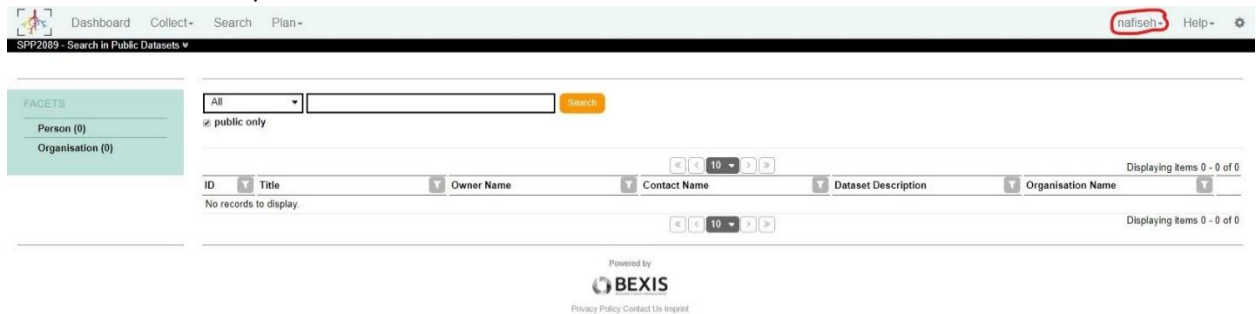
Each dataset may have an individual structure given by the number of variables and their properties.

In BEXIS2 data is stored and managed as part of a dataset.

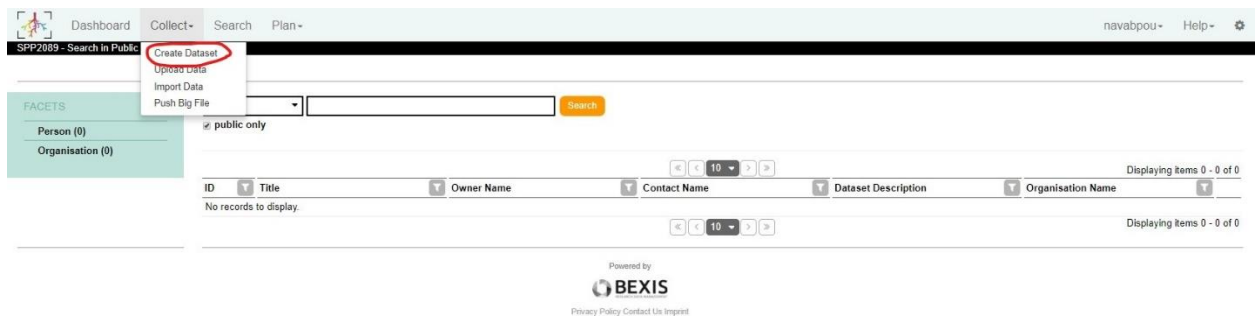


How do I create a Dataset?

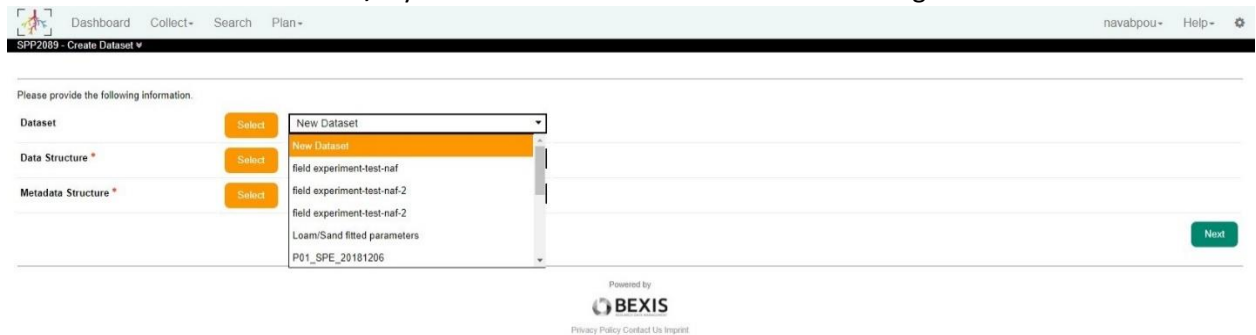
1. Be sure that you are logged into the [BEXIS2](#) data management system. Check if your username is written close the *Help* menu item.



2. Click on the **Create Dataset** under the **Collect** menu item.



3. In the following page select a **new Dataset** if you want to create a new dataset or select an **existing dataset** in the field of **Dataset**, if you want to use the metadata of an existing dataset.



4. Select an existing **Data Structure** for your data table. If you do not yet create a data structure for your data table, first create one (check the introduction of Data Structure).



5. Select a **Metadata Structure**.

In case you select a copy of another dataset, the metadata structure is pre-selected.

If you are creating a new dataset, the **Basic ABCD** metadata structure is recommended.


Click on the **Next** button and system refers you to the Metadata Formula.

6. Fill at least the following fields in the ABCD metadata formula and click on the **Save** button.

- Technical Contact > Name
- Content Contact > Name
- Representation > Title
- Revision Data > Date modified

Please note that

- When copying a dataset, please change the title.
- Do not enter a duplicate title.
- A field marked with a **red star** is mandatory. However, you can save metadata with empty mandatory fields. You just have to ignore the warning.
- You can later **edit** a metadata formula.
- To open an info box, mark the small square on the right. Then you see more field underneath.


Dashboard
Collect
Search
Plan
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SPP2089 - Create Dataset

Other Providers

Metadata

Icon URI

Description

Representation (1)

Title

Details

Coverage

URI

Scope

Version

Revision Data

Creators

Contributors

Date created

Date modified

Owners

IPRStatements

Validate

Save

How do I upload data to a dataset?

Primary Data in BEXIS2 system can only upload to an existing dataset.

Once a dataset is created, the system provides a link that points you to the upload process. It calls **Upload Data Wizard**.

Dashboard Collect Search Plan

SPP2089 - Create Dataset

Edit Copy show all fields

You successfully created dataset: P01_SPE_20181206_24

Please use the **Upload Data Wizard** to add primary data to this dataset.

Or see your dataset here P01_SPE_20181206_24

Basic

Technical Contacts

Technical Contact (1)

Name Nafiseh Navabpour

Email nafiseh.navabpour@ufz.de

Phone +49 345 558 5248

ContentContacts

ContentContact (1)

Name Nafiseh Navabpour

Email nafiseh.navabpour@ufz.de

Phone +49 345 558 5248

Other Providers

Metadata

Description

Representation (1)

Title P01_SPE_20181206_24

Another way to upload data is click on **Upload Data** under the **Collect** menu item.

Dashboard Collect Search Plan

SPP2089 - Search in Public

Create Dataset

Upload Data

Import Data

Push Big File

Search

public only

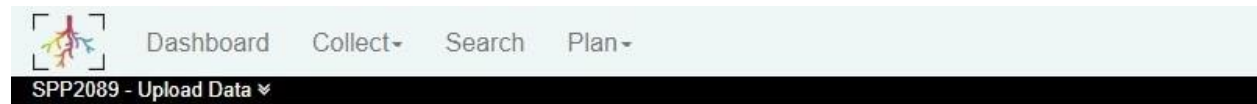
Person (0)

Organisation (0)

ID Title Contact Name

No records to display.

Regarding the type of your data structure, you should choose whether your data is Tabular or File. If you upload data via the Upload Data Wizard, the system jumps up from this step.



Add Data or Update Dataset

In order to add to or update data of an existing dataset in the system, please select whether the dataset is structured or unstructured.

Tabular

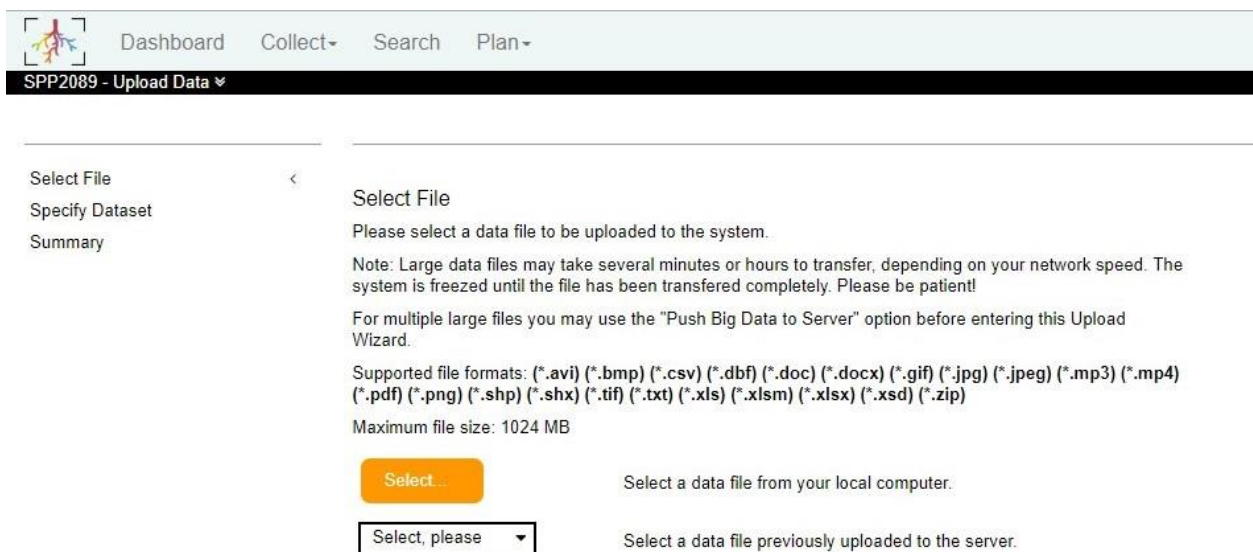
File

Upload Data – File format

If you save your data as a **File**, the search engine could not find the data.

BEXIS2 accepts only defined file formats under 1GB.

1. Select your file and click on the **Next** button.



2. Select an existing Dataset and click on the **Next** button. Note that the dataset is pre-selected through Upload Data Wizard.

- On the next page, the system will show you a summary of your upload and the upload process is finished.
- Click the **Finish** button. System refers you to the **Dataset View**.

Upload Data – Tabular format

Tabular data is structured data. If your data should be available on the search engine, save your data in tabular form. BEXIS2 accepts the file formats XLSM, XLSX, TXT, CSV and TSV in this process.

- Select your data file from your computer. Click the Next button and go to the next page.

- This page calls **Get File Information** and it differs depending on the file format.

Upload XLSX

If you have selected a regular Excel file in .xlsx format, the system will point you to a page where you can see your data table. You can change the Excel worksheet if you need.

On this page, you must specify where your column headers (variable names) are and where your data is located.

SPP2089 - Upload Data

Select File
Get File Information
Specify Dataset
Choose Update Method
Validation
Summary

Get File Information

Header Data Expand Selection Reset

Data Change Worksheet

ID	A	B	C	D	E	F	G	H	I
	Column Number	substrate	genotype	replicates	Treatment	DEPTH	C-Total (g/kg)	N-Tot	
1									
2									
3									
4	FP02	L	WT	REP2	FP02_L_WT_REP2	5-10			
5	FP03	L	WT	REP3	FP03_L_WT_REP3	5-10			
6	FP04	L	WT	REP4	FP04_L_WT_REP4	5-10			
7	FP05	L	WT	REP5	FP05_L_WT_REP5	5-10			
8	FP06	L	WT	REP6	FP06_L_WT_REP6	5-10			
9	FP07	L	RTH3	REP1	FP07_L_RTH3_REP1	5-10			
10	FP08	L	RTH3	REP2	FP08_L_RTH3_REP2	5-10			
11	FP09	L	RTH3	REP3	FP09_L_RTH3_REP3	5-10			
12	FP10	L	RTH3	REP4	FP10_L_RTH3_REP4	5-10			
13	FP11	L	RTH3	REP5	FP11_L_RTH3_REP5	5-10			
14	FP12	L	RTH3	REP6	FP12_L_RTH3_REP6	5-10			
15	FP13	S	WT	REP1	FP13_S_WT_REP1	5-10			
16	FP14	S	WT	REP2	FP14_S_WT_REP2	5-10			

Prev (2 of 6) Cancel Next

- First select all variables with the left click on mouse. Then click on the **Header** button.
- Select all data in the same way and click the **Data** button.
- The **Expand Selection** button allows you to expand your selection. If the data table contains many rows, select only the first row of data and click the Expand Selection. The system selects all data to the end.
- Click the **Reset** button if you need, to reset your selection.

SPP2089 - Upload Data

Select File
Get File Information
Specify Dataset
Choose Update Method
Validation
Summary

Get File Information

Header Data Expand Selection Reset

Data Change Worksheet

ID	A	B	C	D	E	F	G	H	I
	Column Number	substrate	genotype	replicates	Treatment	DEPTH	C-Total (g/kg)	N-Total (g/kg)	ph
1									
2									
3	FP02	FP02	FP02	FP02	FP02	FP02	FP02	FP02	FP
4	FP02	FP02	FP02	FP02	FP02	FP02	FP02	FP02	FP
5	FP02	FP02	FP02	FP02	FP02	FP02	FP02	FP02	FP
6	FP02	FP02	FP02	FP02	FP02	FP02	FP02	FP02	FP
7	FP02	FP02	FP02	FP02	FP02	FP02	FP02	FP02	FP
8	FP02	FP02	FP02	FP02	FP02	FP02	FP02	FP02	FP
9	FP02	FP02	FP02	FP02	FP02	FP02	FP02	FP02	FP
10	FP02	FP02	FP02	FP02	FP02	FP02	FP02	FP02	FP
11	FP02	FP02	FP02	FP02	FP02	FP02	FP02	FP02	FP
12	FP02	FP02	FP02	FP02	FP02	FP02	FP02	FP02	FP
13	FP02	FP02	FP02	FP02	FP02	FP02	FP02	FP02	FP
14	FP02	FP02	FP02	FP02	FP02	FP02	FP02	FP02	FP
15	FP02	FP02	FP02	FP02	FP02	FP02	FP02	FP02	FP

Prev (2 of 6) Cancel Next

If you are sure that header and data are selected, click the **Next** button and go to the next step.

Upload XLSM

If you are working with the **Excel template** that is provided with the BEXIS2 system (Find explanation at the introduction of Data Structure), you are in this way.

By uploading an .xslm, the **system will skip** the **Get File Information** step.

Upload TXT, CSV or TSV

If your data is in a TXT, CSV or TSV format, the system will ask for the following information.

- **Separator:** Is your data separated by a tab, comma, semicolon or space?
- **Decimal:** Have your real data been specified as 3.02 with a dot (point) or 3,02 with a comma?
- **TextMarker:** Did you use quotes or double quotes as text marker?
- **Orientation:** At this point you must specify whether your data is columnwise or rowwise.
 - Data is columnwise when data related to a variable is written to a column.
 - Data is rowwise when data related to a variable is written to a row.
- **Offset:** How many empty columns (in columnwise) or rows (in rowwise) before the variables are specified.
- **Variables:** Row (in columnwise) or column (in rowwise) in which the variables are located.
- **Data:** Row (in columnwise) or column (in rowwise) in which the data starts.

The screenshot shows the 'SPP2089 - Upload Data' interface. The top navigation bar includes 'Dashboard', 'Collect', 'Search', and 'Plan'. The main content area is titled 'SPP2089 - Upload Data' and contains a sidebar with steps: 'Select File', 'Get File Information', 'Specify Dataset', 'Choose Update Method', 'Validation', and 'Summary'. The 'Get File Information' step is active, showing the following fields:

- Separator:** dropdown menu set to 'tab'
- Decimal:** dropdown menu set to 'point'
- TextMarker:** dropdown menu set to 'quotes'
- Orientation:** dropdown menu set to 'columnwise'
- Offset:** text input field with '0' and a description: 'Number of empty columns (columnwise) or rows (rowwise) before the variables are specified.'
- Variables:** text input field with '1' and a description: 'Row (columnwise) or column (rowwise) in which the variables are.'
- Data:** text input field with '2' and a description: 'Row (columnwise) or column (rowwise) in which the data starts.'

At the bottom, there are 'Prev' and 'Next' buttons, a '(2 of 6)' indicator, and 'Cancel' and 'Next' buttons.

Click on the **Next** button and go to the next page.

3. Specify the dataset, if it is not specified by default. Click on the **Next** button and go to the next page.

The screenshot shows the 'SPP2089 - Upload Data' interface. The top navigation bar includes 'Dashboard', 'Collect', 'Search', and 'Plan'. The left sidebar lists steps: 'Select File', 'Get File Information', 'Specify Dataset' (active), 'Choose Update Method', 'Validation', and 'Summary'. The main content area is titled 'Specify Dataset' and includes a message: 'You have selected Dataset: P01_SPE_20181206_24'. Below this, it states: 'Your data is stored and managed as part of a dataset. A dataset may contain one or more of your data files. But all data files within one dataset must be of the same data structure, i.e. In structured datasets the number of variables and their properties must be identical in each file.' A dropdown menu shows '(53) P01_SPE_20181206_24'. To the right, it says 'Select an existing dataset to attach your file with:'. At the bottom, there are 'Prev', 'Next', and 'Cancel' buttons, and a progress indicator '(3 of 6)'.

- In this step BEXIS2 system checks if your data table is compatible with the data structure. Click on **Validate** button. In the case of mismatches, red messages will be displayed on the right side and the process will be terminated there. If data in the data structure can fit well, a green message will displayed and you can go to the next page.

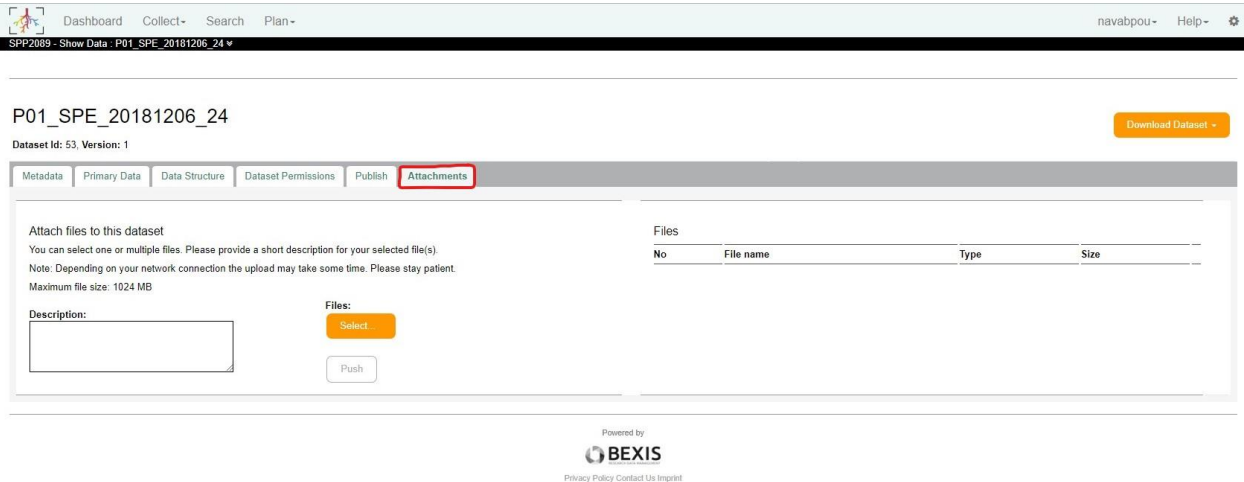
The screenshot shows the 'SPP2089 - Upload Data' interface at the 'Validation' step. The left sidebar is the same as the previous screenshot. The main content area is titled 'Validation' and includes a message: 'With this step the selected data file is validated against the selected data structure. Both, the structure of the data (e.g. variable properties) and whether the data values fit to the specified structure (e.g. data type, value range) is evaluated.' Below this, there is a 'Validate' button and the text 'Validate selected data file against a given data structure.' At the top right, a red message states: 'Datastructure does not fit. The number of variables in file do not match: Field Experiment'. At the bottom, there are 'Prev', 'Next', and 'Cancel' buttons, and a progress indicator '(5 of 6)'.

- On the last page, the upload process is finished and you will see a summary of your upload data.
- Click the **Finish** button. System refers you to the **Dataset View**.

How do I attach a file to a dataset?

You may need to attach a file of information to your dataset. It could be for example additional images or text files.

1. Select **Attachment** tab on the dataset view.



The screenshot shows the BEXIS2 interface for dataset 'P01_SPE_20181206_24'. The 'Attachments' tab is selected and highlighted with a red box. The interface includes a top navigation bar with 'Dashboard', 'Collect', 'Search', and 'Plan'. Below the dataset name, there are tabs for 'Metadata', 'Primary Data', 'Data Structure', 'Dataset Permissions', 'Publish', and 'Attachments'. The 'Attachments' tab contains a form for attaching files, including a 'Description' text area, a 'Select' button, and a 'Push' button. To the right, there is a table for listing attached files with columns for 'No', 'File name', 'Type', and 'Size'. The footer of the page displays the BEXIS logo and links for 'Privacy Policy', 'Contact Us', and 'Imprint'.

Dataset Id: 53, Version: 1

Attach files to this dataset
You can select one or multiple files. Please provide a short description for your selected file(s).
Note: Depending on your network connection the upload may take some time. Please stay patient.
Maximum file size: 1024 MB

Description:

Files:

No	File name	Type	Size
----	-----------	------	------

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2. Click on the **Select** and choose one or multiple files from your computer. Each file should be smaller than 1GB.
3. Click on the **Push** and the file will attach to your dataset.

How do I download a dataset?

To **download** a dataset, you need to have the **Read** permission and go through the following steps.

1. Click on the view icon close a dataset. The system refers you to the Dataset View.

The screenshot shows the SPP2089 Dashboard with a table of datasets. The table has columns: ID, Title, Description, Read, Download, Write, Delete, and Grant. A red circle highlights the view icon (eye) in the right-hand column of the dataset list.

ID	Title	Description	Read	Download	Write	Delete	Grant
11	SPP2089 People Projec...	Collection of the name, ...	✓	✓	✓	✓	✓
12	PSD for Sand	PSD values for sand	✓	✓	✓	✓	✓
13	PSD for Loam	PSD values for sand	✓	✓	✓	✓	✓
14	Loam/Sand fitted param...	Test dataset from Maxime	✓	✓	✓	✓	✓
15	Test data from Rüter	Small part of a data sa...	✓	✓	✓	✓	✓
16	Soil water retention		✓	✓	✓	✓	✓
17	test publish		✓	✓	✓	✓	✓
18	test upload txt		✓	✓	✓	✓	✓
19	SPP 2089 peopleProje...		✓	✓	✓	✓	✓

2. Open the **Primary Data** tab.

The screenshot shows the SPP2089 Dataset View for 'PSD for Sand'. The 'Primary Data' tab is selected, and the 'Download Excel' button is highlighted with a red circle.

Dataset Id: 12, Version: 9

Download Dataset

Download Excel Download Text Fit table to screen

pF [-]	h [m]	VWC [Vol%]
-3	-1E-05	40.5999984741211
-2.98000001907349	-1.04712850206277E-05	40.5999984741211
-2.96000003814697	-1.09647809963222E-05	40.5999984741211
-2.94000005722046	-1.14815347022194E-05	40.5999984741211
-2.92000007629395	-1.20226422341167E-05	40.5999984741211
-2.90000009536743	-1.25892513534472E-05	40.5999984741211
-2.88000011444092	-1.31825639118268E-05	40.5999984741211
-2.859999989509583	-1.38038459803583E-05	40.5999984741211
-2.83999991416931	-1.44544005641178E-05	40.5999984741211
-2.8199999332428	-1.51356148109199E-05	40.5999984741211
-2.79999995231628	-1.58489336647576E-05	40.5999984741211
-2.77999997138977	-1.65958701676698E-05	40.5999984741211
-2.75999999046326	-1.73780086691003E-05	40.5999984741211
-2.73900008201599	-1.82389535787916E-05	40.5999984741211
-2.71900010108948	-1.90985281401524E-05	40.5999984741211
-2.69899988174438	-1.99986241418244E-05	40.5999984741211
-2.67899990081787	-2.09411293409449E-05	40.5999984741211
-2.65899991989136	-2.19280533982863E-05	40.5999984741211
-2.63899993896484	-2.29614897080999E-05	40.5999984741211
-2.61899995803811	-2.40413610173172E-05	40.5999984741211

3. Download options are hidden under orang buttons.

- a. **Download Excel**

Click this button if you want to download an excel format of a dataset with or without header information.

Metadata Primary Data Data Structure Dataset Permissions Publish Attachments

Download Excel - Download Text - ☒ Fit table to screen

- Template (.xslm)
- Excel (.xlsx)

pF [-]	h [m]
-3	-1E-05
-2.98000001907349	-1.0471285020
2.00000000000000	4.00000000000000

A freezes header in a Template contains a lot of information about variables, including units and data types, while Excel only contains variable names in the header.

See [How do I work with an Excel Template?](#)

b. Download Text

Click this button if you want to download a text format of a dataset. BEXIS2 system offers CSV, TSV, and TXT formats. The CSV format is comma separated, but TSV and TXT format are tab separated.

Metadata Primary Data Data Structure Dataset Permissions Publish Attachments

Download Excel - Download Text - ☒ Fit table to screen

- Comma Separated (.csv)
- Tab Separated (.tsv)
- Text (.txt)

pF [-]	h [m]
-3	-1E-05
-2.98000001907349	-1.0471285020
2.00000000000000	4.00000000000000

c. Download dataset

Click this button if you want to download data and more information about the dataset in one compressed folder.

Download Dataset -

- ... with Template
- ... with Excel
- ... with CSV
- ... with TSV
- ... with TXT

Displaying items 1 - 24 of 24

	DEPTH	C-Total (g/kg)	N-Total (g/kg)	pH (KCL)
P1	21	9.02061855670103	0.8762886597938145	
P2	21	8.56616518268345	0.8280837273561631	

You will find your data in your preferred format, two different formats of the metadata structure, two different formats of the data structure and one or more files contain information about the dataset. You do not need this option for normal use.

