Start with a clean environment (new user account on computer, no previous Blackfynn account/Airtable connected).

We would want user to follow these steps:

Details/data to use for each step are provided below when applicable

**Preliminary steps**

* Install blackfynn agent
* Connect Blackfynn account in SODA
* Connect Airtable account in SODA
* Select Award: OT2OD024899
* Add data deliverable document: use file Data-deliverables-document-template.docx

**Manage dataset**

* **Create dataset: change name slightly so we don’t all have the same):**

SODA-test-dataset

* **Subtitle**

This is the test dataset studying unicorns’ behaviors across different seasons.

* **Description**

**(make the title of each 3 sections bold with text editing tools in SODA)**

**Study purpose:** Lorem ipsum is placeholder text commonly used in the graphic, print, and publishing industries for previewing layouts and visual mockups.

**Data collection:** Lorem ipsum is placeholder text commonly used in the graphic, print, and publishing industries for previewing layouts and visual mockups.

**Primary conclusion:** Lorem ipsum is placeholder text commonly used in the graphic, print, and publishing industries for previewing layouts and visual mockups.

**Banner image**

Use dataset-metadata/SODA-banner-image.png

* **Assign CC-BY license**
* **Permissions:**

Make Bhavesh Patel PI

**Prepare metadata**

* **Submission file:**
  + Milestone: First milestone
  + Completion date: 5/30/2020
  + Save in a metadata-files folder
* **Dataset description file:**
  + Keywords: unicorns, behaviors, regressions
  + # of subjects: 6
  + # of samples: 6
  + Contributors: select few from the list
  + Protocol URL or DOI: type random link
  + For the other field, type as desired
  + Save in a metadata-files folder
  + Download subjects and samples templates into the soda-metadata folder

**Prepare dataset**

* **Step 1:** Create new
* **Step 2:** Select code, primary, and source folder
* **Step 3**
  + Under primary folder, **import** 6 folders from the given *primary* folder: *sub-1* to *sub-6*
  + Under the source folder**, create a new folder** named “experiment images”. Inside that folder **create** a “*raw images*” folder. **Import** all 4 files under the given source/experiment images folder to this “raw images” folder.
  + For those 4 files:

1. **Rename** “*HRW tile 25002-84590*” to “*first-image*”. This is the file with 2 extensions.
2. **Add file description**: “This is a description for the raw images**.” And file metadata**: “This is the raw images’ metadata.” for the “test image 1.jpg” file, and check Apply to all files.
   * Under “source”, **import** the folder *source\ other images*. **Rename** it to “*sub-source-1*”

* **Step 4:** Add all 4 metadata files from the metadata-files folder created during Prepare metadata
* **Step 5:** Toggle yes

**Step 6:** Check the preview to see if your dataset structure needs any corrections.

Generate locally, then go back and generate on Blackfynn in the dataset created previously, then go back and generate on existing dataset. Each time make sure file/folder names, manifest files, match exactly as expected.