

## DETAILED STEP-BY-STEP APPROACH FOR BATCH IMPORT IN GEONETWORK

- By Mohiyadeen Sadir -

1. Logon to GeoNetwork Using the **Administrator** User Name and Password.
2. Select the "Batch Import" option as shown on below.

Administration	
<b>Metadata</b>	
<a href="#">New metadata</a>	Adds a new metadata into geonetwork copying it from a template
<a href="#">XML Metadata Insert</a>	Import ISO19115 XML formatted metadata
<a href="#">Batch Import</a>	Import all ISO19115 XML formatted metadata from a local directory
<a href="#">Search for Unused</a>	Search for unused or empty metadata
<b>Personal info</b>	
<a href="#">Change password</a>	Allow current user to change password
<b>Administration</b>	
<a href="#">User management</a>	Add/modify/delete and show users
<a href="#">Group management</a>	Add/modify/delete and show groups
<a href="#">Category management</a>	Add/modify/delete and show categories

3. Select the physical directory/folder where your metadata files are located. This has to be a local folder which is located in the local machine/server where GeoNetwork installed. Please make sure to NOT keep any other files in this folder other than the metadata files that you are planning to import into GeoNetwork. Once the Batch Import is successfully completed, you can delete/remove this folder and the files.

Import all ISO19115 XML formatted metadata from a local directory	
Directory	<input type="text" value="C:\MetaData\IWMI"/> <span style="color: red; font-weight: bold;">← Physical Directory where your metadata files are located.</span>
Schema	<input type="text" value="fgdc-std"/> ▼
Validate	<input type="checkbox"/>
Group	<input type="text" value="CSI Community Metadata"/> ▼
Category	<input type="text" value="[Sri Lanka]"/> ▼
StyleSheet	<input type="text" value="none"/> ▼
Site ID	<input type="text" value="iwmi"/>
<input type="button" value="Back"/> <input type="button" value="Upload"/>	

- Select the appropriate "standards" that your metadata are made with. This can be ISO19115, fgdc-std or Dublin-core standards.

Import all ISO19115 XML formatted metadata from a local directory

Directory

Schema   ← Select the appropriate "standards" that your metadata are made with.

Validate

Group

Category

StyleSheet

Site ID

- If checked, GeoNetwork will validate your metadata for above selected standards. If you are sure that your metadata files are well-met the standards, leave this option UNCHECKED. In fact, **it is advisable** to keep this button UNCHECKED. If this is checked, GeoNetwork get into each and every tags of your metadata file and starts to validate them by checking whether they meet the mentioned (Item 4) standards.

Import all ISO19115 XML formatted metadata from a local directory

Directory

Schema

Validate  ← If checked, GeoNetwork will validate your metadata for above selected standards. If you are sure that your metadata well-met the standards, leave this UNCHECKED.

Group

Category

StyleSheet

Site ID

6. This option allows you to restrict all your metadata into one particular GROUP that you have created using "Group Management" option in Administration area. So that, only the members of this GROUP are ALLOWED to access these metadata records that you are importing into GeoNetwork.

Import all ISO19115 XML formatted metadata from a local directory

Directory

Schema

Validate

Group  ← This option allows you to restrict all your metadata into one particular GROUP that you have created using "Group Management" option in Administration area.

Category

StyleSheet

Site ID

7. This option allows you to restrict all your metadata into one particular CATEGORY that you have created using "Category Management" option in Administration area. This will help the users to **quick-search** all the relevant data which are belongs to one specific category. These categories are reflected on the main front page for easy access to the users.

Import all ISO19115 XML formatted metadata from a local directory

Directory

Schema

Validate

Group

Category  ← This option allows you to restrict all your metadata into one particular CATEGORY that you have created using "Category Management" option in Administration area

StyleSheet

Site ID

8. Using this option, you can either copy your existing metadata style-sheets (along with your metadata files) to GeoNetwork or you can let GeoNetwork to adopt its well-unified metadata style-sheet for your metadata files. It is **advisable** if you let GeoNetwork to adopt its well-unified metadata style-sheet since it has been optimized for web and RSS feedings.

**Import all ISO19115 XML formatted metadata from a local directory**

Directory: C:\MetaData\IWMI

Schema: fgdc-std

Validate:

Group: CSI Community Metadata

Category: [Sri Lanka]

StyleSheet: none

Site ID: iwmi

Back Upload

Using this option, you can either copy your existing metadata style-sheets (along with your metadata files) to GeoNetwork or you can let GeoNetwork to adopt its well-unified metadata style-sheet for your metadata files.

9. **Make sure** to mention the correct **Site ID** that you gave at the time of your GeoNetwork Installation. This helps GeoNetwork to identify and display **your center-logo** along with your metadata. In case, if you have forgotten your Site ID, you can easily refer it if you visit to **Help, Links or About** pages in your GeoNetwork site. The site ID is mentioned on the bottom-right hand corner of each of these pages.

**Import all ISO19115 XML formatted metadata from a local directory**

Directory: C:\MetaData\IWMI

Schema: fgdc-std

Validate:

Group: CSI Community Metadata

Category: [Sri Lanka]

StyleSheet: none

Site ID: iwmi

Back Upload

Make sure to mention correct Site ID that you gave at the time of your GeoNetwork Installation. This helps GeoNetwork to identify and display your center-logo along with your metadata.

10. If you fill all the above information correctly, just press the **UPLOAD** button. You will get the below page mentioning the number of metadata records that you have successfully "Batch Import" into GeoNetwork. Since GeoNetwork takes considerable amount of time for Batch Import, there will be a slight delay to display this page. The delay time depends on the number of records that you imports. According to my experience, it took 9 minutes to display this page when I imported 1,779 metadata records. So, sit back and relax when you import big quantities of metadata files.

```
<?xml version="1.0" encoding="UTF-8" ?>  
<Import-ok>Records:3</Import-ok>
```

11. Once you are done with batch import, STOP Tomcat service and make sure to delete all the files which are located in: "\\geonetwork\web\WEB-INF\lucene\" FOLDER. After this, just restart the Tomcat service and access your site. When you are accessing the site for the first time, it will take a long time to display the main page. Again this time delay also depending on the amount of metadata records you have in your database. But, nothing to worry. This happens due to the re-indexing process of your database.

## "Happy GeoNetwork"

Compiled by Mohiyadeen Sadir.  
[m.sadir@cgiar.org](mailto:m.sadir@cgiar.org)