A user that is not logged in can search across all or specific collections either in a simple Google type search box or via the advanced search options below. They can also browse collections by clicking on the list provided.
The hit list from any search will display collections that match the search criteria.

Clicking on a collection link will show all the items in that collection, exactly the same if the user had selected the browse option for that collection. Depending on whether the item is in a public or private collection access will be allowed. However, items still waiting for approval in a collection are not listed. In the example below the item is in a private collection and so the title is not a hyperlink to the item itself.
However the collection metadata can also be viewed by the “view” collection information link on the above screen.

If the project being carried out by the researcher owning the collection is based on existing data and hence involves secondary analysis; then a link to the underlying data will already exist and will take the user to the relevant web page of the supporting source repository. If the owner has agreed, then a further link appears allowing the present user to email the owner asking for further details or access.

A registered user can login via the screen below which will entitle them to more functionality within the system.
The logged-in user can then not only view all collections as described above but also view their own private or public solely-owned collections, their public collaborative collections with a federated source repository (archive) and a federated output repository (publisher) where they are a contributor only, and their public or private collaborative collections with project colleagues or friends, where they are either contributor or administrator.

Each registered user will automatically have one-to-one public collaborative collections with LSE and UKDA where their role is contributor. These collaborative collections are linked via a unique LinkID. In the example below the user (Forum) is also part of a private collaborative collection created by another user (researcher) to share documents with this user (Forum).

Each type of collaborative collection is distinguished by a collection type which is source/archive, output/publisher or user/researcher.

The logged-in user can create their own private or public, solely-owned or collaborative collections. The process of adding metadata is identical.
The only difference is that in collaborative collections the user can allocate other registered users to the collaboration.

At collection level, apart from the collection name and description shown in the top screen above, only subject tags, type of research, and study (if secondary research), are mandatory. All other Dublin core fields are optional.
The subject tags can be either directly typed into the box or chosen from the list of existing tags displayed at the right hand side of the page.

The type of research is selected from a drop-down menu.
Any entered study number will relate to the repository selected from the drop-down menu. The “Study” link takes you to the appropriate repository site to locate the correct study number, again dependant on the repository selected from the drop-down menu.

All the “Add field” links create an additional box for metadata entry.

There is also the option on the left-hand side of the page to allow email requests to be made to the owner of this collection, as described above.

The metadata added can then viewed and amended if necessary.

The study number added then becomes a link to the appropriate page within the repository’s web site.
Items or folders can then be added to the collection, either as single items or bundled up in a zip file.

The item can be either a physical file or a URL to a resource outside of the StORE system.

Only an additional title and file name or URL is required, since the item adopts all the metadata associated with the collection itself.

The item can have various files in different formats associated to it, for example word document, PDF, URL and image (gif, jpg etc).
The Dublin core fields can then be edited if required to produce a more specific metadata record.

An item ready for publication can then be moved to the one-to-one collaboration collection with the output/publisher repository (LSE). If an item is moved to any collection then all the metadata associated with it moves as well. Also, another automatically assigned tag moves with the item which identifies that the object was originally part of another collection.

Hence, if the project has been tagged as primary analysis or secondary analysis producing data, a check can be made in the corresponding one-to-one collaboration collection with the source/archive repository (UKDA) that data exists for that project and the item has been verified. A project that is based on secondary analysis but not producing any primary data need not perform this check.

To move an item the user first needs to move into the edit item screen, where as well as being able to update metadata, links are available to add additional files or URLs and to move the item either internally to different folders or to collaborative collections he owns or is a collaborator in.
The user selects which collection the item should be moved to, and clicks on the move button.
The user will now see the item in the “Approval queue” listing and still be able to alter some metadata items.
The output/publisher repository (LSE) can also see this item in their “Approval queue” listing but with the ability to actually approve the item and make it public and searchable. There is no ‘verify’ checkbox for this type of collaborative collection.

On approval the item becomes public, however it is possible that the output/publisher repository (LSE) would add a URL to the item which would point to their version of the item and delete the moved, ready for publication version.

Moving a data item to the source/archive repository (UKDA) is a similar process but will involve a two-tier process. Firstly verification will be assigned to the moved item, which will mean that publications can be moved and approved in the corresponding output/publisher repository (LSE). It is envisaged that an embargo can be set by the owner of the data before approval of the item can be made and the data becoming public. Again, it is possible that the source/archive repository (UKDA) would add a URL to the item which would point to their version of the item and delete the moved, ready for deposit version. However, a verified item that does not get approved by the source/archive repository (UKDA) could remain in the system and become public after the stated embargo period is up.

Once verified an acquisition number will be assigned to the data item in the source/archive repository (UKDA) collaborative collection and any publications moved to the corresponding output/publisher repository (LSE) would be assigned this acquisition number. On being approved by the source/archive repository (UKDA) this acquisition number would be replaced by the actual study number and a link to the resource would be attached to any already existing or future publications in the corresponding output/publisher repository (LSE).