

ARBIL

ARBIL allows users to create the metadata files that you need to include with your corpus/session when you want to upload it with LAMUS

Requirements:

- A web browser. ARBIL can be found at: <http://tla.mpi.nl/tools/tla-tools/arbil>
- A recent Java Runtime Environment (at least Java 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)
- The wizard will open helping you configure Arbil according to your needs.

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. Getting your metadata

Generating a new corpus/session

- Select the local corpus.
- Right-click on it and select *Add -> Corpus* to make a new Corpus Branch or *Add -> Session* to make a new Session.

Start working in an existing corpus/session from the server

- Select the branch or session you want in the Remote Corpus Tree.
- Right-click on it and select *Import to Local Corpus* (or simply drag it from the Remote Corpus and drop it to the Local Corpus)
- Click on *Start*, the metadata files from the server are now being copied to your local corpus. You should then see a confirmation that the Metadata files have been processed.
- Click on *Close*.

4. Changing your metadata

Edit one corpus session

- Click on the corpus/session that you just added (in the Local Corpus).
- You should see a window in the top right corner, which contains the fields: *Field Name* and *Value*.
- Then click on the cell you want to change and type in the contents.

View and edit multiple sessions and corpora at the same time

- While holding Shift, click on the sessions and corpora you want to select.
- Right-click on one of them and select *View Selected*. You should get a Selection Window that shows the items you have selected with all 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 corpus/session.

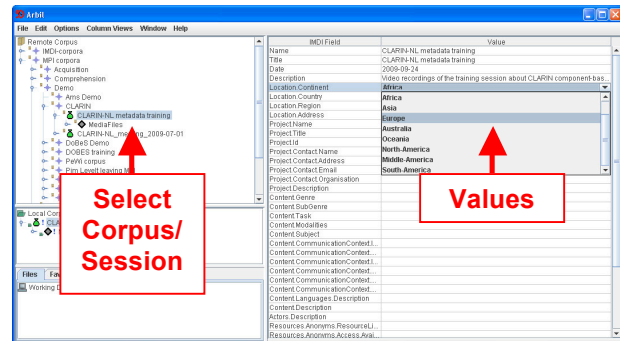
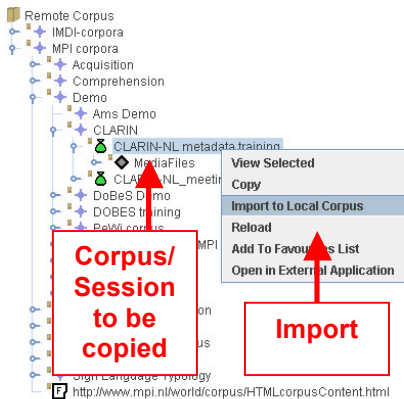
4. Saving and exporting your metadata

- Right-click on the edited session you want to save and select *Save Changes to Disk* (or use the shortcut key ctrl+S, or else use the option *Save Changes*, via the File menu).

To get the saved files ready to be uploaded with Lamus you first have to export them.

- Right-click on the edited session/corpus 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 will then start. When this is done click on *Close*.

5. An example: step-by-step

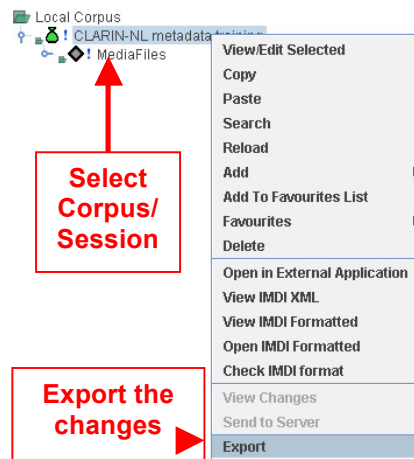
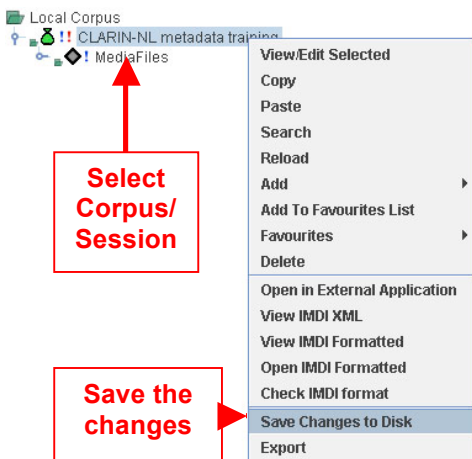


Step 1: Right click the session/corpus you want to copy to your Local Corpus and select *Import to Local Corpus*.

Step 2: To edit a session/corpus, select it in the Local Corpus. The values will be visible in the top right window.

To make a new session/corpus right-click on Local Corpus and select *Add -> Corpus* (for a new corpus) or *Add -> Session* (for a new session).

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 have changed should have turned blue. To save these changes, right-click on the session you are working in and select *Save Changes to Disk*.

Step 4: To export your changes, right-click on the session/corpus you want to export and click on *Export*.

*Your changes have been now saved locally, but they are **not** changed on the server yet.*

You have now to supply a location to save the files to and an export name.

Your files are now ready to be uploaded with Lamus.