

## 1. Submission

1a. Introduction

1b. Provide data

direct upload

specify frequency of data updates, which will dictate how often update emails are sent to maintainers

ArcGIS server link

specify frequency of data update, however no future manual intervention necessary unless the source is broken

other types of download links (e.g. zip files)

specify frequency of data update, however no future manual intervention necessary unless the source is broken

1c. Provide source of the data

name of the county office or transit agency

1d. Provide license/Terms-of-use for the data being submitted

1e. column/property mappings to OA schema

optional parsing strategies for each column/property

1f. Provide point of contact email

should be verified, optionally a backup email in case the first is unresponsive in the future

1g. Preview before submitting

Submission Verification and Feedback

1h. Successful submission message

Submission Verification and Feedback

Submission Verification and Feedback

successful upload, download, or connection to server (could show snippet of the downloaded data to put the submitter at ease)

Submission Verification and Feedback

successful property parsing for each column/property (could show sample values from each column as before-and-after pairs)

successful geospatial mapping of the address geometries (could be a dots-on-a-map view of the submission)

Submission Verification and Feedback

successful email Verification

## 2. Maintenance

maintainer should have the ability to perform the following functions:

upload latest data using the same parameters specified during original submission

edit parameters specified during original submission

maintainer can either upload new data or not at this point

update maintenance strategy or timing

no update is available at this time

no future updates available (deprecated source)