**Upload Information for GIS Files**

**A note about GIS File Pricing:** Shapefiles, and geo-rectified images often require more than one actual file to work properly. Pricing for these files works as follows: each image, or Shapefile is treated as a single file within tDAR. Thus, if a user uploaded "untitled.shp", "untitled.dbf", "untitled.prj", and "untitled.shp.xml" the combination of these four files would be treated as a single file for pricing.

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| **Basic Information** | |
| **Status** | Stage of a resource’s lifecycle and how tDAR treats its content |
| *Draft* | The resource is under construction and/or incomplete |
| *Active* | The resource is considered to be complete |
| *Flagged* | This resource has been flagged for deletion or requires attention |
| *Deleted* | The item has been “deleted” from tDAR workspaces and search results and is considered deprecated |
| **Title** | If a formal title is given for the resource (as with a report) use this. If no title is supplied, the suggested formula is 'Content, Investigation Type or Site Name, Site Name or Specific Geographic Location'. |
| **Year** | Four digit year, e.g. 1966 or 1995. The publication year for a document or the year a photograph was taken. Otherwise, the year a resource was created. |
| **Currentness & Update Information** |  |
| **Spatial Reference System & Projection** |  |
| **Map Source** |  |
| **Scale** |  |

**Choose an Account to Bill From**

Select the billing account you wish to use. Must have a billing account set up.

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| **GIS Creators**  Credit individuals and institutions for their contribution to the resource. Can enter multiple contributors. | |
| **Person** | Last name, first name, creator or analyst (select one), email (optional), institution name (optional). |
| **Institution** | Institution name, creator or analyst (select one) |

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| **Additional Citation Information** | |
| **Document Type** | book, chapter, article, thesis, conference, report, other (select one) |
| **Publisher** | Institution or entity that published the item |
| **Publisher Location** | Location of the publisher |
| **DOI** | Digital object identifier |
| **URL** | Stable URL for objects available elsewhere online |

**Abstract/Description**

**Institution Authorizing Upload of this GIS**

Institution Name

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| **Individual and Institutional Roles** | |
| **Person** | Last name, first name, contact (contact, contributor, field director, lab director, principal investigator, project director, landowner, sponsor), email (optional), Institution name (optional) |
| **Institution** | Institution Name, contact (contact, contributor, collaborator, landowner, sponsor, permitting agency, repository, prepared by, submitted to) |

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| **GIS Specific or Agency Identifiers** | |
| **Name** | Description of the following agency or image identifier |
| **Value** | Number, code or other identifier |

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| **Spatial Terms** | |
| **Geographic Terms** | Enter geographic keyword |
| **Geographic Region** | Enter coordinates of geographic location of dataset, or use the map to draw a bounding box around the region |