

Welcome to Docucomp

The home of component metadata authoring.

[Login to Manage Components](#)

Docucomp User Manual

Production Version 4.6.0

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Contact Information

Questions or feedback regarding this manual should be directed to the OneStop Metadata Content Team (lori.hager@noaa.gov, catherine.luquire@noaa.gov, paul.lemieux@noaa.gov)

If you encounter issues or need to report a bug in Docucomp, please email ncei.collection-manager.support@noaa.gov. In the email, describe the issue or bug and steps required to replicate it. Additionally, provide your name and contact information if you wish to be contacted for issue clarification and/or to receive updates on the status of the issue.

Acknowledgements

Special thanks to Charlie Burris, Jerri Reeves, and Marty Aubrey for their technical input

Overview

The purpose of Docucomp is to save users' time and promote reusability. If users need to create multiple metadata records with the same data content, they can create XML components in Docucomp and directly import the components into their XML or metadata records in CoMET as Xlinks. This manual demonstrates how to create and edit XML components and component groups, and how to insert XML components as Xlinks into metadata records using CoMET ISO Editor.

Helpful Quickfacts

1. An XML component is a snippet of [ISO 19139 XML](#) (see page 9 of link)
2. Components are inserted into metadata records via Xlinks
3. Xlinks are used to create hyperlinks in XML documents
4. Component Groups are used to group related components together. Editors can create and manage components within their own groups
5. If a user updates an in-use XML Component, the user must republish records in CoMET OR run a WAF on-demand in [Metaserver](#)

Limited Access

Some functions may be accessed without logging in

- Access Docucomp at <https://data.noaa.gov/Docucomp/>

The image shows the Docucomp interface. At the top, a blue banner reads "Welcome to Docucomp" with the subtitle "The home of component metadata authoring." and a "Login to Manage Components" button. Below this is the "Filter & Search XML Components" section, which contains a form with the following fields:

- Component Group**: A dropdown menu with "-- Select a Value --".
- XML Content**: A text input field with examples: "NCEI, gov.noaa.ncdc:C00011, Weather".
- UUID**: A text input field with examples: "46d6896b-4bf0-4c8f-9deb-4dc4299a8566, 46d6896b, etc".
- Component Name**: A text input field with examples: "Citation NCEI Official Archive Branch, ResponsibleParty, Keywords NCEI-NC Oceans".
- Owner**: A text input field with examples: "user.name, bob, curly, moe".
- Last Updater**: A text input field with examples: "user.name, bob, curly, moe".

At the bottom of the form are two buttons: "List Components" and "Reset Filters".

Filter & Search Components

- Apply filter(s), if desired
- Click 'List Components'

This image shows the "Filter & Search Components" form, which is identical to the one in the previous image. It includes the same fields for Component Group, XML Content, UUID, Component Name, Owner, and Last Updater, along with the "List Components" and "Reset Filters" buttons.

- Page loads with Filter & Search Components and Components List

Filter & Search Components

Component Group ⓘ

-- Select a Value --

XML Content

Examples: NCEI, gov.noaa.ncdc:C00011, Weather

UUID

Examples: 46d6896b-4bf0-4c8f-9deb-4dc4299a8566, 46d6896b, etc

Component Name

Examples: Citation NCEI Official Archive Branch, ResponsibleParty, Keywords NCEI-NC Oceans

Owner

Examples: user.name, bob, curly, moe

Last Updater










Examples: user.name, bob, curly, moe

List Components

Reset Filters

Components List

Showing 1 to 10 of 4472 records

Actions	Component Name ↕	Owner ↕	Last Updater ↕	Last Updated ▼	Group
  	LHager_Test 2	lori.hager	lori.hager	2021-08-04 14:52:59 EDT	katy_test_group
  	Jeffrey Seewald - princpalInvestigator	veronica.martinez	veronica.martinez	2021-07-21 16:25:24 EDT	NOAA Master Component Group
  	LHager_Test 1	lori.hager	lori.hager	2021-07-08 11:50:53 EDT	katy_test_group

Components List

Actions









[View Component](#)



[Copy Xlink](#)



[View XML](#)

Components List					
Showing 1 to 4 of 4 records					
Actions	Component Name ↕	Owner ↕	Last Updater ↕	Last Updated ▼	Group
  	LHager_Test 2	lori.hager	lori.hager	2021-08-04 14:52:59 EDT	katy_test_group
  	LHager_Test 1	lori.hager	lori.hager	2021-07-08 11:50:53 EDT	katy_test_group

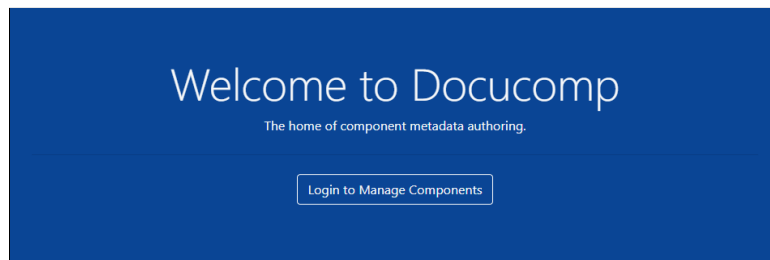
New Users

Note: If a NOAA employee, manager must request access

- Email: ncei.collection-manager.support@noaa.gov
- Subject:
 - New User for Docucomp for *employee name*
- Body:
 - Employee's Contact information
 - Associated program or agency
 - Component Group(s) to be accessed
 - If Component Group is unknown, user will be assigned to default Component Group 'NOAA Master Component Group'
 - User may create/edit components here until appropriate Component Group is determined
 - Intended usage
 - Include if ability to create Component Groups is required
 - New users will be assigned default user role ROLE_EDIT

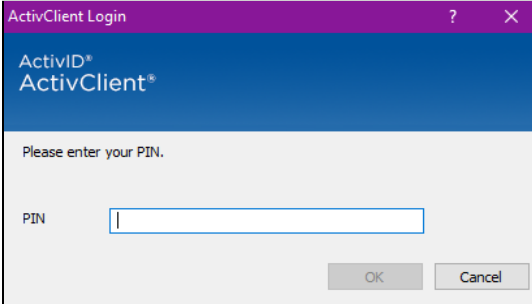
Log In for Full Access

- Access Docucomp at <https://data.noaa.gov/Docucomp/>
- Select 'Login to Manage Components'

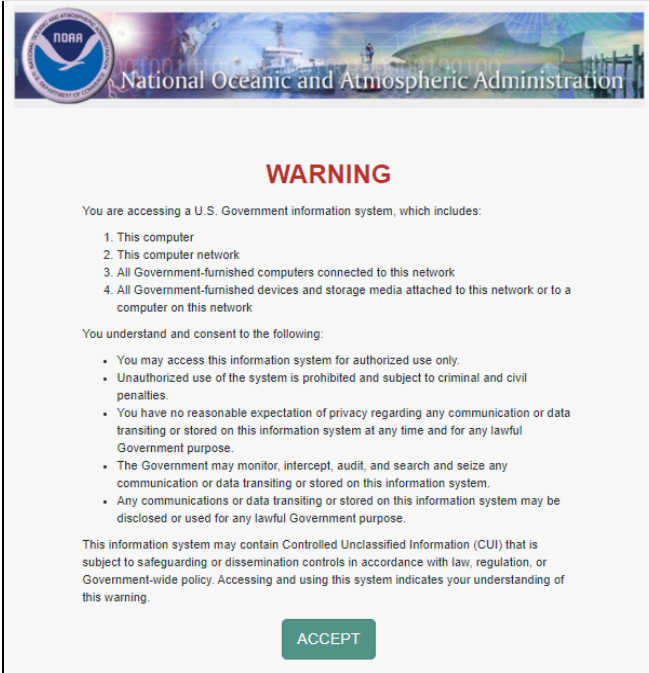


- Enter Username (email address without @noaa.gov) and email password OR click 'NOAA ICAM SSO' button

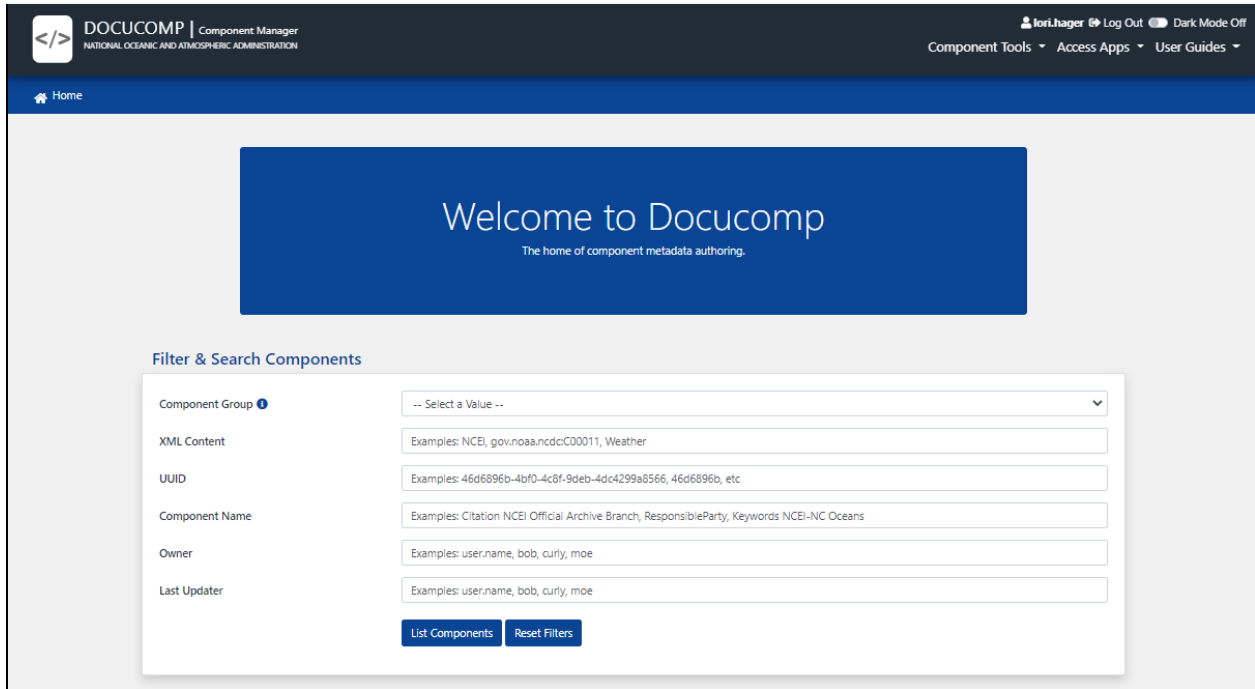
- ‘Select a certificate’, if prompted
 - Select same certificate used when logging into work computer
- Enter CAC PIN



- After authentication, a Warning page is displayed
 - Click ‘Accept’ to proceed



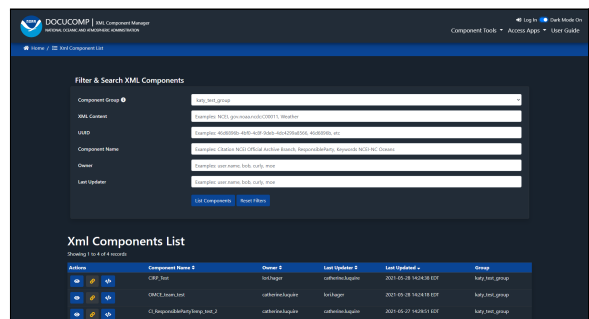
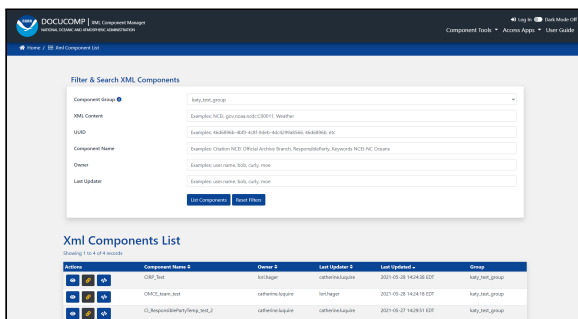
- Docucomp Home page is displayed



Viewing Options

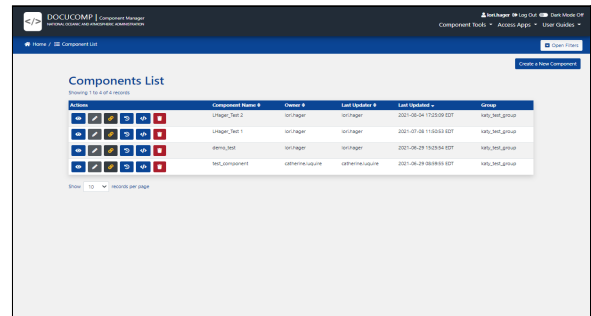
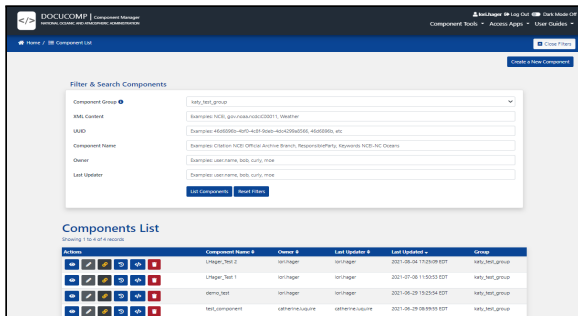
Dark Mode

- Toggle button for 'Dark Mode' at top right corner of screen
 - 'Dark Mode On' or 'Dark Mode Off'



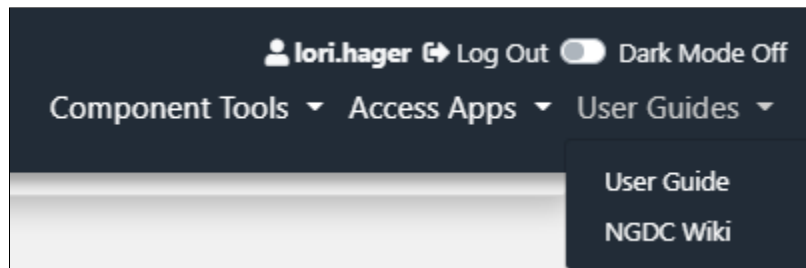
Streamline Page

- Click 'Close Filters'
 - Toggle between 'Close Filters' and 'Open Filters'



Link to Docucomp User Guide

- At top right corner, click 'User Guides' drop-down
 - Select 'User Guide'



- Metadata site opens in new tab
 - Below RESOURCES, click link 'Docucomp User Guide'



Filter & Search Components

- Filter panel allows limiting number of components by various criteria
 - Filter components by:
 - Component Group
 - XML Content
 - UUID
 - Automatically generated or use own from XML
 - Component Name
 - Owner
 - Last Updater
 - Click ‘List Components’ to apply filter(s)
 - Click ‘Reset Filters’ to clear filter(s)

Filter & Search Components

Component Group ⓘ

-- Select a Value --

XML Content

Examples: NCEI, gov.noaa.ncdc:C00011, Weather

UUID

Examples: 46d6896b-4bf0-4c8f-9deb-4dc4299a8566, 46d6896b, etc

Component Name

Examples: Citation NCEI Official Archive Branch, ResponsibleParty, Keywords NCEI-NC Oceans

Owner

Examples: user.name, bob, curly, moe

Last Updater







Examples: user.name, bob, curly, moe



List Components

Reset Filters

Components List

Actions

-  [View Component](#)
-  [Edit Component](#)
-  [Copy Xlink](#)
-  [View Revision History](#)
-  [View XML](#)
-  [Delete this component](#)

Components List					
Showing 1 to 4 of 4 records					
Actions	Component Name ↕	Owner ↕	Last Updater ↕	Last Updated ▼	Group
     	LHager_Test 2	lori.hager	lori.hager	2021-08-04 14:52:59 EDT	katy_test_group
     	LHager_Test 1	lori.hager	lori.hager	2021-07-08 11:50:53 EDT	katy_test_group
     	demo_test	lori.hager	lori.hager	2021-06-29 15:25:54 EDT	katy_test_group

Actions



View Component

- Click eye icon to View Component
 - ‘Show Component’ tab opens

Show Component

Component Name: LHager_Test 2
Component Group: katy_test_group
Owner: lori.hager
Date Created: 2021-08-04 14:52:59.374
Last Updated By: lori.hager
Last Updated: 2021-08-04 14:52:59.374
UUID: 841963ec-b219-4d75-9f70-34f0c5a362cc

XML

```
<gmd:CI_ResponsibleParty xmlns:gmd="http://www.isotc211.org/2005/gmd" xmlns:gco="http://www.isotc211.org/2005/gco">
  <gco:CharacterString/>
  </gmd:individualName>
  <gmd:organisationName>
    <gco:CharacterString/>
  </gmd:organisationName>
  <gmd:positionName>
    <gco:CharacterString/>
  </gmd:positionName>
  <gmd:contactInfo>
    <gmd:CI_Contact>
      <gmd:phone>
        <gmd:CI_Telephone>
          <gmd:voice>
            <gco:CharacterString/>
          </gmd:voice>
        </gmd:CI_Telephone>
      </gmd:phone>
      <gmd:address>
        <gmd:CI_Address>
          <gmd:deliveryPoint>
            <gco:CharacterString/>
          </gmd:deliveryPoint>
          <gmd:city>
            <gco:CharacterString/>
          </gmd:city>
          <gmd:administrativeArea>
            <gco:CharacterString/>
          </gmd:administrativeArea>
          <gmd:postalCode>
            <gco:CharacterString/>
          </gmd:postalCode>
          <gmd:country>
```



Edit Component

- Click pencil icon to Edit Component
 - 'Edit Component' tab opens
 - Apply edits
 - Click 'Update'

Edit Component

Component Name (required) LHager_Test 2

Component Group (required) TEST GROUP

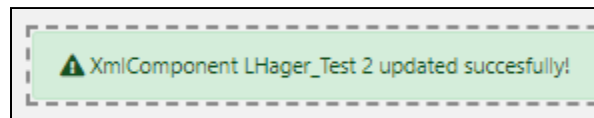
Component Owner (required) lori.hager

XML (required)

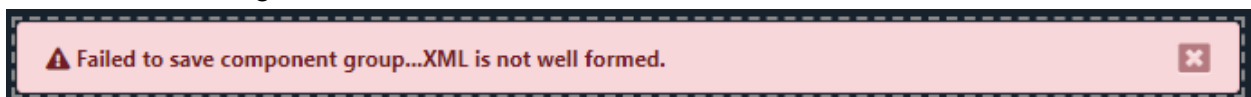
```
<gmd:CI_ResponsibileParty
xmlns:gmd="http://www.isotc211.org/2005/gmd"
xmlns:gco="http://www.isotc211.org/2005/gco"
xmlns:xsi="http://www.w3.org/2001/XMLSchema-
instance"
xsi:schemaLocation="http://www.isotc211.org/2005/gmi
https://data.noaa.gov/resources/iso19139/schema.xsd"
uuid="841963ec-b219-4d75-9f70-34f0c5a362cc">
  <gmd:individualName>
    <gco:CharacterString/>
  </gmd:individualName>
</gmd:CI_ResponsibileParty>
```

Update

- Get message 'XmlComponent . . . updated successfully!' message

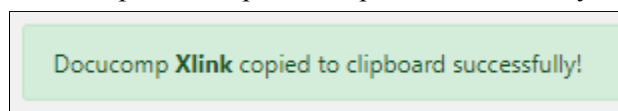


- If user inserts poorly formed XML, a new tab opens with red 'Failed to save component group ... XML is not well formed' message
 - Changes will not be saved



Copy Xlink

- Click link icon to Copy Xlink
 - Get message 'Docucomp Xlink copied to clipboard successfully!'



Note: Only use Copy Xlink functionality when injecting component directly into XML
Not recommended to use this functionality when inserting Xlinks into CoMET via ISO Editor
For instructions on inserting Xlinks into CoMET's ISO Editor, [click here](#)



View Revision History

- Click revert icon to View Revision History
- Each time a record is saved, Date and Updater are noted

Revision History: LHager_Test 2			
Compare Versions		Showing 1 to 2 of 2 records	
Version	Date	Updater	Action
<input type="checkbox"/>	2021-08-04 16:58:44.369	lori.hager	View XML
<input type="checkbox"/>	2021-08-04 16:58:34.215	lori.hager	View XML Revert
<input type="checkbox"/>	2021-08-04 16:53:51.677	lori.hager	View XML Revert
<input type="checkbox"/>	2021-08-04 16:53:40.808	lori.hager	View XML Revert
<input type="checkbox"/>	2021-08-04 16:50:58.472	lori.hager	View XML Revert
<input type="checkbox"/>	2021-08-04 14:52:59.374	lori.hager	View XML Revert

Compare Two Versions

- Check Version boxes of records to be compared
 - Clicking red 'X' in bottom right corner will deselect Version box
- Click 'Compare Versions'

Revision History: LHager_Test 2			
Compare Versions		Showing 1 to 2 of 2 records	
Version	Date	Updater	Action
<input checked="" type="checkbox"/>	2021-08-04 17:11:45.996	lori.hager	View XML
<input type="checkbox"/>	2021-08-04 17:11:21.143	lori.hager	View XML Revert
<input type="checkbox"/>	2021-08-04 17:10:38.973	lori.hager	View XML Revert
<input checked="" type="checkbox"/>	2021-08-04 17:09:54.02	lori.hager	View XML Revert

- Below 'Version', numbers in left column refer to more recent version and numbers in right column refer to older version

Compare Versions

LHager_Test 2

Number of differences: 2 differences from 2 lines of code.

Version (99028) vs. (99060)		
1	1	<gmd:CI_ResponsibleParty
2		xmlns:gmd="http://www.isotc211.org/2005/gmd"
	2	xmlns:gmd="http://www.isotc211.org/2007/gmd"
3		xmlns:gco="http://www.isotc211.org/2005/gco"
	3	xmlns:gco="http://www.isotc211.org/2007/gco"
- 4	4	xmlns:xsi="http://www.w3.org/2001/XMLSchema-instance"
5	5	xsi:schemaLocation="http://www.isotc211.org/2005/gmi https://data.noaa.gov/resources/isol9139/schema.xsd"
6	6	uuid="911f588e-8798-4fac-884c-8bfc5d07bdc5">
7	7	<gmd:individualName>
8	8	<gco:CharacterString/>
9	9	</gmd:individualName>
10	10	<gmd:organisationName>
11	11	<gco:CharacterString/>
12	12	</gmd:organisationName>
13	13	<gmd:positionName>
14	14	<gco:CharacterString/>
15	15	</gmd:positionName>
16	16	<gmd:contactInfo>
17	17	<gmd:CI_Contact>
18	18	<gmd:phone>
19	19	<gmd:CI_Telephone>
20	20	<gmd:voice>
21	21	<gco:CharacterString/>
22	22	</gmd:voice>
23	23	</gmd:CI_Telephone>
24	24	</gmd:phone>
25	25	<gmd:address>
26	26	<gmd:CI_Address>
27	27	<gmd:deliveryPoint>
28	28	<gco:CharacterString/>
29	29	</gmd:deliveryPoint>
30	30	<gmd:city>

View Component's XML from Revision History Page

- Action
 - Click 'View XML'

Revision History: OMCE_team_test			
Compare Versions		Showing 1 to 2 of 2 records	
Version	Date	Updater	Action
<input type="checkbox"/>	2021-05-28 14:24:18.56	lori.hager	View XML
<input type="checkbox"/>	2021-04-26 15:00:18.5	catherine.luquire	View XML Revert

- XML for selected component opens in new tab

This XML file does not appear to have any style information associated with it. The document tree is shown below.

```
<?xml version="1.0" encoding="UTF-8" standalone="yes" ?>
<gmd:CI_ResponsibleParty xmlns:gmd="http://www.isotc211.org/2005/gmd" xmlns:gco="http://www.isotc211.org/2005/gco"
xmlns:xsi="http://www.w3.org/2001/XMLSchema-instance" xsi:schemaLocation="http://www.isotc211.org/2005/gmi
https://data.noaa.gov/resources/iso19139/schema.xsd" uuid="c494dea3-eda4-4898-bbff-5a2438576fb3">
  <gmd:individualName>
    <gco:CharacterString> OMCE_team_test </gco:CharacterString>
  </gmd:individualName>
  <gmd:organisationName>
    <gco:CharacterString> NOAA </gco:CharacterString>
  </gmd:organisationName>
  <gmd:positionName>
    <gco:CharacterString> Metadata Specialist </gco:CharacterString>
  </gmd:positionName>
  <gmd:contactInfo>
    <gmd:CI_Contact>
      <gmd:phone>
        <gmd:CI_Telephone>
          <gmd:voice>
            <gco:CharacterString> 8283014394 </gco:CharacterString>
          </gmd:voice>
        </gmd:CI_Telephone>
      </gmd:phone>
      <gmd:address>
        <gmd:CI_Address>
          <gmd:deliveryPoint>
            <gco:CharacterString> 151 Patton Avenue </gco:CharacterString>
          </gmd:deliveryPoint>
          <gmd:city>
            <gco:CharacterString> Asheville </gco:CharacterString>
          </gmd:city>
          <gmd:administrativeArea>
            <gco:CharacterString> North Carolina </gco:CharacterString>
          </gmd:administrativeArea>
          <gmd:postalCode>
            <gco:CharacterString/>
          </gmd:postalCode>
          <gmd:country>
            <gco:CharacterString> United States </gco:CharacterString>
          </gmd:country>
          <gmd:electronicMailAddress>
            <gco:CharacterString> catherine.luquire@noaa.gov </gco:CharacterString>
          </gmd:electronicMailAddress>
        </gmd:CI_Address>
      </gmd:address>
    </gmd:CI_Contact>
  </gmd:contactInfo>
  <gmd:role>
    <gmd:CI_RoleCode codeList="https://data.noaa.gov/resources/iso19139/schema/resources/CodeList/gmxCodeLists.xml#CI_RoleCode"
codeListValue="editor"> editor </gmd:CI_RoleCode>
  </gmd:role>
</gmd:CI_ResponsibleParty>
```


Undo a Change By Reverting To Prior Version

- Recall an earlier version and make it current version
 - On Revision History page check appropriate Version box
 - Clicking red 'X' in bottom right corner will deselect Version box
 - Click its 'Revert' button

Revision History: LHager_Test 2

Compare Versions Showing 1 to 2 of 2 records

Version	Date	Updater	Action
<input type="checkbox"/>	2021-08-04 17:11:45.996	lori.hager	View XML
<input checked="" type="checkbox"/>	2021-08-04 17:11:21.143	lori.hager	View XML Revert
<input type="checkbox"/>	2021-08-04 17:10:38.973	lori.hager	View XML Revert
<input type="checkbox"/>	2021-08-04 17:09:54.02	lori.hager	View XML Revert



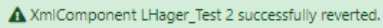
- Click 'OK'

data.noaa.gov says

Are you sure you want revert this component?

[OK](#) [Cancel](#)

- 'Show XML Component' page opens with green 'XMLComponent . . . successfully reverted.' message

 XMLComponent LHager_Test 2 successfully reverted.

Show Component

Component Name: LHager_Test 2
Component Group: katy_test_group
Owner: lori.hager
Date Created: 2021-08-04 17:09:54.02
Last Updated By: lori.hager
Last Updated: 2021-08-04 17:25:09.352
UUID: aaaa4223-a5ec-4b86-abf5-3378f47b2f98
XML

```
<gmd:CI_ResponsibleParty xmlns:gmd="http://www.isotc211.org/2006/gmd" xmlns:gco="http://www.isotc211.org/2006/gco">
  <gco:CharacterString/>
</gmd:CI_ResponsibleParty>
<gmd:individualName>
  <gmd:organisationName>
    <gco:CharacterString/>
  </gmd:organisationName>
  <gmd:positionName>
    <gco:CharacterString/>
  </gmd:positionName>
</gmd:individualName>
</gmd:CI_ResponsibleParty>
```



View XML

- Click end tag icon to View XML
 - New tab opens

This XML file does not appear to have any style information associated with it. The document tree is shown below:

```
<?xml version="1.0" encoding="UTF-8" standalone="yes" ?>
<gmd:CI_Responsibility xmlns:gmd="http://www.isotc211.org/2005/gmd" xmlns:gco="http://www.isotc211.org/2005/gco" xmlns:xsi="http://www.w3.org/2001/XMLSchema-instance"
xsi:schemaLocation="http://www.isotc211.org/2005/gmd http://data.noaa.gov/resources/iso19139/schema.xsd" uid="7c4589b7-91e1-4ee7-bacd-f5db117ba42e">
  <gmd:individualName>
    <gco:CharacterString> Responsible Party Burris, Charles - NCEI - Asheville North Carolina </gco:CharacterString>
  </gmd:individualName>
  <gmd:organisationName>
    <gco:CharacterString> National Centers for Environmental Information </gco:CharacterString>
  </gmd:organisationName>
  <gmd:positionName>
    <gco:CharacterString> Senior Developer </gco:CharacterString>
  </gmd:positionName>
  <gmd:contactInfo>
    <gmd:CI_Contact>
      <gmd:phone>
        <gmd:CI_Telephone>
          <gmd:voice>
            <gco:CharacterString/>
          </gmd:voice>
        </gmd:CI_Telephone>
      </gmd:phone>
    </gmd:CI_Contact>
  </gmd:contactInfo>
  <gmd:address>
    <gmd:CI_Address>
      <gmd:deliveryPoint>
        <gco:CharacterString> 51 Patton Ave </gco:CharacterString>
      </gmd:deliveryPoint>
      <gmd:city>
        <gco:CharacterString> Asheville </gco:CharacterString>
      </gmd:city>
      <gmd:administrativeArea>
        <gco:CharacterString> NC </gco:CharacterString>
      </gmd:administrativeArea>
      <gmd:postalCode>
        <gco:CharacterString/>
      </gmd:postalCode>
      <gmd:country>
        <gco:CharacterString> United States </gco:CharacterString>
      </gmd:country>
      <gmd:electronicMailAddress>
        <gco:CharacterString> charles.burris@noaa.gov </gco:CharacterString>
      </gmd:electronicMailAddress>
    </gmd:CI_Address>
  </gmd:address>
  <gmd:role>
    <gmd:CI_RoleCode codeList="https://data.noaa.gov/resources/iso19139/schema/resources/CodeList/gmxCodeLists.xml#CI_RoleCode" codeListValue="pointOfContact"> pointOfContact
    </gmd:CI_RoleCode>
  </gmd:role>
</gmd:CI_Responsibility>
```



Delete this component

- Click trash icon to Delete Component
 - Message Box appears

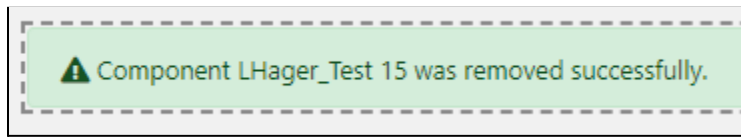
data.dev.ncei.noaa.gov says

Are you sure you want to delete this component?

Warning: This will affect all references to this unique component.

OK Cancel

- Click 'Cancel' to return to XML Component List
- Click 'OK' to delete
- Green Message 'Component . . . was removed successfully' appears

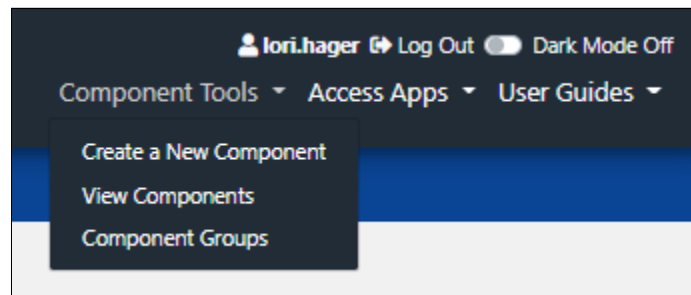


Note: User needs to republish records in CoMET or run a WAF on-demand in Metaserver to fully remove XML Component from records

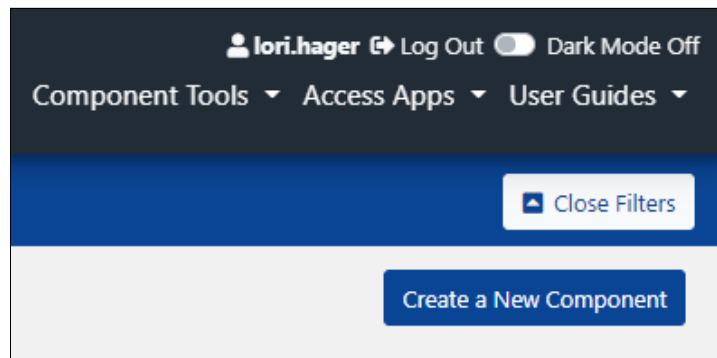
Component Tools

Create New Component

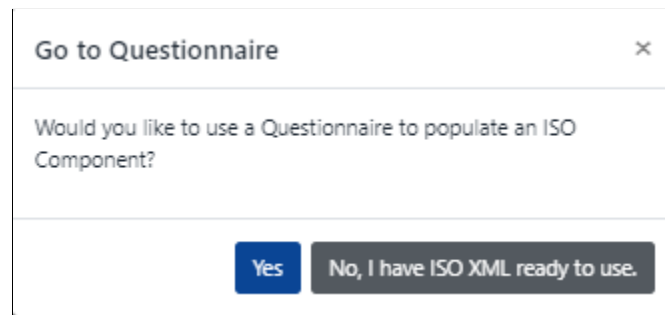
- On Home page, 'Component Tools' drop-down menu, click 'Create a New Component'



- OR, if on Component List page, click 'Create a New Component' button
 - May also click 'Create a New Component' button from other pages on site
 - Any page except 'Home' page

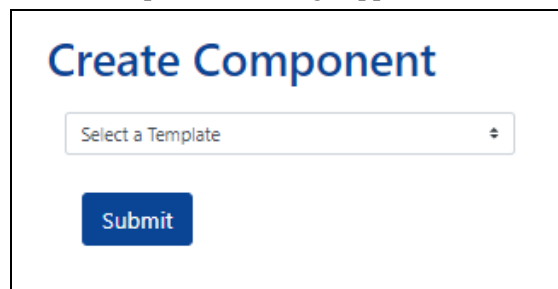


- 'Go to Questionnaire' dialog box opens



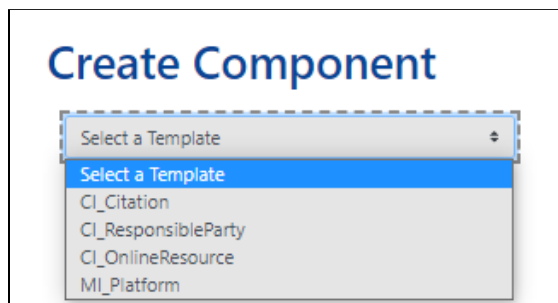
A dialog box titled "Go to Questionnaire" with a close button (X) in the top right corner. The text inside asks, "Would you like to use a Questionnaire to populate an ISO Component?". At the bottom, there are two buttons: a blue "Yes" button and a grey "No, I have ISO XML ready to use." button.

- Select 'No, I have ISO XML ready to use' if using complete, well-formed [ISO XML Snippet](#)
- If 'Yes' is selected, 'Create Component' message appears



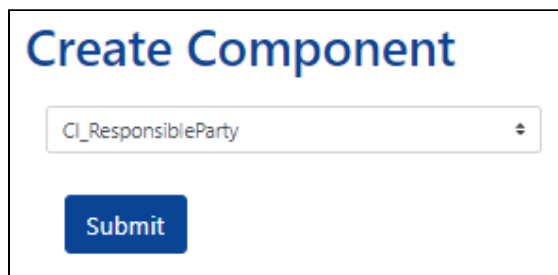
A form titled "Create Component" in blue text. It features a dropdown menu labeled "Select a Template" with a downward arrow. Below the dropdown is a blue "Submit" button.

- From 'Select a Template' drop-down, select a template



The "Create Component" form with the "Select a Template" dropdown menu open. The menu shows a list of options: "Select a Template" (highlighted in blue), "CI_Citation", "CI_ResponsibleParty", "CI_OnlineResource", and "MI_Platform".

- Click 'Submit'



The "Create Component" form with "CI_ResponsibleParty" selected in the "Select a Template" dropdown menu. The blue "Submit" button is visible below the dropdown.

- Enter data into fields or select value from drop-down menu
 - Field titles will vary, depending on template selected
 - Required fields are indicated by a vertical red bar next to field name, as well as text ‘(required)’ after field name
 - Hover mouse over information icons for field details

Note: Components can only be edited directly within its XML

- Scroll to bottom of page and click ‘Create’

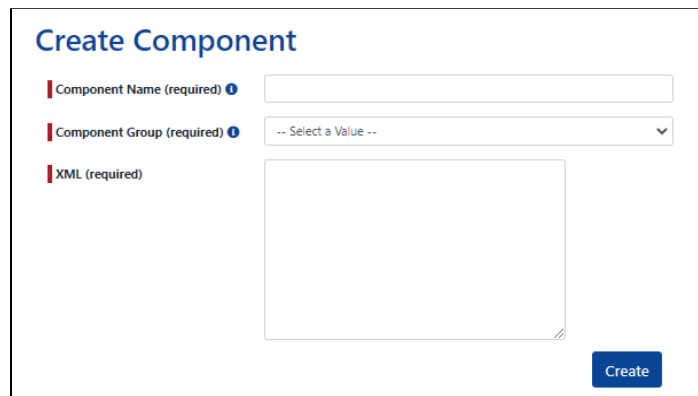


- Message appears “Component . . . created successfully!”


ISO XML Snippet



User must have complete, well-formed ISO XML snippets

- Enter data into fields or select value from drop-down menu
 - Required fields are indicated by a vertical red bar next to field name, as well as text ‘(required)’ after field name
 - Hover mouse over information icons for field details



Create Component

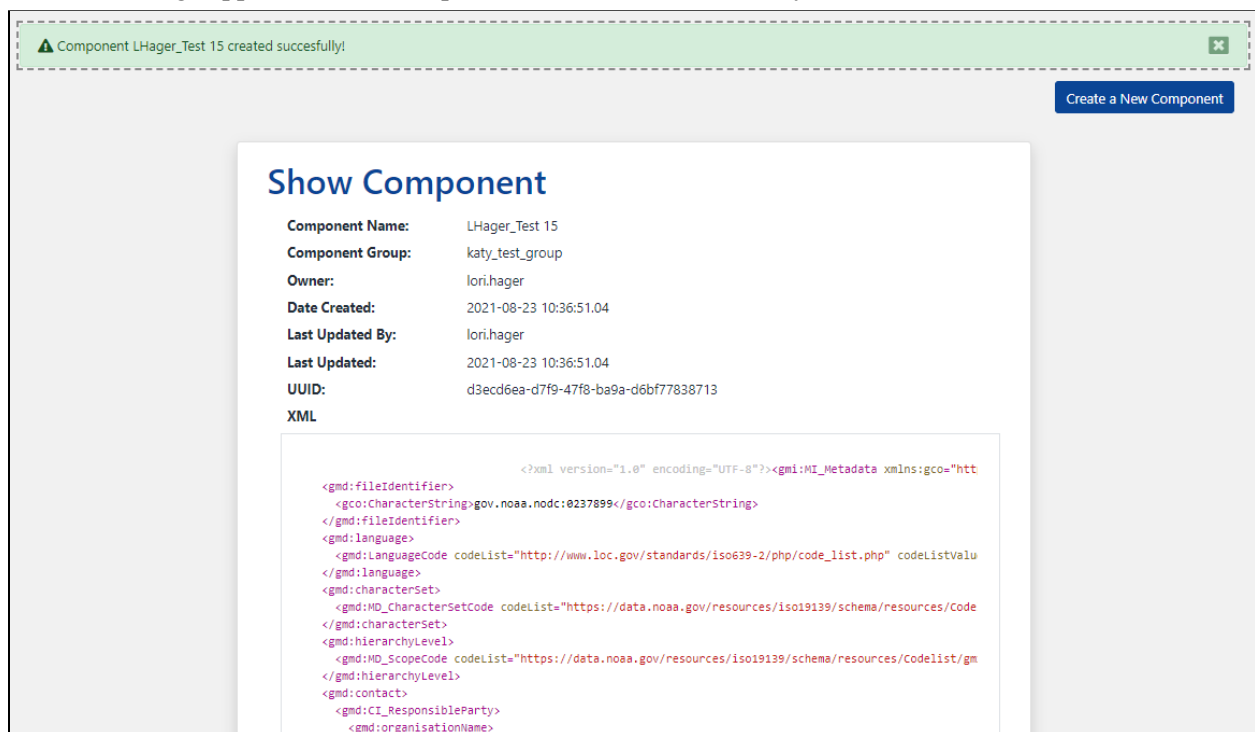
Component Name (required) 

Component Group (required)  -- Select a Value -- 

XML (required)

Create

- Click ‘Create’
- Message appears “XMLComponent . . . created successfully!”



▲ Component LHager_Test 15 created successfully!

Create a New Component

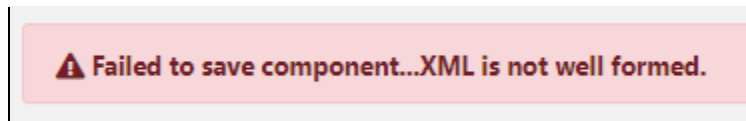
Show Component

Component Name: LHager_Test 15
Component Group: katy_test_group
Owner: lori.hager
Date Created: 2021-08-23 10:36:51.04
Last Updated By: lori.hager
Last Updated: 2021-08-23 10:36:51.04
UUID: d3ecd6ea-d7f9-47f8-ba9a-d6bf77838713

XML

```
<?xml version="1.0" encoding="UTF-8"?><gml:MI_Metadata xmlns:gco="http://www.opengis.net/gml/3.2" xmlns:xsi="http://www.w3.org/2001/XMLSchema-instance" xsi:schemaLocation="http://www.opengis.net/gml/3.2 http://schemas.opengis.net/gml/3.2/1.0/ogd/MI_Metadata.xsd">
  <gmd:fileIdentifier>
    <gco:CharacterString>gov.noaa.nodc:0237899</gco:CharacterString>
  </gmd:fileIdentifier>
  <gmd:language>
    <gmd:LanguageCode codeList="http://www.loc.gov/standards/iso639-2/php/code_list.php" codeListValue="eng" />
  </gmd:language>
  <gmd:characterSet>
    <gmd:MD_CharacterSetCode codeList="https://data.noaa.gov/resources/iso19139/schema/resources/CodeList/gmd:MD_CharacterSetCode" codeListValue="UTF-8" />
  </gmd:characterSet>
  <gmd:hierarchyLevel>
    <gmd:MD_ScopeCode codeList="https://data.noaa.gov/resources/iso19139/schema/resources/CodeList/gmd:MD_ScopeCode" codeListValue="dataset" />
  </gmd:hierarchyLevel>
  <gmd:contact>
    <gmd:CI_ResponsibleParty>
      <gmd:organisationName>
```

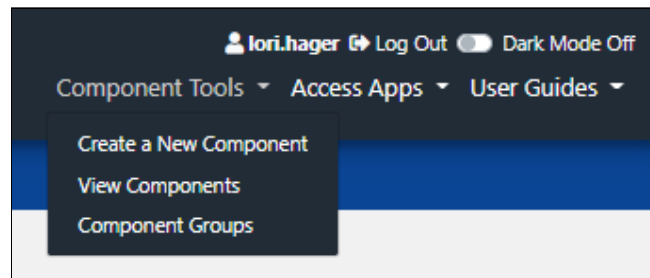
- If poorly formed XML is inserted into XML field, red error message appears



- Correct XML content and resubmit

Components

- To view all components, regardless of Component Group
- On Home page, 'Component Tools drop-down menu, click 'View Components'



- OR in 'Filter & Search Components' panel, click 'List Components' button

A screenshot of a web application interface. At the top is a blue banner with the text "Welcome to Docucomp" and "The home of component metadata authoring." Below this is a section titled "Filter & Search Components". It contains several input fields for filtering: "Component Group" (a dropdown menu), "XML Content" (a text input with examples: NCEI, gov.noaa.ncdc:C00011, Weather), "UUID" (a text input with examples: 46d6896b-4bf0-4c8f-9deb-4dc4299a8566, 46d6896b, etc), "Component Name" (a text input with examples: Citation NCEI Official Archive Branch, ResponsibleParty, Keywords NCEI-NC Oceans), "Owner" (a text input with examples: user.name, bob, curly, moe), and "Last Updater" (a text input with examples: user.name, bob, curly, moe). At the bottom of this section are two buttons: "List Components" and "Reset Filters".

- Page opens to Filter & Search Components and Components List

The screenshot shows the CoMET web interface. At the top, there's a navigation bar with 'Home / Component List' and a 'Close Filters' button. Below this is a 'Create a New Component' button. The main section is titled 'Filter & Search Components' and contains several input fields for filtering: 'Component Group' (a dropdown menu), 'XML Content' (with examples: NCEI, gov.noaa.ncdcC00011, Weather), 'UUID' (with examples: 46d6896b-4bf0-4c8f-9deb-4dc4299a6566, 46d6896b, etc), 'Component Name' (with examples: Citation NCEI Official Archive Branch, ResponsibleParty, Keywords NCEI-NC Oceans), 'Owner' (with examples: user.name, bob, curly, moe), and 'Last Updater' (with examples: user.name, bob, curly, moe). Below these fields are 'List Components' and 'Reset Filters' buttons. The bottom section is titled 'Components List' and shows 'Showing 1 to 10 of 4472 records'. It contains a table with columns: Actions, Component Name, Owner, Last Updater, Last Updated, and Group. The table lists several components, including 'LHager_Test 2', 'Jeffrey Seewald - principalInvestigator', 'LHager_Test 1', 'Sharon Cooper - principalInvestigator', 'OET Data Manager - principalInvestigator', and 'demo_test'.

Actions	Component Name	Owner	Last Updater	Last Updated	Group
[Icons]	LHager_Test 2	lori.hager	lori.hager	2021-08-04 17:25:09 EDT	katy_test_group
[Icons]	Jeffrey Seewald - principalInvestigator	veronica.martinez	veronica.martinez	2021-07-21 16:25:24 EDT	NOAA Master Component Group
[Icons]	LHager_Test 1	lori.hager	lori.hager	2021-07-08 11:50:53 EDT	katy_test_group
[Icons]	Sharon Cooper - principalInvestigator	veronica.martinez	veronica.martinez	2021-07-07 13:51:15 EDT	NOAA Master Component Group
[Icons]	OET Data Manager - principalInvestigator	veronica.martinez	veronica.martinez	2021-07-07 13:42:38 EDT	NOAA Master Component Group
[Icons]	demo_test	lori.hager	lori.hager	2021-06-29 15:25:54 EDT	katy_test_group

Insert Components into CoMET's ISO Editor

Note: There are many areas in CoMET's records where Docucomp Xlinks can be used

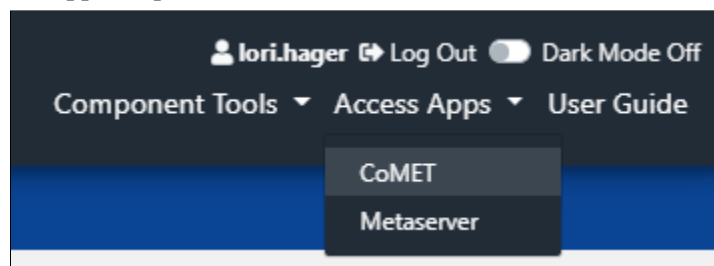
CoMET does not resolve Xlinks

ISO Editor cannot tell if component is inserted into appropriate field, user must verify

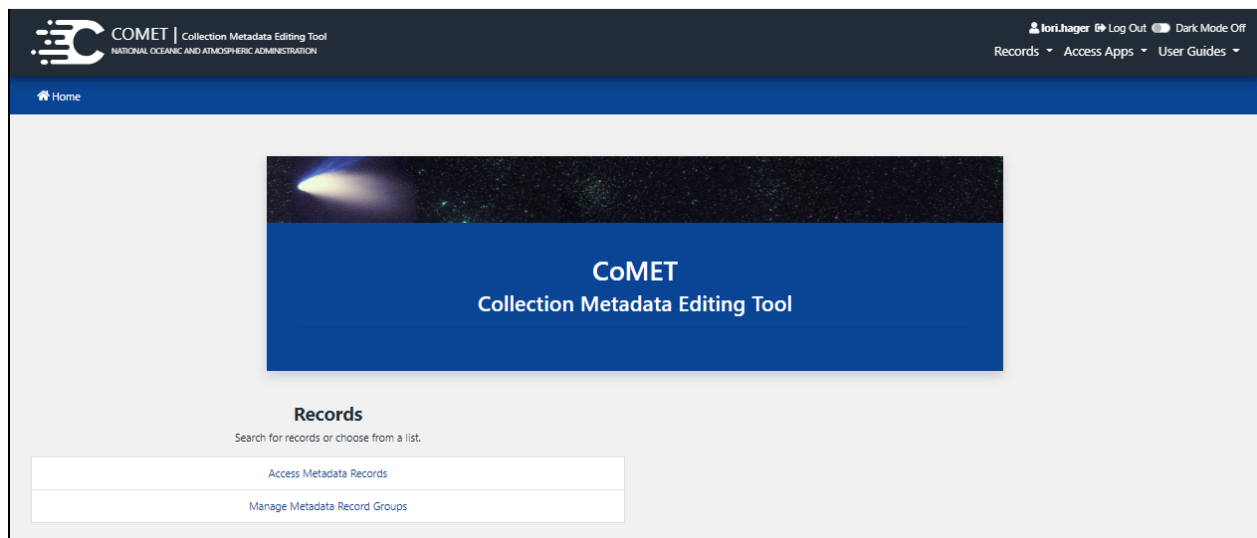
Xlink will not resolve in published record if incorrect component is inserted or incorrect field is selected

Insert Component into ISO Editor

- Access CoMET
 - From Access Apps drop-down, select CoMET



- Select ‘Access Metadata Records’



Note: A Record Group must be selected prior to performing any actions

- Select team’s record group from ‘Record Group’ drop-down

⚠ Select a record group to copy, edit, view, import, or create a record.

Filters:

Record Group ⓘ v
-- Select a Value --

Record Name
Examples: AMSU, GOES, Grid

Edit State ⓘ v
-- Select a Value --

XML Content
Examples: OISST, gov.noaa.ncdc:C00011, Weather

Last Updater
Examples: user.name, bob, curly, moe

UUID:
Example: c815b06e-de78-4002-83b8-a10e7c2bf3da

Search Records
Reset Filters

Record Actions:

To import, create, or perform bulk actions; please select a Record Group from the Filters panel.

Metadata Records List

Showing 0 record

Record Actions	Record Identification ⌵	Edit State ⌵	Last Editor ⌵	Last Updated ⌵	Create Date ⌵
Please select a Record Group from the Filters panel above to copy, edit, or view metadata records.					

- Page is auto-populated with records from that group, as well as any actions permitted per user role

Filters:

Record Group: CoMET Sandbox

Record Name: Examples: AMSU, GOES, Grid

Edit State: --- Select a Value ---

XML Content: Examples: OISST, gov.noaa.ncdc:C00011, Weather

Last Updater: Examples: user.name, bob, curly, moe

UUID: Example: c815b06e-de78-4002-83b8-a10e7c2bf3da

Record Actions:

New Record: Import, Create

Bulk Actions: Change Group, Download, Publishing

Metadata Records List

Showing 1 to 10 of 192 records

Record Actions	Record Identification	Edit State	Last Editor	Last Updated	Create Date
Edit - Manage - View - Assess - Validate -	Name: LHager_Test3 UUID: 771901ee-f35c-4622-8205-9aaf38b9b7ea File Identifier: gov.noaa.ncei:817139051071783	DRAFT	lori.hager	2021-07-26 15:34:08 EDT	2020-11-06 15:59:10 EST
Edit - Manage - View - Assess - Validate -	Name: LHager_Test2 UUID: 7aac831f-2f35-46d6-bee3-cdbb0a4cb8a File Identifier: gov.noaa.ncei:931124025430333	DRAFT	lori.hager	2021-07-26 15:33:36 EDT	2020-11-05 11:00:38 EST
Edit - Manage - View - Assess - Validate -	Name: LHager_Test1 UUID: 524858c2-9e66-4e7a-bf3a-f18b214d0780 File Identifier: gov.noaa.ncei:862541485539341	DRAFT	lori.hager	2021-07-26 15:32:30 EDT	2021-01-25 14:01:19 EST

- On Metadata Records List panel, locate record to be edited and select 'Edit' drop-down from its row
 - Select 'ISO Editor'

Metadata Records List

Showing 1 to 10 of 22 records

Record Actions

Edit - Manage - View - Assess - Validate -

- Data Management Plan
- Data Stewardship Maturity Questionnaire (DSMQ)
- ISO Editor
- Simple Editor

Beta

- Record opens in new tab

Note: Example shows how to insert a Point of Contact Xlink

- Navigate to tab and field that corresponds to component
 - Click '+Contact'

Editing Record: test record

Internal COMET Record Name (required)

test record

Identification

JSON Fields

Description Data Citation Resource Hierarchy **Point of Contact** Status Topic Category Browse Graphic

Point of Contact **+Contact**

The default NCEI contact (given as the xlink below as Contact 1) is required. Additional NCEI contacts are optional and may be added by clicking the "+ Contact" button above.

- In the drop-down box next to 'Contact 1' select 'Use Xlink w/ Role'

Identification

JSON Fields

Description Data Citation Resource Hierarchy **Point of Contact** Status Topic Category Browse Graphic

Point of Contact **+Contact** **- Last Contact**

The default NCEI contact (given as the xlink below as Contact 1) is required. Additional NCEI contacts are optional and may be added by clicking the "+ Contact" button above.

Contact 1

Contact 1 Enter Values Enter Values **Use Xlink w/ Role**

- In @xlink:href field, begin typing component name
 - Select correct component from autocomplete drop-down list

The screenshot shows the 'Contact 1' form in the NOAA data entry system. The '@xlink:href (required)' field is active, and a dropdown menu is open, displaying a list of component names starting with 'test'. The list includes: 'TEST_ResponsibleParty_AmandaDean', 'NPP Test Data CI_Citation 82A5DD19564CCBECE040AC8C5AB41A40', 'Dr. Pat Tester - CI_ResponsibleParty b27af4a6-8612-11df-a4ee-0800200c9a66', 'Citation Update Test CI_Citation A267D4F6-004B-D6B1-E040-0AC8C5BB4689', 'RP Test - custodian - NGDC Testing Lab CI_ResponsibleParty A267D4F6-0050-D6B1-E040-0AC8C5BB4689', 'http://www.class.noaa.gov/saa/products/search?sub_id=0&datatype_family=NPP_TEST CI_OnlineResource 8294BEE08BEC359FE040AC8C5AB460D1', 'Test Record based on AERO100 CI_Citation 82A5DD1953B5CBECE040AC8C5AB41A40', 'Wonders of the World: A Test Case CI_Citation f752397f-f236-40a4-b78f-b9ba1d782289', 'BRIEF test d2b1daef-703a-4cd4-a0e5-39245fff299d', 'Hydrographic Survey Data ArcGIS Map Services (test component) SV_ServiceIdentification 4ab0b00c-0536-4669-b89f-09f651dd8860', 'test_3', 'CI_ResponsiblePartyTemp_test_2', and 'CI_ResponsiblePartyTemp_test'. The 'View/Edit Orphaned Data' button is visible at the bottom left, and the version '1.8.2' is at the bottom left corner.

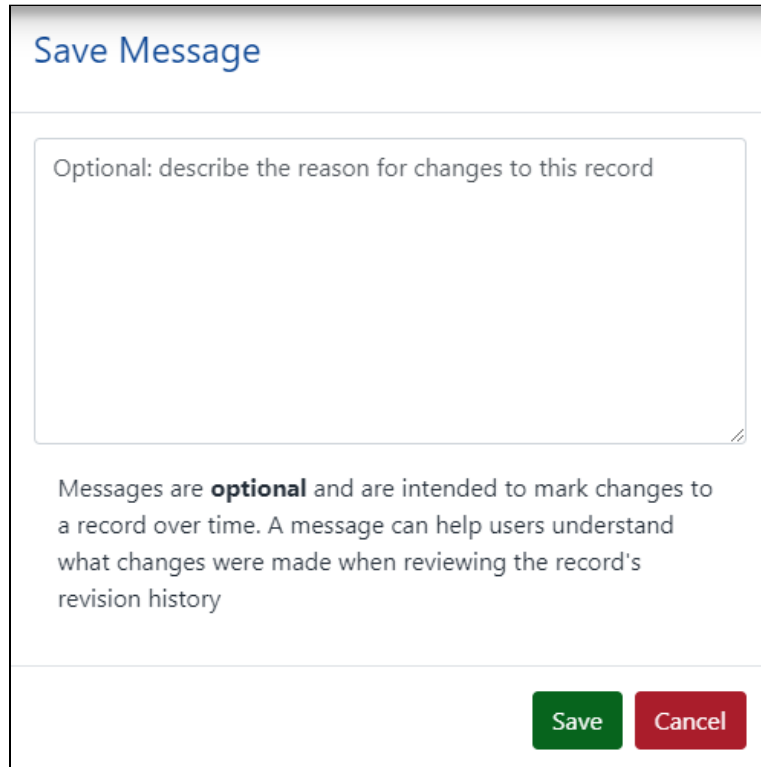
- In @title:href field, enter Component Name

The screenshot shows the 'Contact 1' form. The '@xlink:href (required)' field contains the URL 'https://data.noaa.gov/docucomp/f11a845b-fb71-497e-b893-2cb6ad954aa1'. Below it, a note states 'Autocomplete starts after 3 characters are entered'. The '@xlink:title' field contains the text 'TEST_ResponsibleParty_AmandaDean'. A 'Contact' button with a trash icon is at the bottom left.

- Click 'Save' button at top right of page OR Save icon at bottom right of page

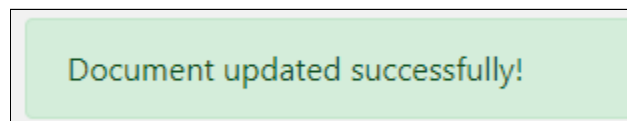


- Save Message appears
 - User has option to add reason for changes made to record
 - Comment is optional but strongly recommended
 - Save Messages are included in Revision History
- Click 'Save'



The image shows a 'Save Message' dialog box. At the top, the title 'Save Message' is displayed in blue. Below the title is a large text area with a placeholder text 'Optional: describe the reason for changes to this record'. Below the text area, there is a paragraph of explanatory text: 'Messages are **optional** and are intended to mark changes to a record over time. A message can help users understand what changes were made when reviewing the record's revision history'. At the bottom right of the dialog, there are two buttons: a green 'Save' button and a red 'Cancel' button.

- Message appears 'Document updated successfully!'



The image shows a green message box with a thin border. Inside the box, the text 'Document updated successfully!' is displayed in a green, sans-serif font.

Use ISO Editor to Modify Point of Contact XML Component

Note: This feature only updates XML Component within a given field, not XML Components in other fields and records

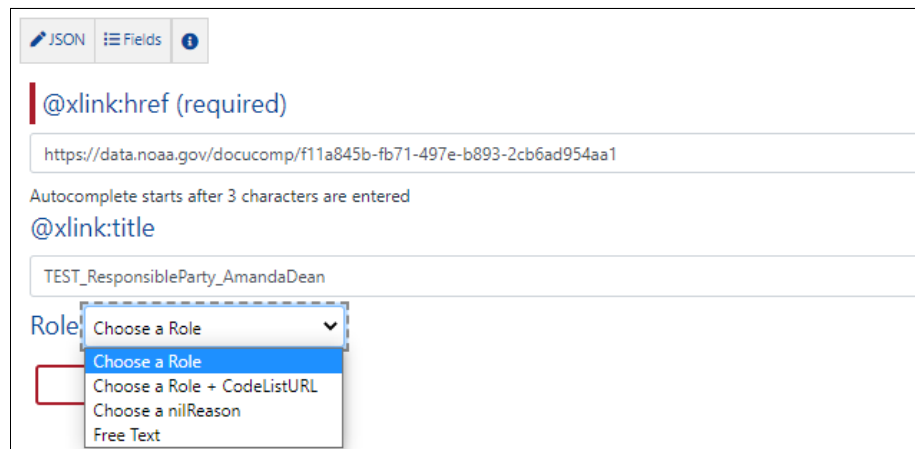
Only way to update a Component for each use is to edit component within Docucomp.

Useful for when user wants to reuse XML Component but update Role Code for each reuse

- Click 'Fields' button to add 'Role' field to form
 - Place check in box next to 'Role'
 - Click 'Fields' button again to close window

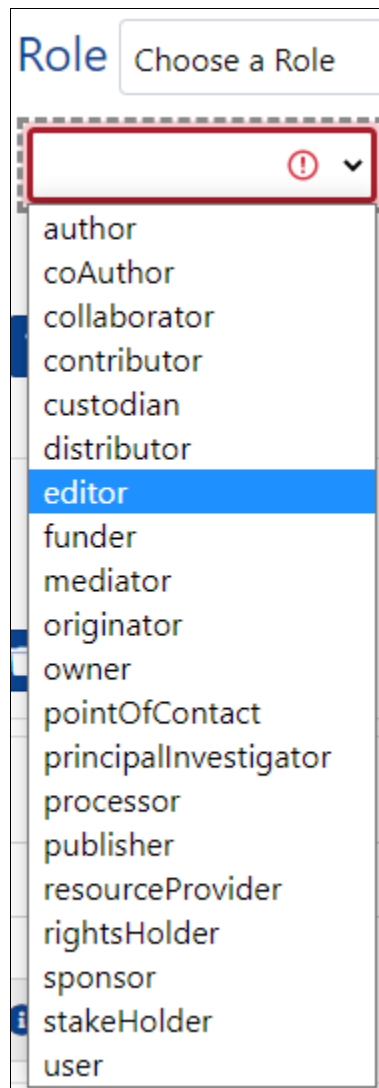
The screenshot shows the 'Contact 5' form in the ISO Editor. The 'Fields' button is highlighted, and a dialog box is open. The dialog box contains a list of fields with checkboxes: ☒ @xlink:href, ☐ @xlink:actuate, ☒ @xlink:title, ☐ Text value for xlink, and ☒ Role. Below the list is a 'Property name...' input field and a '+ add' button. A yellow banner at the bottom of the dialog box says: 'To close this window, click the Fields button again.' The background shows the 'Contact 5' form with a 'Use Xlink w/ Role' dropdown and a 'Fields' button. A red box highlights the 'Fields' button in the background.

- Select 'Choose a Role' from Role drop-down menu



The screenshot shows a form with two input fields. The first field is labeled '@xlink:href (required)' and contains the URL 'https://data.noaa.gov/docucomp/f11a845b-fb71-497e-b893-2cb6ad954aa1'. The second field is labeled '@xlink:title' and contains the text 'TEST_ResponsibleParty_AmandaDean'. Below the second field is a 'Role' drop-down menu. The menu is open, showing a list of options: 'Choose a Role' (highlighted in blue), 'Choose a Role + CodeListURL', 'Choose a nilReason', and 'Free Text'. A red box highlights the 'Role' label and the drop-down menu.

- Select appropriate Role from drop-down menu
 - e.g. 'Editor'



The screenshot shows the 'Role' drop-down menu with the 'editor' option selected. The menu is open, showing a list of roles: 'author', 'coAuthor', 'collaborator', 'contributor', 'custodian', 'distributor', 'editor' (highlighted in blue), 'funder', 'mediator', 'originator', 'owner', 'pointOfContact', 'principalInvestigator', 'processor', 'publisher', 'resourceProvider', 'rightsHolder', 'sponsor', 'stakeHolder', and 'user'. A red box highlights the 'Role' label and the drop-down menu.

- Click 'Save' button at top right of page OR Save icon at bottom right of page



- Save Message appears
 - User has option to add reason for changes made to record
 - Comment is optional but strongly recommended
 - Save Messages are included in Revision History
- Click 'Save'

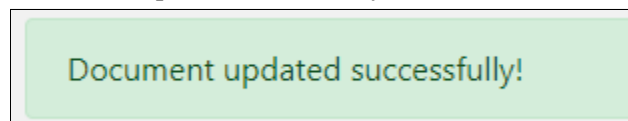
Save Message

Optional: describe the reason for changes to this record

Messages are **optional** and are intended to mark changes to a record over time. A message can help users understand what changes were made when reviewing the record's revision history

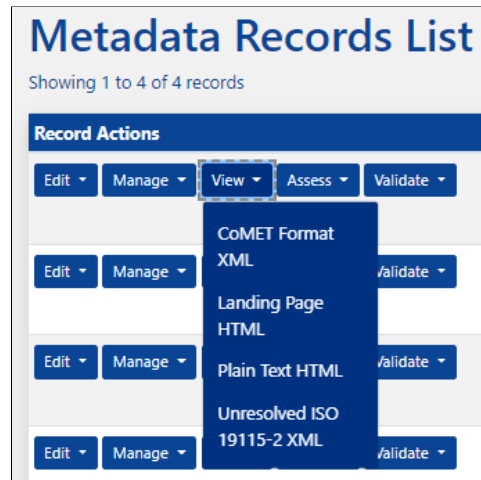
SaveCancel

- Message appears 'Document updated successfully!'



View Components in XML

- From View, select 'Unresolved ISO 19115-2 XML'



- Component is found in appropriate XML element

Note: *CoMET does not resolve XML Components*

```
<gmd:pointOfContact xlink:href="https://data.noaa.gov/docucomp/f11a845b-fb71-497e-b893-2cb6ad954aa1"
xlink:title="TEST_ResponsibleParty_AmandaDean"/>
```

- Once record is published outside of CoMET, Xlink should fully resolve
 - If Xlink does not contain valid ISO XML, Xlink will not resolve
- User can view fully resolved Xlink through [Metaserver](#) Record Services

```

▼<gmd:pointOfContact xlink:title="TEST_ResponsibleParty_AmandaDean">
▼<gmd:CI_ResponsibleParty xsi:schemaLocation="http://www.isotc211.org/2005/gmi https://data.noaa.gov/resources/iso19139/schema.xsd"
  uuid="f11a845b-fb71-497e-b893-2cb6ad954aa1">
  ▼<gmd:individualName>
    <gco:CharacterString>Amanda Dean</gco:CharacterString>
  </gmd:individualName>
  ▼<gmd:organisationName>
    <gco:CharacterString>DOC/NOAA/NESDIS/NCEI > National Centers for Environmental Information, NESDIS, NOAA, U.S. Department of
    Commerce</gco:CharacterString>
  </gmd:organisationName>
  ▼<gmd:positionName>
    <gco:CharacterString>ISO 19115 Metadata Contact</gco:CharacterString>
  </gmd:positionName>
  ▼<gmd:contactInfo>
    ▼<gmd:CI_Contact>
      ▼<gmd:address>
        ▼<gmd:CI_Address>
          ▼<gmd:deliveryPoint>
            <gco:CharacterString>151 Patton Ave</gco:CharacterString>
          </gmd:deliveryPoint>
          ▼<gmd:deliveryPoint>
            <gco:CharacterString>Veatch-Baley Federal Building, Room 468</gco:CharacterString>
          </gmd:deliveryPoint>
          ▼<gmd:city>
            <gco:CharacterString>Asheville</gco:CharacterString>
          </gmd:city>
          ▼<gmd:administrativeArea>
            <gco:CharacterString>NC</gco:CharacterString>
          </gmd:administrativeArea>
          ▼<gmd:postalCode>
            <gco:CharacterString>28801-5001</gco:CharacterString>
          </gmd:postalCode>
          ▼<gmd:country>
            <gco:CharacterString>USA</gco:CharacterString>
          </gmd:country>
          ▼<gmd:electronicMailAddress>
            <gco:CharacterString>amanda.dean@noaa.gov</gco:CharacterString>
          </gmd:electronicMailAddress>
        </gmd:CI_Address>
      </gmd:address>
    </gmd:CI_Contact>
  </gmd:contactInfo>
  ▼<gmd:role>
    <gmd:CI_RoleCode codeList="https://data.noaa.gov/resources/iso19139/schema/resources/Codelist/gmxCodeLists.xml#CI_RoleCode"
    codeListValue="principalInvestigator">principalInvestigator</gmd:CI_RoleCode>
  </gmd:role>
</gmd:CI_ResponsibleParty>
</gmd:pointOfContact>

```

Change Log

Revision Number	Description of Change	Author	Date
NR	New Release	C Luquire, L Hager	6/28/2021
A	Updated version number on title page and footer; included user interface upgrades; updated screenshots; changed 'Xml Component' to 'Component'; 'View Component' button removed from 'Compare Versions' page	L Hager, C Luquire	9/07/2021