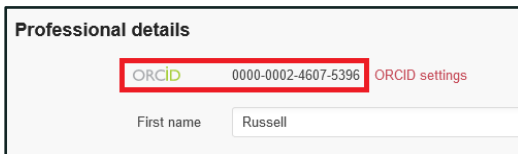


Upload metadata for UA-GRDC data assets to Figshare

From 2023 onwards, all datasets from UA-GRDC co-owned research investments are required to have openly available metadata descriptions published on the [GRDC Data Catalogue](#). Researchers at the University of Adelaide can use [Figshare](#) to publish metadata for their data assets, which will be automatically harvested to the GRDC Data Catalogue in alignment with the GRDC's new metadata capture requirements.

1 Connect your ORCID to your Figshare profile



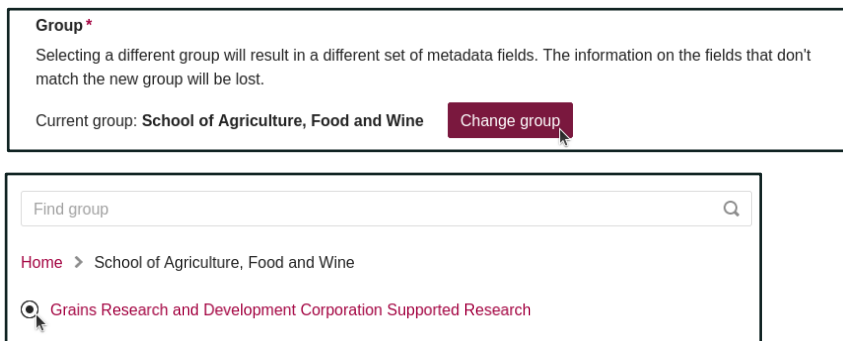
Professional details

ORCID 0000-0002-4607-5396 [ORCID settings](#)

First name Russell

Ensure that your ORCID is linked with your Figshare profile. See the [Library's guide for syncing your ORCID to Figshare](#) for more details about this process.

2 Choose the "GRDC Supported Research" group



Group *

Selecting a different group will result in a different set of metadata fields. The information on the fields that don't match the new group will be lost.

Current group: School of Agriculture, Food and Wine [Change group](#)

Find group

Home > School of Agriculture, Food and Wine

Grains Research and Development Corporation Supported Research

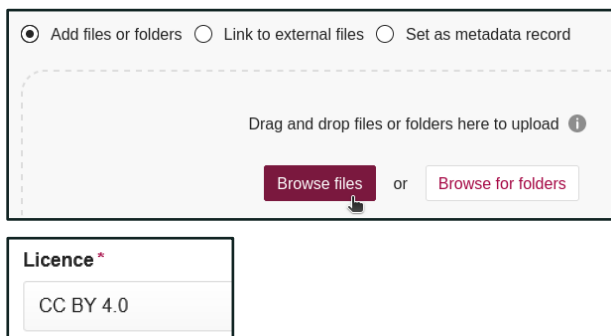
Under the **Group** field, click the **Change group** button, and select the subgroup "Grains Research and Development Corporation Supported Research".

This sets up the automatic harvest of your metadata to the GRDC Data Catalogue.

3 Share and licence your data files appropriately

If your data can be shared openly:

1. Upload (or link) the data files,
2. Choose a "CC BY 4.0" licence or similar.



Add files or folders Link to external files Set as metadata record

Drag and drop files or folders here to upload

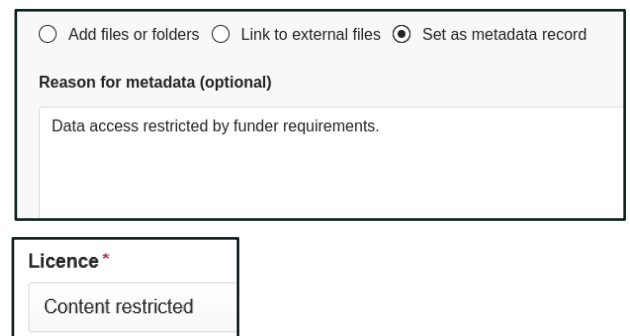
[Browse files](#) or [Browse for folders](#)

Licence *

CC BY 4.0

If your data must remain restricted:

1. Specify a *metadata-only record*,
2. Choose the "Content restricted" licence.



Add files or folders Link to external files Set as metadata record

Reason for metadata (optional)

Data access restricted by funder requirements.

Licence *

Content restricted

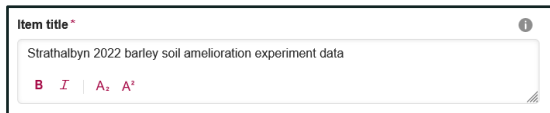
Last Updated August 2024

Contact the University of Adelaide Library if you have any questions or for further information.

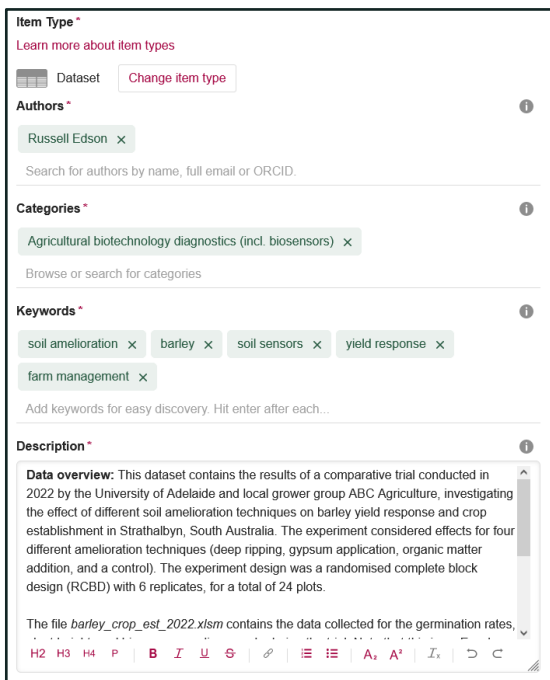
library@adelaide.edu.au

Upload metadata for UA-GRDC data assets to Figshare

4 Populate the metadata fields



Item title Give a name to your dataset. Be descriptive, but also concise! This name will appear on your dataset record in both Figshare and the GRDC Data Catalogue.



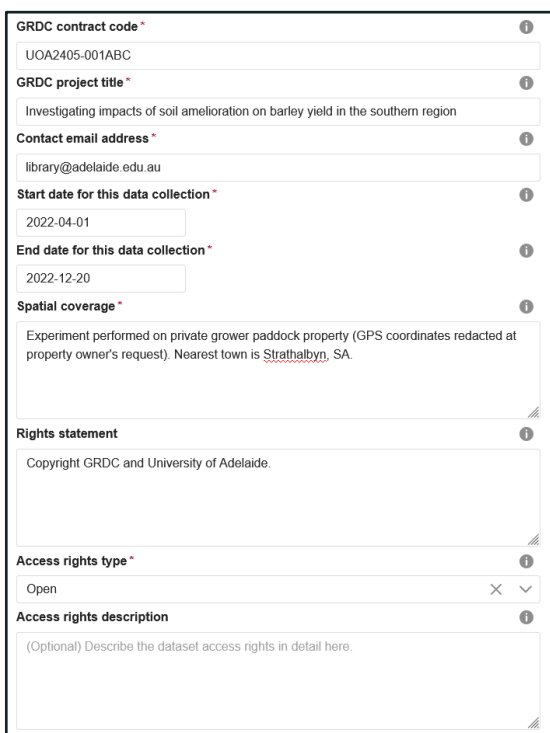
Item Type Choose 'Dataset' for the Item Type.

Authors Add data authors for your dataset. Try to use ORCID IDs for all authors where possible.

Categories Select the [ANZSRC-FoR categories](#) that apply to this dataset. If you are unsure, these can often be found in your initial research project documentation (e.g. in ResearchMaster).

Keywords Add keywords that describe your dataset. You can use common terms from the [AGROVOC vocabulary](#), or any other terms you like.

Description Describe your dataset for a potential user. What data were collected? Where, when, and how were the data collected? What else would a potential user need to know to be able to use/interpret your data? Use rich-text elements (bold, italics, lists, headings, etc) to add structure and readability.



GRDC contract code & project title Include the GRDC contract code and project title for the research investment that generated this dataset.

Contact email address Include a contact email address. Use institution/group email addresses instead of individual addresses. The default library@adelaide.edu.au email address is fine.

Start/End date for this data collection Specify the start and end dates for the data collected in your dataset.

Spatial coverage Describe the spatial location of the dataset, respecting the confidentiality of paddock owners as necessary.

Rights statement (Optional) Specify any copyrights, moral rights, or other non-access rights that apply for this dataset.

Access rights Specify the data access rights (i.e., Open, Conditional, or Restricted) for this dataset. If Conditional or Restricted access rights apply, then use the description field to further elaborate on these.

Last Updated August 2024

Contact the University of Adelaide Library if you have any questions or for further information.

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