

USER'S MANUAL

OCDX.IO

University of Missouri

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1.0 GENERAL INFORMATION

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1.1 System Overview

The OCDX system is primarily used for students and researchers to view and download datasets uploaded by other users. All users can browse the data and keyword search through the system. Researchers are users with permission to upload and edit files showing their collection of compiled research data. This allows for researchers to showcase their findings as well as research other findings.

2.0 PERMISSIONS

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2.1 User Access Levels (Privileges)

All users have a permission level of 0. This means any user, regardless of being logged in, will have the ability to view manifests.

Permission level 1 is granted to users that are registered as students. This permission level gives the user read and download access to the server. Users with this permission level may NOT contribute any datasets or manifests to the system, and therefore will be unable to edit anything on the site. Because these users have little to no impact on the system, anyone may make a user account at this level, provided they have an email account.

Permission level 2 is only granted to users who have registered as a researcher with an acceptable access code. This user has all permissions provided at level 1, as well as permission to upload datasets, edit/remove datasets under their own creation, and request edits to datasets outside of their creation. Users of permission level 2 are the researchers & contributors that wish to share their information on our platform. Because these accounts may have a high impact on the site, and will be uploading files into our system, it is important that we are able to control who can and can not create an account with permission level 2. To do this, we have made access to this server as a researcher 'invite-only'. When attempting to register an account with this level of permission, an access code will be required.

3.0 GETTING STARTED

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3.1 Registering Account

The OCDX Data Sharing start page gives users the option to do one of the following: log in, register as a student, or register as a researcher. A new user will need to first register an account. A user that attempts to log in without first registering will be presented with an error message. The user will need to choose to whether they are registering as either a student or a researcher. A student user will have read and download privileges, or privilege level 1. A user that is a researcher will need to provide an access code in order to be granted other privileges. Researchers will have read, write, edit, and download privileges, or privilege level 2. All new users will need to provide the following when registering: first name, last name, email address, desired username, and desired password. After providing this information, the user will click the “create account” button. If all input is valid, the data is added as a new collection item and the user is redirected to the login page. If any input is invalid, an error message will be displayed.

3.2 Logging In

Once the user has registered their account, they may now log in. A user that is not logged in can click a header link on any page and be redirected to the log in page. From there, they can enter their username and password. If the username and password combination is a verified match in the database, their session will begin, and they will be directed to the homepage. If the username and password combination does not match in the database, the user is notified that the login failed, and can either go back to the login page, or the homepage.

3.3 Guest Users

Users who do not have login credentials, and do not wish to register will be considered guests. All guest users have permission to browse through the site, but will not be able to download datasets and manifests like student users do.

3.0 GETTING STARTED

3.4 Manifests

3.4.1 Manifest Home Page

Once logged in, users are directed to the browse manifest page. Here users can search through a list of manifests and view/update/delete it. Researchers may also choose to create, or upload a new manifest. Students do not have this privilege.

3.4.2 Searching Manifests

All registered users can search manifests. Users are able to search with letters, keywords, and phrases(title of manifest, description of manifest, date of manifest, etc.). A user is then able to see all manifests obtained by those letters, keywords, or phrases.

3.4.3 Uploading/Creating/Inserting Manifests

Creating a new manifest means the researcher is uploading a new JSON file to their account and inserting it into the database. Student and guest users cannot see this because they do not have that privilege. A researcher is allowed to give a title and description for the manifest. A title is a required entry, but a description is not. Researchers have two options when creating manifests: uploading the json file with the specification given, or typing it directly in the text box that is provided. Researchers will press the submit button to upload the manifest.

To ensure that the submission will be successful, researchers will need to do the following: upload the correct file (JSON file), upload a file within the size limit, have a title for the manifest, and upload a file that exists. When these conditions are met the page will refresh and a “successful upload” message will be displayed. If any of those conditions fail, the submission will return a “failed upload” message.

3.4.4 Updating Manifests

Once a researcher has successfully uploaded a manifest, they will see an ‘update’ button after successfully logging in. The update button allows a researcher to update any information on a pre-existing manifest. Students and guests will not see this because they do not have that privilege. Researchers may also update the description and title of the manifest, but this is not required for a successful update.

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To ensure a successful update, the user must meet all of the same conditions for uploading a manifest. In addition to those conditions, the database must be updated in the correct spots in the table. If any of those conditions fail, the submission will return a “failed upload” message.

3.4.5 Deleting Manifests

Once a researcher has successfully uploaded a manifest, they will see a ‘delete’ button after successfully logging in. The update button allows a researcher to delete any information on a pre-existing manifest. Students and guests will not see this because they do not have that privilege.

The page will refresh and a “successful deletion” message will be displayed when the researcher deletes a pre-existing manifest, and when it is shown that it is completely deleted from the account. A “failed deletion” message will display if any of the following occurs: the user attempts to delete a file that does not exist, no information was deleted from the account, or if the manifest was unable to be deleted.

3.5 Exit System

To logout, users may click a header link to logout on any page. Their session will end, and the user will be redirected back to the homepage.