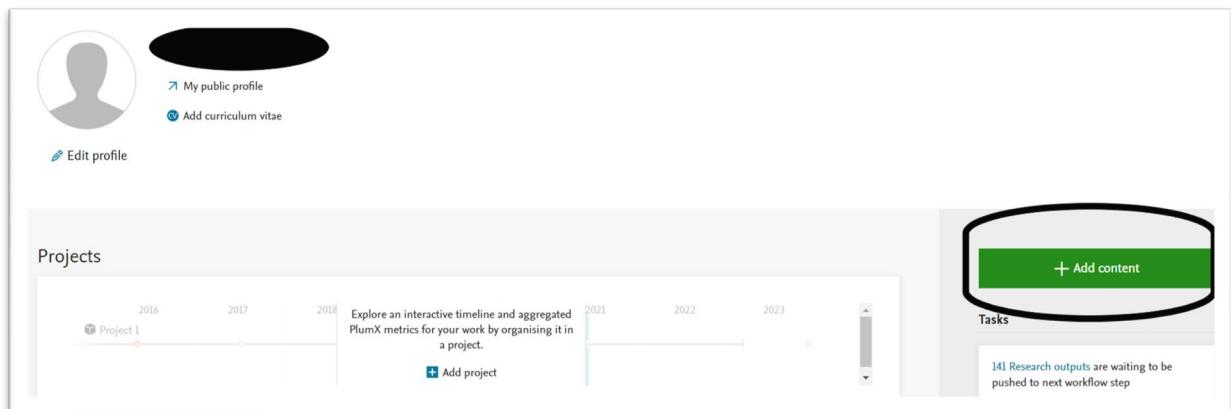


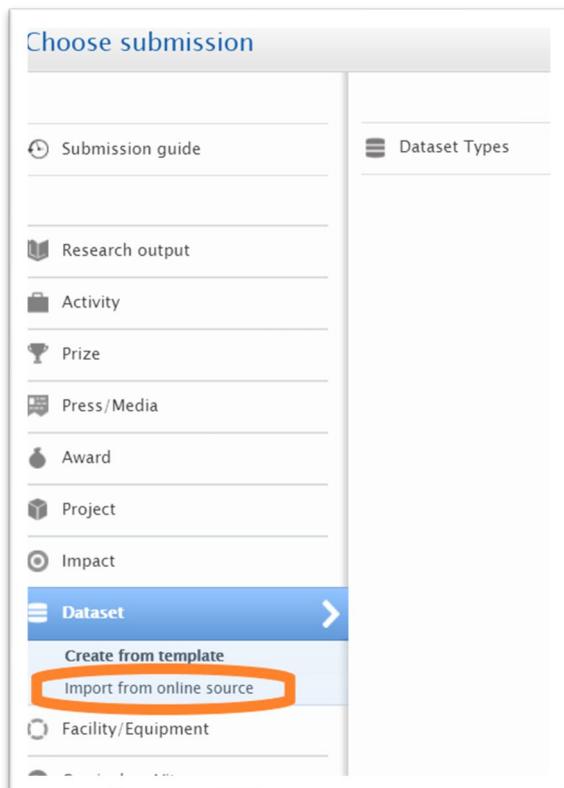
How to import metadata of the datasets to ACRIS

You can search for and import metadata of your datasets from specific repositories to ACRIS.

1. Log in to ACRIS at <https://acris.aalto.fi/> and Click the green “add new” button on the right hand side of the screen and then select dataset and import from online source from the left hand list.



The screenshot shows the ACRIS dashboard. On the left, there is a profile icon and options to 'Edit profile', 'My public profile', and 'Add curriculum vitae'. The main area is titled 'Projects' and features a timeline from 2016 to 2023. A project entry for 'Project 1' is shown for the year 2016. A green button labeled '+ Add content' is located on the right side of the dashboard.



The screenshot shows the 'Choose submission' interface. On the left, there is a list of submission types: 'Submission guide', 'Research output', 'Activity', 'Prize', 'Press/Media', 'Award', 'Project', 'Impact', 'Dataset', 'Create from template', and 'Facility/Equipment'. The 'Dataset' option is highlighted with a blue background. Below it, the 'Create from template' and 'Import from online source' options are shown. The 'Import from online source' option is highlighted with an orange oval.

2. Search data using DOI (Note! Only Data Monitor's DOI-search functions now, title or query searches have a bug so they will bring html tags to the imported dataset's text fields). Click Import-button to edit the record. You can also check the original record in the repository by clicking Source data.

Data Monitor

Import from Data Monitor

Query

Title

Author name(s) DOI Publication Year

10.5281/zenodo.3733061

1 result

Dataset for Quaternary Complex Hadamard Matrices of Order 18
Patric R J; Paavola Östergård, 2020 DOI.
Source: Zenodo.

 Import  Source data 



3. Click import and review at the appearing pop-up window

Data Monitor

Dataset for Quaternary Complex Hadamard Matrices of Order 18
Patric R J; Paavola Östergård, 2020 DOI.
Source: Zenodo.

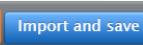
Language

Select original language of the contribution *

English

Author match

People in Data Monitor	Author and affiliations in Pure
1 Östergård, Patric R J; Paavola	 Patric Östergård Information Theory Department of Communications and Networking – Professor Person: Professors, tenure track (Staff)
	 Department of Communications and Networking School of Electrical Engineering Organisational unit: Department
	 Information Theory Department of Communications and Networking Organisational unit: Research group

 Import and review  Import and save 

4. Check and add the missing information. Some information e.g. title are automatically imported. Check the names and affiliations are right. Managing organization unit should be department not e.g. your research group (if you are student, you can leave e.g. ELEC Common affiliation).



The screenshot shows the 'People' section of a dataset. It lists a single contributor, Patric R J; Paavola Östergård (Patric Östergård), marked as a 'Contributor' and an 'Internal person'. Below this, the 'Department of Communications and Networking' is listed as the 'Organisational unit: Department'. Underneath, 'Information Theory' is listed as the 'Organisational unit: Research group'. At the bottom of the list are two buttons: 'Add person...' and 'Add organisational unit...'.

Dataset managed by 

Managing organisational unit 

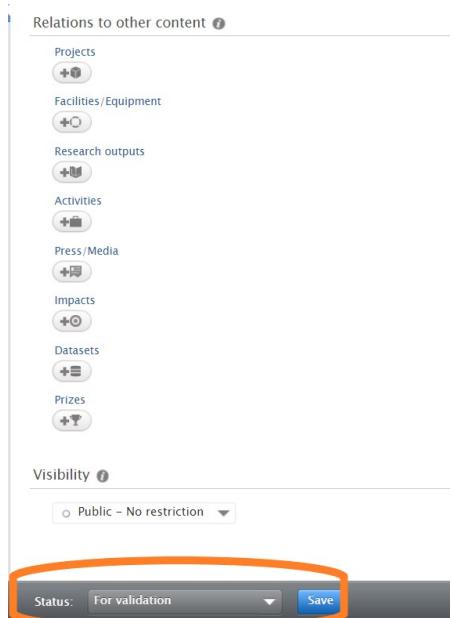
 **Department of Communications and Networking**
Organisational unit: Department



4. Add also the following optional fields which will increase the visibility and findability of your dataset:

- Contact person
- Keywords: FIELD OF SCIENCE, STATISTICS FINLAND BY DEPARTMENTS
- Relations to publications which might be in ACRIS.

5. Add relations to other contents in ACRIS, e.g. publications related to the dataset. Save the record with "For validation"-status. ACRIS-validators will validate your contribution.



The screenshot shows the 'Relations to other content' and 'Visibility' sections of the dataset configuration.

Relations to other content
Projects: 
Facilities/Equipment: 
Research outputs: 
Activities: 
Press/Media: 
Impacts: 
Datasets: 
Prizes: 

Visibility
 Public - No restriction 

Status:  

