

## Dataset records: Fields published in aCQUIRe

The more comprehensive your published dataset record is, the more likely it is to be found by other researchers. Below is a list of all the details for a dataset record that can be included to create a comprehensive public record in aCQUIRe for your dataset.

### Project Information

**FOR Codes (Select up to 3)** – These will be the same as the associated publication.

### Dataset Details

**Dataset Title** – This will be the publish title of the dataset record. This should not be identical to the associated publication, but it can be similar. Example title - Associated data for Publication Title.

**Description** – This is the abstract of the record. Please be detailed.

**Keywords** – Click the Green Plus button to create a new box for each keyword.

**Data Formatting** – List the format the data is in e.g. csv, audio (mp3).

**Dataset Size** – List the total size of all files published in the record.

**Language** – Click the Green Plus button to create a new box for each language.

**Contains Aboriginal / Torres Strait Islander content** – If your dataset contains content related to Aboriginal / Torres Strait Islander topics or subjects click Yes.

### Copyright and Intellectual Property

**Project Lead/Primary Investigator** – Confirm this is lead author of the dataset.

**Supervisor** – For RHD students include all Supervisors, both at CQUniversity and any external supervisors. If your supervisors are also co-authors, they will need to be also included in the Other Intellectual Property contributor's field.

**Other Intellectual Property contributors** – List all additional authors of the data, this includes both internal CQUniversity authors and externally affiliated ones.

**Research Centre or Institute** – Select any research centre that any author is affiliated with.

**Please list any contractual obligations or third-party licences that apply to this dataset.**

**Please include any limitations or conditions on the publication of results.** –This will be included in the published record under the field Additional Rights. Include any necessary information about the use of the data.

## Specify Coverage

**Start Date** – Include the date data collection started.

**Finish Date** – Include the date that the dataset was completed.

**Location names** – Record any geographic areas that the data was collected in.

## Related Resources

**Related Publications** – List the primary publication that this data was associated with. Include only a DOI in the URL or DOI field. If you do not have a DOI please include a URL link in the Notes field.

## Publish

**Type of data access** – Select the appropriate type of publication, for more details on the different option please visit the [Using Data Manager](#) page.

**The data will be licensed under (open Access or Mediated Access publications only)** – Select a licence for reuse of the data. If you have selected Citation Only, please select All Rights Reserved from the list.

**Data upload box** – For Open Access or Mediated Access upload your files here by selecting Attachment from the drop down. If the data has been published elsewhere, please enter the URL in the URL box to include a link to the data in the record. Please Note if the dataset you are wanting to publish is greater than 1GB in size please follow the steps in the [Uploading large datasets to aCQUIRE FAQ](#) on the [Using Data Manager](#) page.

**Funding (if applicable)** – If you have received external funding via grants for this research select the highest level that was received

**Full Embargo (if applicable)** - Full embargo will hide the entire dataset record until the selected date. It will be made publicly available after the embargo ends.

**File Only Embargo (if applicable)** – The attached file or URL provided will not be made available until the selected date.

Once you have checked and updated all these fields as needed, please click the Submit for Review button at the bottom of the form. This will be the last step in creating a public dataset record. If you need further advice on how to fill in your Dataset record for publication, please view our video available on the [Using Data Manger](#) page.