COMPLEMENTARY DATA REPOSITORIES GUIDELINES

April 13, 2021

MOUSEBYTES – COMPLEMENTARY DATA
MouseBytes (https://mousebytes.ca/home) is an open-access high-throughput pipeline and database for rodent touchscreen-based cognitive assessment. It employs advanced web technologies and is connected to a database/repository of cognitive data obtained using touchscreen technology which allows its use without any software installation. Not only can users deposit their original data, but they are also able to extract, export, share and re-analyze data obtained from other laboratories and benefit from data visualization. Additional data files, as well as other files associated with an experiment such as imaging, video, or procedural files, may be stored as well via a complementary data repository. Such repositories may also be used to store experimental data where the file format is incompatible with the dynamic database.

Users may organize their data into any number of complementary data repositories. Within each repository, users may organize their files into any number of uploads, which groups files with a repository based on file types and key features. Others may then search these repositories based on the metadata and may download the associated files in public repositories.

YOUR REPOSITORES
1. Hover the mouse over "COMPLEMENTARY DATA" feature in the main top menu.
2. Click on "YOUR REPOSITORIES" to be directed to repositories page.

Adding a Repository
1. Under "Your Repositories", click on + sign beside "Add new repository" to open the form.
2. Select all people associated with the data being uploaded. For any names not yet in the dropdown list, click on the + besides the dropdown list and add name and affiliation in the associated form, then select them in the dropdown list. Do the same with PIs.
3. Fill in the remaining fields:
    - **Title**
        i. If the data is associated with a paper, you can use the paper title – otherwise give the repository some sort of meaningful identifier
    - **Date**
    - **Keywords**
    - **DOI**
        i. If the paper is associated with a paper, included the DOI of that paper
    - **Description**
    - **Additional Notes**
    - **URL**
        i. Include links (separated by semicolon) to any website or other online resource associated with the experiment
    - **Privacy Status**
        i. Set to 'Private' if you do not wish for others to download your files.
4. Once you're finished, click "Save Repository"

Editing a Repository

1. Under "Your Repositories", click on the dropdown menu and select the desired repository to edit.
2. On the right hand side, click the Pencil icon to open the Editing Repository dialogue.
3. Made any changes you wish, then click "Save Changes" (or "Cancel") on the bottom

Sharing a Repository

1. Under "Your Repositories", click on the dropdown menu and select the desired repository to share.
2. In the information panel on the right hand side, there is a Repository Link, which leads to a unique link associated with that repository. You may copy the link and share it to anyone you wish to have direct access to the repository (note: link is only functional once an upload has been added to the repository).

Deleting a Repository

1. Under "Your Repositories", click on the dropdown menu and select the desired repository to edit.
2. On the right hand side, click the red Trash icon, then hit "Confirm" in the confirmation dialogue.

Adding an Upload

1. Under "Your Repositories", click on the dropdown menu and select the desired repository.
2. Under "[*Repository Title*] Files", click on the "New upload" bar.
3. Select the **File Type** associated with the upload. Currently we have included 5 different data types (touchscreen, fiber photometry, MRI imaging, optogenetics, and miniscope), as well as Software and Audio/Video file types available, and more may be added depending on demand. The 'Other' options is currently available as well for files that do not fit the above types.
4. Fill in the remaining fields (**Name, Description, Additional Notes**)
5. For Dataset files, an additional panel will appear under "Key Features". Please select and add any of these Features that are associated with your dataset.
6. Once finished, click "Save Features". A confirmation window should appear indicating that files are now ready to be uploaded.
7. Under the "Save Features" button, click on the dropzone, and add all of the files associated with this upload.
    - Refer to the top of the webpage for the list of supported file types. If your file type is not supported, please compress your files in a zip, tar, or rar format. Unsupported files will not be added to the database.

Managing Uploads

1. Under “Your Repositories”, click on the dropdown menu and select the desired repository.
2. Under “[*Repository Title*] Files”, select the panel associated with the desired upload to be managed.
3. You may edit any of the features associated with the upload, add new files by clicking again on the dropzone, and download or delete any files in the upload via the table of files underneath.

SEARCHING REPOSITORIES

1. Hover the mouse over “COMPLEMENTARY DATA” feature in the main top menu.
2. Click on “SEARCH REPOSITORIES” to be directed to search page.
3. You may search the repositories in the database based on any of the search fields presented.
4. Click “Search”, and the list of associated repositories and uploads will be given. You may also open any of the upload panels for information related to each upload and, if the repository is public, download any files in the upload.