Creating a data set

Create a data provider

- from the home screen, select "Create Data Provider"
- In the dialog box that appears, pick "United States" from the "Country" drop-down
- Then fill in the "Name" (required) and "Description" field if wanted
  - Example "Cincinnati Public Library"
- Then click the "Save" button

Create a data set

- With the data provider selected, click "Create Data Set"
- In the dialog box that appears, enter the URL for the OAI server in "OAI-URL" (required) in the "Input" area
- Add the set name in "OAI Set"
- Pick the metadata format you will be harvesting from the provider in the "Metadata Format" dropdown
  - Doing so will populate the "Schema" and "Metadata Namespace" fields (both required)
- In the "Output" area, enter the "Record Set (no spaces)"
  - Generally this will be the same as the "OAI Set" in the "Input" area
- Enter a descriptive name for the set in the "Description" field (required)
  - Generally this is the name of the institution and collection

Click "Save"