1. Notes for RSS Team (Excel sheet ISO conversion)

The first column of the excel sheets contains a short internal identifier.

Intention is to facilitate the mapping between a row in the sheet and the ISO collection to be generated. This short identifier is integrated in the IRS ISO collection example as a comment.

Note that these identifiers are not unique: some fields can have repeated (e.g processing levels).

**Specific fields information:**

**Instrument types (I\_E\_T) and (I\_E\_T\_U):**

While in the sheet, this information is below the instruments (because automatically filled from thesauri), this information is encoded in ISO as keywords.

**GCMD Keywords**

In the GCMD Thesaurus, a keyword is defined by a hierarchy: Category, Topic, Term, Variable\_Level\_1, Variable\_Level\_2 (see thesauri. gcmd\_keywords Excel file, sheet columns A, B, C, D...)

In order to be converted to NASA DIF-10 at least the first three levels are mandatory. For the ISO generation, the different levels must be concatenated from higher level to bottom level (variable) with " &gt; " as separator.

(See IRS collection example).

1. Notes for the user (who defines the collections).

**Thesauri Excel file:**

**This file must always be opened during the collection edition.**

It contains values proposed in the different selection boxes of the collection sheet and in automatic fields that contain needed information for the collections creation.

NASA (GCMD) equivalent keywords, satellites, instruments needed for CEOS are filled automatically based on mapping information stored in the thesauri excel sheets.

If the thesauri Excel file is not opened, these values will not be displayed and automatic fields will not be updated.

When you open it, it will propose to update link**: please do not update.**

**Collection Excel file:**

Create the collection Excel file by copying the template file and rename it with the name of the collection.

**Fields to be filled in the collection Excel file:**

* Only cells belonging to column C should be filled.
* Only rows for which the field labels (column B) are right aligned should be filled.
* Other rows (aligned left) are section headers with no expected values.

When applicable, column D displays the expected syntax for the input field.

**Cells Colour legend:**

* Green cells: mandatory fields.
* Dark grey cells: fields automatically filled, should not be updated as these fields contain Excel formulas that would be lost. These fields are automatically filled based on the value selected for a field located upper and indicated with "Select a value" in corresponding cell of column D.

**Fields (=rows) that can be repeated:**

When some row or block of rows can be repeated (e.g. several processing levels), the sheet contains already the duplication.

If the duplicated rows are not used, please delete them.

If there are not enough duplicated rows, you can copy and paste rows (copy the full rows).

In all cases (insertion, deletion), respect the block that can be composed of one or several rows (e.g. instruments).

Column E of the sheet template indicates when row/block of rows can be duplicated.

**Specific fields.**

**"Use limitations"**

* There can be several "use limitations".
* The first value of the first "Use limitation" (C\_UL) must take one of the values proposed in the selection box.
* There can be other "Use limitation" with free text with or without URL.

**Keywords "Observations and Measurements" and "Observations and Measurements Extensions":**

These keywords are defined by block of three rows. The list of possible keywords is predefined and available in the selection box.

Please select the needed keyword, the URI is updated automatically. You just have to enter the associated value (string) in the third row, see example in column D.

Please delete the not needed block of three rows or add block if needed.

**“Distributions Online resource”:**

The fields Application Profile (D\_OR\_AP) and protocol (D\_OR\_P) have been kept in order to keep all info available on Earth Online portal (see Collection Metadata Technical Note section 4.2.9).

May be to be checked if still used by the new Airbus client.



**Mission Information:**

Once an ESA platform is selected, only the instruments belonging to that platform are proposed thanks to sheet thesauri esa\_sorted\_platform\_instruments.

Instruments are listed below the platform to which they belong.

You can delete instruments rows if there are too many instruments: delete both blocks ESA block and GCMD block.

If there are too many platform rows, delete complete block of rows including all instruments rows belonging to that patform.

If you need to add a platform block, you need to duplicate the rows including platform and instruments. Then there will be an additonal step at Excel level for each instrument:

* click on the new cell for the instrument: I\_E\_SN
* click on top Excel menu Data Validation
* in the “source” field, replace current row number by the row of the corresponding platform (see yellow fields below)

