

ARBIL

ARBIL allows users to create metadata files complying to a certain CMDI profile

Requirements:

- A web browser. ARBIL is linked from: <http://www.clarin.eu/cmdl>
- A recent Java Runtime Environment (at least JRE 1.5)

1. Starting ARBIL

- Go to the following address: <http://tla.mpi.nl/tools/tla-tools/arbil>
- Either click on *Run via webstart* or use the web installers (available for Mac, Windows and Linux)
- In the *Wizard* window select CMDI and in the next window select the CMDI profiles you want to use. You can (re)open the *Wizard* from the *help* menu

2. Select a language

- Arbil is available also in German, Spanish and Italian
- If you are running the application for the first time, a window will open (before the wizard) asking you to choose a language
- The language can, however, always be changed via the option *Select Language* of the Help menu.

3. Choosing profiles

- Go to the *Options* menu and select *Templates & Profiles*
- All public Clarin CMDI Profiles are now downloaded from the Component Registry and are then displayed on the right. Check all that you want to have available in Arbil and close the window

4. Creating metadata

- Right-click on *Local Corpus* in the middle-left window and select the CMDI profile you want to use to create a new metadata file from the *Add* menu
- Click on the metadata file that you just added (in the Local Corpus)
- You should see a window in the top-right corner, this window should contain the fields: Field name and Value
- Then it's just a matter of clicking on the cell you want to change and typing in the contents

View and edit multiple metadata files the same time

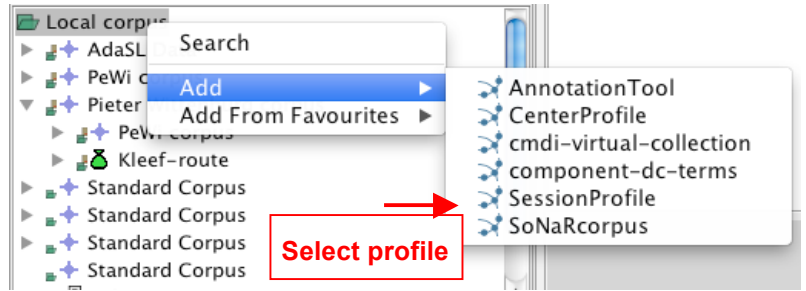
- While holding Ctrl, click on the metadata files you want to select
- Right click on the files and select *view selected*; you should get a Selection window that shows the things you selected with all of their values. The values of the multiple selections can be copied to one another or changed individually, in exactly the same way as how you edit just one file

4. Saving and exporting your metadata

- To save, right-click on the edited metadata files you want to save and select *Save Changes to Disk* (you can also do this by using the shortcut key Ctrl+S, or through the option *Save Changes*, via the File menu)
- Then, to export, right-click on the edited metadata files you want to export and select *Export*
- Provide a location, and click on *Export*. Enter a clear name for the metadata and click *OK*
- Click on *Start*, the exporting process starts, when it's done click on *Close*

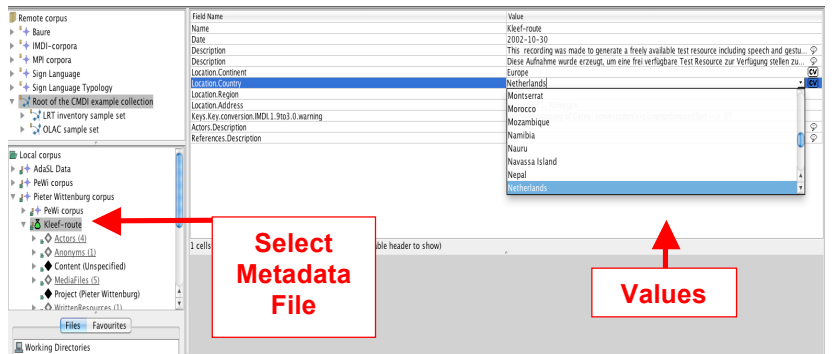
5. An example: - step by step

Step 1: Right click on your Local Corpus and select the profile you want to use from the *Add* menu



Step 2: To edit a metadata file you select it in the Local Corpus and then the values are visible on the top right window

These values can now be edited by double clicking on the cells. Or they can be copied to one another



Step 3: The values you've changed should have turned blue. To save these changes you should right-click on the metadata file you're working on and select *Save Changes to Disk*

The exclamation mark in front of the session should now change from red to blue. Indicating that you have saved your changes locally but they are not changed on the server yet

Step 4: To export your changes you have to right-click on the metadata file you want to export and click on *Export*

Now you have to supply a location to save the files to and lastly an export name.

Your files are now ready to be used in another program or uploaded to an archive

