



[Home](#) » [New Generic File](#)

Create and Apply Metadata

Upload Files ?

Adding meta-data enables others to conduct targeted searches

First upload your file

Type in Title
NB copy & paste sometimes corrupts the text

Metadata Descriptive Metadata for this item.

Title ?

Author names/ data custodian
Format "Surname, First"
' +ADD' for each author

Creator ?

Pants, Smart. E.	<input type="button" value="- Remove"/>
Mosquito, D. Ed.	<input type="button" value="+ Add"/>

A person or group who played a role who is not an author

Contributor ?

World Health Organisation	<input type="button" value="+ Add"/>
---------------------------	--------------------------------------

Resource type ?

Article	<input checked="" type="radio"/>
Audio	<input type="radio"/>
Book	<input type="radio"/>
Conference Proceeding	<input type="radio"/>
Citation	<input type="radio"/>
Dataset	<input type="radio"/>
Dataset: Climate/Weather	<input type="radio"/>

Choose resource type from scroll down list

Date Created ?

YYYY-MM-DD or YYYY-MM or YYYY

+ Add

Date created or published

Time period(s) of content ?

1000-MM-01

2014

+ Add

Use any of these formats for Date and time fields

Subject ?

MESH terms

- Remove

Mosquito Control

- Remove

Malaria

+ Add

MESH terms auto-populate as you type

Species ?

Anopheles gambiae

- Remove

Anopheles arabiensis

- Remove

ano

+ Add

If you want to specify the Mosquito species – these will auto-populate

Keyword ?

words or phrases, not necessarily MESH

- Remove

deltamethrin

+ Add

You can also add non-MESH search terms here

Required Schema Version ?

+ Add

For data sets that require a schema

Identifier ?

DOI (article) or ISBN (book)

+ Add

Related URL ?

pdf link

+ Add

Link to pdf or product website



Abstract or Summary ?

cut & paste abstract from the journal article or book introduction - where possible

Language ?

English

+ Add

Publisher ?

+ Add

Journal Title ?

+ Add

Bibliographic Citation ?

+ Add

Location ?

geonames.org format

— Remove

Gemeente Epe, Gelderland, Netherlands

+ Add

Lat long(x,y dd) ?

latitude

longitude

+ Add

Leave blank if no information

For reports or ambiguous citations

Using geonames.org locations auto-populate as you type

For field studies in a specific location

License for this Item

Rights ?

Attribution-NonCommercial 3.0 United States
Attribution-NoDerivs 3.0 United States
Attribution-NonCommercial-NoDerivs 3.0 United States
Attribution-NonCommercial-ShareAlike 3.0 United States
Attribution 3.0 Unported
Public Domain Mark 1.0
CC0 1.0 Universal
All rights reserved

Select the licensing agreement appropriate for your upload

License Descriptions ?

Full descriptions (below) are found by clicking here

Visibility and Access Rights

- ☐ **Global Access** Visible to the world.
- ☒ **VecNet Users** Visible to all VecNet Users.
- ☐ **Private** Only visible to you and the people listed below.

Additional Permissions

Person/Group	Access Level
Depositor ()	Edit
Good, Guy	Edit <input type="button" value="+ Add"/>
Group Name	Choose Access <input type="button" value="+ Add"/>

VecNet Digital Library License Descriptions

Creative Commons licenses can take the following combinations, which is what a depositor sees on the page where metadata (descriptions) are entered. Via the drop-down menu, the depositor may select any of the following licenses (these are all described at "About the Licenses" on the Creative Commons site):

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Close

Rights ?

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Attribution-NoDerivs 3.0 United States
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Attribution 3.0 Unported
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CC0 1.0 Universal
All rights reserved

Select the Access rights you think are appropriate for your upload

Visibility and Access Rights

- ☐ **Global Access** Visible to the world.
- ☒ **VecNet Users** Visible to all VecNet Users.
- ☐ **Private** Only visible to you and the people listed below.

What's this ?

Full descriptions (below) are found by clicking here

Additional Permissions

Person/Group	Access Level
Depositor ()	Edit
Good, Guy	Edit <input type="button" value="+ Add"/>
Group Name	Choose Access <input type="button" value="+ Add"/>
<input type="button" value="Save"/> <input type="button" value="Cancel"/>	

You can grant access to only a select few if you tick 'Private' and name individuals here

Permissions

Visibility

This setting will determine who can view your file and the associated metadata

Setting the visibility to

Global Access Global Access means the information is approved to be made available with no restriction at no cost (or at a cost commensurate with maintaining the sustainability of the VecNet) to the broad scientific community and to persons and entities in the public and private sectors that have an objective to develop affordable health solutions for the benefit of people most in need with the developing world.

All data sets submitted to VecNet are encouraged to be delivered as global access unless they contain information designated as sensitive, private, or confidential as defined by the VecNet Data Classification Policy or information that is exempt pursuant to any other provision of a federal or state law, rule or regulation or local law.

The visibility setting **Local Access** will only allow users who are logged into the site to view the content. Files that are marked **Private** are only able to be viewed by users and/or groups that have been given specific access in the "Share With" section.

Permissions are hierarchical. This means that you cannot set the visibility of a file to **Global Access** or **Local Access** and simultaneously try to restrict the access of a single user. However, you may mark the visibility of a file as **Private** and then grant access to particular users and/or groups for that file in the "Share With" section.

Share With

You may grant "View/Download" or "Edit" access for specific users and/or groups to files. Enter a valid Account Id, one at a time, select the access level for that user and click

The list of groups are managed by the administrators. You may select a specific group and assign an access level for a file, similarly to adding user access levels.

Permission Definitions

View/Download: this file (both contents and metadata) is accessible from within the application.

Edit: this file (both contents and metadata) can be edited. You may only grant this permission to registered users and/or groups.