

# **Lamus - Language Archive Management and Upload System**

**version 1.1.6.5**

The latest version can be found at: <http://tla.mpi.nl/tools/tla-tools/lamus/>

This manual was last updated in July 2012

Original Author: Micha Hulsbosch

Updates for the previous versions: Maddalena Tacchetti

Updates for version 1.1.6.2 and higher: Kasia Wojtylak

Updates for version 1.1.6.5: Francesca Bechis

The Language Archive, MPI for Psycholinguistics, Nijmegen, the Netherlands

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# Introduction

LAMUS (Language Archive Management and Upload System) is developed at the Max Planck Institute for Psycholinguistics, Nijmegen, the Netherlands. It is a web-based application that allows users to organize and update the content of the extensive archive of the IMDI-(ISLE Metadata Description Initiative) corpus at the MPI.

The application allows researchers themselves to manage their specific part of the archive with as little intervention of corpus- or system managers as possible. Various kinds of resources (e.g. video-, audio data, pictures and annotations) can be linked into the tree structure of the archive, enriching the content of the corpus. LAMUS is designed around virtual workspaces, which provide safe working environments for its users. Managing the resources and the structure of the sub-corpus in this workspace will not affect the actual archive itself. Only when the researcher has finished working on the workspace and the data is submitted, will such data be incorporated into the actual archive. After the transfer, search indexes will be updated for the metadata and the content. During the whole process various checks are being performed on the metadata and on the resources to ensure the consistency and the coherence of the archive.

LAMUS is visualized through an easy-to-use interface which allow users to:

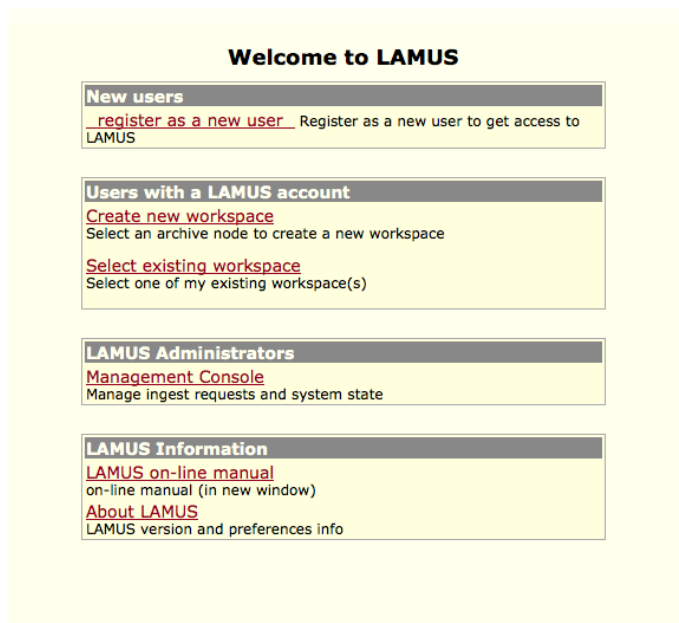
- register themselves to LAMUS (Chapter 1).
- create new workspaces and/or select already existing ones, (Chapter 2).
- manage the contents of the workspace (i.e. make new corpus structures, upload new metadata and resources, request more storage space) and upload the updated corpora into the archive (Chapter 3).

The main LAMUS page can be accessed by going to <http://corpus1.mpi.nl/jkc/lamus/> in a recent web browser with Java support.

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# Chapter 1. Register as a new user

New users have to be registered to LAMUS if they want to work with the application. To do so, open the main LAMUS page (<http://corpus1.mpi.nl/jkc/lamus/>) and click the link *Register as a new user*.



**Figure 1.1. Lamus Welcome page**

In the form which will appear, fill in the various fields with the required information.

**Register New LAMUS User**

Contact information

Full Name

Postal Address

Affiliation

Email Address

Archive use

Describe your existing relation with this archive or your purpose to use the archive

If you need to have access to an existing corpus, please state its name or find it with [archive browser](#) (opens in a new window) and report the nodeid or handle of the top node, as displayed by the create bookmark function there. If you want to upload a completely new corpus, specify a short name for it and describe above where in the archive you want the corpus to be.

Corpus name

Account Login Info

If you have already an user account at the Max-Planck Institute for Psycholinguistics, please use your existing username. If you do not have an existing account, give your (new) user name and an initial password.

User ID

User Password

Confirm Password

Submit

**Figure 1.2. Register New User**

After completing the form, click the **Submit** button to send the information to the corpus administration at the MPI. A confirmation email will be returned. Please contact [<corpman@mpi.nl>](mailto:corpman@mpi.nl) if you do not receive the e-mail.



**Note**

To provide a detailed path to the destination of the corpus you want to create/work on, copy the following url: [http://corpus1.mpi.nl/ds/imdi\\_browser/](http://corpus1.mpi.nl/ds/imdi_browser/).



**Note**

Users need write rights to access specified domains in the archive. Therefore, it is not possible to use LAMUS without authorization of the central corpus management at the MPI.

# Chapter 2. Workspace creation and selection

As it is important to maintain the structural consistency and coherence of the various corpora, LAMUS works with the so called “workspaces”. These can be seen as “copies” of the sub-corpora. Browsing the tree structure of the archive, the user selects the part that needs to be modified (usually his/her own project). This selection is then copied to a separate, isolated location called **virtual workspace**. In this area the user can safely change the structure of the selected part of the corpus, add or remove resources and metadata without affecting the actual archive. The workspace can be saved in-between sessions, or deleted, if errors are made. Although it is possible to have more than one active workspace, only one topnode at a time can be worked on. This is to avoid possible conflicts between overlapping workspaces. After the user has modified the nodes, the new (or updated) parts of the corpus can be submitted, so that the data will be incorporated into the actual archive. It is not possible to create a workspace outside the authorized domain of the user, as it has been determined by the central corpus administration at the MPI of Psycholinguistics.

## 2.1. Creating a new workspace

To begin working on a new workspace click the link **Create new workspace** from the LAMUS main page (see Figure 1.1). If you are not logged in at this point, you will be asked for your User ID and password that you entered at registration (see Chapter 1).

On the page that will come up, you can browse through the tree structure and through the various corpora. Select the node you are going to work with (remember: this will be the topnode - highest point in the tree hierarchy - of your new workspace; by selecting it, you will also work with all the subnodes that belong to it). Remember that you may select topnodes only in those parts of the archive to which you have been granted writing rights by the central corpus administration. Right click on the node and click on **select this node as top node for a new workspace**. This part of the archive, including all descendant nodes and links to resources are now copied to the new workspace. It is important not to select the whole topnode-corpus if you only want to work on just one session node, which is located at a low level in the hierarchy.

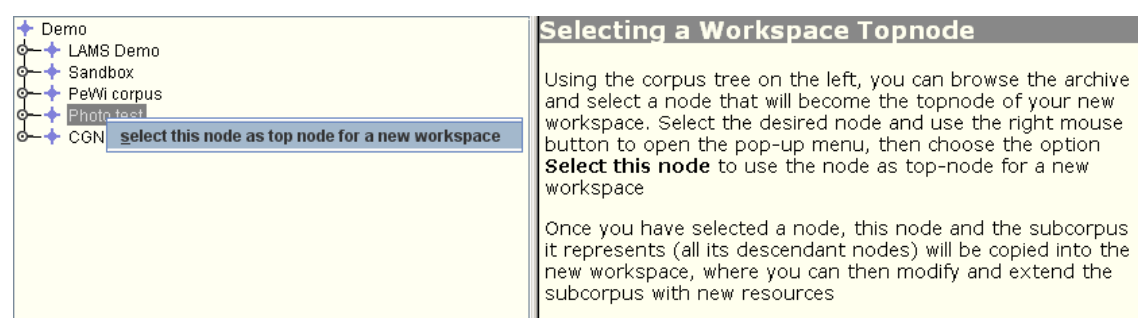


Figure 2.1. Selecting a Workspace Topnode




### Note

If the selected topnode is already part of a not yet submitted workspace the user will receive an error message. Choose, then, the locked workspace from the list of existing workspaces (Section 2.2). In case the selected part of the archive is in use by someone else, contact your corpus manager to have it unlocked.



### Note

If a node has the  symbol, it has been set as protected in the LAMUS configuration. LAMUS will treat the node as an external node. It cannot be used as the top node of your workspace. Trying to use such a node as top node of your workspace will result in an error message.

## 2.2. Selecting an existing workspace

Unfinished workspaces can be temporarily saved, so that users can continue their work later on. Users can select their projects from a list containing all the not yet submitted workspaces made by themselves and keep working on those specific parts of the corpus. To do so, on the LAMUS main page, click **Select existing workspace**. If you are not logged in at this point, you will be asked for your User ID and password you entered at registration (see Chapter 1).

The newly opened page lists all the not yet submitted user's workspaces. Information is shown about the creation date, last access date, the number of the workspace (*IngestRequestId*), the selected topnode in the corpus tree and the status of the workspace. Scroll through the list if necessary, and select a project that has not been submitted yet. Click **Choose** to start managing this workspace.

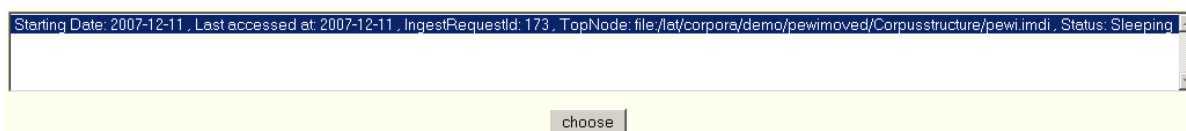


Figure 2.2. Select an existing workspace



# Chapter 3. Workspace management

After the user has created a new workspace, or has selected an existing one, the following page will be displayed:

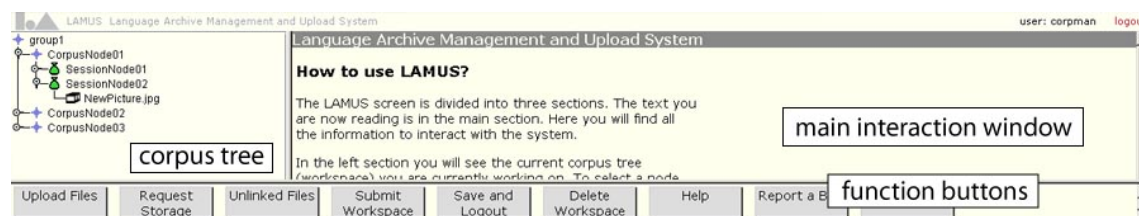


Figure 3.1. Workspace

This window is the central page for all actions with regard to managing the contents and adjusting the structure of the chosen workspace. The image below shows that each corpus is organized in the shape of a tree-like structure (see Figure 3.1 and Figure 3.2). These trees are constructed with the use of **corpus-** and **session nodes**. A corpus node, represented by a blue symbol in the tree view (✚), is a specific point inside the structure of the corpus, and it is used to build its general structure. Usually corpus nodes are grouped together on the basis of, e.g., the geographical location, the discourse genre, the sex or age of the speakers, the dialect of the speakers, the target/source language etc.

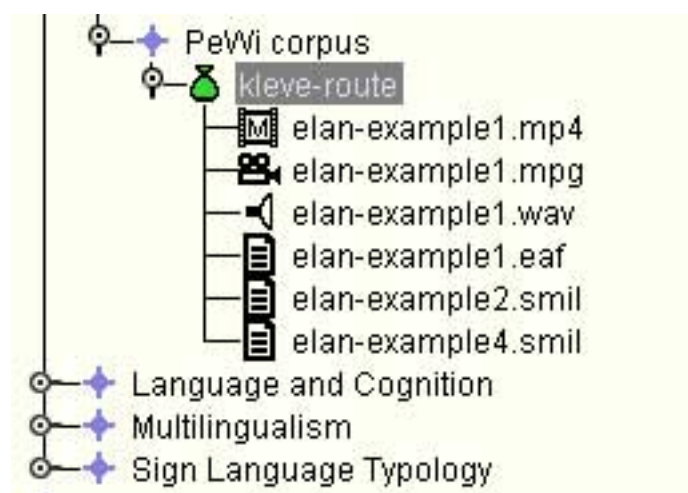


Figure 3.2. Corpus Tree

Each corpus node may contain: a) other sub-corpus nodes; b) one or more session nodes. Session nodes are important because they incorporate links to all actual data (i.e. video- and audio files, information- and annotation files). They are represented by a green symbol (🟢). The resources have also symbols indicating the type of content, i.e. a speaker symbol (🗣️) represents an audio file.



## Note

If a node has the 🛡️ symbol, it is set as protected. It cannot be changed or removed. There are several possible reasons for this:

- The node has been blocked in the LAMUS configuration. (parts of) Corpora can be set as locked if they may not be updated or if they are not suitable for updating by LAMUS.
- You do not have permission to change the node.
- The node is located on another server.
- The node is a hyperspace link in a not yet submitted workspace.
- If a node from outside your workspace has a direct link to a session node or resource in your workspace, that session node or resource is protected.
- The node might not be properly linked into the corpus structure. If you suspect that this is the case, ask your corpus manager for help.

LAMUS facilitates the construction of corpora, as shown in the picture above, using corpus nodes, session nodes and resources as building blocks. These elements are linked to one another and do make up the tree structure itself. The layout of the corpus structure is to be determined by the researcher. As every node or resource is linked to other elements in the tree, changes in the arrangement can easily be made by just adjusting these connections. Single resources or whole parts of the corpus can be unlinked from the tree structure to be used again in a different location. New elements can be uploaded to the workspace to be incorporated in the corpus.

The main interaction window provides information and feedback from the system about the actions performed by choosing the specific LAMUS function buttons (on the bottom of the screen, Section 3.2).

## 3.1. Tree menu

Right click on a corpus node in the structure of your open workspace to get access to various management functions. These options from the tree menu are discussed in Section 3.1.1 to Section 3.1.12. The tree menu is context sensitive, meaning that different options are available for corpus nodes, session-nodes and/or resources.

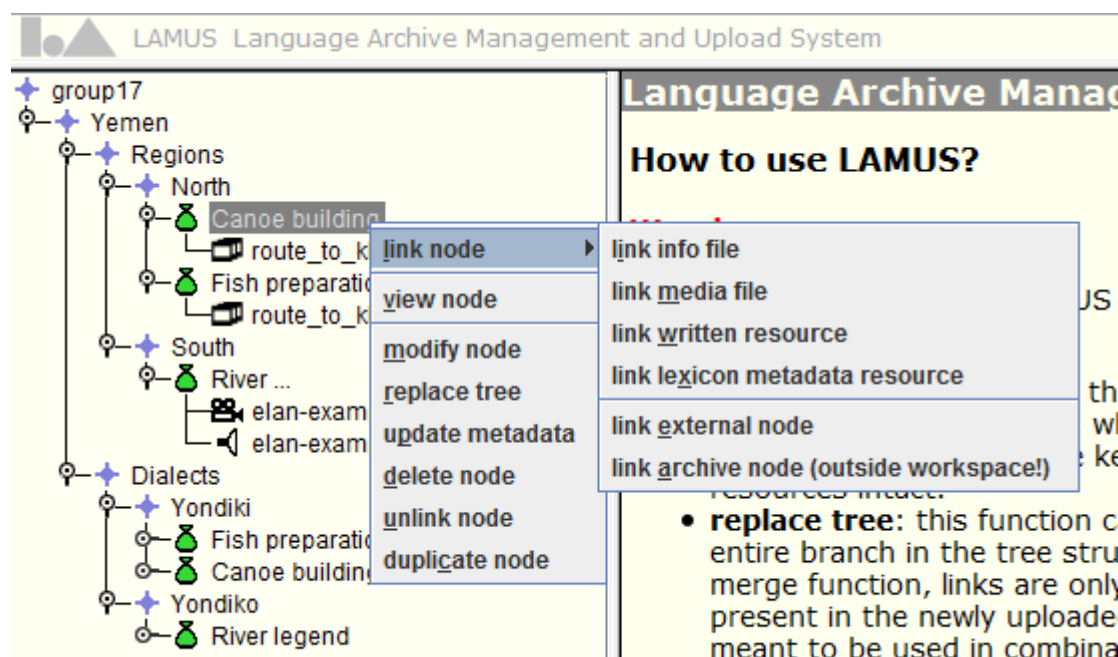



Figure 3.3. Tree menu

### 3.1.1. View node (available for corpus and session nodes)

In the archive every node contains information about its creation, its resources and its relations to other nodes. This information is called metadata (i.e. data describing other data) and it is stored in IMDI (ISLE Metadata Initiative) files. Click view node from the right click tree menu to view the metadata of the selected node.

The contents of its IMDI file will be displayed in the main interaction window. Click the  icons in the main interaction window to extend/collapse the metadata information for the corresponding elements.

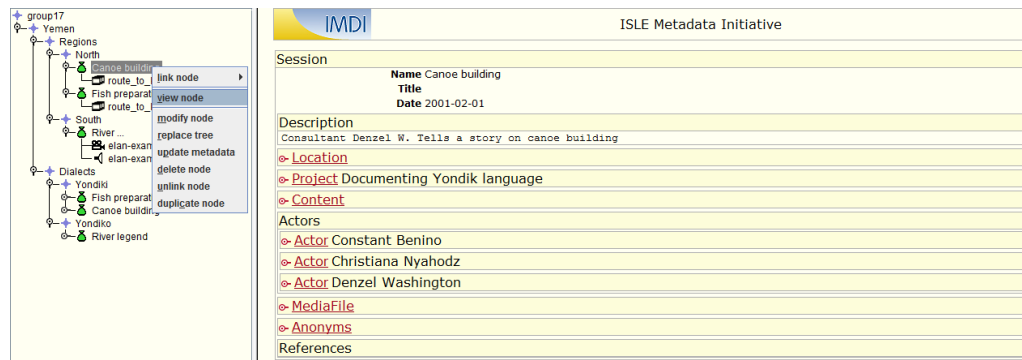


Figure 3.4. View node

### 3.1.2. Add corpus node (corpus nodes)

To add a new corpus node to the corpus structure/corpus node, select Add corpus node from the tree menu. Enter a name and a title in the appropriate fields. The information given in the Title field will be displayed when hovering the mouse over the corpus node in the tree view. After clicking Submit the new corpus node will be added to the tree structure, linked to the previously selected node.

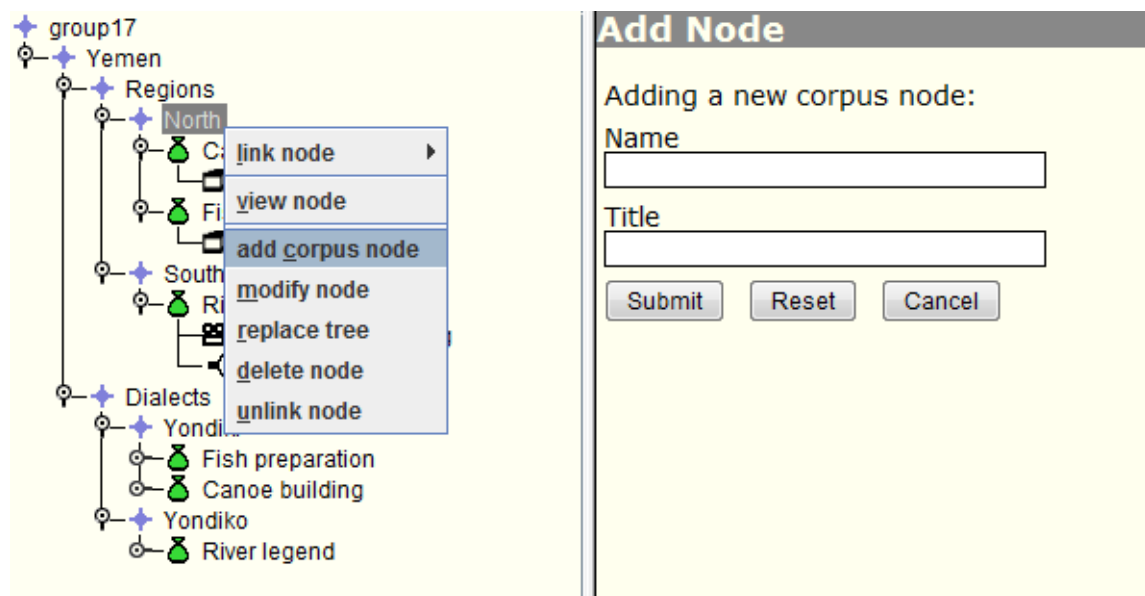


Figure 3.5. Add corpus node

The difference between this option and link corpus node (Section 3.1.8) is that with 'add corpus node' the new corpus node and its metadata description are generated from scratch (the metadata description will be very elemental, consisting of only a name and a title). With 'link corpus node', by contrast, you choose already made and uploaded metadata files for the new corpus node.

### 3.1.3. Modify node (corpus and session nodes)

Use this option to change the name, the title or the description of an existing corpus node. Click **Modify node** from the tree menu. After entering the new name of the node, its title, the language and some description, click the **Submit** button at the bottom of the main interaction window (you may have to scroll down). In case you want to add detailed metadata (i.e. information about actors or location), use **Arbil** (<http://tla.mpi.nl/tools/tla-tools/arbil/>) to create more extensive corpus or session nodes.

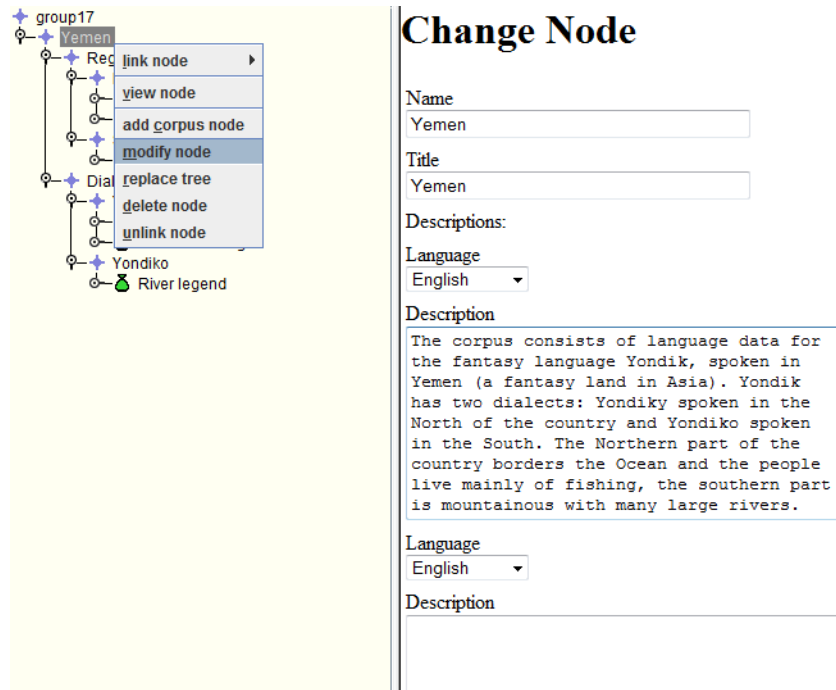


Figure 3.6. Modify node

### 3.1.4. Delete node (corpus and session nodes, resources)

To remove a selected node or a resource from the tree structure select **Delete node** from the tree menu and click the **Delete Node** button. In case the node has children (i.e. incorporated session nodes or resources), they will be removed from the workspace together with the selected node. If the user wants to keep these files for future use, he/she should unlink them first (Section 3.1.7); this process will transfer the data to the *unlinked files* section of the workspace.

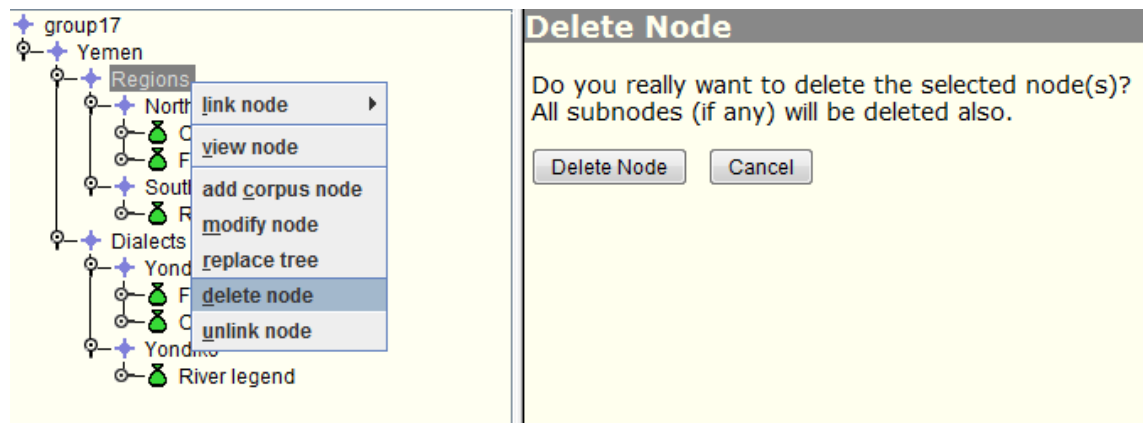


Figure 3.7. Delete node

### 3.1.5. Tree Replace (corpus and session nodes)

To replace a branch in the tree structure, users can select the option **replace tree**. This function is meant to be used together with **Arbil**. Indeed, the first thing to do is start Arbil, then import your files into the local corpus, edit them and finally export them. You can have a look at Arbil manual to learn how to do that (<http://www.mpi.nl/corpus/html/arbil-imdi/index.html>). In particular, consult the following parts: section 3.3.1. for importing (<http://www.mpi.nl/corpus/html/arbil-imdi/ch03s03s01.html>); chapter 5 for editing metadata (<http://www.mpi.nl/corpus/html/arbil-imdi/ch05.html>); section 7.1 for exporting (<http://www.mpi.nl/corpus/html/arbil-imdi/ch07s01.html>).

The exported branch should be then uploaded into LAMUS (see Section 3.2.2 for help); both the .imdi and the directory files have to be selected.

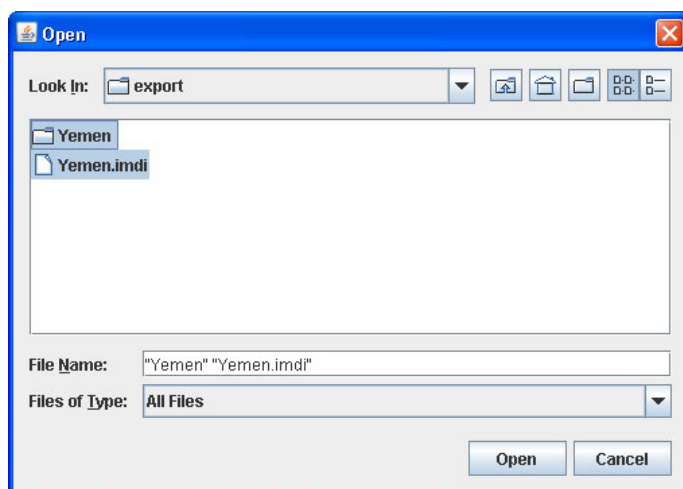


Figure 3.8. Upload the exported files

After having uploaded the required files, for the actual replacing of the tree select the branch that you want to replace, right click and select **replace tree**. In the *Free Corpus Node* window you have to check the checkbox next to the branch you exported out of Arbil (here: Yemen). And then select **Replace**. The branch should now be replaced with the new branch.

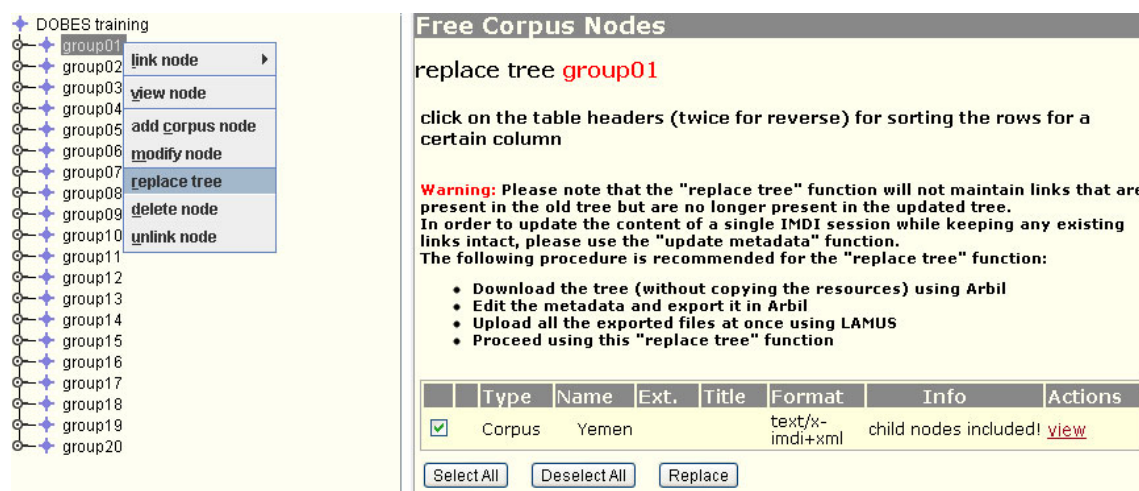


Figure 3.9. Replace the branch



## Note

It is possible to replace a corpus with another corpus and a session with another session. These cannot be mixed, however.



## Note

Tree replace option is **NOT a merge function**! So if you have files in the old branch that aren't linked in the new branch, then they will be removed.

### 3.1.6. Update metadata (sessions)

To update the metadata of a single IMDI session with a newly uploaded IMDI session, use the **Update metadata** function. This function will replace the content of the metadata while keeping any existing link to resources intact.

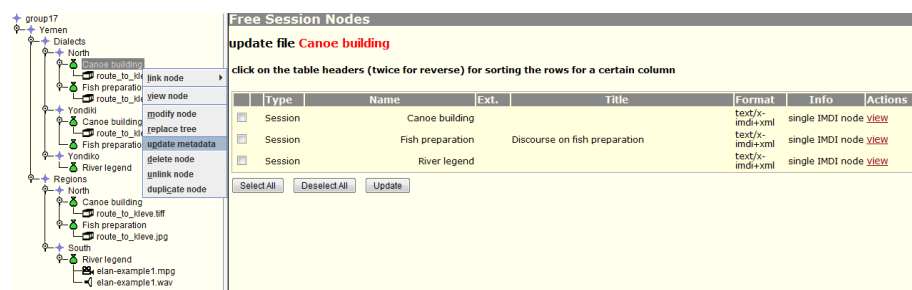


Figure 3.10. Update metadata function

### 3.1.7. Unlink node (corpus and session nodes, resources)

To move a node or a resource from the tree structure to the *unlinked files* section of the workspace select **unlink node** from the tree menu. As default, the selected node together with its contents (sub-nodes and resources) are moved as a unit to the *unlinked files* container. The structure of the node does not get affected by this action. If the user decides to link it again, the contents will stay linked within that node. Only their location in the corpus tree will change.

Click the checkbox as seen in the picture below to split the node from its contents. In this way they will appear as separate files in the *unlinked files* section. The underlying structure of the selected node is lost and the sub-nodes and resources can now be linked to a different node in the tree view. As already mentioned, after clicking the **Unlink Node** button, the selected nodes and resources are moved to the *unlinked files* section of the workspace.

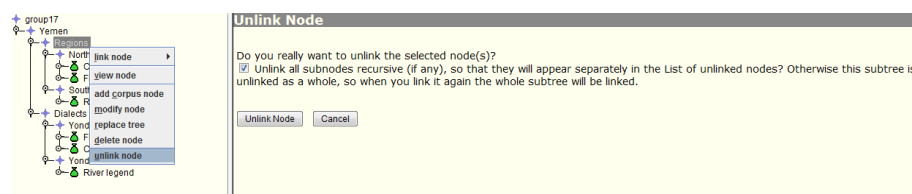


Figure 3.11. Unlink node

When a node or resource is linked more than once in the corpus (i.e. when a certain media file is used in more than one session of experiment, Section 3.1.8), LAMUS will inform the user about it and will give him/her the option to either unlink the nodes/resources only from the selected node (i.e. it will remain linked

to its other parent(s)) or to unlink it from all possible parent nodes by ticking the second checkbox. Only in the latter case the unlinked nodes will appear in the list of unlinked files because in the former case the nodes/resources will still be linked to a node in the tree.

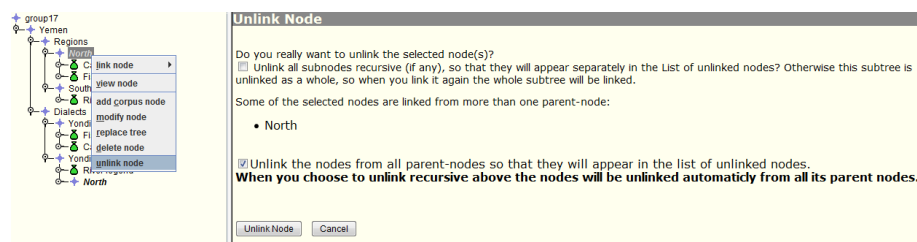


Figure 3.12. Unlink node with multiple parents

### 3.1.8. Link node (corpus and session nodes)

The Link node option in the tree menu is used to link various contents to corpus nodes and/or session nodes after these have been uploaded to the *unlinked files* container. This transfer from the local machine or network to the LAMUS workspace is described in Section 3.2.2. If a corpus node is selected from the tree-view the following linking options become available:

- **Link info file:** an info file can be a txt-, html- or PDF-file containing information about the corpus node.
- **Link corpus node:** it allows you to link an unlinked corpus node (along with its possible content) as a child of the selected corpus node. This option is used to build the basic tree structure of a corpus.
- **Link session node:** through this option you can link an unlinked session node (as well as its possible content) as a child of the selected corpus node. This option is used to enrich the corpus with various content (i.e. metadata, resources).
- **Link catalogue node:** this option allows you to link a free catalogue node, and it is used to provide a summary of the corpus.
- **Link external node:** enter the url to the external node/resource in the designated field and specify the file type (info file, media file, written resource or annotation) from the pull down menu.
- **Link archive node (outside workspace!):** select a node from the corpus tree presented in the main interaction window. Linking to a node that is in the workspace or to a node that is a parent, or other ancestor, of the workspace top node is not allowed.

In case the user has selected a session node from the tree-view, the options for linking are:

- **Link info file:** an info file is a txt-, html- or PDF-file containing information about the session node.
- **Link media file:** a media file is a video- or audio-file or picture belonging to the session node.
- **Link written resource:** it allows you to link a resource other than video-, audio-files or pictures to the session node.
- **Link external node:** enter the url to the external resource in the designated field and specify the file type (info file, media file, written resource or annotation) from the pull down menu.
- **Link archive node (outside workspace!):** select a node from the corpus tree presented in the main interaction window. Linking to a node that is in the workspace or to a node that is a parent or other ancestor of the workspace top node is not allowed.



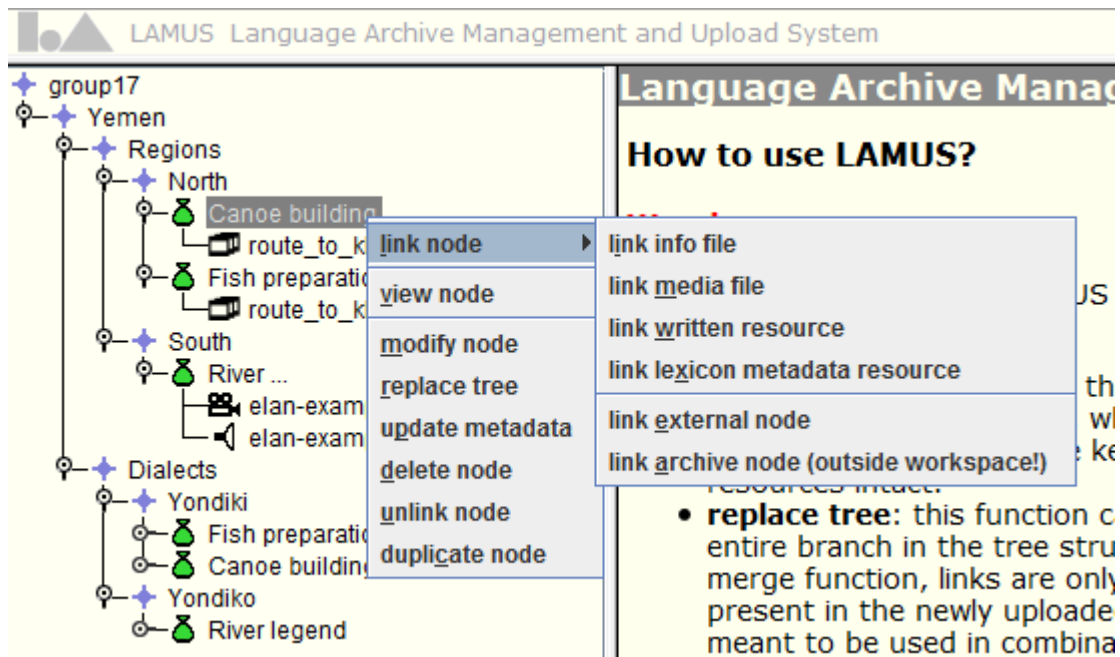


Figure 3.13. Tree menu

All files, except for external nodes and any archive nodes, need to be present in the *unlinked files* section of the workspace before they can be linked. After the user has made his/her choice from the tree menu the main interaction window will display a list showing all unlinked files of the appropriate type. For example, if the user wants to link a session node, only the free IMDI sessions nodes are displayed; only video-, audio-files and pictures are listed if the user selects link mediafile from the tree menu. Use the **Select All** button to quickly select all the files in the list.

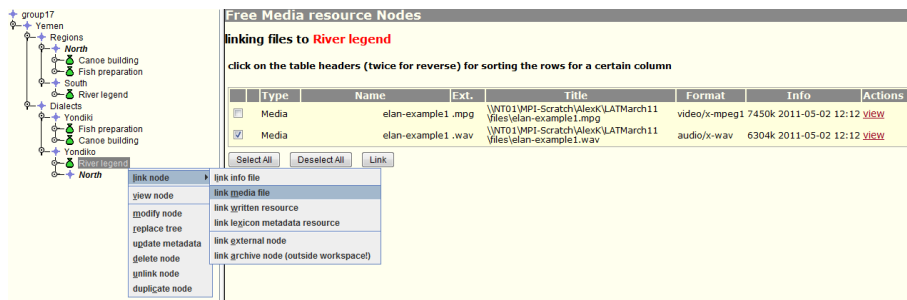
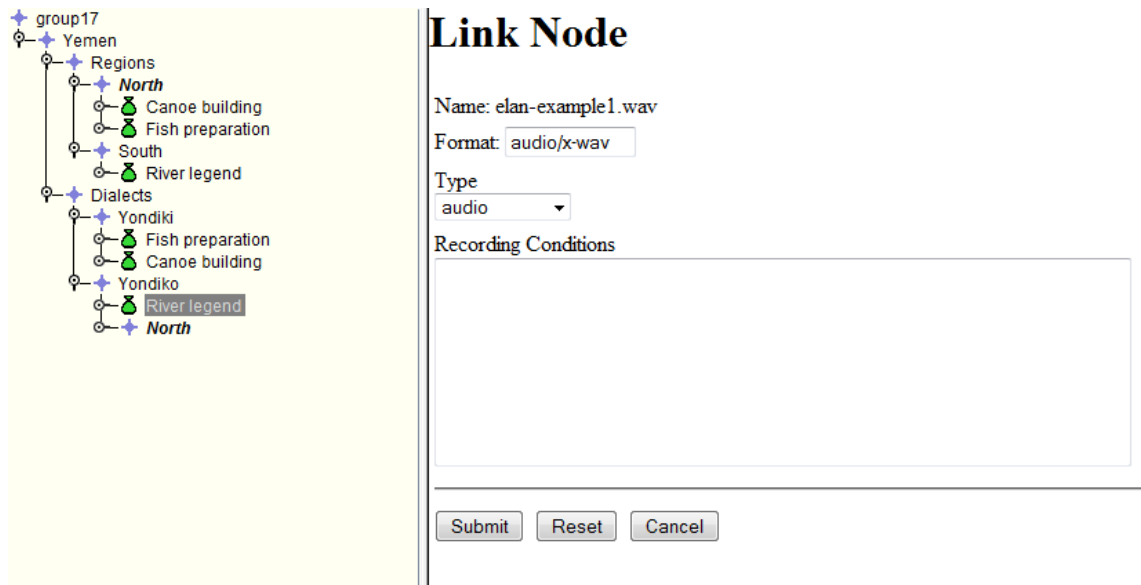


Figure 3.14. Link media file

After clicking the Link button, the next page will display more information about the file(s). From the format pull down menu it is possible to assign various, different formats to the media file. Accepted file formats and types are listed in Appendix A. The system should recognize the used format of the files correctly; if not, the user has to choose the correct file type from the pulldown list. As the filetype is used in conjunction with other applications, it is important to choose the correct format. For example, the Access Management System can only grant read access when the proper type for the resources is used. Therefore, if the wrong format is chosen, access to these resources will be denied.





**Figure 3.15. Specify media format and type**

Pressing the **Submit** button moves the resources from the *unlinked files* section to their appropriate place in the tree structure of the workspace.

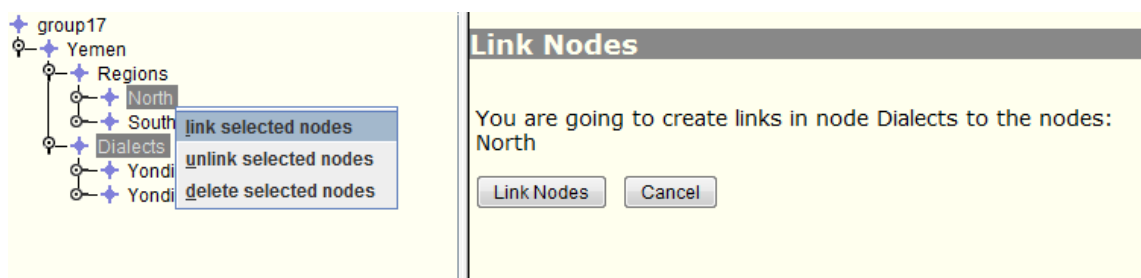
Locally created corpus structures (using Arbil, <http://tla.mpi.nl/tools/tla-tools/arbil/>) can be linked as a whole into the tree structure, once all elements (i.e. IMDI files and resources) have been uploaded into the workspace.

Links can be created between multiple nodes. In the next example, the corpus node and its content, which are already linked to “North”, are going to be linked to “Dialects” as well. To do so, first select the target node, the one to which you want to make the second link (i.e. “Dialects” node). Hold the **CTRL** key and now select the source node, the one already carrying linked material (i.e. “North” node). Choose **create link** from the tree menu and click **Link nodes** on the new page. The multiple linked node will appear in bold italic in the tree view as seen in the example below.



### Note

Remember to select **first** the **target node** and then the source node. If you do it the other way round, i.e. first source node and then target node, you will get an error message.



**Figure 3.16.**

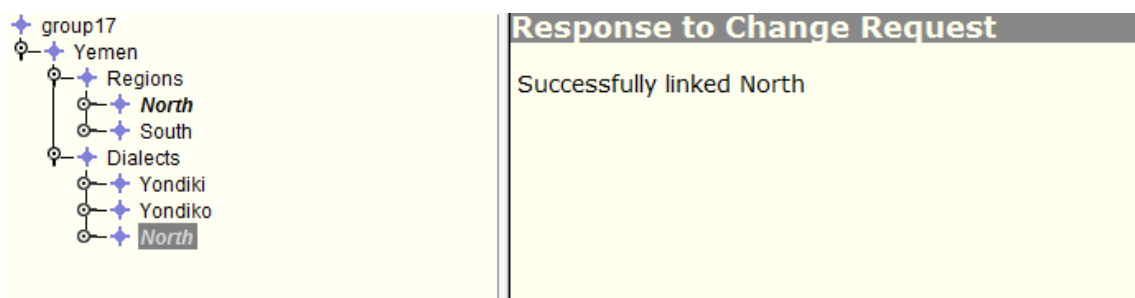


Figure 3.17.

The same procedure applies when only certain resources need to be linked to more than one session node. Be sure to work within the boundaries of the IMDI metadata framework: corpus nodes can point to corpus nodes, session nodes and info files; session nodes can point to info, media and annotation files.



### Note

If the user decides to delete a multiple linked node, the node will be deleted from every location. To prevent this, first unlink the nodes that can be removed.

## 3.1.9. Duplicate node (session nodes)

The Duplicate node option can be used to quickly create session nodes. A page will open in the main interaction window, asking you to fill in some fields (see picture below). Then press **Generate**. The new session nodes can now be found in the *unlinked files* section of the workspace. The labeling used in the example shown below will result in the five new free session nodes called “SessionNode03New” to “SessionNode07New”. These generated nodes contain no metadata, except for the name and title, and have no linked content.

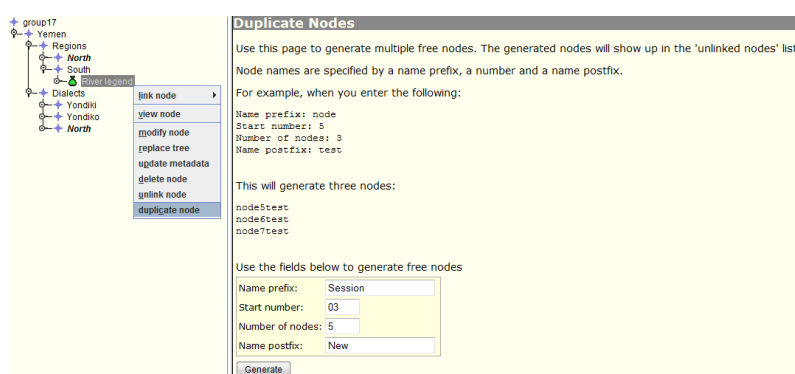


Figure 3.18.

## 3.1.10. View resource(s)

To view the contents of a resource, choose **View resource** from the tree menu. The main interaction window will show the contents of the selected file. In case of video- and audio-files, QuickTime is the default application used to play the file.



Figure 3.19.

### 3.1.11. Rename resources

The Rename option from the tree menu is used to change the name of a resource. Enter the new name and its extension in the appropriate field and press Rename Node.

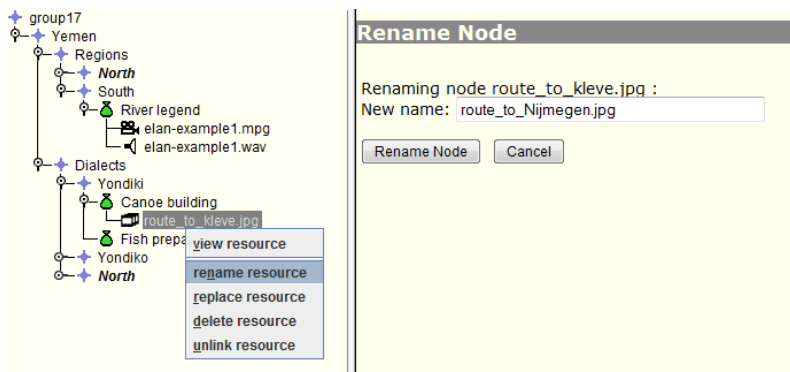


Figure 3.20.



#### Note

Names of corpus and session nodes can be changed using the **Modify node** option from the tree menu (Section 3.1.3).

### 3.1.12. Replace resources

To replace an already linked resource with another one (e.g., when a new version of a certain file is available), choose Replace node from the tree menu. The new files has to be present in the *unlinked files* container.

When replacing a node, the new resource will receive new references (handle URI and NodeId number). These identifiers are shown in the main interaction window when the resource in the IMDI web browser is selected. The replaced file will keep its original reference and will be stored in a versioning system, allowing the user to choose between the different versions of the original file.

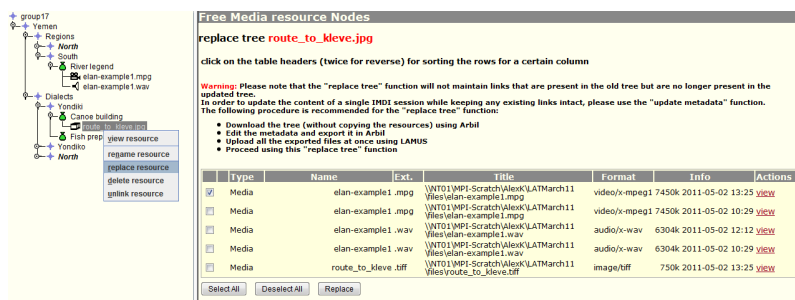


Figure 3.21.



### Note

The original file will be deleted from the workspace when it is replaced. It is advisable to always have a backup of the original files.

## 3.2. LAMUS function buttons

This part of the manual describes the various LAMUS function buttons displayed at the bottom of the page.

### 3.2.1. LAMUS and Arbil interaction and potentials

LAMUS builds on the tool Arbil designed to organize data in a way ready to be archived (<http://tla.mpi.nl/tools/tla-tools/arbil/> [ <http://tla.mpi.nl/tools/tla-tools/arbil/>]). Arbil thus produces structures which can be uploaded to the archive with the help of LAMUS. Thanks to this interaction it is possible to upload and link entire directories, whole trees (including contents and internal linkages, metadata and resources), to the archive via LAMUS. This potential might appear counter-intuitive to many users, who are more familiar with uploading directories in portions of single files e.g. when sending emails. Yet, this potential and functionality of LAMUS is advantageous for saving time and maintaining the linkages among the files in a directory. We therefore recommend you to make use of this potential already when building in Arbil and uploading files to LAMUS (see also Section 3.2.2).

### 3.2.2. Upload files

Click the upload files button to add new content to the *unlinked files* container of the workspace. Note that you can even upload entire directories with all their contents and internal links. The picture below shows the upload window. Click the **Browse** button to select the individual files (hold CTRL to select multiple files) or a directory with all its contents. All selected files will be displayed with their size, path and last modified date. The checkboxes under the column **Readable** show the read access status of the individual files. Click the **Upload** button to start the transfer. The upload progress is represented by the blue status bar. Use the **Stop** button to cancel an ongoing transfer.

| Browse...             |         | Remove Selected                        | Remove All       |                                     |
|-----------------------|---------|--|------------------|-------------------------------------|
| Name                  | Size    | Directory                              | Modified         | Readable?                           |
| Canoe_building.imdi   | 11526   | \\NT01\\MPI-Scratch\\Alex\\KLATMarc... | 7/22/10 5:43 PM  | <input checked="" type="checkbox"/> |
| elan-example1.eaf     | 89502   | \\NT01\\MPI-Scratch\\Alex\\KLATMarc... | 3/30/11 11:14 AM | <input checked="" type="checkbox"/> |
| elan-example1.mpg     | 7629696 | \\NT01\\MPI-Scratch\\Alex\\KLATMarc... | 7/22/10 5:43 PM  | <input checked="" type="checkbox"/> |
| elan-example1.wav     | 6455852 | \\NT01\\MPI-Scratch\\Alex\\KLATMarc... | 7/22/10 5:43 PM  | <input checked="" type="checkbox"/> |
| Fish_preparation.imdi | 9970    | \\NT01\\MPI-Scratch\\Alex\\KLATMarc... | 7/22/10 5:43 PM  | <input checked="" type="checkbox"/> |
| River_legend.imdi     | 11672   | \\NT01\\MPI-Scratch\\Alex\\KLATMarc... | 7/22/10 5:43 PM  | <input checked="" type="checkbox"/> |
| route_to_kleve.jpg    | 137876  | \\NT01\\MPI-Scratch\\Alex\\KLATMarc... | 3/22/11 2:13 PM  | <input checked="" type="checkbox"/> |
| route_to_kleve.tiff   | 768218  | \\NT01\\MPI-Scratch\\Alex\\KLATMarc... | 3/22/11 2:13 PM  | <input checked="" type="checkbox"/> |

Upload 0% STOP

Action : Browse...

Figure 3.22.

In case the window shown above is not properly displayed, the user can alternatively use the fields displayed in the next picture to select the files to upload into the workspace. If more than three files need to be uploaded, change the number of separate files in the designated field. Use the **Browse** buttons to select the local files or browse the network. Click the **Upload** button to start the transfer. To interrupt the ongoing upload process click the **Stop** button.

Number of files to upload:

C:\Documents and Settings\michul\Desktop\roadandrock.jpg

C:\Documents and Settings\michul\Desktop\audio1.wav

Figure 3.23.



### Note

When uploading, do not click other LAMUS function buttons, otherwise the transfer process will be interrupted. Uploading large amounts of data (i.e. mpeg2 files) requires some time and is dependent on the speed of the network.

In order to keep the archive in a consistent state, to be able to read the archived material (also in the distant future) and to be able to use the archive in conjunction with other tools and scripts (e.g., not to be dependent on proprietary formats) it is necessary to restrict the number of formats and types of the ingested files. Just before uploading, LAMUS checks the type and format according to pre-defined accepted archival standards. Next to this the archive currently supports file names which may only consist of digits, non-accented letters and dots (.), underscores (\_) and hyphens (-). Please use UTF-8 encoding for all texts. A list of the accepted types and formats is presented in Appendix A. This list was defined by corpus managers, system managers and researchers at the MPI. In case the users try to upload a file which is not of an accepted type or format, an error message will occur. Please, try to convert the file to a format listed in the Appendix and upload it again.

## 3.2.3. Request storage

Use the **Request Storage** function button to apply for more storage space for your corpus in the archive. Enter the desired amount in Megabytes in the appropriate field and click **Submit**. An email notification will be sent to the user upon completion. A typical one-hour mpeg1 movie requires about 800 Megabytes of

space, a one-hour mpeg2 movie needs 3000 Megabytes and a one-hour waveform is about 700 Megabytes in size (using current MPI settings for the media-formats).

Please use this form to reserve space for your Audio/Video upload.

In order to specify the required amount of space you can sum the total amount of audio and video files you're going to upload.

Keep in mind that audio/video data takes a lot of storage space. E.g. one hour audio can take 500 Megabytes (CD quality) and one hour video about 2000 Megabytes (DVD quality).

You are logged in as michul@mpi.nl.

Required space:  Megabyte(s)

Figure 3.24.

### 3.2.4. Unlinked files

Click the Unlinked files function button to get an overview of all unlinked files in the current workspace. What is shown is the type of file as recognized by LAMUS, the filename, the extension and title (path). The format of the files is listed under the next header. An overview of accepted formats is presented under the IMDI-format header in the tables of Appendix A.

You can see whether the node already contains linked content (i.e. other corpus-, session nodes or resources), and you do it by checking if a small square icon is present on the left of the node type, and if the header **Info** reports **child nodes included** (as is the case for the corpus node in the picture below). If this node is linked in the tree-view this content and structure will stay connected to this node. In this way you can locally assemble a whole corpus using Arbil <http://tla.mpi.nl/tools/tla-tools/arbil/>, upload all components to the workspace and link the complete structure in the tree.

To sort the list click on the desired table header (i.e. **Name** for alphabetical ordering). Press the **View** button to have a look at the contents in a separate window. In order to erase files from the *unlinked files* container tick the checkboxes of the files you want to remove. After pressing the **Delete** button these files will be erased instantly from the current workspace. Use the **Select all** and **Reset all** buttons to select/deselect all of the files in the list.

On the bottom of the main interaction window, the currently used and available space of the workspace is shown. This gives an indication of when the user needs to request more free space for his/her archive.

LAMUS Language Archive Management and Upload System

user: frabec@mpi.nl [logout](#)

**Free Nodes**

click on the table headers (twice for reverse) for sorting the rows for a certain column

| Type                                       | Name             | Ext. | Title                         | Format          | Info                 | Actions              |
|--|------------------|------|-------------------------------|-----------------|----------------------|----------------------|
| <input checked="" type="checkbox"/> Corpus | PeWi corpus      |      |                               | text/x-imdi+xml | child nodes included | <a href="#">view</a> |
| <input type="checkbox"/> Session           | kleve-route      |      | route description to Kleve    | text/x-imdi+xml | 25k 2012-07-23 15:18 | <a href="#">view</a> |
| <input type="checkbox"/> Session           | Canoe building   |      |                               | text/x-imdi+xml | single IMDI node     | <a href="#">view</a> |
| <input type="checkbox"/> Session           | Fish preparation |      | Discourse on fish preparation | text/x-imdi+xml | single IMDI node     | <a href="#">view</a> |
| <input type="checkbox"/> Session           | River legend     |      |                               | text/x-imdi+xml | single IMDI node     | <a href="#">view</a> |

Used Space: 0 MB  
Available Space: 500000 MB

Figure 3.25.

### 3.2.5. Submit workspace

After the work on the active workspace is finished, it can be incorporated into the actual archive. To do so click **Submit Workspace** from the LAMUS function buttons. In case of unlinked nodes present in the workspace you will get the option to erase these not yet linked files. To do so, tick the checkbox **Delete unlinked files**. Because these files will be physically deleted from the workspace, make sure you do not

need them anymore. The number of unlinked files is shown in the window underneath (five in this example), as well as the user name and the used- and available space. Click **Submit** to start the transfer of the new subcorpus into the archive.

**WARNING! There are unlinked files left in your workspace.**  
**Use the 'Unlinked Files' button below to see what is left.**  
☐ delete unlinked files (rather than keeping them for future use)

|                  |               |
|------------------|---------------|
| User name:       | michul@mpi.nl |
| Used Space:      | 3 MB          |
| Available Space: | 2147483644 MB |
| Free Nodes:      | 5             |

Are you sure you want to ingest your data from this workspace into the archive?  
 Press 'Submit' to proceed or 'Cancel' to go back.

**Figure 3.26.**



### Note

Please be sure that the corpus you are about to submit is correct, as it will be incorporated into the actual archive.

## 3.2.6. Save and logout

Use the **Save and Logout** function button to store the workspace for later use. A short message will inform the user if any errors were encountered during saving. It also shows the user name, used and available space in the archive for that user and the number of free nodes (i.e. the number of files stored in the *unlinked files* container). Work on previously saved workspaces can be continued by choosing **Select existing workspace** from the LAMUS main page and by selecting the necessary workspace from the list.

**Log Out**

No errors  
 Workspace is saved

|                  |               |
|------------------|---------------|
| User name:       | michul@mpi.nl |
| Used Space:      | 3 MB          |
| Available Space: | 2147483644 MB |
| Free Nodes:      | 5             |

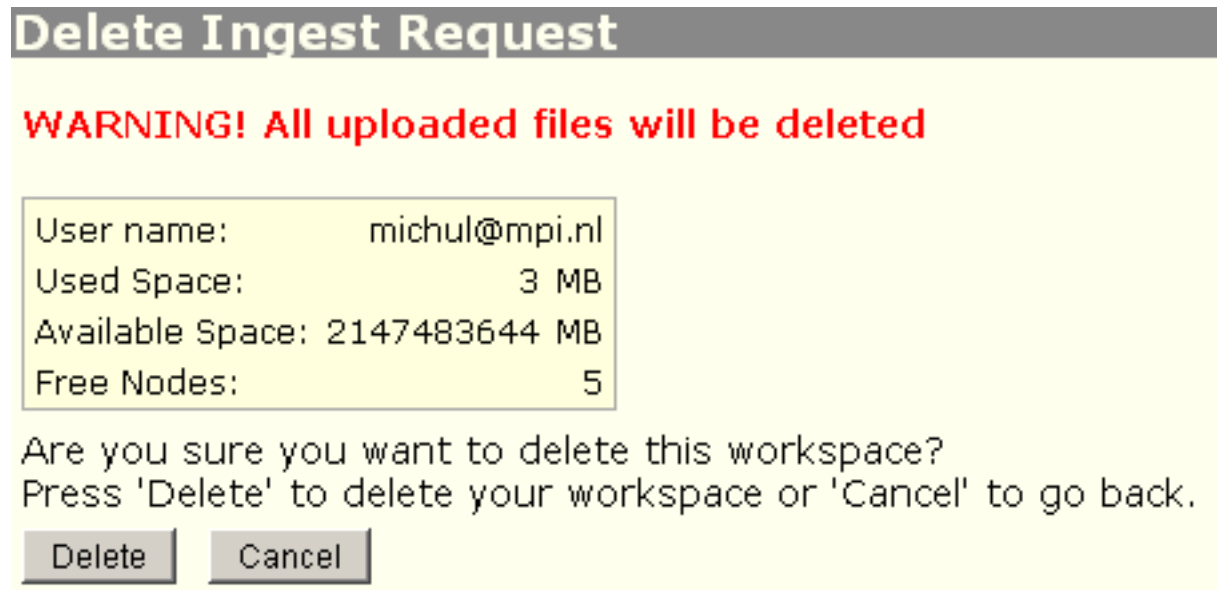
[Return to main page](#)

**Figure 3.27.**

## 3.2.7. Delete workspace

The **Delete Workspace** function button erases the current workplace. When there are still unlinked files present in the workspace, the user has the option to erase these as well by ticking the checkbox. Because

nothing is changed in the archive until the **Submit Workspace** function button is clicked, deleting the workspace has no further consequences for the contents or structure of the actual archive.



**Delete Ingest Request**

**WARNING! All uploaded files will be deleted**

|                  |               |
|------------------|---------------|
| User name:       | michul@mpi.nl |
| Used Space:      | 3 MB          |
| Available Space: | 2147483644 MB |
| Free Nodes:      | 5             |

Are you sure you want to delete this workspace?  
Press 'Delete' to delete your workspace or 'Cancel' to go back.

Figure 3.28.

### 3.2.8. Help

By clicking the **Help** function button, the main interaction window will show a brief description of the various functions of LAMUS.

### 3.2.9. Report a bug

To notify the LAMUS developers about a bug or issue, click the **Report a Bug** function button. Please, describe the encountered error as detailed as possible in the **Content** field. Press **Submit** when done.



Subject:

Content:

Figure 3.29.



### 3.2.10. About

Clicking the About function button opens a new page showing information about the identity of the user (*user ID*), the identification number given to the active workspace (*workspace ID*) and its ingest number (*ingest ID*). Also the used- and available disk space of the authorized part of the archive is shown. To change the visual presentation of LAMUS the user is able to choose between different styles of icons.

| About LAMUS  |                            |
|--|----------------------------|
| <b>LAMUS version info</b>  | <b>My LAMUS info</b>       |
| Version: 1.1.6.5   | User ID: frabec@mpi.nl     |
| Build: 1329916905574   | Workspace ID: 11827        |
| Date: 2012-02-22 14:21:45  | Ingest ID: 13415           |
| ©2005-2012 Max-Planck Institute<br>for Psycholinguistics, Nijmegen | Used Space: 0 MB           |
|  | Available Space: 500000 MB |
|  | Applet Style: Florian      |

| Personal Preferences   |           |
|--|-----------|
| Icon set:  | Florian ▼ |
| <input type="button" value="apply"/> <input type="button" value="back"/> |           |

Figure 3.30.

---

# Appendix A. Accepted file types and formats

The following tables give an overview of the accepted file types and formats in the MPI-archive.

**Table A.1. Media resources**

| Type  | IMDI Format          | MIME Type        | File Extension | Comment   |
|-------|----------------------|------------------|----------------|---|
| Audio | audio/x-wav          | audio/x-wav      | .wav           | waveform audio  |
|       | audio/x-aifc         | audio/x-aiff     | .aifc          | not accepted for new data, tolerated for legacy data for the moment |
|       | audio/x-aifc         | audio/x-aiff     | .aiff          | not accepted in the archive   |
|       | audio/x-mp3          | audio/mpeg       | .mp3           | not accepted for new data, tolerated for legacy data for the moment |
|       | audio/mp4            | audio/mp4        | .m4a           | mpeg4 audio, needs hinted track for streaming                       |
|       | audio/x-mp2          | audio/mpeg       | .mp2           | not accepted for new data, tolerated for legacy data for the moment |
|       | application/ogg      | application/ogg  | .ogg           | not accepted for new data, tolerated for legacy data for the moment |
| Video | video/x-mpeg1        | video/mpeg       | .mpg           | mpeg1   |
|       | video/x-mpeg2        | video/mpeg       | .mpeg          | mpeg2   |
|       | video/mp4            | video/mp4        | .mp4           | mpeg4, needs hinted track for streaming                             |
|       | video/quicktime      | video/quicktime  | .mov           | not accepted for new data, tolerated for legacy data for the moment |
|       | video/x-msvideo      | video/x-msvideo  | .avi           | not accepted in the archive   |
|       | application/smil+xml | application/smil | .smil          | smil multimedia format  |
| Image | image/jpeg           | image/jpeg       | .jpg           | jpeg image  |
|       | image/png            | image/png        | .png           | Portable Network Graphic  |
|       | image/tiff           | image/tiff       | .tiff          | tiff encoded image  |
|       | image/gif            | image/gif        | .gif           | gif encoded image   |
|       | image/svg+xml        | image/svg+xml    | .svg           | Scalable Vector Graphics  |

| Type     | IMDI Format     | MIME Type       | File Extension | Comment                  |
|----------|-----------------|-----------------|----------------|--------------------------|
| Document | application/pdf | application/pdf | .pdf           | Portable Document Format |
|          | text/html       | text/html       | .html          | web page                 |

**Table A.2. Text resources**

| IMDI Type        | IMDI Format            | Web server MIME type | File Ext. | Comment   |
|------------------|------------------------|----------------------|-----------|---|
| Annotation       | text/plain             | text/plain           | .txt      | Unstructured annotation file                            |
|                  | text/html              | text/html            | .html     | Unstructured annotation file                            |
|                  | application/pdf        | application/pdf      | .pdf      | Unstructured annotation file                            |
|                  | text/x-esf             | text/plain           | .tr       | ESF annotation file                                     |
|                  | text/x-chat            | text/plain           | .cha      | chat annotation file                                    |
|                  | text/x-eaf+xml         | text/xml             | .eaf      | Eudico Annotation Format (ELAN)                         |
|                  | text/x-pfsx+xml        | text/xml             | .pfsx     | ELAN XML preference file                                |
|                  | text/x-shoebox-text    | text/plain           | .sht      | Shoebox annotation file                                 |
|                  | text/x-toolbox-text    | text/plain           | .tbt      | Toolbox annotation file                                 |
|                  | text/x-cgn-bpt+xml     | text/xml             | .bpt      | CGN annotation file                                     |
|                  | text/x-cgn-lxk+xml     | text/xml             | .lxk      | CGN annotation file                                     |
|                  | text/x-cgn-pri+xml     | text/xml             | .pri      | CGN annotation file                                     |
|                  | text/x-cgn-prx+xml     | text/xml             | .prx      | CGN annotation file                                     |
|                  | text/x-cgn-skp+xml     | text/xml             | .skp      | CGN annotation file                                     |
|                  | text/x-cgn-tag+xml     | text/xml             | .tag      | CGN annotation file                                     |
|                  | text/x-cgn-tig+xml     | text/xml             | .tig      | CGN annotation file                                     |
|                  | text/x-trs             | text/xml             | .trs      | Transcriber is not accepted, should be converted to eaf |
|                  | text/praat-textgrid    | text/praat-textgrid  | .TextGrid | TextGrid annotation file                                |
| Primary Text     | text/plain             | text/plain           | .txt      | plain text  |
|                  | text/html              | text/html            | .html     | web page  |
|                  | application/pdf        | application/pdf      | .pdf      | Portable Document Format                                |
| Study            | text/plain             | text/plain           | .txt      | Plain text  |
|                  | text/html              | text/html            | .html     | web page  |
| Lexical Analysis | text/x-shoebox-lexicon | text/plain           | .shx      | shoebox lexicon file                                    |
|                  | text/x-toolbox-lexicon | text/plain           | .tbx      | toolbox lexicon file                                    |

| IMDI Type   | IMDI Format                          | Web server MIME type                 | File Ext. | Comment                      |
|-------------|--------------------------------------|--------------------------------------|-----------|------------------------------|
|             | text/x-cut                           | text/plain                           | .cut      | chat lexicon files           |
|             | text/x-lmf+xml                       | text/xml                             | .lmf      | Lexical Markup Framework     |
|             | text/plain                           | text/plain                           | .txt      | Plain text                   |
|             | text/html                            | text/html                            | .html     | web page                     |
| Unspecified | text/x-shoebox-type                  | text/plain                           | .typ      | shoebox type file (4)        |
|             | text/x-shoebox-language              | text/plain                           | .lng      | shoebox language file (4)    |
|             | Text/x-shoebox-sortorder             | text/plain                           | .set      | Shoebox sort order file (4)  |
|             | text/x-lexus-config+xml              | text/xml                             | .conf     | LEXUS configuration file (4) |
|             | text/xml                             | text/xml                             | .xml      | XML file                     |
|             | text/xml                             | text/xml                             | .xsd      | XML Schema file              |
|             | text/xml                             | text/xml                             | .dtd      | XML DTD                      |
|             | text/x-imdi+xml                      | text/xml                             | .imdi     | IMDI metadata                |
|             | application/vnd.google-earth.kml+xml | application/vnd.google-earth.kml+xml | .kml      | Google Earth kml file        |



### Note

Please note that the following table only applies to people that store their data in the part of the archive reserved for the MPI's Neurobiology of Language group.

**Table A.3. NBL resources**

| Type | IMDI Format                    | MIME Type                      | File Extension | Comment  |
|------|--------------------------------|--------------------------------|----------------|--|
| Data | application/x-nbl-img-hdr      | application/x-nbl-img-hdr      | .hdr           | NBL img metadata   |
|      | application/x-nbl-img          | application/x-nbl-img          | .img           | Raw NBL IMG data (N*16kB) needs accompanying application/x-nbl-img-hdr |
|      | application/nbl-wksp           | application/nbl-wksp           | .wksp          | not accepted in the archive (ok?)                                      |
|      | application/x-brainvision-data | application/x-brainvision-data | .eeg .seg      | Raw NBL Brain Vision EEG data blob? Needs VHDR and VMRK files to open! |
|      | application/spss-sav           | application/spss-sav           | .sav           | NBL SPSS / PSPP data file  |
|      | application/x-spss-spv         | application/x-spss-spv         | .spv           | NBL SPSS 16+ result view - may   |

| Type | IMDI Format                | MIME Type                  | File Extension | Comment  |
|------|----------------------------|----------------------------|----------------|--|
|      |                            |                            |                | not work with other versions                       |
|      | application/x-nbl-ehst     | application/x-nbl-ehst     | .ehst          | NBL History file                                   |
|      | application/x-nbl-ehpt     | application/x-nbl-ehpt     | .ehpt          | NBL ehpt file                                      |
|      | application/x-matlab-data  | application/x-matlab-data  | .mat .fig      | Matlab / Octave data file                          |
|      | application/dicom          | application/dicom          | .IMA .ima      | DICOM file set member / image                      |
|      | application/zip            | application/zip            | .zip           | zip archive  |
| Text | text/x-brainvision-header  | text/x-brainvision-header  | .vhdr          | NBL Brain Vision Header File (needed for EEG data) |
|      | text/x-brainvision-marker  | text/x-brainvision-marker  | .vmkr          | NBL Brain Vision Marker File (needed for EEG data) |
|      | text/x-matlab              | text/x-matlab              | .mat           | Matlab script (NBL)                                |
|      | text/x-presentation-script | text/x-presentation-script | .pcl .sce      | Other NBL PCL script                               |
|      | text/x-pcp-settings        | text/x-pcp-settings        | .exp           | NBL PCP Experiment Settings                        |
|      | text/praat-pitch           | text/praat-pitch           | .Praat .praat  | Praat Pitch data text file                         |
|      | text/x-nbl-hfinf           | text/x-nbl-hfinf           | .hfinf         | NBL History info file                              |