UWA Profiles and Research Repository

Importing datasets from an online source

If your datasets are stored in one of the 2000+ data repositories indexed by Data Monitor, you can import the details so that the relevant metadata fields are automatically populated to the Repository record.

Login to start:

1. Go to the [UWA Profiles and Research Repository](#)
2. Click on **UWA Profiles and Research Repository login**
3. Log in with your UWA Office365 login details, staffnumber@uwa.edu.au and Pheme password, or studentnumber@uwa.edu.au and Pheme password

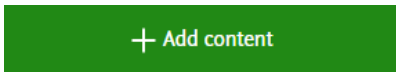### Welcome to the UWA Profiles and Research Repository

The UWA Profiles and Research Repository is an open platform where you can discover UWA staff, find information about their research, teaching, grants, and activities, and access their research outputs.

UWA Staff and HDR students can **log in to the UWA Profiles and Research Repository here** .

For further assistance please contact staffsupport-lib@uwa.edu.au (for staff) and hdrsupport-lib@uwa.edu.au (for students)

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1. Once logged in, click the green **+ Add content** button

   + Add content

2. Select **Dataset**, then **Import from online source**

3. Select **Data Monitor**

Data Monitor

Data Monitor

Data Monitor is a search engine for datasets. It allows scientists and researchers to search for many different data types and formats across a variety of domain-specific and cross-domain institutional data repositories and other data sources. Researchers can quickly preview and assess datasets before accessing them in the destination repository.

4. Search for your dataset, you can do a general search or search specifically by title, author, DOI or year, then click **Search**.

5. A list of records will appear in the search results. Click **Import** under the relevant record(s).

6. Check the author affiliation details then click **Import & review.**

7. Read the Terms of Agreement, accept the terms of the agreement at the end of the window, and **Continue**.

8. Ensure the details are correct, particularly the list of authors and affiliations.

9. The **Managing Organisational unit** is your *current* UWA affiliation. Start typing your current UWA affiliation and select it from the drop-down menu.

10. If your dataset was funded by the ARC or NHMRC, add your grant information to the publication record.

11. Click the **Save** button at the bottom of the record.