# Table of Contents

- **Contact Information** 1
- **Acknowledgements** 1
- **Overview** 1
- **Helpful quickfacts** 1

## Getting Started 2
- New Users 2
- Log In 2

## Record Services 4
- Check XML format prior to using other services 4
- Resolve 6
- ISO Validate 7
- Link Check (slow) 8
- NCEI Landing Page 8
- ISO to Rubric V2 9
- ISO to Rubric V1 9
- FGDC to ISO 10
- NCML to Rubric 10
- NCML to ISO 10

- WAF On Demand 11

## Collection Services 11

## Change Log 13
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 Marty Aubrey, Charlie Burris, and Jerri Reeves for their technical input

Overview

Metaserver provides CoMET services without creating a metadata record, resolves xlinks, translates between different XML standards, and allows advanced users to process WAFs on demand

Helpful quickfacts

1. ISO 19139 XML is the implementation of ISO 19115-2 XML
2. If a user updates an in-use XML Component in Docucomp, user must republish records in CoMET OR run a WAF on demand in Metaserver
3. Enterprise Metadata Tools wiki page details Record Services and Collection Services available within Metaserver
Getting Started

New Users

*Note: If a NOAA employee, manager must request access*

- Email: ncei.collection-manager.support@noaa.gov
- Subject:
  - New User for Metaserver for *employee name*
- Body:
  - Employee’s Contact information
  - Associated program or agency
  - Intended usage

Log In

- Access Metaserver at https://data.noaa.gov/metaserver/
- Select ‘Login’

- 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
Record Services

- On Home page click ‘Record Services’

- Below ‘Choose Input’
  ○ Either click ‘File’ and then ‘Choose File’ to upload XML file saved on computer OR click ‘URL’ to enter URL for remote XML file

Note: Every service requires a 19139 Schema-Valid XML file

Check XML format prior to using other services

- Below Choose Service
  ○ Click button next to ‘Check XML Format’
  ○ Click ‘Submit’
● Message opens in new tab
  ○ If XML has no errors, get message ‘Xml is well formed.’ at top left corner of page

    Xml is well formed.

*Note: if XML has errors, ONLY first error will be displayed at a time*

■ Correct error
■ Repeat Check XML Format instructions
■ Correct any additional errors

RecordServices EXCEPTION...Error on line 52: Element type "attribute" must be followed by either attribute specifications, "=" or "/".

● Close message tab and return to Record Services tab
● Select one Service from Choose Service list
  ○ **Resolve**
  ○ **ISO Validate**
  ○ **Link Check (slow)**
  ○ **ISO to Rubric V2**
  ○ **ISO to Rubric V1**
  ○ **FGDC to ISO**
  ○ **NCML to Rubric**
  ○ **NCML to ISO**
● Click ‘Submit’
Note: If error message received for any services, refer to ‘Check XML Format’ instructions, e.g.

- RecordServices EXCEPTION...unable to resolve document...
- org.xml.sax.SAXParseException

Resolve

Resolve URL references to components. Input: 19139 schema valid XML file. Resolving records with Docucomp Components (Xlinks) allows users to see how the record will look published. This feature will not resolve a component with errors, so this feature is a method to allow users to check that components are correct.

- XML opens in new tab

Note: Six highlighted ‘resourceConstraint’ tags are populated with XML

- Same XML file, but unresolved

Note: Four highlighted ‘resourceConstraint’ tags are populated with Xlinks
ISO Validate

Validate metadata with 19139 Schema. Input: 19139 XML file

- 19139 Schema-valid ISO

- Example: failed XML schema validation
  
  ○ Report displays all errors

![Validation Report](image)

<table>
<thead>
<tr>
<th>Metric</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Invalid Record count</td>
<td>1</td>
</tr>
<tr>
<td>Non-ISO Records Count</td>
<td></td>
</tr>
</tbody>
</table>

Invalid Record Report

<table>
<thead>
<tr>
<th>Record</th>
<th>Error</th>
</tr>
</thead>
<tbody>
<tr>
<td>viewAs(1).xml</td>
<td>line:126 column:180 cvc-complex-type.2.4.0: Invalid content was found starting with element '&quot;<a href="http://www.isotc211.org/2005/gmd%22:CI_ResponsibleParty">http://www.isotc211.org/2005/gmd&quot;:CI_ResponsibleParty</a>'. One or '&quot;<a href="http://www.isotc211.org/2005/gmd%22:MD_Distribution">http://www.isotc211.org/2005/gmd&quot;:MD_Distribution</a>' is expected.</td>
</tr>
</tbody>
</table>
Link Check (slow)

Verify CI_OnlineResource URLs are valid. Input: 19139 schema valid XML file. This service is noted as slow as it does not run as fast as the others.

- Checks for broken CI_OnlineResource links
  - No broken links

  Number of Unique Bad OnlineResource URLs = 0  Total URL hits = 0

- Broken links examples
  - Lists broken link(s) and number of times links appear within XML
  - Lists Unique Bad URLs and Total URL hits

  https://www.google urlcount=2
  https://www.ncei.noaa.gov/maps/hypoxia/ urlcount=1

  Number of Unique Bad OnlineResource URLs = 2  Total URL hits = 3

NCEI Landing Page

Generate the NCEI Landing page view

- Input: 19139 schema valid XML file
ISO to Rubric V2

Generate [V2 completeness assessment report]

- Input: 19139 schema valid XML file

ISO to Rubric V1

Generate a V1 completeness assessment report

- Input: 19139 schema valid XML file
FGDC to ISO
Non-functional

NCML to Rubric
Generate a completeness assessment report
  ● Input: NetCDF XML

NetCDF Attribute Convention for Dataset Discovery Report

Title: AFEDR
Total Score: 22/40

General File Characteristics

<table>
<thead>
<tr>
<th>Attribute</th>
<th>None</th>
<th>0.0%</th>
<th>10%</th>
<th>25%</th>
<th>50%</th>
<th>75%</th>
<th>100%</th>
</tr>
</thead>
<tbody>
<tr>
<td>End Date</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Time Zone</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>From Start</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>To Stop</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Source UTM</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Source UTM Zone</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Source UTM Zone W</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Identification/Metadata Reference Score: 4/4

Text Search Score: 4/7

NCML to ISO
Translate from NCML to ISO 19115-2
  ● Input: ACDD compliant NetCDF XML

v1.8.0
WAF On Demand

Web Accessible Files (WAFs) are configured to be refreshed on a recurring basis. Frequency is determined at set-up but can be adjusted as needed by contacting ncei.collection-manager.support@noaa.gov.

WAF On Demand is available to users that need to refresh an entire WAF immediately. WAF On Demand resolves Xlink components, generates rubric and diagnostic reports, and Table of Contents for a public WAF. This service is for legacy customers and it is recommended that new customers publish records through CoMET.

Collection Services

- On Home page click ‘Collection Services’

- From ‘WAF NAME’ dropdown menu, select a WAF
● Click ‘Submit OnDemand’

![Submit OnDemand form](image1)

● Message appears ‘On Demand has been requested for . . . .’

![On Demand confirmation](image2)

---

Collection Services
ISO validation and quality assessment tools for web-accessible metadata collections.
For help, see Enterprise Metadata Tools

![Collection Services form](image3)
## Change Log

<table>
<thead>
<tr>
<th>Revision Number</th>
<th>Description of Change</th>
<th>Author</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>NR</td>
<td>New Release</td>
<td>C Luquire, L Hager</td>
<td>6/28/2021</td>
</tr>
<tr>
<td>A</td>
<td>Updated version number on title page and footer; standardized formatting; fixed broken links; updated screenshots</td>
<td>L Hager, C Luquire</td>
<td>9/02/2021</td>
</tr>
</tbody>
</table>