

Sending Your Package to EDI



When you've entered all required metadata and uploaded all associated data files (data tables and other entities) to ezEML, you're ready to submit your data package to the data repository hosted by EDI, the Environmental Data Initiative.

Clicking **Send to EDI** brings you to a page that looks like:

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Important: The versions of the data files that will be included in your data package are the versions you've uploaded to ezEML. If you've modified a data file since it was uploaded, you will need to use **Re-upload** to provide ezEML with the updated version prior to sending. Go to **Data Tables** and/or **Other Entities** to do any needed re-uploads. Then return to this page to send your package.

Note: To send your current data and metadata to a recipient *other than EDI*, go to **Send to Colleague**. See also **Sending Your Package to a Colleague** in the **User Guide**.

Your Name * **Your Email Address ***

Notes for EDI Data Curators (Optional)

If you have any questions, please email us at support@environmentaldatainitiative.org.

Check Metadata ● **Send to EDI** Send to Colleague

This page reminds you that the data files (data tables and other entities) that you have uploaded are included in the package sent to EDI, so you will want to make sure you have uploaded the latest versions of all such files. If necessary, use the **Re-upload** features to update any files that are out-of-date.

Enter your name and email address. If you have any notes or questions for EDI's data curation team, enter them in the **Notes** text area.

When you click **Send to EDI**, an ezEML Data Package zip file is generated, and an email is automatically sent to the data curation team at EDI. This email includes a link to the archive file, which contains the EML metadata and all of the data tables and other entities that were uploaded to ezEML as part of the data package. Using that link, EDI's data curators will

download the zip file, check its contents, make corrections as needed, and submit the data package to EDI's data repository.

Please note that because of these manual curation steps, the data package will not show up immediately in EDI's Data Portal.

EDI's data curators will email you when your package has been added to the repository.