





Instructions document for the ISIA Catalogue Descriptive Sheets

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PURPOSE:

This document provides instructions for **service providers** on how to complete the ISIA Catalogue Descriptive Sheet. Service providers must complete multiple descriptive sheets: two for installations (an EOSC sheet and an IRISCC sheet) and two for services (an EOSC sheet and an IRISCC sheet). By following the visual guidelines provided within this document, service providers should be able to complete the necessary fields in the descriptive sheets.

Please note, IRISCC WP7 has made alternative training material, such as the training videos which are accessible on the IRISCC Teams site.

LINKS:

Training videos: IRISCC - Training Material for ISIA for the Service Provider - All Documents

ISIA website: ISIA

Definitions for scientific domains and subdomains: Nextcloud



Contents

Connecting to ISIA and logging in	. 3
Locating the Installations Descriptive Sheets	.4
Filling out the EOSC section of the Installation Descriptive Sheet	.5
Filling out the IRISCC section of the Installation Descriptive Sheet	12
Locating the Services Descriptive Sheets	15
Filling out the EOSC section of the Service Descriptive Sheet	17
Filling out the IRISCC section of the Service Descriptive Sheet	25
How to get help	28
Online training sessions	28
GitHub	28
Who to contact	30



Connecting to ISIA and logging in

Step 1

Firstly, go to the ISIA homepage using this link: ISIA



To access the descriptive sheets for your installation(s) and service(s) create an account on the ISIA platform. If you have not done this yet, please get in touch with the ISIA team (Florent Massol - <u>florent.massol@bio.ens.psl.eu</u> OR Youssef Haidala youssef.haidala@anaee.eu)

Step 2

Once you have an ISIA account, log into it using the log-in button at the top right corner of the ISIA page. Fill in your credentials, which are a username or email address followed by your password. Then press the black 'log in' button below.



	W (1)	
	Di Log In	
	Email Adress or Username	
	Please enter your email or username Password	
2 Subali Ven Dance I Da	Remember me	
Submit your innovative project proposal Pro	d contribute ewith a comm Log In	research Easily

Locating the Installations Descriptive Sheets

Step 3

Once you are logged in, use the search bar to select your installation.



The search bar will only display the installation(s) you are responsible for (in this screenshot, and in the training video we have access to all, hence the long list).



Step 4

Once you have clicked on your installation you will be taken to your personal space (see below). Once here, click the 'cog' button on the left-hand side of the search bar to access the installation description forms.



Filling out the EOSC section of the Installation Descriptive Sheet

Step 5

After clicking the cog, you should be taken to the installation's description page.

You can see the sheet you are currently working on to the left-hand side. There will always be the Standard (EOSC) and IRISCC descriptive sheets that must be filled out, but some installations might be affiliated with other projects (as you can see in this screenshot, this installation is also a part of AnaEE ERIC).



You must first start by filling out the EOSC descriptive sheet.



Step 6.1 – Basic information

The first form of the EOSC descriptive sheet is the basic information. Please make sure to fill in each field with an asterisk (*) next to it. Fields with a downward pointing arrow contain a dropdown menu, where you choose the best-fitting response for your installation.

EOSC Providers (RI or Ins Description	tallation)	Data Model
		Basic Information
Basic Information Abbreviation* ①	Name * ()	ID Abbreviation Name Website
Website* ①	Legal Entity * ④	Legal Entity Legal Status Hosting Legal Entity
Legal Status ()	Platform institution *	
Hosting Legal Entity (1)	Platform provider *	jen
	University of Copenhag	zen

Step 6.2 – Marketing information

Marketing information is separated into two forms – marketing information, and marketing information multimedia. In the first form, you must fill out a description of your



installation and provide a logo and main image (which will be displayed on the catalogue for the user to see).

Please allow some time after pressing upload before trying to save the form. If you try to save before the upload is complete it will fail. (The ISIA team is working on fixing this issue but errors with saving are due to this).

Installation descriptions	Basic Information		Đ
Standard	Marketing Information		•
en Installation standard description - EOSC	Description of RI / Installation *		
Additional Fields	Paragraph → B <i>I ⊘</i> := 1= 66		
器 AnaEE-ERIC			
RISCC			
	Logo * (1)	Main image for the descriptive sheet * (1)	
	20221122091545_Climaite_logo.jpg	20221122090632_Brandbjerg1100x600.jpg	0
	20221122091545_Climaite_logo.jpg	20221122090632_Brandbjerg1100x600.jpg	٢

In the second form, you can add any multimedia related to this installation, for example, YouTube videos. You can add up to 2 photos and 3 links. This can be done by clicking the plus (+) button in the bottom right-hand corner.

Installation descriptions	Basic Information		•
Standard	Marketing Information		G
Installation standard description - EOSC	Marketing Information Multimedia (limited)	to 2 photos and 3 links)	•
Additional Fields			
AnaEE-ERIC	Multimedia Name	Multimedia	
풉 IRISCC			
			+
	Classification Information		•

Name the video/photo and provide the link, then press save using the green 'save' button in the bottom left-hand corner.



Again, please allow some time after pressing upload before trying to save the form. .

Multimedia Name 🕕	Multimedia 🕕
YouTube video	youtube.com
E Save	

Step 6.3 – Classification information

You must fill out the scientific domains and subdomains under which your installation functions. You can also include the structure type that the installation provides (this entails the type of access your installation offers). Currently, the defined domains are from AgroServ, we are working on updating them for IRISCC.

Each field in this form has a drop-down menu, where you can select multiple answers (if necessary).

Marketing Information Multimedia (limited to 2 photos and 3	3 links) 🕣
Classification Information	•
Description of Scientific Domain and SubDomain by following ()	Scientific Domain ()
	Natural Sciences 😒 🗸 🗸
Additional Scientific Domain for AgroEcology	Scientific SubDomain (1)
Microbiology 🕲 🗸 🗸	Biological Sciences 🔕 🗸 🗸
Additional Scientific SubDomain for AgroEcology	Structure Type ①
Range-Land Management 🔕 🗸 🗸	Single-sited 😒
	 Marketing Information Multimedia (limited to 2 photos and 3 Classification Information Description of Scientific Domain and SubDomain by following this link : Additional Scientific Domain for AgroEcology Additional Scientific SubDomain for AgroEcology Additional Scientific SubDomain for AgroEcology Range-Land Management (2)

The keywords (tags) form allows you to add multiple keywords or tags to classify your installation. These keywords should align with the description and purpose of the installation. You can create as many keywords or tags as needed. You can add a new one by clicking the plus (+) button in the bottom right-hand corner.



Installation descriptions	Classification Information	0
Standard	E Keywords	•
Installation standard description - EOSC	Tags	
Additional Fields	long term field experiment	()
器 AnaEE-ERIC		()
TRISCC	climate change adaptation	
		Add element to the life +

Type in the keyword/tag then press save, using the green 'save' button in the bottom lefthand corner.

Installation descriptions	Classification Information	Ο
Standard	Keywords	٥
B Installation standard description - EOSC	Tags	
Additional Fields	Jong term field experiment	
중 AnaEE-ERIC		
물 IRISCC	Tags	
		()
	Tags ()	
	(Swe)	

Step 6.5 – Location information

Please fill out the location information for your installation, this includes all fields with an asterisk (*).

Location Information	•
Street Name and Number * 🚯	Latitude (in decimals: 60.924530 for 6055'8.3"N) * ①
Nygårdsvej 1	55.88333333
Postal Code * (1)	Longitude (in decimals: 11.451259 for 1127'04.5"E) * $({\tt I}$
3630	11.97
City* (1)	Region (1)
Jægerspris	
Country * 🚯	
Denmark	\checkmark



Latitude and longitude are required, so that your installation appears correctly on the map. You'll find a <u>website</u> link by hovering over the (i) that will enable you to define them in the right format. For VAs and multi-sited installations, we recommend using a central hub for now - we will update you once there is a more appropriate solution.

Step 6.6 – Contact information

Contact information is separated into two forms – main contact/provider manager information, and public contact information. The public contact information is the contact details that will be available on the IRISCC catalogue for users to see.

First name * 🕦	Last name (1)	
Klaus Steenberg	Larsen	
Email * 🕕	Phone ①	
ksl@ign.ku.dk	4593565583	
Position ①		
Associate Professor		

Please complete all fields with an asterisk (*) and make sure to use the area code for the phone number. For this example, the country is Denmark, so the area code is 45.

	Email	Phone	Position
		ecosystem	Klaus Steenberg

For the public contact, you can add multiple contacts. To do so, press on the plus (+) button on the bottom right-hand side. Fill in the necessary information, and then press the green save button on the bottom left-hand side.



Email * (1)		Phone ()
]	
Position (1)]	

Step 6.7 – Dependencies information

Dependencies information is extra information that is not required but can be filled out depending on your preference. Hover over the (i) to find the definition for each field.

•		
Dependencies Information		C
Participating Countries ()	Affiliations ()	
Networks (1)	Catalogue (1)	

Step 6.8 – Submitting form

Once you are happy that all the information you have entered is correct, press the submit button at the bottom of the page. It may take a moment to load, so please do not go off the page until you can see that the EOSC installation descriptive sheet has been successfully submitted.

nstallation descriptions	Dependencies Information		•
Standard			
Installation standard description - EOSC	Participating Countries ()	Affiliations ③	
Additional Fields	Naturalie ()	Catalogue	
HanaEE-ERIC			
훕 IRISCC			
	Back		Submit



Filling out the IRISCC section of the Installation Descriptive Sheet

Step 7

Once you have successfully saved and submitted the EOSC installation description sheet, you can start on the IRISCC installation descriptive sheet.

Click on the IRISCC button in additional fields on the left-hand side of the page.



Step 8.1 – Basic & Marketing Information

Using the drop-down menu under the field 'research infrastructure affiliation' please select the RI(s) that your installation is affiliated to, this could be one or multiple. Additionally, if your installation provides any of the facilities listed, please tick the box (to the right of the facility).

Basic & Marketing Information		•
Research Infrastructure affiliation *	Electricity (1)	
Highspeed Wifi ①	Shower (1)	Ľ



Step 8.2 - Experimental Information

The experimental information	is currently locked	and cannot be r	modified by service
providers. (Dated: 20/01/25).			

Facility type (j)		Climate Zones	
10717	\sim	Humid Oceanic	
Environmental Controlled Factors (1)		Replication capacity ①	

Step 8.3 – System/Risk Combinations

System and risk combinations can be added using the plus (+) button on the bottom right-hand side.

E System/Risk combinations		•
System	Risk	Ľ
Grasslands/shrublands	Drought	(;)
		+

Once you have pressed the plus (+) button you will see a drop-down menu for both systems and risks. Here select one of each, then press the green 'save' button on the bottom left-hand side. This can be repeated multiple times, depending on the amount of system and risk combinations your installation has.

System	Risk	
Agro ecosystems	2	System
Aquaculture/fisheries Coastal		
Coastal communities Forests	(+)	E Save
Freshwater Grasslands/shrublands		
	♠)	



Step 8.4 – Analytical Information

Here you can add all the analytical information linked to your installation, for example instruments uses.

To add information to this form you have to press the plus (+) button, then you will see a multiple fields to fill in, some with drop-down menus.

Fill in the fields you believe are necessary for your installation and then press the green 'save' button on the bottom left-hand side. This can be repeated multiple times, depending on the analytical infrastructure at your installation.

apacity 🕦	Analytical capa					ation	Analytical inform
		pacity	Analytical capa	Instruments used	Analyzed parameters	Analysis Categories	nalytical Platform Type
			LI8100				
e	📑 Save						
e	E Save						

Step 8.5 – Submitting form

Once you are happy that all the information you have entered is correct, press the submit button at the bottom of the page. It may take a moment to load, so please do not go off the page until you that the IRISCC installation descriptive sheet has been successfully submitted.

Installation descriptions	Analytical information	•
Standard Part Installation standard description - EOSC	Analytical Platform Type Analysis Categories Analyzed parameters Instruments used Analytical C	apacity
Additional Fields 윤 AnaEE-ERIC 윤 IRISCC		+
	Back	Submit



Locating the Services Descriptive Sheets

Step 9

Return to the ISIA homepage (make sure you are logged in).



In the search engine at the top, type in the name of your installation.

Step 10

On the left-hand side of the search engine, click on the drop-down menu called 'Config'.



From here, click on the 'Service Types' button.



Step 11

Here you will be taken to the list of service types your installation provides. In the below example, two service types have already been created, however, if this page does not have a preexisting list of services for your installation, you can easily add one by pressing 'Add service type' in the top right-hand corner.

(SIA) Projects v Resource v Cor	nfig > Brandbjerg	T	Search (Q) (B) (A)
Service type config			Add service typ
Q Type anything to filter			There are 2 of 2 resu
ECOFluX chamber(s)	Precipitation manipulation		
ECOFluX chamber(s)	Precipitation manipulation		
ECOFluX chamber(s) Responsable Klaus Larsen Visible in catalog Visible : 2	Precipitation manipulation Responsable Kinus Larson Visible in catalog Visible : 2		

If you need to add a new service then follow steps 11a forward, if not, skip to step 12.

Step 11a

When creating a new service type, fill in the fields that appear on the right-hand side of your page (when you press 'Add service type').

Create a new service type	×
In this form, you can configure various service types to align with your application's requirements.	
Name	
Description	
Description	
Responsable	
Select	\sim
Create new service type	

Once this information is filled in, press 'Create new service type'. Your service will then appear in the list of services on the service types page.



Step 11b

Click on the name of your service type, and the same form will appear, only this time it now gives you a list of catalogues to display it in (for many of you this list will only contain IRISCC). Here, click on the slider next to IRISCC so it will now be displayed in the IRISCC service catalogue. Once you have done this press 'Save changes'.

te	Display in catalog of :		
Ŀ	AnaEE-ERIC		\bigcirc
L	IRISCC		
: de:	Save	change	Û

Step 12

From the service types page, click on the 'See the descriptions' button at the bottom of the service you want to add descriptions for.

Precip	Precipitation manipulation			
Responsable	2	Klaus Larsen		
Visible in cat	alog	Visible : 2		
Se	ee the descrip	tion 7		
S	ee the desci	iption Precipitation	n manip	
			-	

Filling out the EOSC section of the Service Descriptive Sheet

Step 13

By clicking on the 'See the description' button, you should be taken to the service's description page.



(SIA) Projects ~ Resource ~	Config V Brandbjerg V	Search (Q) (B) (D)	RB
Service descriptions Precipitation manipulation	EOSC Services Data Model Description		
Standard Service standard description - EOSC Additional Fields	EOSC Services Data Model Descrip	otion	
욺 AnaEE-ERIC 읆 IRISCC	Basic Information		•
	Marketing Information		O
	Marketing Information Multimedia		Ø
	Location and country		•

You can see the sheet you are currently on to the left-hand side. There will always be the Standard (EOSC) and IRISCC descriptive sheets that must be filled out, but some services might be affiliated with other projects (as you can see in this screenshot, this service is also a part of AnaEE ERIC).

You must first start by filling out the EOSC descriptive sheet.

Step 14.1 – Basic information

For basic information, fill out everything with an asterisk (*) next to do. For a more detailed description of each field, hover over the information (i) button next to the field name.

Basic Information	
Name* (1)	Abbreviation * ①
Precipitation manipulation	Precipitation manipulation
Resource Organisation * 🤢	Resource Providers (
University of Copenhagen	University of Copenhagen
Webpage * ①	
https://anaee.dk/platforms/climaitemols/	

Step 14.2 - Marketing information

Marketing information is separated into two forms – marketing information, and marketing information multimedia. In the first form, you must fill out a tagline, and description of your service, provide a logo and main image (displayed on the catalogue



for the user to see), and describe the functionalities the service provides. It is also an option to fill out users benefits and users producing gains.

For logos and images, please allow some time from pressing upload before trying to save the form. If you try to save before upload is complete it will fail. (The ISIA team are working on fixing this issue but errors with saving is due to this).

Marketing Information		•	Specific Information (Functonalities it provides)*
			Paragraph - B I @ := := ::
Tagline * ()			Rainout shelters removing from 40-66% of ambient precipation to create a gradient of removal. 12 treatment plots and 12 control plots in total.
Rainout shelters at Brandbjerg (DK)			
General description * ①			
Paragraph → B I Ø := ½=	"		
Since 2016, the new experimental setup provi (removing up to 66% of ambient precipitation	des a response surface across 24 plots (each 7 m2) of three treatment levels o). The greenhouse gas exchange is continuously monitored using ECO2fluX au	f drought tomatic	Users benefits ()
chambers.			Paragraph - B I @ := ;= 66
-			Users get access to historic data going back to 2005. At the site, users can study a range of processes, including species interactions, biogeochemical cycling and greenhouse gas exchange.
Logo* (j)	Main image for the descriptive sheet * 🕕		
20241104135104_logo_anaee.png	© 20241104135533_Brandbjerg1100x600.jpg	0	
20241104135104_logo_anaee.png	20241104135533_Brandbjerg1100x600.jpg	٢	Users producing gains ()
Specific Information (Eurotonalities it provides)	• •		Paragaph - B I @ := }= #

In the second form you can add any multimedia related to this service, for example YouTube videos. This can be done by clicking the plus (+) button in the bottom right-hand corner.

Marketing Information Multimedia (limited to 2 photos and 3 links)	•
Multimedia Name Multimedia	
	(

Name the video and provide a link, then press save, using the green 'save' button in the bottom left-hand corner.

Multime	dia Name 🕕	Multimedia 🕕
YouTu	be video	youtube.com
	lave	



Step 14.3 - Location and country

Please fill out the location information of your service, this includes all fields with an asterisk (*).

Latitude and longitude are required, so that your service appears correctly on the map. You'll find a website link by hovering over the (i) that will enable you to define them in the right format. For VAs and multi-sited services, we recommend using a central hub for now - we will update you once there is a more appropriate solution.

For country codes use the 2-lettered abbreviation for your country. In this example the country is Denmark, therefore the country code is DK.

Location and country	٥
Latitude (in decimals: 60.924530 for 6055'8.3"N) * 🕧	Longitude (in decimals: 11.451259 for 1127'04.5"E) *
55.8833	11.97
Country Code 🕦	
рк	

Step 14.4 - Marketing information and Use cases

Here you can provide examples of where your services have been used. Click on the plus (+) sign to add a use case. Under 'use case name' enter a short name for the use case, and under 'use cases' enter a link to the example of this use case. Once you've added this information press save, using the green 'save' button in the bottom left-hand corner.

You can add multiple use cases in this form.

nformation Use Cases	Use Cases	•	Use Cases Name (1)
		Add element to the list +	E Save



Step 14.5 - Dependencies information

Dependencies information is extra information that is not required but can be filled out depending on your preference. Click on the plus (+) sign to add dependencies information.

Dependencies Info	ormation			•
Required or Related Res	Required or Related Res	Measured Parameter	Precision / Sensitivity	Analytical Capacity
			Add e	element to the list +

Hover over the (i) to find the definition for each field. Once you've added this information press save, using the green 'save' button in the bottom left-hand corner. This can be repeated multiple times, depending on the number of resources your service has.

Dependencies Info	ormation			0
Required or Related Res	Required or Related Res	Measured Parameter	Precision / Sensitivity	Analytical Capacity
				:
Required or Related Res	Required or Related Res	Measured Parameter	Precision / Sensitivity	Analytical Capacity
Required or Related Res	ource (j)	Required	or Related Resource (Name	.)
		\sim		
Measured Parameter ()	Precision	/ Sensitivity	
Analytical Capacity 🔱				
Et Save				
Jave		*		

Step 14.6 - Classification information

Here you need to fill out the scientific domains, subdomains, category, sub-category, and target users that your service aligns with. You can also include the additional scientific domain for agroecology, additional scientific subdomain for agroecology, access type and access mode.



Each field in this form has a drop-down menu, where you can select multiple answers (if necessary).

Classification Information - <u>Description</u>		•
	Additional Scientific Domain for AgroEcology	
Scientific Domain * 🕚	Earth and Environmental Sciences 😒	
Natural Sciences	V Microbiology 😣	~
	Additional Scientific SubDomain for AgroEcology	
	Atmospheric Measurement Facilities 😒	
	Earth Sciences 🛞	
Scientific SubDomain * 🕕	Environmental Science & Agro-Ecosystem 🛞	\sim
Earth & Related Environmental Sciences Biological Sciences	In Situ Earth Observatories (2) Microbiology (2)	
Category * (1)	Sub-category * (j)	
Education & Training Samples S	✓ Applications ⊗	\sim
Target Users * 🚯		
Research Communities 🛞 Research Projects ⊗	Access Type (1)	
Researchers 🔇 Students 🔇	Physical Remote	\sim
Access Mode 🕕		
Daid O	V.	

By clicking on 'description' (next to the form's title) you will be redirected to a **document** created by AgroServ that defiles the scientific domain classifications.

The keywords (tags) form allows you to add multiple keywords or tags to classify your service. These keywords should align with the description and purpose of the service. You can create as many keywords or tags as needed. You can add a new one by clicking the plus (+) button in the bottom right-hand corner.

Tags		
Precipitation manipulation		
gradient design	drought	
species interaction		
greenhouse gases		



Type in the keyword/tag then press save, using the green 'save' button in the bottom left-hand corner.

Tags 🕦
E ⁺ Save

Step 14.7 - Contact information

Contact information is separated into two forms – main contact/provider manager information (form titled 'contact information'), and public contact information. The public contact information is the contact details that will be available on the IRISCC catalogue for users to see.

Please complete all fields with an asterisk (*) and make sure to use the area code for the phone number. For this example, the country is Denmark, so the area code is 45.

Main Contact/Resource Owner -First Name * 🕕	Main Contact/Resource Owner -Last Name * 🔅
Klaus Steenberg	Larsen
Main Contact/Resource Owner -Email * 🕧	Main Contact/Resource Owner -Phone* (1)
ksl@ign.ku.dk	+45 93565583
Main Contact/Resource Owner - Position (1)	Main Contact/Resource Owner -Organisation (3)
associate professor	University of Copenhagen
Other Contact – Helpdesk email *	Other Contact – Security Contact Email * 🕕
reb@ign.ku.dk	ksl@ign.ku.dk

For the public contact, you can add multiple contacts. To do so, press the plus (+) button on the bottom right-hand side. Fill in the necessary information, then press the green 'save' button on the bottom left-hand side.

Public Contact - First Na	Public Contact -Last Na	Public Contact - Email	Public Contact - Phone	Public Contact - Position
Klaus Steenberg	Larsen	ksl@ign.ku.dk	+45 93565583	associate professor
				(+
	Public Co	ntact – Position(i)	_
				_

Step 14.8 - Management information

In this form, you can fill in the final EOSC information relating to your service. Please complete all fields with an asterisk (*).

Helpdesk Page ()	User information (1)
Terms of Use* ①	Privacy Policy * ①
https://anaee.dk/platforms/climaitemols/	https://anaee.dk/platforms/climaitemols/
Access Policy (1)	Resource Level (1)
Training Information ③	Status Monitoring ①
Maintenance ①	

Step 14.9 – Submitting form

Once you are happy that all the information you have entered is correct, press the submit button at the bottom of the page. It may take a moment to load, so please do not go off



the page until you can see that the EOSC descriptive sheet has been successfully submitted.

Service descriptions	Helpdesk Page 🕔	User information U
Precipitation manipulation		
Standard	Terms of Use * (1)	Privacy Policy* ()
Service standard description - EOSC	https://anaee.dk/platforms/climaitemols/	https://anaee.dk/platforms/climaitemols/
Additional Fields	Access Policy ①	Resource Level (1)
器 AnaEE-ERIC		
뭅 IRISCC	Training Information ①	Status Monitoring ①
	Maintenance ①	
	Back	Submit

Filling out the IRISCC section of the Service Descriptive Sheet

Step 15

Once you have successfully saved and submitted the EOSC service description sheet you can start on the IRISCC service descriptive sheet.

Service descriptions	8
Precipitation manipulation	Additional Services Information for the D
Standard	
E Service standard description - EOSC	
Additional Fields	Additional Services information for the Descriptive Sheet
AnaEE-ERIC	
器 IRISCC	Location and country
	Dependencies Information
	System/Risk combination

Click on the IRISCC button in additional fields on the left-hand side of the page.



Step 16.1 – Location and country

Follow the guidance provided in step 14.3.

Step 16.2 - Dependencies Information

Follow the guidance provided in step 14.5.

Step 16.3 – System/Risk combination

System and risk combinations can be added using the plus (+) button on the bottom right-hand side.

System	Risk	
Grasslands/shrublands	Drought	(

Once you have pressed the plus (+) button you will see a drop-down menu for both systems and risks. Select one of each, then press the green 'save' button on the bottom left-hand side. This can be repeated multiple times, depending on the amount of system and risk combinations your service has.

Svetem	Pisk	
Agro ecosystems Aquaculture/fisheries Costal Costal Costal Costal Forests Freshwater Grasslands/shrublands	KISK	System
Managed forests		



Step 16.4 – Submitting form

Once you are happy that all the information you have entered is correct, press the submit button at the bottom of the page. It may take a moment to load, so please do not go off the page until you can see that the IRISCC service descriptive sheet has been successfully submitted.

Control and the	System	Risk	
Service descriptions	Grasslands/shrublands	Drought	
Standard	System	Risk	
Standard Service standard description - EOSC		(i)	
Additional Fields	System	Risk	
🚡 AnaEE-ERIC			
器 IRISCC	E Save		
		+	
	Back	Submit	
		♠)	



How to get help

Online training sessions

If you need help to completely any of the steps for the ISIA catalogue , we recommend you join our training sessions (link to these sessions is in the email that you will have received from Katrine Korsgaard)

The dates for these sessions are (all CET):

- Tuesday 28 January 10:30 11:30
- Friday 31 January 14:00 15:00
- Monday 3 February 14:00-15:00
- Monday 17 February 14:00-15:00

GitHub

Alternatively, you can use the GitHub link on the ISIA site to ask questions. This can be done by following the below steps.

Firstly, make sure you are logged into the ISIA catalogue. Next, click on the 4 squares icon in the top right-hand corner of the page. This will open a drop-down menu with icons. Click on the icon labelled 'Help'.





Once you have clicked on help, you should be redirected to the help page. From here, you need to click on 'Support', which will then redirect you to a log in page for GitHub.

Projects ~ Resource ~ Config	Brandbjerg	•	Search (Q) (B) (Q) (RB
Full documentatic functionalities (Fren	on of ch only)	Explore our documentation hub for potential of our platform with step- and more. Your go-to resource for n	essential insights and tips. Unlock the full by-step guides, troubleshooting solutions, nastering every aspect of our features.
63	(0)	\bigotimes	
Guide	FaQ	Support	
Explore our tutorials to master ISIA and optimize your research.	Find quick answers to common questions about using ISIA.	Need assistance? Our team is here to help. Contact us through GitLab for personalized support.	
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Enter your log in details and click 'sign in'.

You need to sign in or sign up before continuing.		×
Gitlab ISIA The ISIA Gitlab contains the source code and tickets for the project.	AnaEE-France LDAP	Standard
You must be registered in the ISIA common directory (https://isia.cnrs.fr) to access the Gittab resources. You can report problems or improvements via the ticket system. If you are not registered and you have a problem, please contact us at the following address: support- isia@bio.ens.psl.eu	Username Rachel.Burns Password Remember me Sign in	

Once you are logged in, you will be able to see previous issues that other ISIA users have created. Look through this list to see if you can find the answer to your problems. If not, click on the blue 'new issue' button on the top right-hand corner.



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Proj	Q Search or go to	③ ✓ Search or filter results	Q Created date ~ ↓=
۲	isia-web Pinned ~	Détail d'affichage du texte #596 - created 3 days ago by Laurence SéNéCHAL-CHEVALLIER	🚷 더 1 updated 49 minutes ago
රිප	Issues 47 Manage >	[TRESOURCE] (LINK] Lien vers la ressource d'un graphe ne fonctionne pas #594 - created 1 week ago by Florent MASSOL ◇ 3.1.0 - Ressources	الطًا updated 1 week ago
Ū	Plan v	[RESOURCE] Liens entre ressources #593 - created 1 week ago by Florent MASSOL \$3.10 - Ressources	updated 1 week ago
	Issue boards Milestones	[RESOURCES] Création d'un event type #592 - created 1 week ago by Florent MASSOL	updated 1 week ago
ତ ତ	Deploy > Operate >	Affichage d'images (Logo du réseau AnaEE France) #589 - created 1 month ago by Laurence SéNéCHAL-CHEVALLIER	● दी 1 updated 1 week ago
Ŧ	Help	Installation Description] Chargement des images et "Submit" button #585 - created 1 month ago by Florent MASSOL	updated 1 month ago

You should be taken to a form where you can fill out information about your issue. Enter all the relevant information, and then click on the blue 'create issue' button at the bottom of the form.

□ + 🐼	Isia / 🚭 isia-web / Issues / New Issue			
)。 or go to	New Issue Title (required)			
~	Type 🕜			
47	Description Choose a template	 This issue is confidentia 		
47	Preview B I € I≕ <> 𝔅 ≔ ≔ ™ ⊞ 𝔅 ☑ +Please describe your problem as fully as possible so that we can belo you quick!	Crasta jaqua		
>	### Which installation do you use ?	Create issue		
>	> #### Which day / hour issue happened ?			
	>			

Who to contact

If you are still experiencing problems, you should contact the ISIA tech team via email. We only recommend you do this as a last resort, as the GitHub response time is quicker than via email. Contact details are listed below.

Klaus Steenberg LARSEN: <u>ksl@ign.ku.dk</u>

Rachel BURNS: <u>reb@ign.ku.dk</u>

Katrine KORSGAARD: <u>katrine.korsgaard@plen.ku.dk</u>