![DataCite logo — FIND, ACCESS, AND REUSE DATA]

DataCite
Getting Started

Account management

About Fabrica

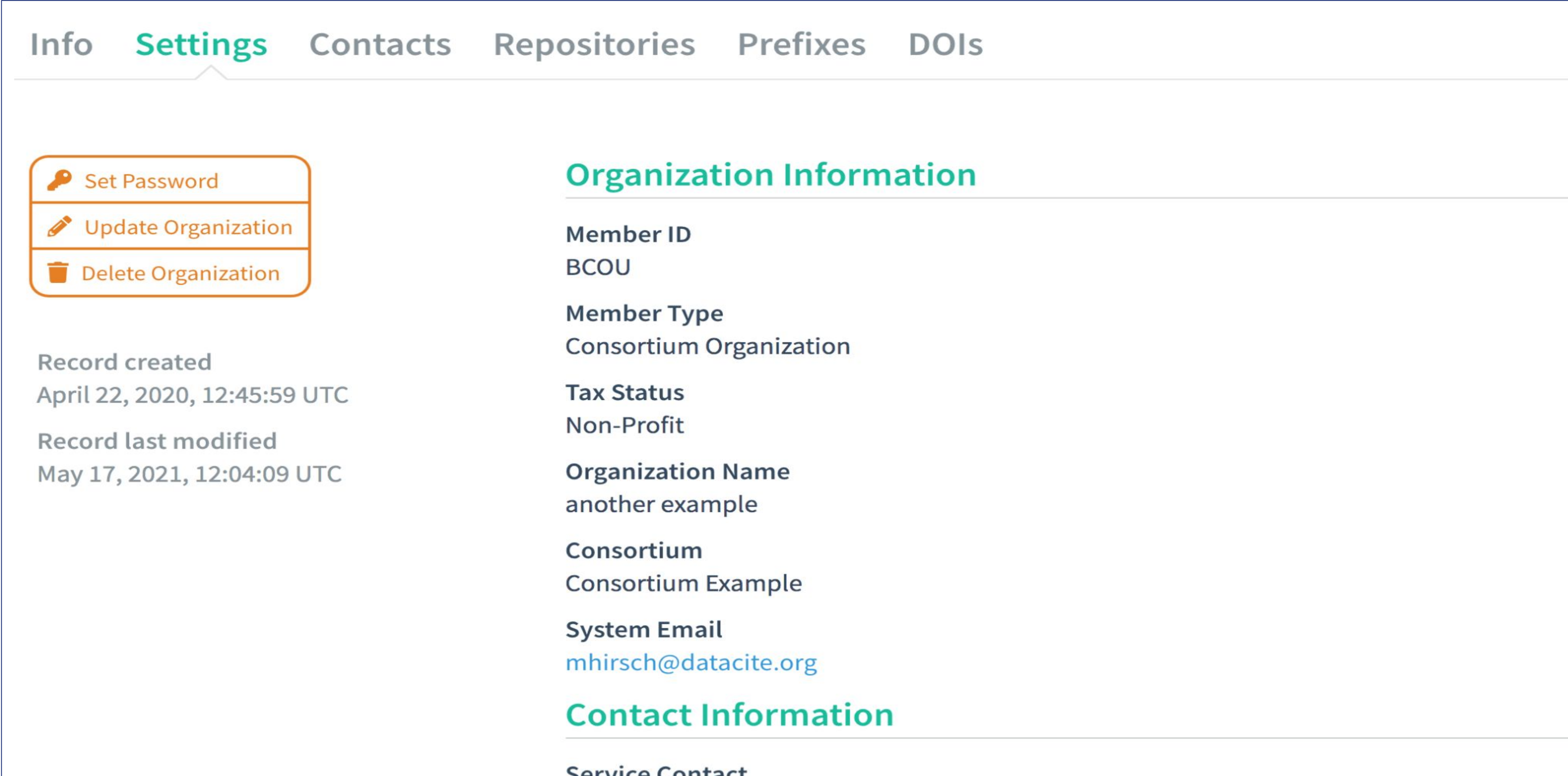Fabrica is DataCite's web interface for DOI registration and account management.

You can log in here: https://doi.datacite.org/

You can reset the password here: https://doi.datacite.org/reset

Direct Members and Consortium Organizations

DataCite

Member and Consortium Organization accounts have permission to **manage Repository accounts and add/update contact information**.

The Member or Consortium Organization dashboard in Fabrica

Info **Settings** Contacts **Repositories** Prefixes DOIs

🔑 Set Password
✏️ Update Organization
🗑️ Delete Organization

Record created
April 22, 2020, 12:45:59 UTC

Record last modified
May 17, 2021, 12:04:09 UTC

Organization Information

Member ID
BCOU

Member Type
Consortium Organization

Tax Status
Non-Profit

Organization Name
another example

Consortium
Consortium Example

System Email
mhirsch@datacite.org

Contact Information

Service Contact

Repositories

Repository accounts have permission to **create and manage DOIs and metadata.**

The Repository dashboard in Fabrica

Example Repository

Info **Settings** Prefixes DOIs

🔑 Set Password
✏️ Update Repository
🗑️ Delete Repository
➡️ Transfer

Repository ID ❓
BCOU.KFKPXI

System Email
mhirsch@datacite.org

Domain ❓
*

Record created
June 19, 2020, 13:17:57 UTC

Record last modified
May 17, 2021, 12:05:46 UTC

Relevant Documentation

Fabrica documentation:

1. The <u>Fabrica user guide</u> provides detailed descriptions about how to use the different features of the web interface

2. The <u>Fabrica FAQ</u> provides quick answers to questions

Test accounts

The DataCite test environment is completely separate from the production environment. Use test like a sandbox for creating your first DOI or setting up an integration.

- **DOI Fabrica** (https://doi.test.datacite.org)
- **REST API** (https://api.test.datacite.org)
- **MDS API** (https://mds.test.datacite.org)
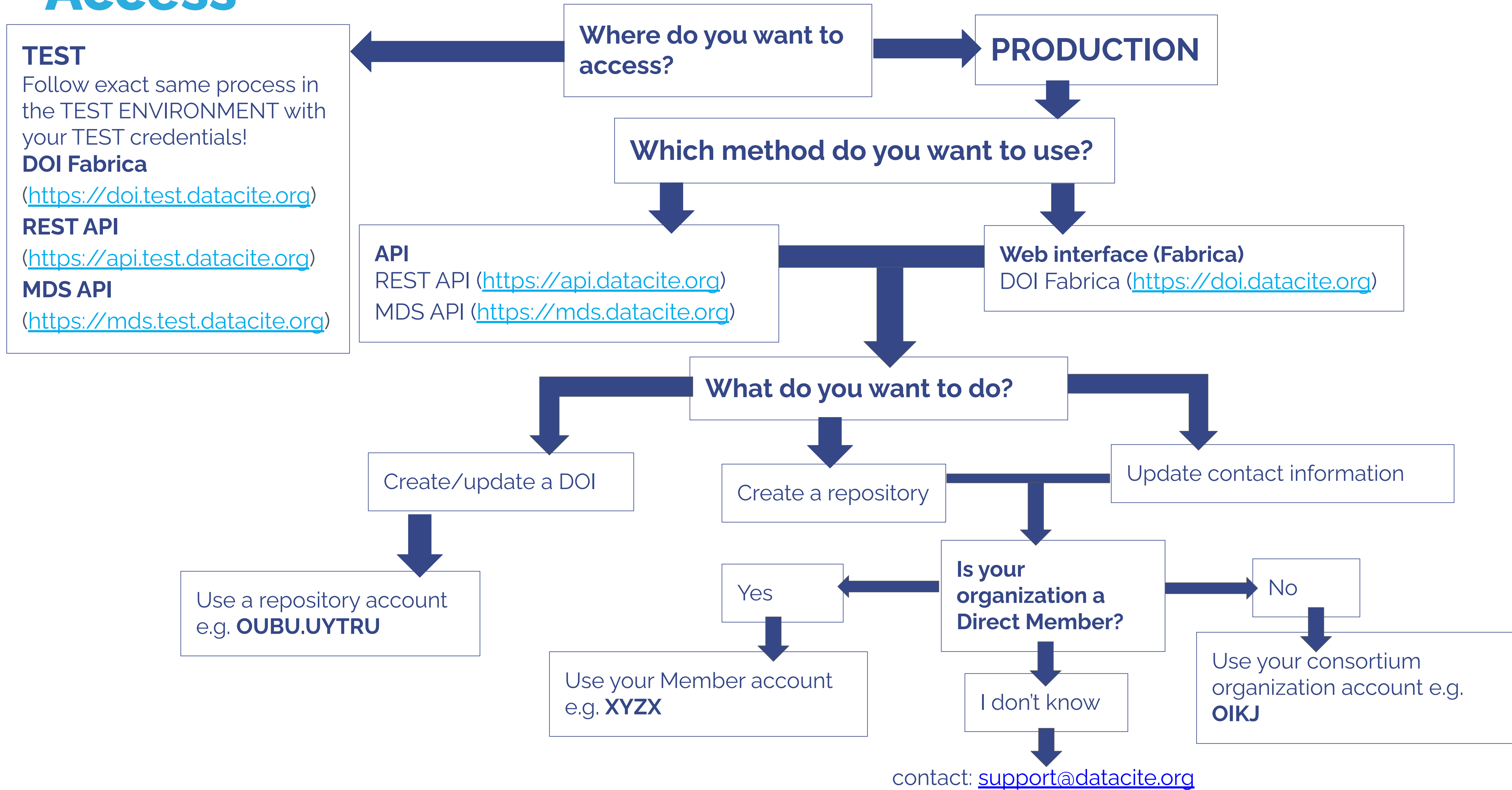
Relevant Documentation

Test environment documentation:

1. The <u>testing guide</u> includes information about the test site and how to access

2. The <u>test FAQ</u> highlights the main differences between test and production

Access

TEST
Follow exact same process in the TEST ENVIRONMENT with your TEST credentials!
DOI Fabrica
(https://doi.test.datacite.org)
REST API
(https://api.test.datacite.org)
MDS API
(https://mds.test.datacite.org)

Where do you want to access?

PRODUCTION

Which method do you want to use?

API
REST API (https://api.datacite.org)
MDS API (https://mds.datacite.org)

Web interface (Fabrica)
DOI Fabrica (https://doi.datacite.org)

What do you want to do?

Create/update a DOI

Create a repository

Update contact information

Use a repository account e.g. **OUBU.UYTRU**

Yes

Is your organization a Direct Member?

No

Use your Member account e.g. **XYZX**

I don't know

Use your consortium organization account e.g. **OIKJ**

contact: support@datacite.org

DOI Registration

DOI registration

There are 3 ways to register a DOI:

1. The Fabrica web interface provides two options for registering DOIs. The easiest option for non technical people is the <u>form for DOI creation</u>. There is also the <u>file upload option</u> which accepts metadata files in XML and other formats.

2. The APIs are for developers looking to integrate and for anyone who wants to retrieve metadata. New users should use the REST API. A detailed guide for <u>using the REST</u> <u>API</u> is available as well as the <u>API reference</u>.

3. Some organizations choose to register DOIs with registered <u>integration from a DataCite Service Provider</u>.

DOI Basics

Prefixes

A DOI prefix always starts with '10.' and continues with a number (e.g. '10.1234' or '10.20865'). The DOI prefix is used as a namespace so that DOIs are globally unique. Each Repository account must have a prefix to register DOIs.

10.5438/**9te8-5h68**.

Suffixes

A DOI suffix must be unique within each prefix. The optimum length of a DOI suffix is 6–10 characters. This is long enough to ensure uniqueness, but short enough to avoid typing or text wrapping errors. The DataCite system will not accept DOIs longer than 255 characters.The easiest and recommended option is to use a randomly generated suffix. The auto-generated DOI strings use a-z, 0-9. They avoid i, l, o as they are easily mixed up with 0, 1. We group the suffix into blocks of 4, separated by a hyphen. You can generate a random suffix in both Fabrica and the API and your DOI will look something like this:

10.5438/**9te8-5h68**.

Best Practice

Versioning

DOI metadata can be updated. This includes the content underlying the DOI, e.g correcting small errors like typos or adding a new file. This means small changes don't always require a new DOI. Individual stewards need to determine which are major Vs minor versions.

Data Citation

Data Citation means references to data, in the same way researchers routinely provide a bibliographic reference to other scholarly resources. Data are often shared, but they are not often cited the same way as journal articles or other publications. Repositories can participate by including information about publications that cite the data in DOI metadata.

Metadata

The Metadata Schema

All the information about the DataCite metadata schema is available here:

http://schema.datacite.org/

The detailed guide includes descriptions of every metadata field and examples, and is maintained by the Metadata Working Group.

FAQs & Resources

Common Questions

- I can't see the create DOI option? Check <u>which account</u> you're using

- Problems logging into Fabrica can be due to <u>browser related issues</u>

- I'm not receiving the password reset? Check the <u>system email contact</u>

- Can I <u>delete or change a DOI</u> created by accident? it's not possible once the DOI is in registered of findable state

- Check domain filter setting if the <u>URL of my DOI is not accepted</u>

- A <u>403 or unauthorized message</u> received from an integration

- How can I activate the <u>ORCID auto-update</u>?

Consortium Org FAQ

The [Consortium Organization FAQ](#) provides answers to some of the main questions new organizations might have.

Important Resources

The **DataCite Blog** https://blog.datacite.org/

The **DataCite Twitter** https://twitter.com/datacite

The **PID Forum** https://www.pidforum.org/

Get in touch!

Emial us:
info@datacite.org

Follow us:
@datacite

Talk to us:
pidforum.org

Read about us:
datacite.org

Get support:
support.datacite.org
support@datacite.org