SAEON Knowledge Repository
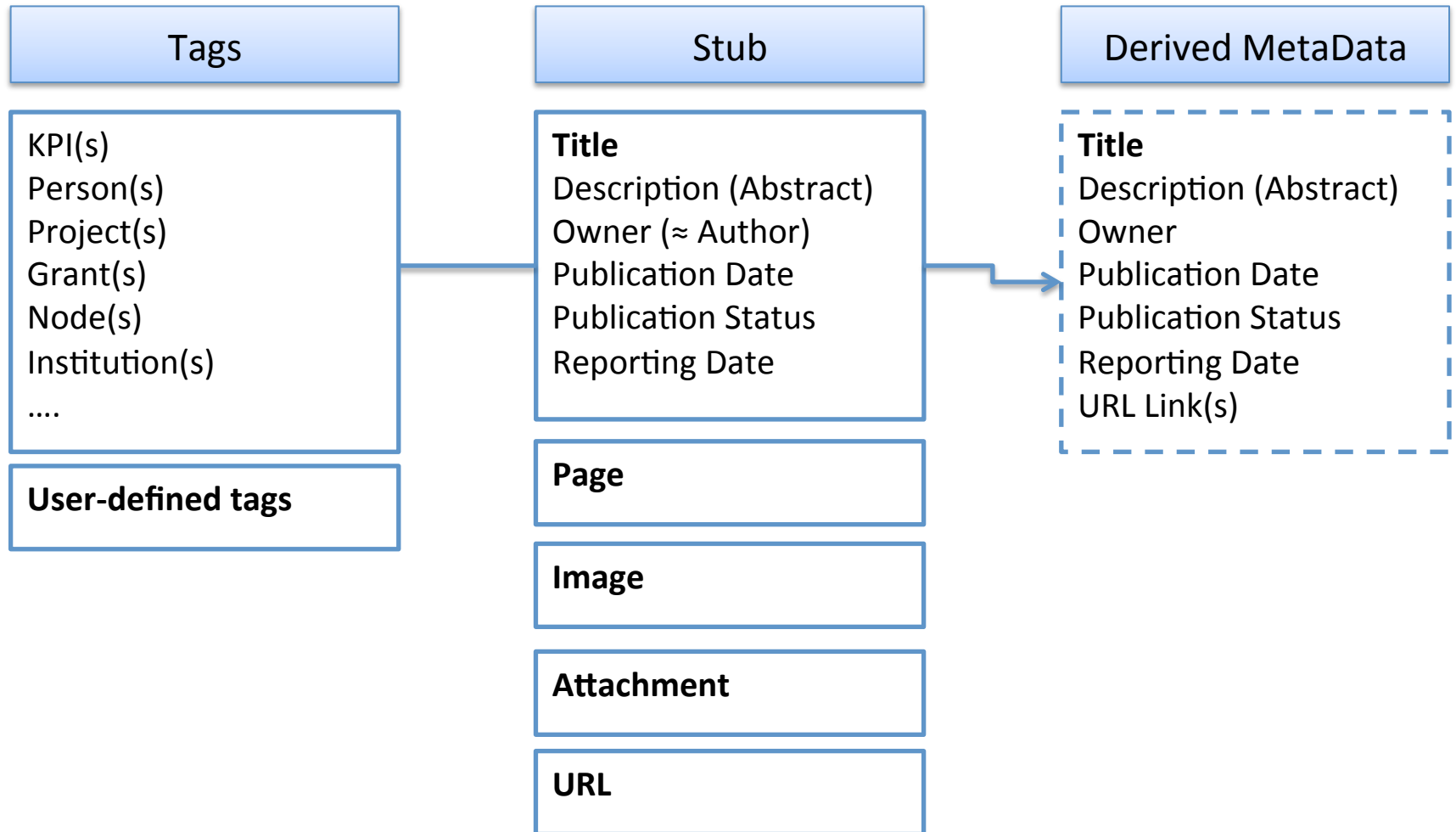
Using Stubs for Personal Biographies
W Hugo
March 2014
Version 1

Elements of a Stub

Tags	Stub	Derived MetaData

Tags

KPI(s)
Person(s)
Project(s)
Grant(s)
Node(s)
Institution(s)
….

User-defined tags

Stub

Title
Description (Abstract)
Owner (≈ Author)
Publication Date
Publication Status
Reporting Date

Page

Image

Attachment

URL

Derived MetaData

Title
Description (Abstract)
Owner
Publication Date
Publication Status
Reporting Date
URL Link(s)

Mandatory Tagging

The table shows which tags should be provided for which type of stub – one at least if it is marked 'Yes', although more than one tag can be provided if needed. Users can also add as many of their own tags as they wish.

Stub Type	Persons (Management, Scientists, Technicians, Other)	KPI Reporting	Nodes	Institutions	Projects	Grants	Cost Centres
Personnel	Yes		Yes				
Presentations	Yes	Yes	Yes		Yes	Yes	
Publications	Yes	Yes	Yes		Yes	Yes	
Reports	Yes	Yes	Yes		Yes	Yes	
Data Collections	Yes	Yes	Yes	Yes	Yes	Yes	
Collaborations	Yes	Yes	Yes	Yes	Yes	Yes	
Associates/ Collaborators	Yes	Yes	Yes	Yes			
Projects	Yes	Yes	Yes	Yes		Yes	Yes
Students	Yes	Yes	Yes	Yes	Yes	Yes	Yes

Step-By-Step: 1

You are here: **Home** → **Repository** → **Egagasini** → **Personnel** → A.N. Other

View | Edit | Sharing

Actions ▼ | Display ▼ | State: Private ▼

Info Edit cancelled.

A.N. Other
by admin — last modified Mar 12, 2014 07:0?
— filed under: National Office, SAEON–Scientists
Scientist Ph.D (Oceanography)

A.N. Other studied at …

Current ima

Link:
http://wimhug

Attachment:
scientist.jp

Within the appropriate folder, click a stub (or create a new one). For existing stubs, click on 'Edit'

If you cannot see the green menu bar, you are not logged in, or do not have the correct privileges

Step-By-Step: 2

You are here: Home → Repository → Egagasini → Personnel → A.N. Other

View | Edit | Sharing

Edit Stub

Default | Categorization | Dates | Ownership | Settings

Title
A.N. Other

Description
A short summary of the content.

Scientist
Ph.D (Oceanography)

Body Text
Style...

A.N. Other studied at ...

Editing shows the 'Default' view on opening. We need to click 'Categorisation' to manage tags

Step-By-Step: 3

You are here: **Home** → **Repository** → **Egagasini** → **Personnel** → A.N. Other

View | Edit | Sharing

Edit Stub

Default | Categorization | Dates | Ownership | Settings

Categories
Also known as keywords, tags or labels, these help you categorize your content.

Keywords by category   Selected Keywords

✓ Management
Scientists
Technicians
Persons
KPI Reporting
Grants
Projects
Nodes

>
>>
<
<<

Existing categories

The collections of tags (keywords) are provided in a drop-down list.

These lists are maintained by linking to master lists in other systems, in due course the link will be automated

Note that we have grouped SAEON personnel so that it is easier to find people.

Step-By-Step: 4

Step-By-Step: 5

A.N. Other
by admin — last modified Mar 13, 2014 07:16
— filed under: National Office, SAEON–Scientists, Joh Henschel, Tim O'Connor
Scientist Ph.D (Oceanography)

A.N. Other studied at ...

> The tags (keywords) will be listed with the stub in normal view. Note that one can click a keyword to get all stubs filed under that keyword

Site Map   Accessibility   Contact   Site Setup   admin   Preferences   Log out   My Folder

SAEON Knowle
Beta Version
February 2014

stub_vocab.txt [100%]
  Lookups
A.N. Other [56%]
  Scientist Ph.D (Oceanography)
Advanced Search...

Foundation | Observation Network

> One can also type a keyword in the top right 'Search' box anywhere in the site. A list is provided

Home   ...   ...orts   **Repository**   **Summaries**   **News**   **Wiki**

You are her...   ...N. Other

Final Notes

- SAEON Personnel stubs: select the appropriate entry from the keyword lists as well, even though the stub is named after the person – this provides a formalised filing link.