The Protocols bulk loader has been designed to load new Protocols into caDSR via spreadsheet.

It takes 2 steps for a caDSR curator to upload new Protocols:

1.Create Protocols*.csv* file.

2.Make request for Bulk Load with attached Protocols.csv file.

1.In order to create Protocols.csv file you should follow fill out template *Sample\_Protocols\_Upload.csv* following instructions in [*data\_upload\_instuctions.txt*](https://github.com/CBIIT/cadsr-db/blob/master/bulk-data-load/data-owners/CONCEPTS/data_upload_instuctions%20.txt).

Files locations are placed below.

The sample of required template is located at <https://github.com/CBIIT/cadsr-db/blob/master/bulk-data-load/data-owners/PROTOCOLS/Sample_Protocols_Upload.csv>

Instructions to how to create a spreadsheet for Protocols are located at

<https://github.com/CBIIT/cadsr-db/blob/master/bulk-data-load/data-owners/PROTOCOLS/data_upload_instuctions.txt>

1.When you create *Protocols.csv* file make sure it has the same format as *Sample\_Protocols\_Upload.csv*.

2.First row consists of columns names:

PREFERRED\_NAME, LONG\_NAME, PREFERRED\_DEFINITION, CONTEXT, WORKFLOW\_STATUS, ORIGIN, TYPE, PROTOCOL\_ID, PHASE, LEAD\_ORG.

All other rows have to contain corresponding data.

3.Names and order the columns must remain as given.

4.Columns PREFERRED\_NAME, LONG\_NAME, PREFERRED\_DEFINITION, CONTEXT, PROTOCOL\_ID, must be populated otherwise a record will be rejected.

5.Authorized columns length:

PREFERRED\_NAME must not exceed 30 Characters.

LONG\_NAME must not exceed 255 Characters.

PREFERRED\_DEFINITION must not exceed 2000 Characters.

CONTEXT must not exceed 30 Characters.

WORKFLOW\_STATUS must not exceed 20 Characters. (if WORKFLOW\_STATUS value is not provided, it will be set to "RELEASED")

TYPE must not exceed 240 Characters. (valid values=null, 'Treatment trials', 'Screening trials, 'Prevention trials', 'Quality of Life trial')

ORIGIN must not exceed 240 Characters.

PROTOCOL\_ID must not exceed 30 Characters.

PHASE must not exceed 3 Characters.

LEAD\_ORG must not exceed 30 Characters.

6.Name the created file PROTOCOLS.

7 Convert an Excel worksheet to PROTOCOLS.csv file by using the Save As command.

8.Click the File menu, and then click Save As.

9.In the Save as type box, choose CSV (Comma delimited).

2.Every time when Curators make request on bulk data loading to caDSR has to include 5 attached files:

[1.Newly created Protocols.csv](https://github.com/CBIIT/cadsr-db/blob/master/bulk-data-load/dba/CONCEPTS/DBA_Upload_Instructions.txt)

2.[DBA\_Upload\_Instructions.txt](https://github.com/CBIIT/cadsr-db/blob/master/bulk-data-load/dba/CONCEPTS/DBA_Upload_Instructions.txt)

3.[PROTOCOLS\_DBA.ctl](https://github.com/CBIIT/cadsr-db/blob/master/bulk-data-load/dba/CONCEPTS/CONCEPTS_DBA.ctl)

4.DELETE\_TEMP\_ PROTOCOLS.sql

5. UPLOAD\_ PROTOCOLS.sql

Files 2,3,4,5 can be find at [https://github.com/CBIIT/cadsr-db/tree/master/bulk-data-load/dba/PROTOCOLS](https://github.com/CBIIT/cadsr-db/tree/master/bulk-data-load/dba/PROTOCOLS%20)

Please copy and them and make sure to attach to the request.

The Original request to design bulk load PROTOCOLS from all sources is located at <https://tracker.nci.nih.gov/browse/CADSRMETA-598>

DB script for bulk load PROTOCOLS is located at

[https://github.com/CBIIT/cadsr-db/blob/master/bulk-data-load/dba/PROTOCOLS/UPLOAD\_VALIDATE\_PROTOCOL.sql](%20https://github.com/CBIIT/cadsr-db/blob/master/bulk-data-load/dba/PROTOCOLS/UPLOAD_VALIDATE_PROTOCOL.sql%20)