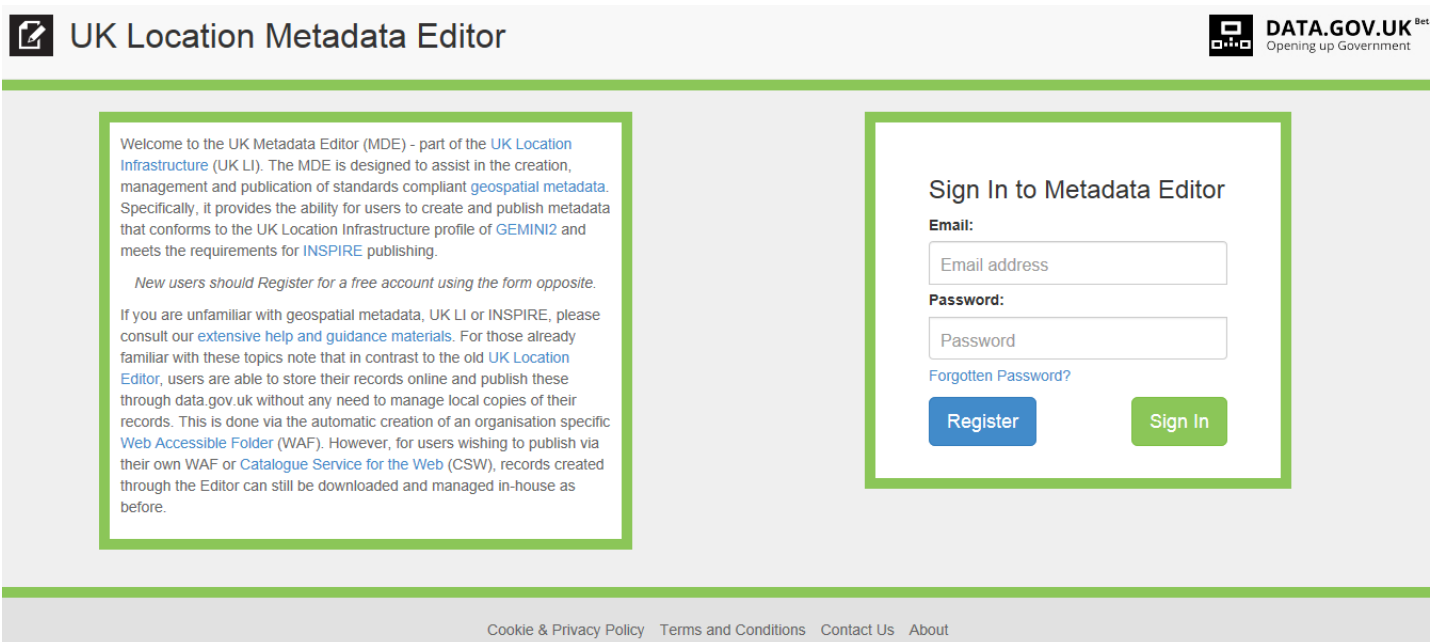


The UK metadata editor tool

This is an online tool (which is free to use) provided by UK Location. The tool enables you to create your own metadata files by allowing you to upload a template XML file, edit the information as required, then save the completed metadata XML file back to your own PC.

First, go to <https://locationmde.data.gov.uk>



The screenshot shows the UK Location Metadata Editor website. The header includes the title "UK Location Metadata Editor" and the "DATA.GOV.UK" logo with the tagline "Opening up Government". The main content area is divided into two sections. The left section contains a welcome message and instructions for new users, including a link to "extensive help and guidance materials". The right section is a "Sign In to Metadata Editor" form with fields for "Email:" and "Password:", a "Forgotten Password?" link, and "Register" and "Sign In" buttons. The footer contains links for "Cookie & Privacy Policy", "Terms and Conditions", "Contact Us", and "About".

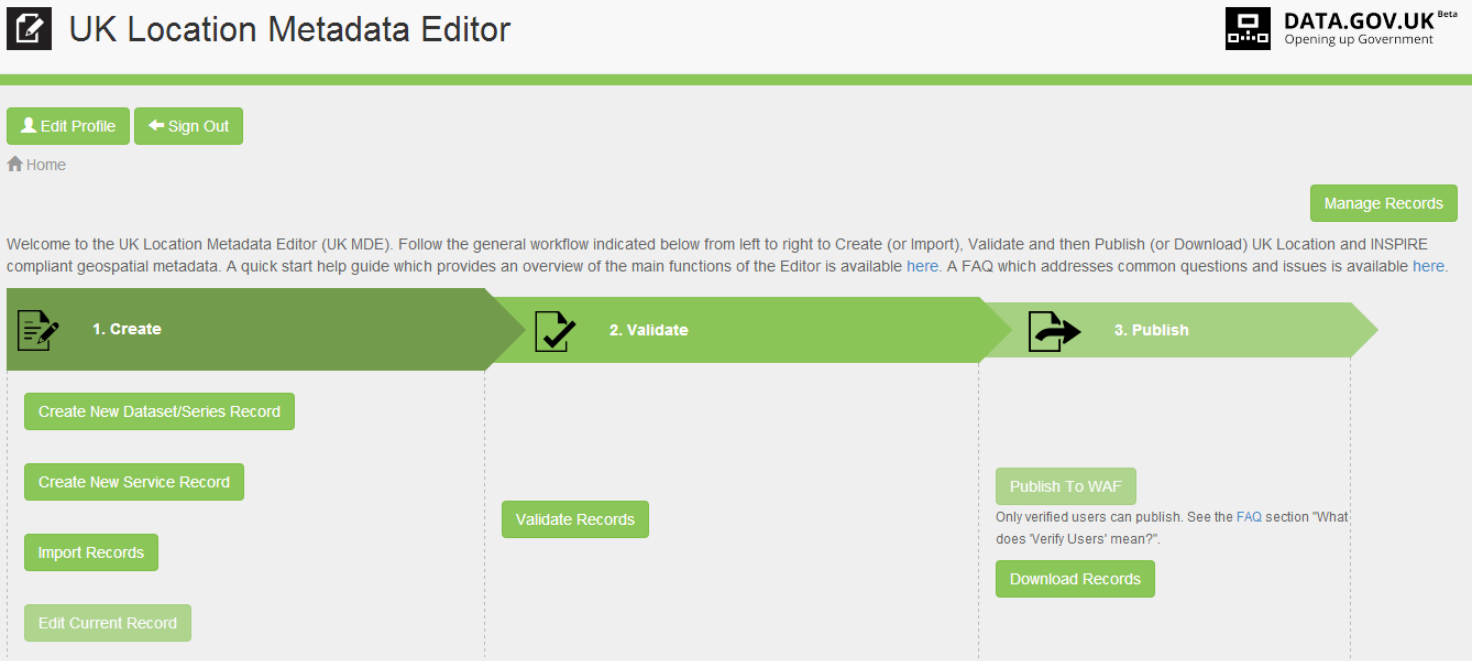
Register and Log In

Before using the tool, it is necessary to **Register** as a user at the above screen. Once registered it is possible to **Log in** and use the tool.

Once logged in, there are three sections to the tool (see next image):

1. **Create** – here is where you upload (import) a template file and enter/modify the required information for the metadata
2. **Validate** – here is where you test to ensure your metadata is valid
3. **Publish** – here is where you can download your metadata as an XML file

Using the UK location metadata tool



The screenshot shows the UK Location Metadata Editor (UK MDE) interface. At the top, there is a navigation bar with the title "UK Location Metadata Editor" and the "DATA.GOV.UK Beta" logo with the tagline "Opening up Government". Below the navigation bar, there are buttons for "Edit Profile" and "Sign Out", and a "Home" link. A "Manage Records" button is located in the top right corner. The main content area features a workflow diagram with three steps: "1. Create", "2. Validate", and "3. Publish". Under "1. Create", there are buttons for "Create New Dataset/Series Record", "Create New Service Record", "Import Records", and "Edit Current Record". Under "2. Validate", there is a "Validate Records" button. Under "3. Publish", there are buttons for "Publish To WAF" and "Download Records". A note below the "Publish To WAF" button states: "Only verified users can publish. See the FAQ section 'What does 'Verify Users' mean?'."

Import template file

Within **Create** section, click on the button **Import Records**

1. Select **GEMINI 2.2** format
2. Enter **name** for record
3. Select **Resource Type as Dataset/Series**
4. Browse to the **xml file** you wish to load (the template file)
5. Click **Import Record** button

UK Location Metadata Editor



[Edit Profile](#) [Sign Out](#)

[Home](#) / [Import](#)

Use this page to import existing geospatial metadata records. Typically these may be MEDIN or ESRI 19139 based records that you have created elsewhere e.g. in ArcGIS. Importing them will allow you to publish and manage these records in the same fashion that you do for records created from scratch in the Editor.

STEP 1. SELECT RECORD FORMAT TO IMPORT

Import Format	Description	Encoding	Select
GEMINI 2.2	Imports a GEMINI 2.2 record	XML	<input checked="" type="radio"/>
ESRI (19139)	Imports an ESRI record	XML	<input type="radio"/>
MEDIN (Marine Environmental Data & Information Network)	Imports a MEDIN record	XML	<input type="radio"/>
Dublin Core	Imports a Dublin Core record	XML	<input type="radio"/>

STEP 2. UPLOAD A RECORD FOR IMPORT OF THE TYPE IDENTIFIED IN STEP 1

A. Provide Record Name for the Imported Record	B. Resource Type	C. Select a File
<input type="text" value="template"/>	Dataset / Series <input checked="" type="radio"/> Service <input type="radio"/>	<input type="button" value="Choose File"/> completed_m...emplate.xml

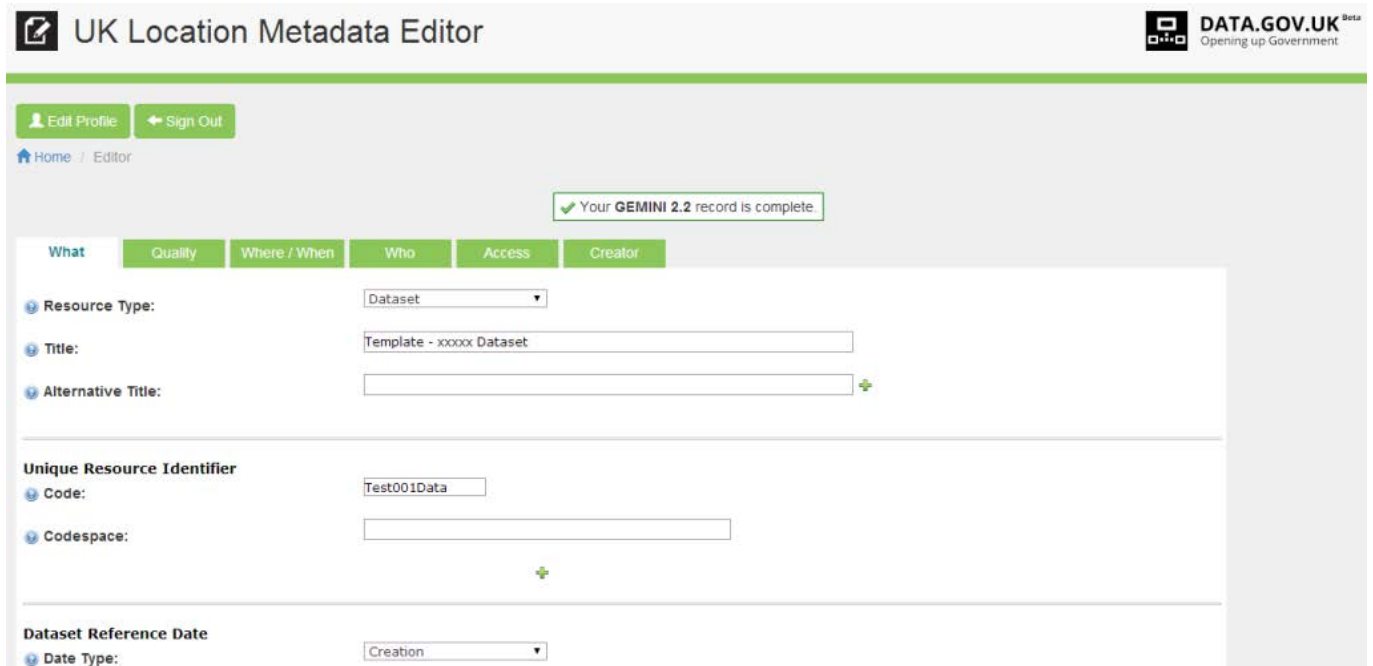
[Import Record](#)

Create/Modify the Metadata

The editor is split into six sections, all of which need to be completed:

- What
- Quality
- Where/When
- Who
- Access
- Creator

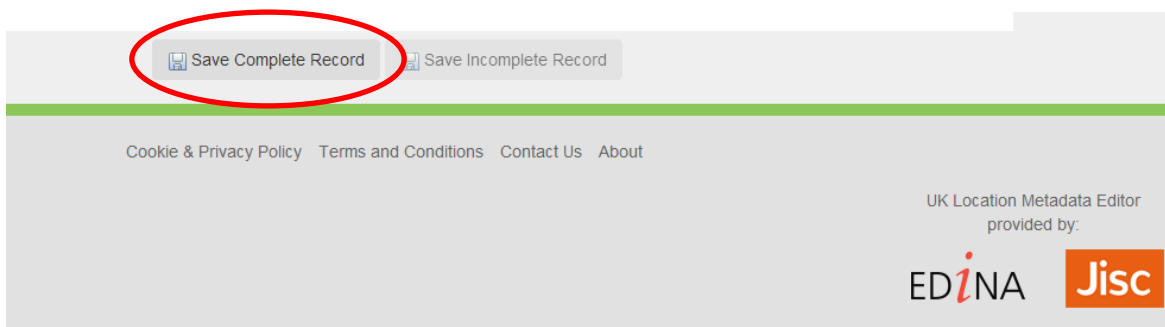
Using the UK location metadata tool



The screenshot shows the 'UK Location Metadata Editor' interface. At the top right, there is a 'DATA.GOV.UK' logo with the tagline 'Opening up Government'. Below the header, there are two buttons: 'Edit Profile' and 'Sign Out'. A navigation breadcrumb shows 'Home / Editor'. A green notification box states 'Your GEMINI 2.2 record is complete.' Below this, there are tabs for 'What', 'Quality', 'Where / When', 'Who', 'Access', and 'Creator'. The 'What' tab is active, showing fields for 'Resource Type' (set to 'Dataset'), 'Title' (set to 'Template - xxxxx Dataset'), and 'Alternative Title'. Below these are fields for 'Unique Resource Identifier' with 'Code' (set to 'Test001Data') and 'Codespace'. At the bottom, there is a 'Dataset Reference Date' section with 'Date Type' set to 'Creation'.

Saving

Click the button **Save Complete Record**

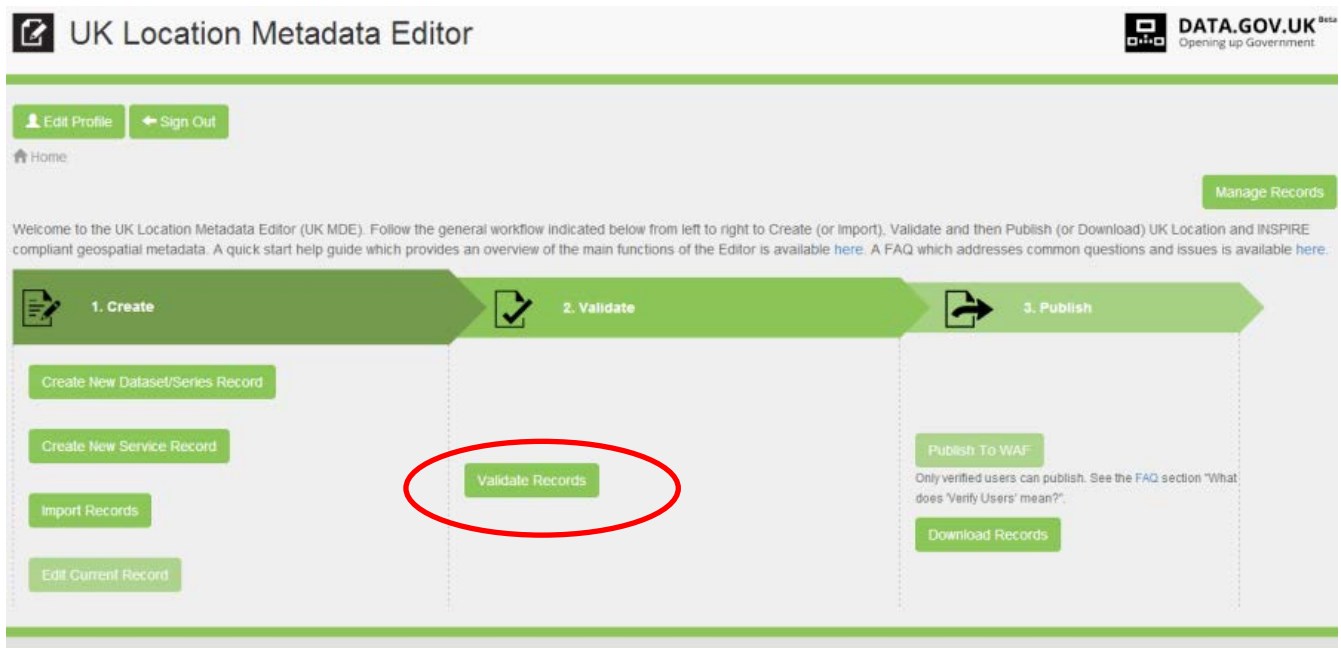


This screenshot shows the bottom section of the UK Location Metadata Editor. It features two buttons: 'Save Complete Record' and 'Save Incomplete Record'. The 'Save Complete Record' button is circled in red. Below the buttons, there is a footer with links for 'Cookie & Privacy Policy', 'Terms and Conditions', 'Contact Us', and 'About'. On the right side, it states 'UK Location Metadata Editor provided by:' followed by the logos for 'EDINA' and 'Jisc'.

Enter **Name** for new metadata record

Then click the button **Save Record**

Validate the metadata



UK Location Metadata Editor DATA.GOV.UK^{Beta} Opening up Government

[Edit Profile](#) [Sign Out](#)

Home Manage Records

Welcome to the UK Location Metadata Editor (UK MDE). Follow the general workflow indicated below from left to right to Create (or Import), Validate and then Publish (or Download) UK Location and INSPIRE compliant geospatial metadata. A quick start help guide which provides an overview of the main functions of the Editor is available [here](#). A FAQ which addresses common questions and issues is available [here](#).

1. Create **2. Validate** **3. Publish**

[Create New Dataset/Series Record](#)

[Create New Service Record](#)

[Import Records](#)

[Edit Current Record](#)

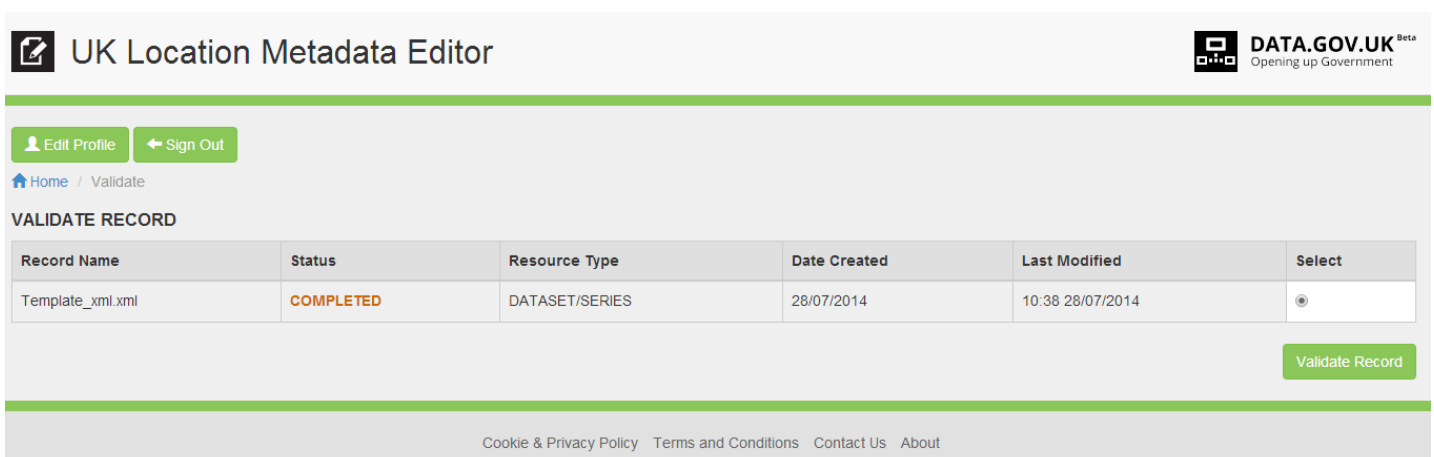
[Validate Records](#)

[Publish To WAF](#)
Only verified users can publish. See the FAQ section "What does 'Verify Users' mean?".

[Download Records](#)

Within the **Validate** section click the **Validate Records** button

Select the record to validate then click the **Validate Record** button



UK Location Metadata Editor DATA.GOV.UK^{Beta} Opening up Government

[Edit Profile](#) [Sign Out](#)

Home / Validate

VALIDATE RECORD

Record Name	Status	Resource Type	Date Created	Last Modified	Select
Template_xml.xml	COMPLETED	DATASET/SERIES	28/07/2014	10:38 28/07/2014	<input type="radio"/>

[Validate Record](#)

[Cookie & Privacy Policy](#) [Terms and Conditions](#) [Contact Us](#) [About](#)

Using the UK location metadata tool



When the metadata record passes validation, it can then be downloaded as an xml file.

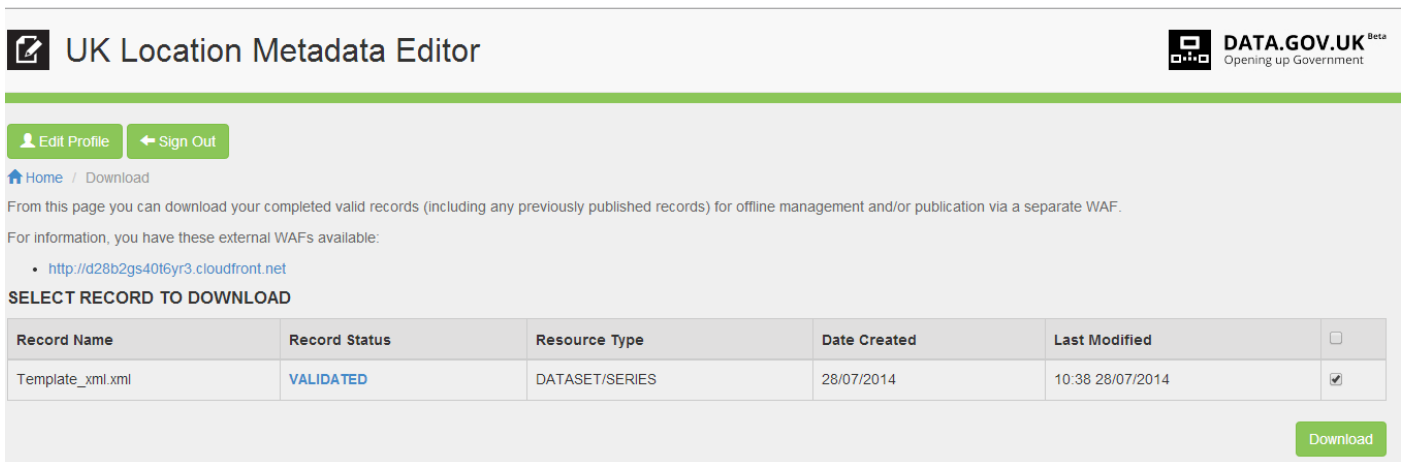
The screenshot shows the 'UK Location Metadata Editor' interface. At the top right is the 'DATA.GOV.UK Beta' logo with the tagline 'Opening up Government'. Below the header are two buttons: 'Edit Profile' and 'Sign Out'. A breadcrumb trail shows 'Home / Validate'. A message box states: 'Your record validated successfully. You can now [publish it](#).' At the bottom, there are links for 'Cookie & Privacy Policy', 'Terms and Conditions', 'Contact Us', and 'About'. On the right side, it says 'UK Location Metadata Editor provided by:' followed by the 'EDINA' and 'Jisc' logos.

Download Metadata as XML file

The screenshot shows the 'UK Location Metadata Editor' interface with a workflow diagram. The workflow consists of three steps: 1. Create, 2. Validate, and 3. Publish. Under '1. Create', there are buttons for 'Create New Dataset/Series Record', 'Create New Service Record', 'Import Records', and 'Edit Current Record'. Under '2. Validate', there is a 'Validate Records' button. Under '3. Publish', there are buttons for 'Publish To WAF' and 'Download Records'. The 'Download Records' button is circled in red. A note below the 'Publish To WAF' button states: 'Only verified users can publish. See the [FAQ](#) section "What does 'Verify Users' mean?".' A 'Manage Records' button is located in the top right corner. The 'DATA.GOV.UK Beta' logo is also present in the top right.

Using the UK location metadata tool

In the **Publish** section, click on **Download Record** button. Select the record required, and then click the **Download** button.



The screenshot shows the 'UK Location Metadata Editor' interface. At the top right is the 'DATA.GOV.UK Beta' logo with the tagline 'Opening up Government'. Below the header are two buttons: 'Edit Profile' and 'Sign Out'. A breadcrumb trail shows 'Home / Download'. The main text states: 'From this page you can download your completed valid records (including any previously published records) for offline management and/or publication via a separate WAF. For information, you have these external WAFs available: <http://d28b2gs40t6yr3.cloudfront.net>'. Below this is a section titled 'SELECT RECORD TO DOWNLOAD' containing a table with the following data:

Record Name	Record Status	Resource Type	Date Created	Last Modified	
Template_xml.xml	VALIDATED	DATASET/SERIES	28/07/2014	10:38 28/07/2014	<input checked="" type="checkbox"/>

A 'Download' button is located at the bottom right of the table area.

The metadata XML file will then be downloaded onto your PC in a zip file called **metadata_records.zip**

Need more help with INSPIRE? Call us on **0121 232 8000** or email us at info@misportal.com