## Moreton Bay Knowledge Hub Metadata Library Modification Guide

This document outlines the procedures and requirements to make changes to the Moreton Bay Knowledge Hub Metadata Library. This document will detail how to:

1. Update the metadata within the metadata library,
2. How to change the design/functionality of the metadata library interface

### Updating Metadata Within the Metadata Library

Requirements:

* A [GitHub](https://github.com/) account
* A [git](https://git-scm.com/downloads) installation (this could also be achieved through the terminal in VS code.
* A way to open and edit a **tab** delimited text file – this can easily be done through Microsoft excel. It can be done through any text editor, but it is likely that the formatting in the file will be disrupted if this is done which will cause issues.
* A [python](https://www.python.org/downloads/) installation. Any Python version greater than 3.0 should work, but it is recommended that at least Python 3.12 or greater is installed.

After you have installed all of the above, the process to modify the metadata library is as follows:

1. Navigate to the folder on your computer containing the “Metgadata\_library.txt” file.
2. Right click in the folder in File Explorer and click “Git Bash Here”
3. In the terminal that is created write “git clone ##TODO PUT FINAL GITHUB LINK HERE” (You may be asked to log in to your GitHub account here)
4. Once the download is finished you will want to open the “Metadata\_library.txt” in Microsoft Excel.
5. Make any changes/additions to the metadata library.
   * Note that this process assumes that the changes being made are to the actual data and that new attributes are not being added to the dataset. Adding new attributes to the dataset is a more complicated process and should be done carefully.
6. Once all your changes have been made, save the file and navigate back to the folder that contains the “Metadata\_library.txt” file.
7. Run the Metadata2json.py script.
8. Right click an empty space in the folder and click “Git Bash Here” and write the following commands.
   * git add .
   * git commit -m “INSERT A MESSAGE HERE DETAILING CHANGES”
   * git push

### How to Change the Design/Functionality of the Metadata Library Interface

Requirements:

* A [GitHub](https://github.com/) account
* A [git](https://git-scm.com/downloads) installation (this could also be achieved through the terminal in VS code.
* A way to open and edit a **tab** delimited text file – this can easily be done through Microsoft excel. It can be done through any text editor, but it is likely that the formatting in the file will be disrupted if this is done which will cause issues.
* A way to edit HTML, CSS, and JavaScript files. It is recommended to use VS code with the “Live Server” extension.
* Some experience with programming.

Once you have all of the above, do the following:

1. Create a new folder on your computer.
2. Open the folder.
3. Right click in the empty folder in File Explorer and click “Git Bash Here”
4. In the terminal that is created write “git clone ##TODO PUT FINAL GITHUB LINK HERE” (You may be asked to log in to your GitHub account here)
5. Make any changes to the design of the webpage that you want to make and save them.
6. Right click an empty space in the folder and click “Git Bash Here” and write the following commands.
   * git add .
   * git commit -m “INSERT A MESSAGE HERE DETAILING CHANGES”
   * git push