

Monash University Climate & Weather Data Capture Solution User Guide

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Getting Started

Where Is It?

<http://mwac.its.monash.edu.au/mwac/home>

Register As A New User

1

MONASH University
Climate and Weather

Register Login

HOME COLLECTIONS SEARCH ABOUT US

Home

Introduction

Monash researchers and research students create significant datasets, mainly through numerical climate model simulations. The proposed infrastructure will help to revisit and reuse the work carried out by research students and postdoctoral researchers who have left MW&C (Monash Weather & Climate) after finishing their degree or when their contract has ended. Particularly large amounts of data will be created in the coming years when the newly deployed Australian ACCESS climate model is evaluated by a team of postdoctoral researchers. These simulations will be done on the NCI computer platforms in collaboration with other Australian universities, the Bureau of Meteorology and CSIRO. It will be very beneficial for the MW&C researchers to be able to manage this data efficiently and publish it so that other participants will be able to process the data further. Funding of more than \$2,000,000 has been secured for this work. In 2010-12 MW&C will carry out a suite of computer simulations to study the urban meteorology in a changing climate. Simulations will assess rainfall patterns in localised urban environments to inform the development, adoption, and operation of stormwater harvesting solutions in collaboration with the Institute for Sustainable Water Researchers, Monash University.

Feature3

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Click on the "Register" link in the top right corner of the Home page.

2

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Register Login

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User Registration

Please choose one of the following registration options:

Monash User Registration

User Self-Registration

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Select either "Monash User Registration" if you have a Monash Authcate, or "User Self-Registration" if you do not have a Monash Authcate.

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Register Login

HOME COLLECTIONS SEARCH ABOUT US

► User Registration ► Monash User Registration

Monash Authcate ID: * Your Monash Authcate ID

Password: * Your Monash Authcate password

Word Verification: * Type the characters you see in the picture below

can't read this?

Register Reset

If you already have an account, please [Sign in now](#)

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Complete the form for registration details.

If you have selected to register with a Monash Authcate this will automatically use the details linked to your Authcate to register. You will simply need to provide your Authcate and password.

If you have selected to register via the Self-Registration link you will be required to enter details about yourself such as name, email and organisation.

In each case a word verification is required. This is a security measure to ensure you are human.

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Climate and Weather

Register Login

HOME COLLECTIONS SEARCH ABOUT US

► User Self-Registration

Hi John Bloggs. Thank you for the registration

Your account is not activated yet. Administrator will activate your account and send a notification email to you shortly.

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All new registration requests will be sent to the system administrator for review and activation. This is a manual process. You will receive an email when your account has been activated and is ready for use.

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Register Login

HOME COLLECTIONS SEARCH ABOUT US


User login

You can try 3 times

User ID: * Your Monash Authcate ID or E-mail address

Password: * Your password

Word Verification: * Type the characters you see in the picture below

 can't read this?

Login Reset

Don't have an Account, [Register an account now](#)
[Forgot your password?](#)

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Login to the Climate & Weather Data Capture Solution using your registered and activated credentials using the link in the top right corner of the Home page.

Mounting The Staging Area On A Mac

It is necessary to mount the staging area if you wish to use the "Staging Area File Transfer" functionality within the Climate and Weather Data Capture program. This functionality is useful to enable upload of very large data files more quickly than possible via a Local File Import.

Before you can mount the staging area you will need an account on the NFS Mount. To obtain this account please email your request to Simon Clarke (simon.clarke@monash.edu).

1

From the Finder
"Connect to Sen

2

Type in the addr
and Weather sta

smb://crowned.it

Click Connect

3

Connecting prog

4

Connect as a Registered User

Connect using your account which was created using Authcate and password

Click Connect

Before you can mount the staging area you will need an account on the NFS Mount. To obtain this account please email your request to Simon Clarke (simon.clarke@monash.edu).

5

The staging area is now visible under your Shared Finder window.

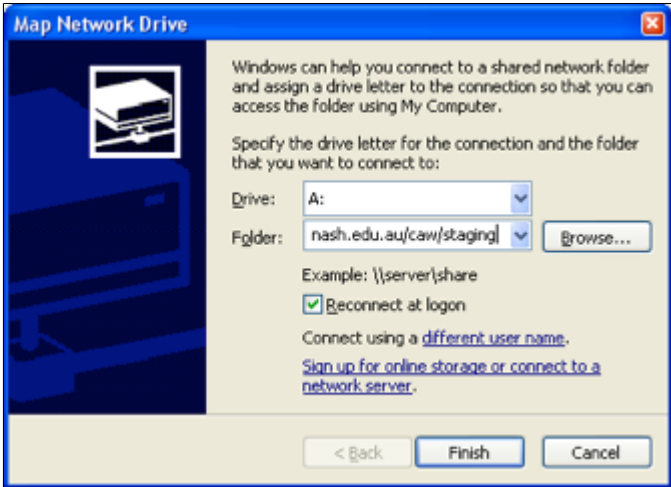
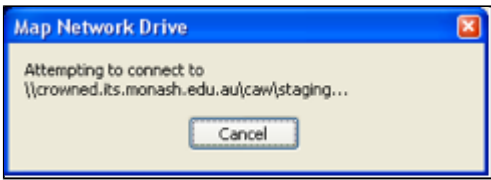
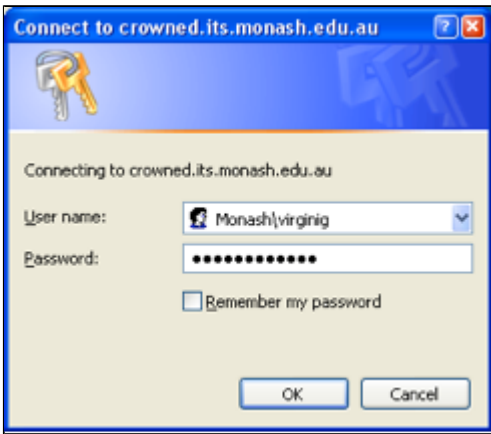
To place files in the staging area, copy them into the staging area the same way you would copy files into any folder on your Mac.

Mounting The Staging Area On Windows

It is necessary to mount the staging area if you wish to use the "Staging Area File Transfer" functionality within the Climate and Weather Data Capture program. This functionality is useful to enable upload of very large data files more quickly than possible via a Local File Import.


Before you can mount the staging area you will need an account on the NFS Mount. To obtain this account please email your request to Simon Clarke (simon.clarke@monash.edu).

| | |
|---|---------------------|
| 1 | Open up My Computer |
|---|---------------------|

| | | |
|---|--|--|
| 2 |  <p>The screenshot shows the 'Map Network Drive' dialog box. It has a title bar 'Map Network Drive' with a close button. On the left is an icon of a computer with a floppy disk. The main text says: 'Windows can help you connect to a shared network folder and assign a drive letter to the connection so that you can access the folder using My Computer. Specify the drive letter for the connection and the folder that you want to connect to:'. Below this are two dropdown menus: 'Drive:' set to 'A:' and 'Folder:' set to 'nash.edu.au/caw/staging'. There is a 'Browse...' button next to the folder dropdown. Below the dropdowns is an 'Example: \\server\share' and a checked checkbox 'Reconnect at logon'. At the bottom are three buttons: '< Back', 'Finish', and 'Cancel'.</p> | <p>Type in the address for the Climate and Weather staging area:</p> <p>\\crowned.its.monash.edu.au\caw</p> <p>Click Finish</p> |
| 3 |  <p>The screenshot shows a smaller dialog box titled 'Map Network Drive'. It contains the text 'Attempting to connect to \\crowned.its.monash.edu.au\caw\staging...' and a single 'Cancel' button at the bottom.</p> | <p>Map Network Drive "Attempting to Connect" window will appear.</p> |
| 4 |  <p>The screenshot shows a dialog box titled 'Connect to crowned.its.monash.edu.au'. It has a title bar with help and close buttons. On the left is an icon of a key. The main text says 'Connecting to crowned.its.monash.edu.au'. Below this are two input fields: 'User name:' with a dropdown menu showing 'Monash\virginia' and 'Password:' with a masked password field. There is a checkbox 'Remember my password' which is unchecked. At the bottom are 'OK' and 'Cancel' buttons.</p> | <p>Connect using your NFS Mount account which will be your Monash Authcate and password.</p> <p>In the "User Name" field enter your Monash Authcate in the following way:</p> <p>Monashauthcate</p> <p>Click OK</p> <p><i>Before you can mount the staging area you will need an account on the NFS Mount. To obtain this account please email your request to Simon Clarke (simon.clarke@monash.edu).</i></p> |
| 5 | | <p>The staging area is mapped. You will be able to see the staging drive listed under your shared drives in My Computer.</p> <p>To place files in the staging area just copy them into the "staging" folder in the same way you would copy files into any folder on your local PC.</p> |

Creating A New Data Collection

1

**MONASH University**
Climate and Weather

Logout

HOMEALL COLLECTIONSUSERSSEARCHABOUT US

► User Home

Profile

User name:

Virginia Gutierre

Gender:

Female

Joined:

2011-07-28

Email:

Virginia.Gutierre@monash.edu

Organization:

Monash University

Edit ProfileChange Password

Permission Requests

No Permissions Requests

Latest Events

04-08-2011 at 12:50 PM

Example Collection has been updated, by Virginia Gutierre

04-08-2011 at 11:01 AM

2 of total 2 are successful, and 0 of total 2 are failed during a staging transfer in collection - Example Collection, by Virginia Gutierre

04-08-2011 at 10:56 AM

MSL_GDS0_SFC.1989.nc has been deleted from the Example Collection, by Virginia Gutierre

04-08-2011 at 09:07 AM

MSL_GDS0_SFC.1989.nc has been imported into the Example Collection, by Virginia Gutierre

04-08-2011 at 09:05 AM

MSL_GDS0_SFC.1989.nc has been deleted from the Example Collection, by Virginia Gutierre

My Home

My Collections

New Collection

All Collections

User Events



Virginia Gutierre

Login to your account. You will be automatically taken to your personal homepage.

From the menu options on the right select "New Collection".

▶ My Collections ▶ New Collection

Collection Name:

* (Collection name, maximum 80 characters in length)

My Collection

Private Collection ☒

* (Tick the checkbox, will set the collection as a private collection)

Temporal Coverage From:

* (The start date for a temporal coverage period of the collection)

2011-08-01

Temporal Coverage To:

* (The end date for a temporal coverage period of the collection)

2011-08-31

Description:

* (Collection description, maximum 4000 characters in length)

This is the description of my new collection...

Spatial Coverage:

* (The spatial coverage of the collection, please use google map to setup the spatial coverage)

135.000000,-21.779905

Choose a method for marking spatial coverage from the options in the grey bar above the map.



Create

Reset

Enter the metadata details of your new collection in the provided fields.

Note: We recommend you create all new collections as a private collection. (This can be changed at a later date). To do this ensure the "Private Collection" checkbox is checked. For details of why this is recommended please see the section in this guide on Sharing Your Data Collection.

When you have completed filling out all the mandatory fields click "Create" to create your new collection.

 My Home
 My Collections
 New Collection
 All Collections
 User Events


Virginia Guierre

The screenshot displays the MONASH University Climate and Weather web application interface. At the top, there is a navigation bar with links: HOME, ALL COLLECTIONS, USERS, SEARCH, and ABOUT US. A 'Logout' link is located in the top right corner. Below the navigation bar, the breadcrumb trail shows 'My Collections > My Collection'. A success message states: 'The new collection has been created successfully'. Below this, it indicates 'A total of 0 data file(s) in this collection'. The 'My Collection' section includes a description placeholder, creation and modification details (Created by Virginia Gutierrez, Creation date: 2011-08-15 12:55, Modified by Virginia Gutierrez, Modified date: 2011-08-15 12:55), and buttons for 'Edit', 'Delete', 'Permissions', and 'Public Registration'. The 'Local File Import' section features a file selection area with a 'Choose File' button, a status 'no file selected', a checked 'Extract the Metadata' checkbox, and an 'Import' button. The 'Staging Area File Transfer' section has a 'Transfer' button. On the right side, a sidebar contains a menu with 'My Home', 'My Collections', 'New Collection', 'All Collections', and 'User Events', followed by a user profile for 'Virginia Gutierrez'.

Your new collection has been created.

You can now add files either via Local File Import or Staging Area File Transfer. See the Adding Data Files To Your Data Collection in this user guide for more details.

At any time you may "Edit", "Delete" and change "Permissions" on your data collection using the buttons below the description.

Adding Data Files To Your Data Collection

Local File Import

This functionality allows you to add files to your Data Collection via browsing and importing directly from your local PC. This method of import is recommended for smaller sized files, (i.e. up to 50MB), as it can be slow. (Speed is determined by your connection to the internet). If you have large files, (i.e. over 50MB) then the recommendation is to use the Staging Area File Transfer method.

MONASH University
Climate and Weather

Logout

HOME ALL COLLECTIONS USERS SEARCH ABOUT US

► User Home

Profile

User name: Virginia Gutierre
Gender: Female
Joined: 2011-07-28
Email: Virginia.Gutierre@monash.edu
Organization: Monash University

Edit Profile Change Password

Permission Requests

No Permissions Requests

Latest Events

02-08-2011 at 11:41 AM Virginia Gutierre Test Collection has been created, by Virginia Gutierre

My Home

My Collections
New Collection
All Collections
User Events

Virginia Gutierre

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Login to your account. You will automatically be taken to your personal homepage.

Find the collection you wish to import data files into.

This may be one of your existing collections which you can find by clicking "My Collections".

This may be a new collection which you can create by clicking "New Collection".

This may be a collection added by someone else if they have granted you Import permissions. You can find this collection by clicking "All Collections".

2

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Climate and Weather

Logout

HOME ALL COLLECTIONS USERS SEARCH ABOUT US

My Collections List Collections

A total of 1 collection(s) in this repository

Page size: 10 Sorted by: name Ordered by: asc

Example Collection

This is an example collection. This field is used to provide a detailed description of up to 4000 character length of this collection. A useful thing to put in this field is the abstract of the ...

Created by Virginia Gutierrez, Created date: 2011-08-02 11:41 Modified by Virginia Gutierrez, Modified date: 2011-08-04 09:00

View details

Total 1 Pages 1 Prev Next Last

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Find the collection you wish to import a data files into from the list displayed. Click "View Details".

3

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Climate and Weather

Logout

HOME ALL COLLECTIONS USERS SEARCH ABOUT US

My Collections Example Collection

A total of 0 data file(s) in this collection

Example Collection

This is an example collection. This field is used to provide a detailed description of up to 4000 character length of this collection. A useful thing to put in this field is the abstract of the publication in the case that the Data Collection is published. Or add anything else that might be helpful to future users of the Data Collection, including yourself!

Created by Virginia Gutierrez, Creation date: 2011-08-02 11:41 Modified by Virginia Gutierrez, Modified date: 2011-08-04 09:05

Edit Delete Permissions Public Registration

Local File Import

Please select a file Choose File no file selected

Extract the Metadata ☒

Import


Staging Area File Transfer

Transfer

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In the Data Collection details window there will be a section called "Local File Import". Click on the "Choose File" button to open a browser window to your local PC. Browse your local PC to find the file you wish to upload and select it.

| | | |
|---|--|---|
| 4 | <div data-bbox="207 153 1279 331"><div>Local File Import</div><div>Please select a file Choose File  MSL_GDS0_SFC.1989.nc</div><div>Extract the Metadata <input checked="" type="checkbox"/></div><div>Import</div></div> | <p>The name of the file you have selected will this appear next to the "Choose File" button.</p> <p>The "Extract the Metadata" functionality will scan known file types and extract summary metadata if the box is checked. Currently file types supported for this functionality are:</p> <ul style="list-style-type: none">- NetCDF <p><i>If your file is not a supported file type you must ensure the "Extract the Metadata" box is unchecked or else the file import will fail.</i></p> <p>Click Import</p> |
| 5 | <div data-bbox="207 1192 1279 1444"><div>Local File Import</div><div>Importing: MSL_GDS0_SFC.1989.nc</div><div><div>94% completed (152.25 MB of 161.76 MB) Time remaining: 2 sec. Transfer rate: 27.43 MB / sec</div></div><div>Please select a file Choose File no file selected</div><div>Extract the Metadata <input checked="" type="checkbox"/></div><div>Import</div></div> | <p>Import progress bar.</p> |

MONASH University
Climate and Weather

Logout

HOME ALL COLLECTIONS USERS SEARCH ABOUT US

My Collections Example Collection

A total of 1 data file(s) in this collection

Example Collection
This is an example collection. This field is used to provide a detailed description of up to 4000 character length of this collection. A useful thing to put in this field is the abstract of the publication in the case that the Data Collection is published. Or add anything else that might be helpful to future users of the Data Collection, including yourself!
Created by Virginia Gutierrez, Creation date: 2011-08-02 11:41 Modified by Virginia Gutierrez, Modified date: 2011-08-04 09:07

Edit Delete Permissions Public Registration

Local File Import

Please select a file no file selected
Extract the Metadata ☒

Staging Area File Transfer

| Name | |
|----------------------|--|
| MSL_GDS0_SFC.1989.nc | <input type="button" value="View Data"/> <input type="button" value="Export"/> <input type="button" value="Delete"/> |

My Home
My Collections
New Collection
All Collections
User Events

Virginia Gutierrez

When the file has been successfully imported a system message will appear at the top of the page indicating success. The imported file will now appear listed at the bottom of the Data Collection details window.

Staging Area File Transfer

This functionality allows you to add files to your Data Collection via a staging area. This method of import is recommended for large files or import of a large number of files as it is fast.

MONASH University
Climate and Weather

Logout

HOME ALL COLLECTIONS USERS SEARCH ABOUT US

► User Home

Profile

User name: Virginia Gutierre
Gender: Female
Joined: 2011-07-28
Email: Virginia.Gutierre@monash.edu
Organization: Monash University

Edit Profile Change Password

Permission Requests

No Permissions Requests

Latest Events

02-08-2011 at 11:41 AM Virginia Gutierre Test Collection has been created, by Virginia Gutierre

My Home

My Collections
New Collection
All Collections
User Events

Virginia Gutierre

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Login to your account. You will automatically be taken to your personal homepage.

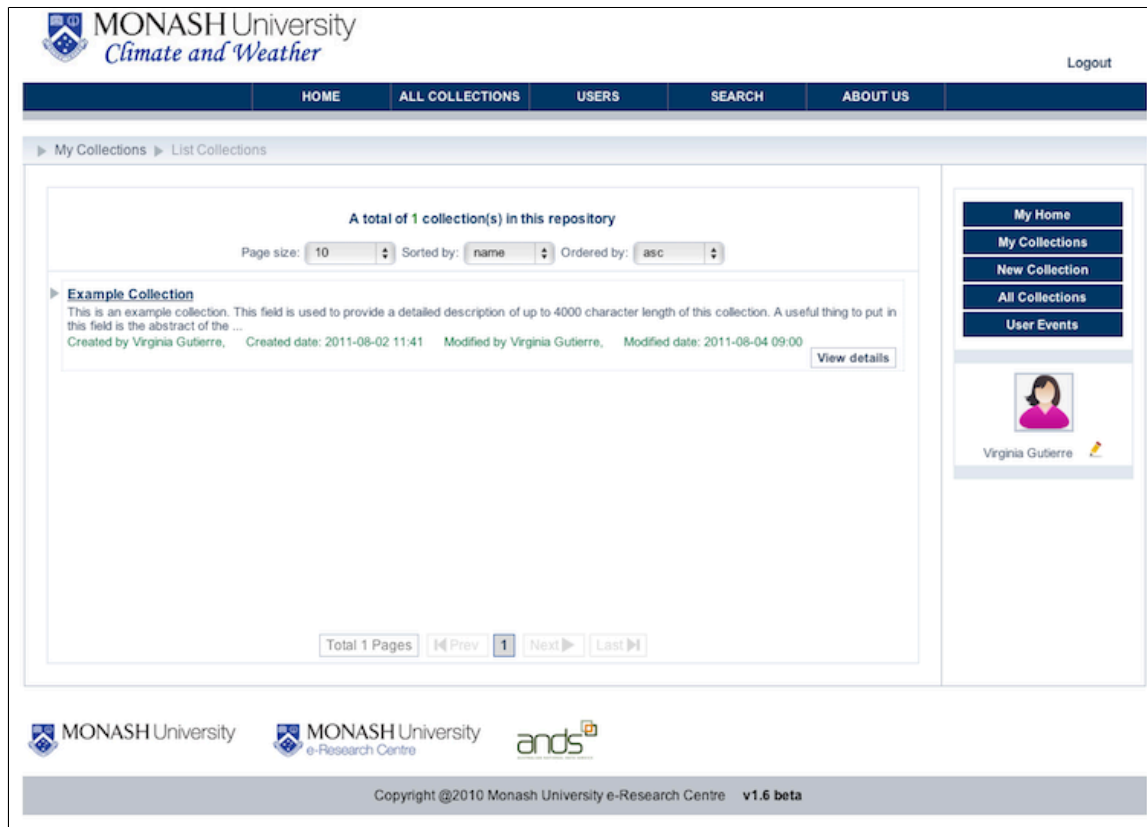
Find the collection you wish to import data files into.

This may be one of your existing collections which you can find by clicking "My Collections".

This may be a new collection which you can create by clicking "New Collection".

This may be a collection added by someone else if they have granted you Import permissions. You can find this collection by clicking "All Collections".

2



MONASH University
Climate and Weather

Logout

HOME ALL COLLECTIONS USERS SEARCH ABOUT US

My Collections List Collections

A total of 1 collection(s) in this repository

Page size: 10 Sorted by: name Ordered by: asc

Example Collection

This is an example collection. This field is used to provide a detailed description of up to 4000 character length of this collection. A useful thing to put in this field is the abstract of the ...

Created by Virginia Gutierrez, Created date: 2011-08-02 11:41 Modified by Virginia Gutierrez, Modified date: 2011-08-04 09:00

View details

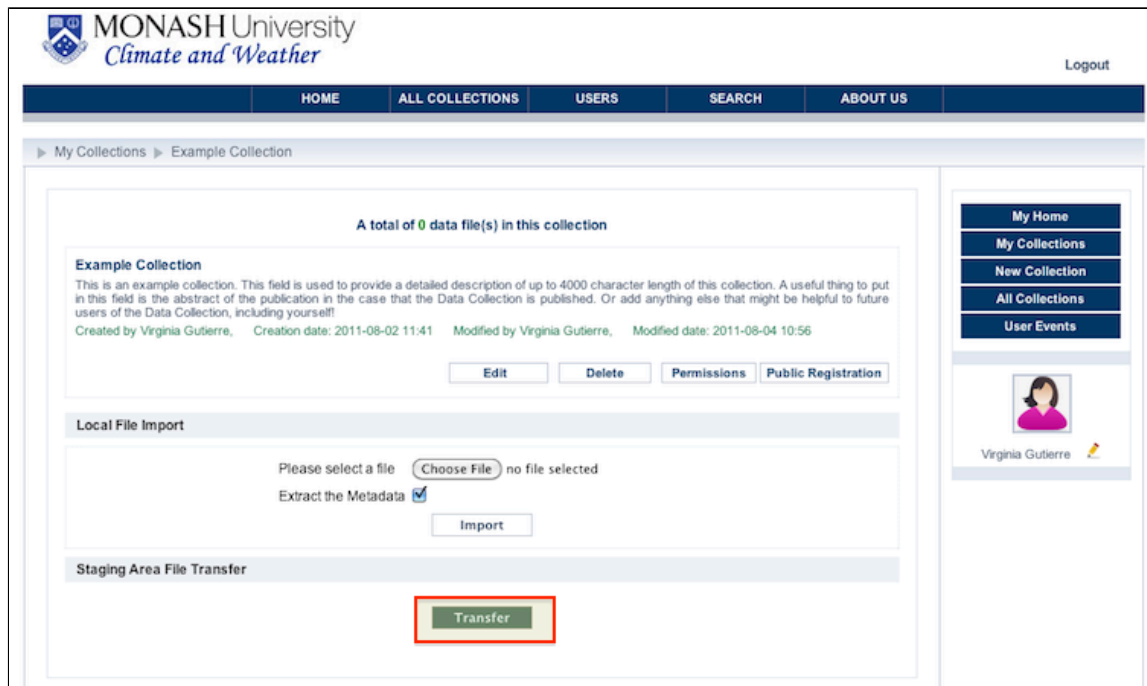
Total 1 Pages 1

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Find the collection you wish to import a data files into from the list displayed. Click "View Details".

3



MONASH University
Climate and Weather

Logout

HOME ALL COLLECTIONS USERS SEARCH ABOUT US

My Collections Example Collection

A total of 0 data file(s) in this collection

Example Collection

This is an example collection. This field is used to provide a detailed description of up to 4000 character length of this collection. A useful thing to put in this field is the abstract of the publication in the case that the Data Collection is published. Or add anything else that might be helpful to future users of the Data Collection, including yourself!

Created by Virginia Gutierrez, Creation date: 2011-08-02 11:41 Modified by Virginia Gutierrez, Modified date: 2011-08-04 10:56

Edit Delete Permissions Public Registration

Local File Import

Please select a file Choose File no file selected

Extract the Metadata ☒


Import

Staging Area File Transfer

Transfer

In the Data Collection details window there will be a section called "Staging Area File Transfer".

Click Transfer.


Logout

[HOME](#)
[ALL COLLECTIONS](#)
[USERS](#)
[SEARCH](#)
[ABOUT US](#)

▶ My Collections ▶ Example Collection ▶ Staging Transfer

Example Collection

This is an example collection. This field is used to provide a detailed description of up to 4000 character length of this collection. A useful thing to put in this field is the abstract of the publication in the case that the Data Collection is published. Or add anything else that might be helpful to future users of the Data Collection, including yourself!

Created by Virginia Gutierrez, Created date: 2011-08-02 11:41 Modified by Virginia Gutierrez, Modified date: 2011-08-04 10:56


[View details](#)




☒ Extract metadata
☒ All ☐ Global Attributes Only
☐ Ignore transferring if file already exists
☒ Send email notification after transferring finished

[Transfer](#)

| Select All | File Name |
|-------------------------------------|--|
| <input type="checkbox"/> | ei_mnth_an_pl_15x15_401.20110511144938 |
| <input type="checkbox"/> | ei_oper_an_pl_15x15_802 |
| <input type="checkbox"/> | .DS_Store |
| <input checked="" type="checkbox"/> | MeRC_MSL_GDS0_SFC.1989.nc |
| <input type="checkbox"/> | ._MeRC_MSL_GDS0_SFC.1989.nc |
| <input checked="" type="checkbox"/> | MSL_GDS0_SFC.1989.nc |
| <input type="checkbox"/> | ._MSL_GDS0_SFC.1989.nc |

[My Home](#)
[My Collections](#)
[New Collection](#)
[All Collections](#)
[User Events](#)


 Virginia Gutierrez

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The list of files available for Staging Area File Transfer will be listed. Tick the checkbox next to all the files you wish to import.

Select options related to extraction of metadata, ignoring existing files and email notification.

Note: The "Extract the Metadata" functionality will scan known file types and extract summary metadata if the box is checked. Currently file types supported for this functionality are:

- NetCDF

If your file is not a supported file type you must ensure the "Extract the Metadata" box is unchecked or else the file import will fail.

Click Transfer.

5

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Climate and Weather

Logout

HOME ALL COLLECTIONS USERS SEARCH ABOUT US

My Collections > Example Collection > Staging Transfer

The stage transferring has been started successfully.
The system will send an email of transferring results to you after the stage transferring is completed

Example Collection
This is an example collection. This field is used to provide a detailed description of up to 4000 character length of this collection. A useful thing to put in this field is the abstract of the publication in the case that the Data Collection is published. Or add anything else that might be helpful to future users of the Data Collection, including yourself!
Created by Virginia Gutierrez, Created date: 2011-08-02 11:41 Modified by Virginia Gutierrez, Modified date: 2011-08-04 11:01 [View details](#)

My Home
My Collections
New Collection
All Collections
User Events

Virginia Gutierrez

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The following message will appear.
Transfer will continue in the background. If the option was selected, an email message will provide notification of when the transfer has been completed.

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Climate and Weather

Logout

HOME ALL COLLECTIONS USERS SEARCH ABOUT US

My Collections > Example Collection

A total of 2 data file(s) in this collection

Example Collection
This is an example collection. This field is used to provide a detailed description of up to 4000 character length of this collection. A useful thing to put in this field is the abstract of the publication in the case that the Data Collection is published. Or add anything else that might be helpful to future users of the Data Collection, including yourself!
Created by Virginia Gutierrez, Creation date: 2011-08-02 11:41 Modified by Virginia Gutierrez, Modified date: 2011-08-04 11:01
[Edit](#) [Delete](#) [Permissions](#) [Public Registration](#)

Local File Import
Please select a file [Choose File](#) no file selected
Extract the Metadata ☒
[Import](#)

Staging Area File Transfer
[Transfer](#)

| Name | |
|---------------------------|---|
| MSL_GDS0_SFC.1989.nc | View Data Export Delete |
| MeRC_MSL_GDS0_SFC.1989.nc | View Data Export Delete |

My Home
My Collections
New Collection
All Collections
User Events

Virginia Gutierrez

When the files have been successfully transferred they will appear listed at the bottom of the Data Collection details window.

Sharing Your Data Collection

Legal Considerations Of Sharing Data

Please note the Terms and Conditions of the Monash University Climate and Weather system constitute the official legal terms and conditions of the system and its usage, including data sharing policy. These notes that follow are intended in good faith to highlight some relevant points covered in the Terms and Conditions that we feel will be important for system users to be aware of, however this is not in anyway legally binding. The official Terms and Conditions of use of the system should be referred to in all cases as the legally binding document.

The Monash University Climate and Weather system is a web based system. Therefore please be aware that when you make a Data Collection public you are providing unconditional access to your data to the general public. Any member of the public may view and copy all or any of your data. You may remove public access to your Data Collection within the Monash University Climate and Weather program at any time however this does not remove any copies that anyone in the public has made of your data.

Potential ramifications of making the Data Collection public:

- Any patent application relying on this data will be rendered invalid.
- Anyone may copy this data and use it as the basis for publication.
- Copies of your data may remain in the hands of member of the public even after you remove 'public' access permission.

Consideration of copyright ownership of the data should also be taken into account before sharing data to ensure all appropriate permissions have been sought and granted.

You may wish to assign a licence of use to your data collection before making it public. This is a mandatory step prior to registering your collection with Research Data Australia (RDA); the system will step you through the process of selecting a licence. However if you choose to make your collection public prior to registering with ANDS you may still wish to assign a licence of use to your data. One way to do this is to write the details of the licence into the description field for the Data Collection. The current recommendation is a Creative Commons Licence - see <http://creativecommons.org.au/> for more information.

Because of this we recommend that all Data Collections start off as private collections. Licences can then be assigned and permissions can be changed to grant individual and public access at a later stage.

Access Control Permissions Definition

There are three types of the access control permissions for a collection in the system:

- All Anonymous Users Permissions - Permissions which are granted to all users who are not logged in the system (the public)
- All Registered Users Permissions - Permissions which are granted to all registered users in the system
- Individual User Permissions - Permissions which are granted to a registered user in the system

Permissions can be granted to All Registered Users or All Anonymous Users or An Individual User.

If no access permissions are granted to All Registered Users and All Anonymous Users the collection is private.

Definitions:

- View - May view only
- Edit - May edit collection. View automatically assigned.
- Import - May import files to collection. View automatically assigned.
- Export - May export full data files from collection. View automatically assigned.
- Delete - May delete the collection. View automatically assigned.
- Permission - May change permissions assigned to the collection. View automatically assigned.


When a Data Collection is set to 'Public' on creation this will assign "View" and "Export" permissions to All Anonymous Users.

When granting specific permissions to an individual user in a collection, user permissions are inherited from the permissions which you have granted to All Anonymous Users in the same collection.

Share Your Data Collection With An Individual User

Data Collections may be shared with a specific user or a number of specific users. All users shared with in this way must be registered users of the system.

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HOMEALL COLLECTIONSUSERSSEARCHABOUT US

My CollectionsExample Collection

A total of 2 data file(s) in this collection

Example Collection

This is an example collection. This field is used to provide a detailed description of up to 4000 character length of this collection. A useful thing to put in this field is the abstract of the publication in the case that the Data Collection is published. Or add anything else that might be helpful to future users of the Data Collection, including yourself!

Created by Virginia Gutierre, Creation date: 2011-08-02 11:41 Modified by Virginia Gutierre, Modified date: 2011-08-04 11:01

EditDeletePermissionsPublic Registration

Local File Import

Please select a file

Choose Fileno file selected

Extract the Metadata☒

Import

Staging Area File Transfer

Transfer

| Name | |
|---------------------------|----------------------------------|
| MSL_GDS0_SFC.1989.nc | <div>View DataExportDelete</div> |
| MeRC_MSL_GDS0_SFC.1989.nc | <div>View DataExportDelete</div> |


My Home

My Collections

New Collection

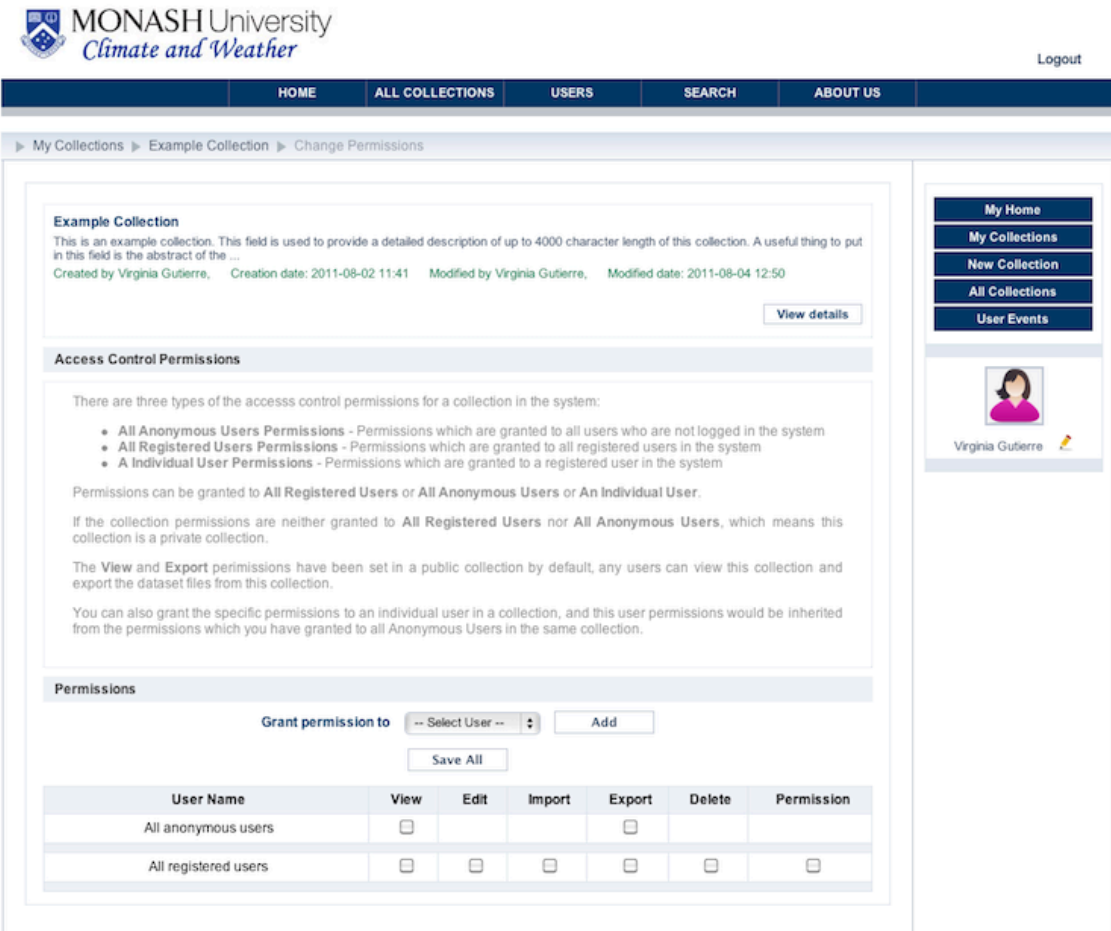
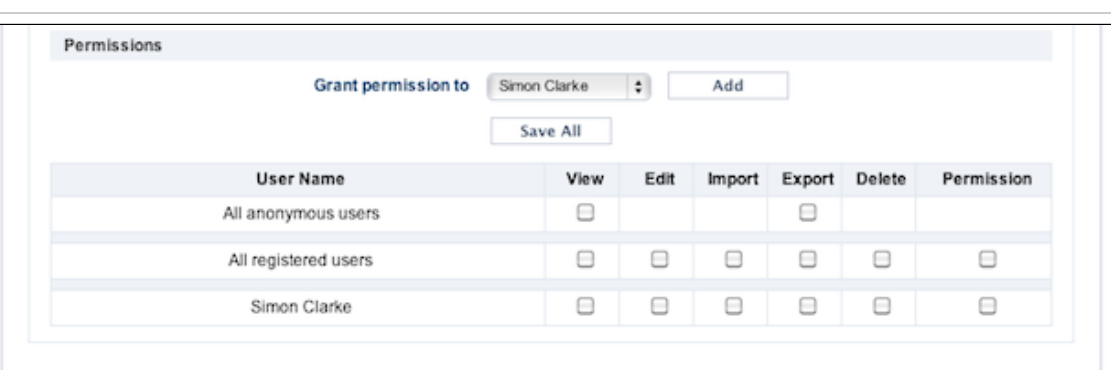
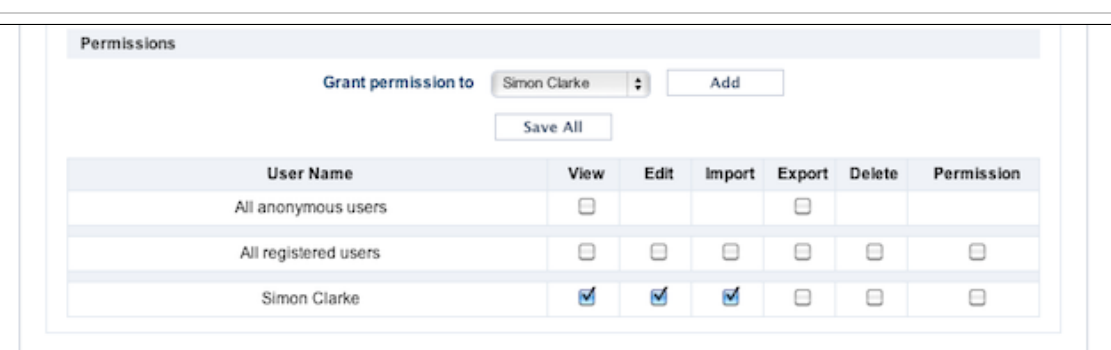
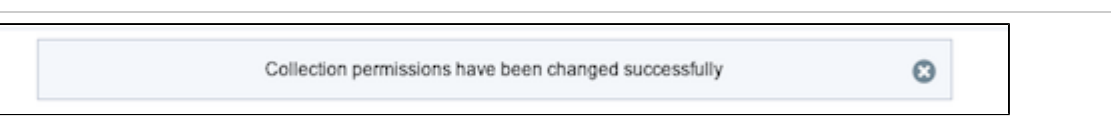
All Collections

User Events



Virginia Gutierre

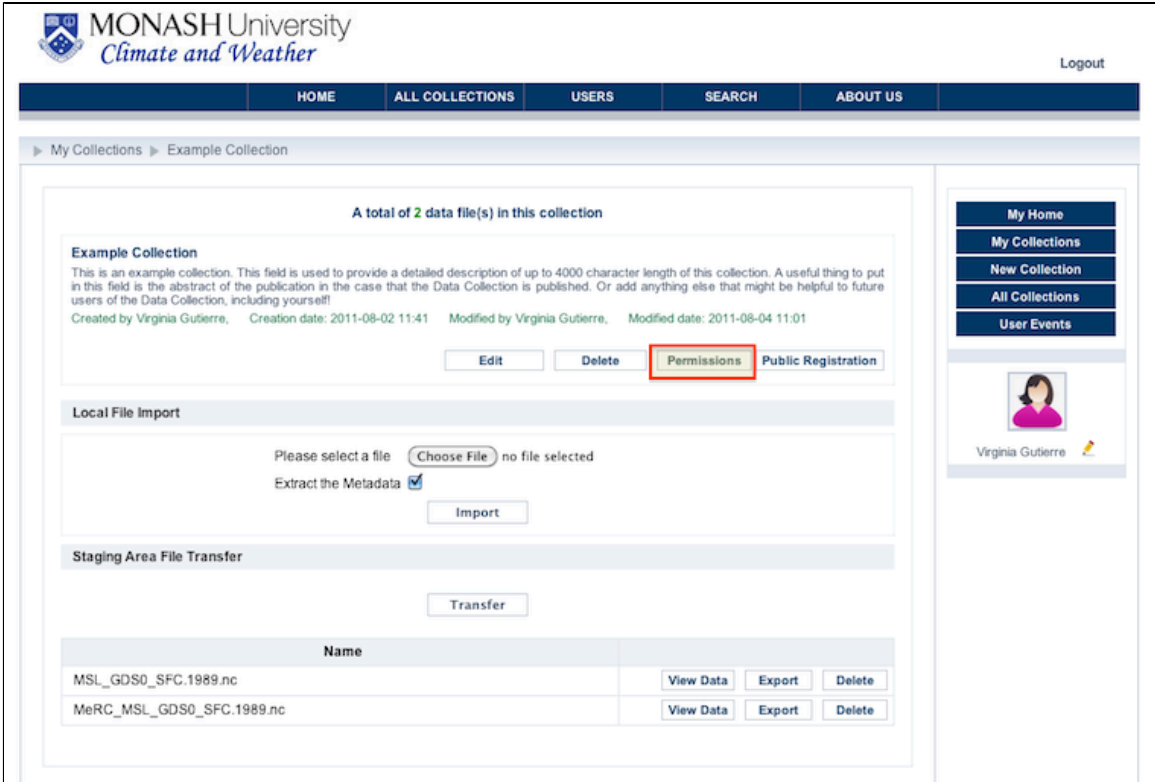
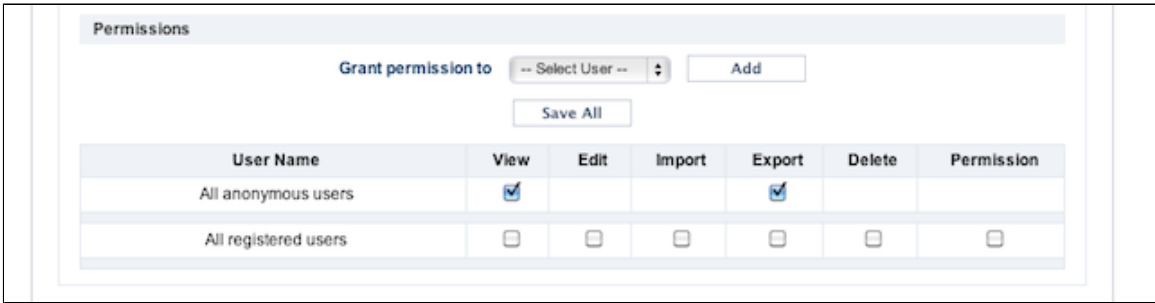

Find the Data Collection you wish to share and click on the "Permissions" button in the Data Collection View Details window.

| | | |
|---|--|--|
| 2 |  <p>The screenshot shows the 'Change Permissions' page for 'Example Collection'. It includes a navigation bar with 'HOME', 'ALL COLLECTIONS', 'USERS', 'SEARCH', and 'ABOUT US'. The page title is 'My Collections > Example Collection > Change Permissions'. The 'Example Collection' section contains a description and metadata. The 'Access Control Permissions' section explains the three types of permissions: All Anonymous Users, All Registered Users, and All Individual User. The 'Permissions' section shows a table with columns: User Name, View, Edit, Import, Export, Delete, and Permission. The table lists 'All anonymous users' and 'All registered users' with checkboxes for each permission.</p> | <p>Click on the drop down box next to "Grant permission to" and select the user you wish to share with.</p> <p>Click Add</p> <p>This may be done as many times as required to add all the individual users you wish to share with.</p> |
| 3 |  <p>The screenshot shows the 'Permissions' table with 'Simon Clarke' selected in the 'Grant permission to' dropdown. The table has columns: User Name, View, Edit, Import, Export, Delete, and Permission. The table lists 'All anonymous users', 'All registered users', and 'Simon Clarke' with checkboxes for each permission.</p> | <p>The user that you have selected will now appear with their own line in the permissions table.</p> |
| 4 |  <p>The screenshot shows the 'Permissions' table with 'Simon Clarke' selected in the 'Grant permission to' dropdown. The table has columns: User Name, View, Edit, Import, Export, Delete, and Permission. The table lists 'All anonymous users', 'All registered users', and 'Simon Clarke' with checkboxes for each permission. The checkboxes for 'View', 'Edit', and 'Import' are checked for 'Simon Clarke'.</p> | <p>Check the boxes to assign the permissions you wish to grant to the user you have selected.</p> <p>Click "Save All"</p> |
| 5 |  <p>The screenshot shows a success message: "Collection permissions have been changed successfully".</p> | <p>The permissions are saved.</p> |

Make Your Data Collection Public

Data Collections may be made public by sharing with "All Anonymous Users". This gives access to anyone, even if they are not logged in, to view the Data Collection. There are two levels of permissions that can be applied:

1. View only. This allows the public to view the Data Collection but only global metadata fields of the data files. They are not able to export the data files.
2. View and Export. This allows the public to view and export all the data files. They will have full access to view and copy the entire Data Collection.

| | | |
|---|---|--|
| 1 | <div></div> | Find the Data Collection you wish to share and click on the "Permissions" button in the Data Collection View Details window. |
| 2 | <div></div> | Check the one or both of the View and Export checkboxes in the "All Anonymous Users" row in the permissions table. |
| 3 | <div></div> | Click "Save All" The permissions are saved. |

Public Registration Of Your Data Collection

This system allows for registration of your data collection to Research Data Australia (RDA). RDA is a mesh of searchable web pages describing, (and where possible linking to), Australian research data collections. RDA promotes re-use of data to enhance research outcomes in Australia. Examples of how data reuse may provide benefit are:

- Enabling verify research claims
- Solve big problems across disciplinary boundaries
- Enable new discoveries from old data
- Enable re-analysis of expensive, rare, or unrepeatable investigations
- Create longitudinal time-series observations for analysis
- Avoid duplication of effort

Link to RDA here: <http://services.ands.org.au/home/orca/rda/>

Research Data Australia is provided by the Australian National Data Service (ANDS). ANDS seeks to support public access to as much publicly funded research data as can be provided within the constraints of privacy, copyright and technology. ANDS is supported by the Australian Government through the National Collaborative Research Infrastructure Strategy Program and the Education Investment Fund (EIF) Super Science Initiative.



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HOME ALL COLLECTIONS USERS SEARCH ABOUT US

My Collections Example Collection

A total of 2 data file(s) in this collection

Example Collection
This is an example collection. This field is used to provide a detailed description of up to 4000 character length of this collection. A useful thing to put in this field is the abstract of the publication in the case that the Data Collection is published. Or add anything else that might be helpful to future users of the Data Collection, including yourself!
Created by Virginia Gutierrez, Creation date: 2011-08-02 11:41 Modified by Virginia Gutierrez, Modified date: 2011-08-04 12:50

Edit Delete Permissions **Public Registration**

Local File Import
Please select a file no file selected
Extract the Metadata ☒

Staging Area File Transfer

| Name | |
|---------------------------|--|
| MSL_GDS0_SFC.1989.nc | <input type="button" value="View Data"/> <input type="button" value="Export"/> <input type="button" value="Delete"/> |
| MeRC_MSL_GDS0_SFC.1989.nc | <input type="button" value="View Data"/> <input type="button" value="Export"/> <input type="button" value="Delete"/> |

My Home
My Collections
New Collection
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User Events

Virginia Gutierrez

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HOME ALL COLLECTIONS USERS SEARCH ABOUT US

My Collections > Example Collection > Public Registration

Example Collection
This is an example collection. This field is used to provide a detailed description of up to 4000 character length of this collection. A useful thing to put in this field is the abstract of the publication in the case that the Data Collection is published. Or add anything else that might be helpful to future users of the Data Collection, including yourself!
Created by Virginia Gutierre, Creation date: 2011-08-15 01:51 Modified by Virginia Gutierre, Modified date: 2011-08-15 01:51
View details

Public registration of the following metadata associated with this collection with the Research Data Australia website

Please select the associated researcher(s) **Add Researcher**

The associated researcher(s) not found

Please select the associated grant(s) or project(s)

The associated grant(s) or project(s) not found

Please select the collection License **Select License**

Access rights

This work is available on request to Virginia Gutierre at Virginia.Gutierre@monash.edu

Preview Metadata

My Home
My Collections
New Collection
All Collections
User Events

Virginia Gutierre

The Public Reg
functionality to
following metac
collection:

- researcher (s)
- grant
- licence (see s

If you are a res
Monash Resea
you have grant
name all these
checkbox next
select any num
with a data coll
*Note: Only gra
the Authcate A
will be availabl
select a grant y
in Monash Res*

Access Rights
be set automat
permissions yo
collection.
For example if
up as a private
work is availab
name> at <you t
appear. If you t
as a public coll
inserted.

3

Adding another researcher

Adding Researcher Options

Select one of the following adding researcher options:

☒ Search a researcher from the Research Master Web Service

☐ Manually input a researcher information

Cancel Next

Add Researche

If you are a res
in the Monash
your name will
selected.

You may add a
clicking "Add R
the steps to ad
from Monash R
or manually fro

**At least one re
associated wi**

4

Adding another researcher

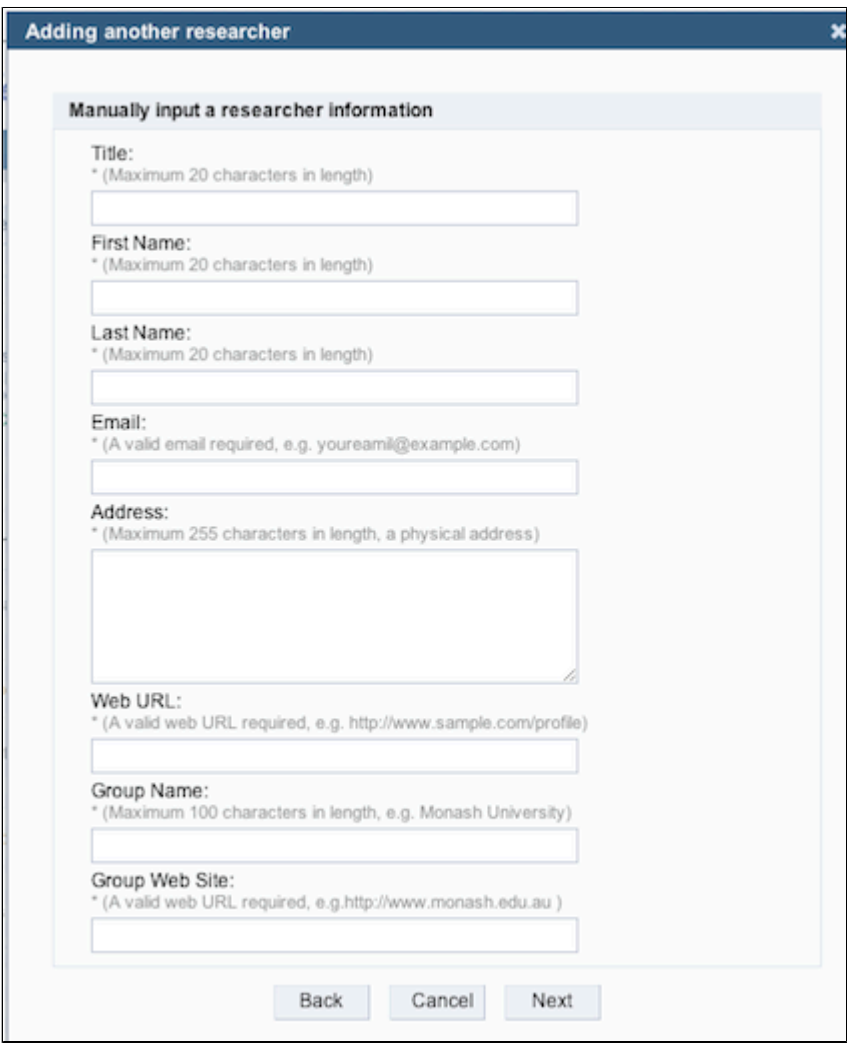
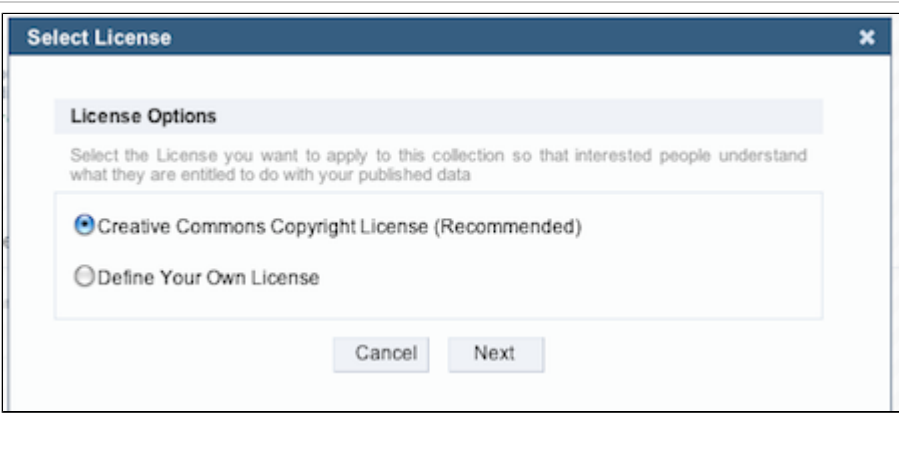
Search a researcher from the Research Master Web Service

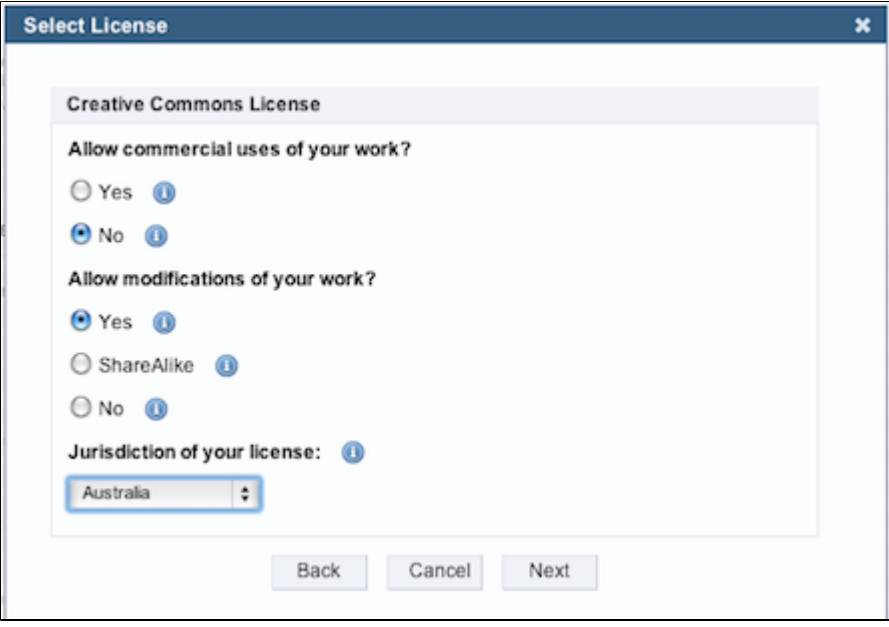
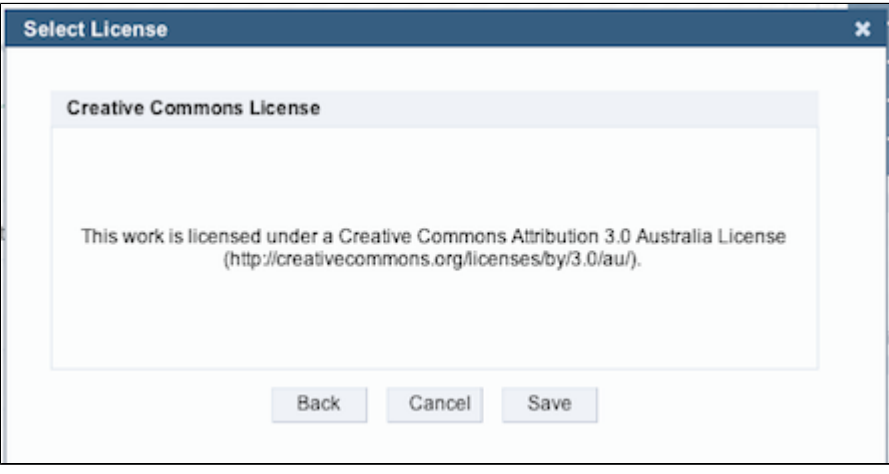
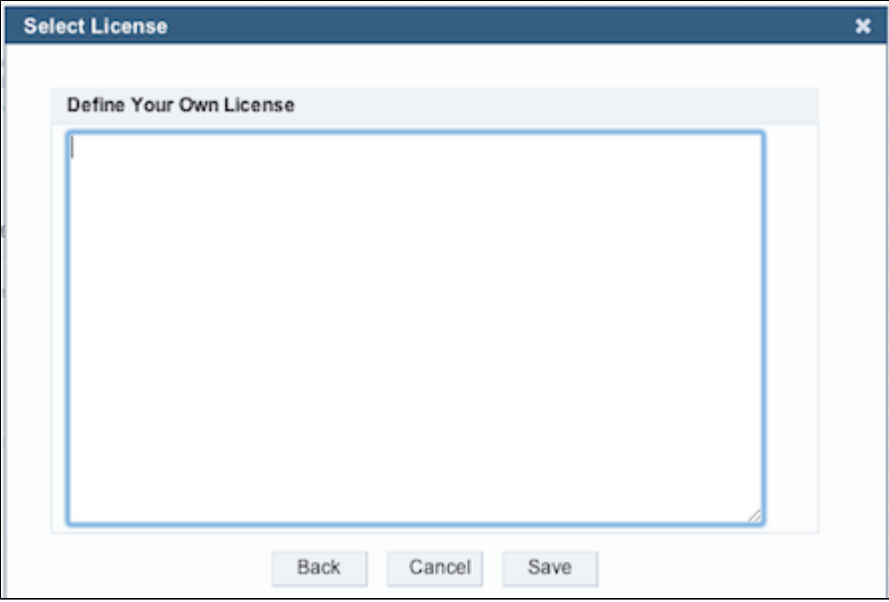
Enter the researcher name or email bellow:

Back Cancel Next

Add Researche

If you selected
the Research M
search field wil
for the researc
email address i
Monash resear
searchable in tl

| | | |
|---|--|--|
| 5 |  | <p>Add Researcher</p> <p>If you select "Manually input a researcher information" a series of details about the researcher will be displayed on this screen are</p> |
| 6 |  | <p>Add Licence - Recommended</p> <p>Before you make a collection in RCU, you must select a licence that you and the public may use</p> <p>The current recommended licence for RCU is the Creative Commons License</p> <p>For more detail on the Creative Commons License, visit http://creativecommons.org/licenses/by/4.0/</p> <p>If you have any questions about the Creative Commons License or public sharing, please contact your local research support team</p> |

| | | |
|---|--|---|
| 7 |  | <p>Add Licence - 2</p> <p>If you select a (Licence you will questions around reused.</p> <p>You will also be you wish your I university recor select "Australian international lic Australian legis</p> |
| 8 |  | <p>Add Licence - 3</p> <p>Based on your Commons Lice your licence will</p> |
| 9 |  | <p>Add Licence - 4</p> <p>If you choose to Licence" you will text box.</p> <p>Before using this seek legal advi</p> |

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Logout

HOME ALL COLLECTIONS USERS SEARCH ABOUT US

My Collections Example Collection Public Registration

Example Collection

This is an example collection. This field is used to provide a detailed description of up to 4000 character length of this collection. A useful thing to put in this field is the abstract of the publication in the case that the Data Collection is published. Or add anything else that might be helpful to future users of the Data Collection, including yourself!

Created by Virginia Gutierre, Created date: 2011-08-15 01:51 Modified by Virginia Gutierre, Modified date: 2011-08-15 01:51

[View details](#)

Public registration of the following metadata associated with this collection with the Research Data Australia website

| | |
|-----------------------------|---|
| Address: | Monash University Clayton Campus Building 26 Clayton 3800 Victoria |
| Field of research (ANZSRC): | 040102 |
| Output of: | Not Provided |
| Managed by: | Dr Simon Clarke - Monash University |
| License: | This work is licensed under a Creative Commons Attribution 3.0 Australia License (http://creativecommons.org/licenses/by/3.0/au/). |
| Access rights: | This work is available on request to Virginia Gutierre at Virginia.Gutierre@monash.edu |

Monash University Repository License

Monash University (ABN 12 377 614 012) ("University") maintains a digital repository ("Repository") in which it stores and makes available various works via the Internet or other electronic means.

By submitting material for the Repository ("Work") the person(s) submitting the Work ("Depositor") agree to the following terms and conditions.

Please refer to <http://www.monash.edu/research/about/ands-merc.html> for the **Terms and Conditions**

[I accept. Register](#)

My Home

My Collections

New Collection

All Collections

User Events

Virginia Gutierre

When you have researcher, gra
"Preview Metac
of the screen.

In the preview :
the metadata d
associated with
RDA.

If you are happ
click "Register"
then be publicl

*Note: There is
data collection
publicly search
take anything f
number of wee
review the colle
searching in Rl*

[http://services.:](http://services.)

Troubleshooting

File Import Failing

1. Ensure you have internet connectivity!
2. Ensure you have only checked the "Extract the Metadata" checkbox if you are importing a supported file type. (NetCDF)

Can't Mount Staging

1. Ensure you have an account on the NFS Mount (contact Simon Clarke, simon.clarke@monash.edu to request)