

EDMERP Content Management System manual

Document history

| Version | Date | Status | Author | Comments |
|----------------|-------------|---------------|--------------------------------------|-----------------------------|
| 1 | 2008-01-01 | Final | Peter Thijse | First version of the manual |
| 1.1 | 2017-05-30 | Draft | Dick M.A. Schaap Flavian Gheorghe | Additions and new images |

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Introduction

The SeaDataNet partners maintain national entries for a number of metadata directories that are published as part of the SeaDataNet services. These concern:

- Common Data Index service (CDI)
- European Directory of Marine Organisations (EDMO)
- European Directory of Marine Environmental Datasets (EDMED)
- European Directory of Marine Environmental Research Projects (EDMERP)
- Cruise Summary Reports (CSR)
- European Directory of Ocean observing Systems (EDIOS)

EDMERP contains a large number of marine research projects covering a wide variety of disciplines including marine meteorology; physical, chemical and biological oceanography; sedimentology; marine biology and fisheries; environmental quality; coastal and estuarine studies; marine geology and geophysics; etc. The entries contain the relevant information about the projects whereby the projects can be oriented towards research as well as to monitoring. The primary objective of EDMERP is assist users in find the information of interest for research activities and connecting them with the research managers and organisations across Europe. Moreover EDMERP references can be added to CDI entries to give more information about the context in which data sets have been collected.

The national collating center has the tasks to streamline and control the EDMERP content of the institutes from their country. The EDMERP online Content Management System helps with these tasks by providing rights and more options than the other institutes in their country have.



PAN-EUROPEAN INFRASTRUCTURE FOR
OCEAN & MARINE DATA MANAGEMENT

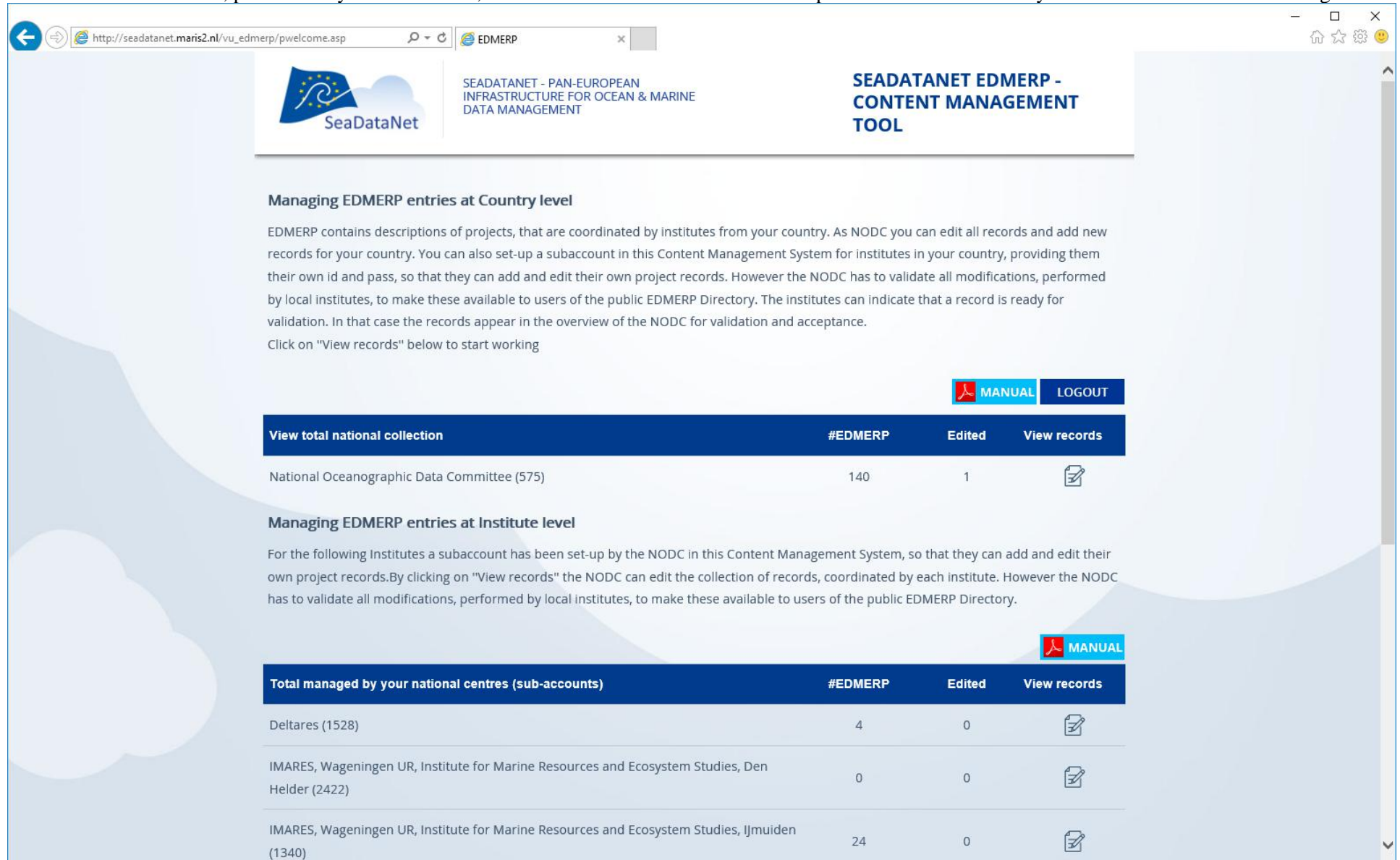
Login page

As an NODC you will log into the system using the same credentials as you have for the EDMO CMS. The URL is http://seadatanet.maris2.nl/vu_edmerp/pwelcome.asp


The screenshot shows a web browser window with the URL http://seadatanet.maris2.nl/vu_edmerp/pwelcome.asp. The page header includes the SeaDataNet logo and the text "SEADATANET - PAN-EUROPEAN INFRASTRUCTURE FOR OCEAN & MARINE DATA MANAGEMENT". The main heading is "SEADATANET EDMERP - CONTENT MANAGEMENT TOOL". Below the header, there is a login form with a "Username" field, a password field (represented by dots), and an "ENTER" button. A welcome message box contains the following text: "Welcome to the EDMERP Content Management System. NODC's: Please use your EDMO login to enter. Other institutes: Use the login details that were supplied to you by your national NODC." The background of the page features a light blue gradient with a stylized wave and cloud graphic.

Overview of entries at the country level




The 'OVERVIEW' page allows the NODC to oversee all national EDMERP entries and those in the accounts of institutes in their country. The NODC has to validate all modifications, performed by local institutes, to make these available to users of the public EDMERP Directory. Click on 'View' to start working.



The screenshot shows the 'SEADATANET EDMERP - CONTENT MANAGEMENT TOOL' interface. The browser address bar shows the URL: http://seadatanet.maris2.nl/vu_edmerp/pwelcome.asp. The page title is 'SEADATANET - PAN-EUROPEAN INFRASTRUCTURE FOR OCEAN & MARINE DATA MANAGEMENT'. The main heading is 'Managing EDMERP entries at Country level'. Below this, there is a paragraph explaining the system and a 'View records' button. A table titled 'View total national collection' displays the following data:

| View total national collection | #EDMERP | Edited | View records |
|---|---------|--------|---|
| National Oceanographic Data Committee (575) | 140 | 1 |  |

Below the table, there is a section titled 'Managing EDMERP entries at Institute level' with a paragraph explaining the sub-account setup and a 'View records' button. A second table titled 'Total managed by your national centres (sub-accounts)' displays the following data:

| Total managed by your national centres (sub-accounts) | #EDMERP | Edited | View records |
|--|---------|--------|---|
| Deltares (1528) | 4 | 0 |  |
| IMARES, Wageningen UR, Institute for Marine Resources and Ecosystem Studies, Den Helder (2422) | 0 | 0 |  |
| IMARES, Wageningen UR, Institute for Marine Resources and Ecosystem Studies, IJmuiden (1340) | 24 | 0 |  |

How to add \ edit projects in EDMERP via the Content Management System

The page displays a menu for managing and validating projects, contacts, publications and below a list of the entries in the EDMERP to be edited \ approved by the NODC. Please, note that each list can be sorted descending or ascending per column by clicking on the arrows next to the column name.

[←](#) [↻](#) http://seadatanet.maris2.nl/vu_edmerp/welcome.asp [seadatanet.maris2.nl](#)

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SeaDataNet EDMO Content Management System
OVERVIEW
MANUAL NODC
MANUAL SUBACCOUNT
LOGOUT

PROJECTS
CONTACTS
PUBLICATIONS
VALIDATE CONTACTS (0)
VALIDATE PUBLICATIONS (0)
VALIDATE PROJECTS (1)
SUB-ACCOUNTS















Free search

SEARCH

RESET

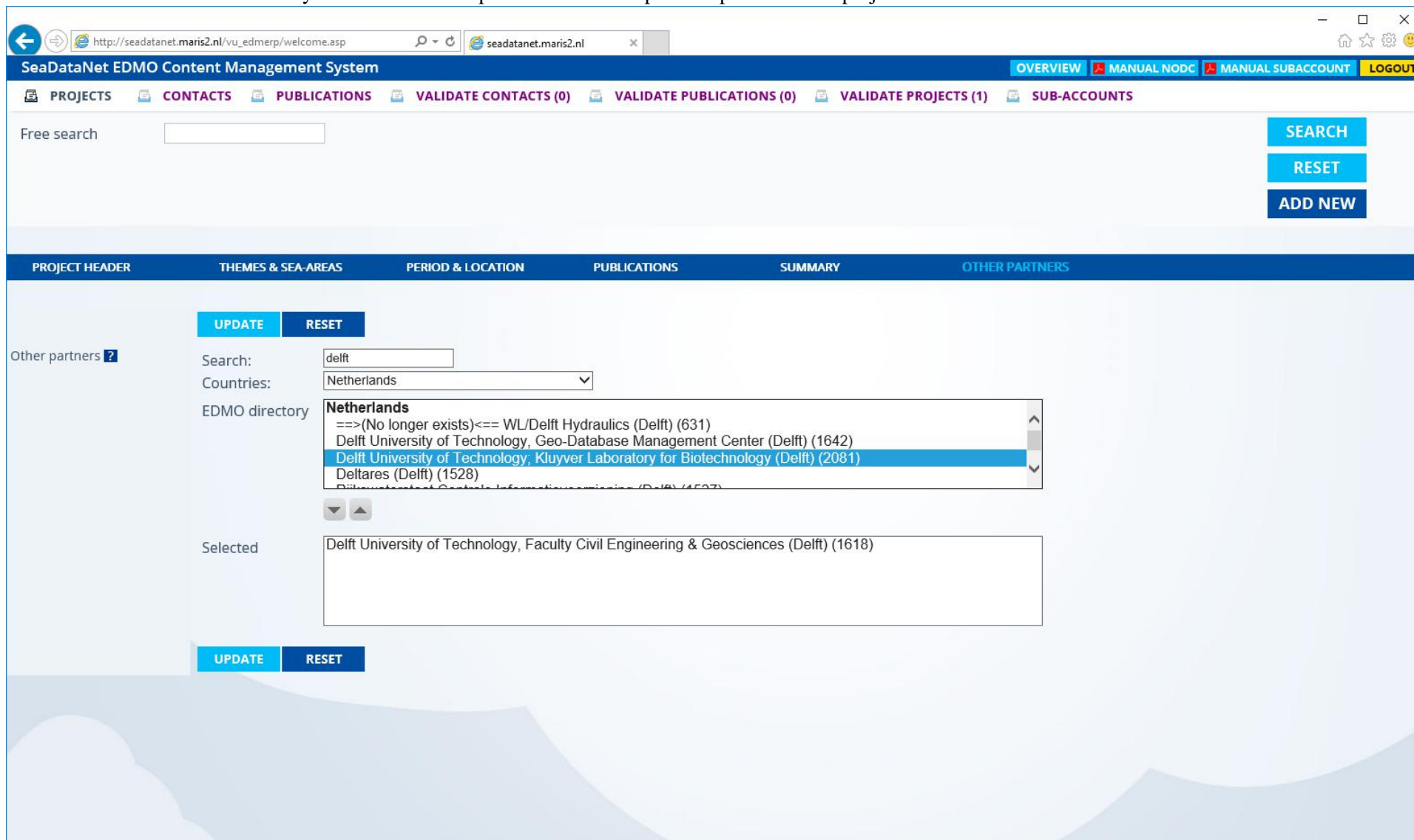
ADD NEW

| Found 201 | Show (1-10) | Previous | [Next 10](#)

| EDMERP ID ⇅ | EDMERP local ID ⇅ | Project title ⇅ | Project acronym ⇅ | Coordinating organisation ⇅ | V1 status ⇅ | Delete | Show | Edit | Active |
|-------------|-------------------|--|------------------------|---|-------------|--------|---|---|---|
| 12215 | | EMODnet Ingestion and safe-keeping of marine data | EMODnet Data Ingestion | Marine Information Service | Ok | |  |  |  |
| 12214 | | EMODnet Arctic Sea Basin Checkpoint | EMODnet - Arctic | ARCADIS | Ok | |  |  |  |
| 12205 | 99 | Aghulas Current Sources Experiment (Dutch participation) | ACSEX - NL | NIOZ Royal Netherlands Institute for Sea Research | Not ok | |  | | |
| 12204 | 98 | B. Monsoons and Pelagic Systems (Dutch participation) | IOP-B - NL | NIOZ Royal Netherlands Institute for Sea Research | Not ok | |  | | |
| 12203 | 97 | C. Tracing a seasonal upwelling (Dutch participation) | IOP-C - NL | NIOZ Royal Netherlands Institute for Sea Research | Not ok | |  | | |
| 12202 | 96 | D. Geology of the Arabian Sea (Dutch participation) | IOP-D - NL | NIOZ Royal Netherlands Institute for Sea Research | Not ok | |  | | |
| 12201 | 94 | Bay of Biscay Boundary (Dutch participation) | BBB - NL | NIOZ Royal Netherlands Institute for Sea Research | Not ok | |  | | |
| 12200 | 92 | ELOISE/ESCAPE (Dutch participation) | ESCAPE - NL | NIOZ Royal Netherlands Institute for Sea Research | Not ok | |  | | |
| 12199 | 919 | Harmful Impact of TBT (Dutch participation) | HIC-TBT - NL | NIOZ Royal Netherlands Institute for Sea Research | Not ok | |  | | |
| 12198 | 90 | CARBONATE (Dutch participation) | CARBONATE - NL | NIOZ Royal Netherlands Institute for Sea Research | Not ok | |  | | |

Add a new project in EDMERP

Click on the “Add new” for a new project. A webpage containing the sections of the EDMERP project are displayed. Because the information to be added for the project contains a lot of information the edit screen is split in tabs for name, themes, area, period, location, etc. You will fill the information for each section by clicking on the section name links in the menu with the blue background. The fields marked with red are mandatory. The sub-account manual contains a detailed information on how to add an entry. Below is an example how to add the partners present in the project.

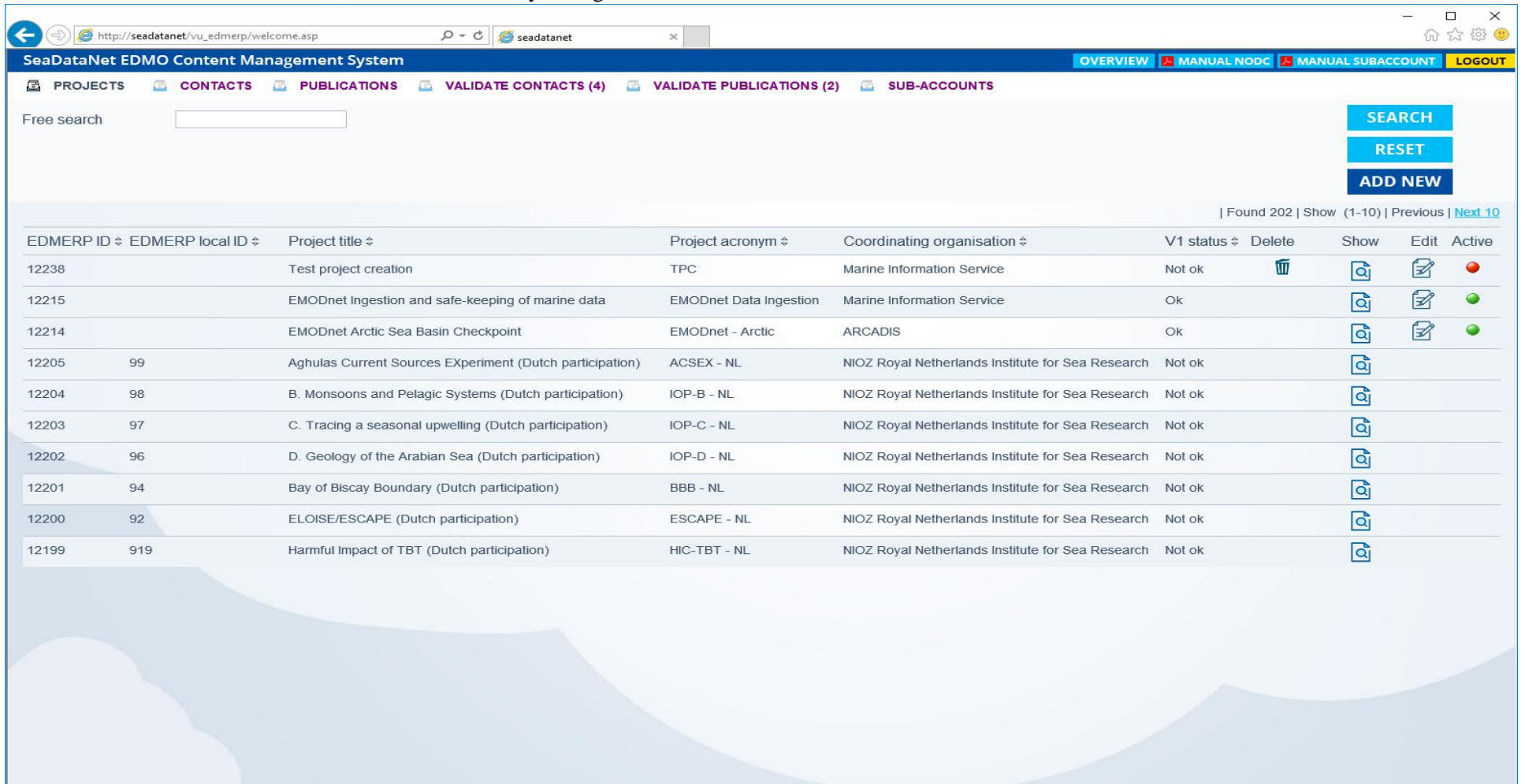


The screenshot displays the SeaDataNet EDMO Content Management System interface. At the top, there is a navigation bar with tabs for OVERVIEW, MANUAL NODC, MANUAL SUBACCOUNT, and LOGOUT. Below this is a menu with links for PROJECTS, CONTACTS, PUBLICATIONS, VALIDATE CONTACTS (0), VALIDATE PUBLICATIONS (0), VALIDATE PROJECTS (1), and SUB-ACCOUNTS. A search bar is present with buttons for SEARCH, RESET, and ADD NEW.

The main content area is divided into tabs: PROJECT HEADER, THEMES & SEA-AREAS, PERIOD & LOCATION, PUBLICATIONS, SUMMARY, and OTHER PARTNERS. The OTHER PARTNERS tab is active, showing a form for adding partners. The form includes a search field with the text 'delft', a country dropdown menu set to 'Netherlands', and a list of search results under the heading 'Netherlands'. The results include: '(No longer exists) WL/Delft Hydraulics (Delft) (631)', 'Delft University of Technology, Geo-Database Management Center (Delft) (1642)', 'Delft University of Technology, Kluver Laboratory for Biotechnology (Delft) (2081)', 'Deltares (Delft) (1528)', and 'Delft University of Technology, Faculty Civil Engineering & Geosciences (Delft) (1618)'. The last entry is selected and shown in the 'Selected' field. There are 'UPDATE' and 'RESET' buttons at the top and bottom of the form.

Edit a new project in EDMERP

The edit action for an existing record is similar to the addition. You will update the information added for the respective project by clicking on the icon in the “Edit” column. Please, note to press the “Update” button each time you want to save the modification made to the respective entry. If you press on the green round icon in the “Active” column you can deactivate the respective record. This will make it inactive and offers you the possibility to delete the record by pressing the icon in the “Delete” column. Please, use this functionality with great caution.



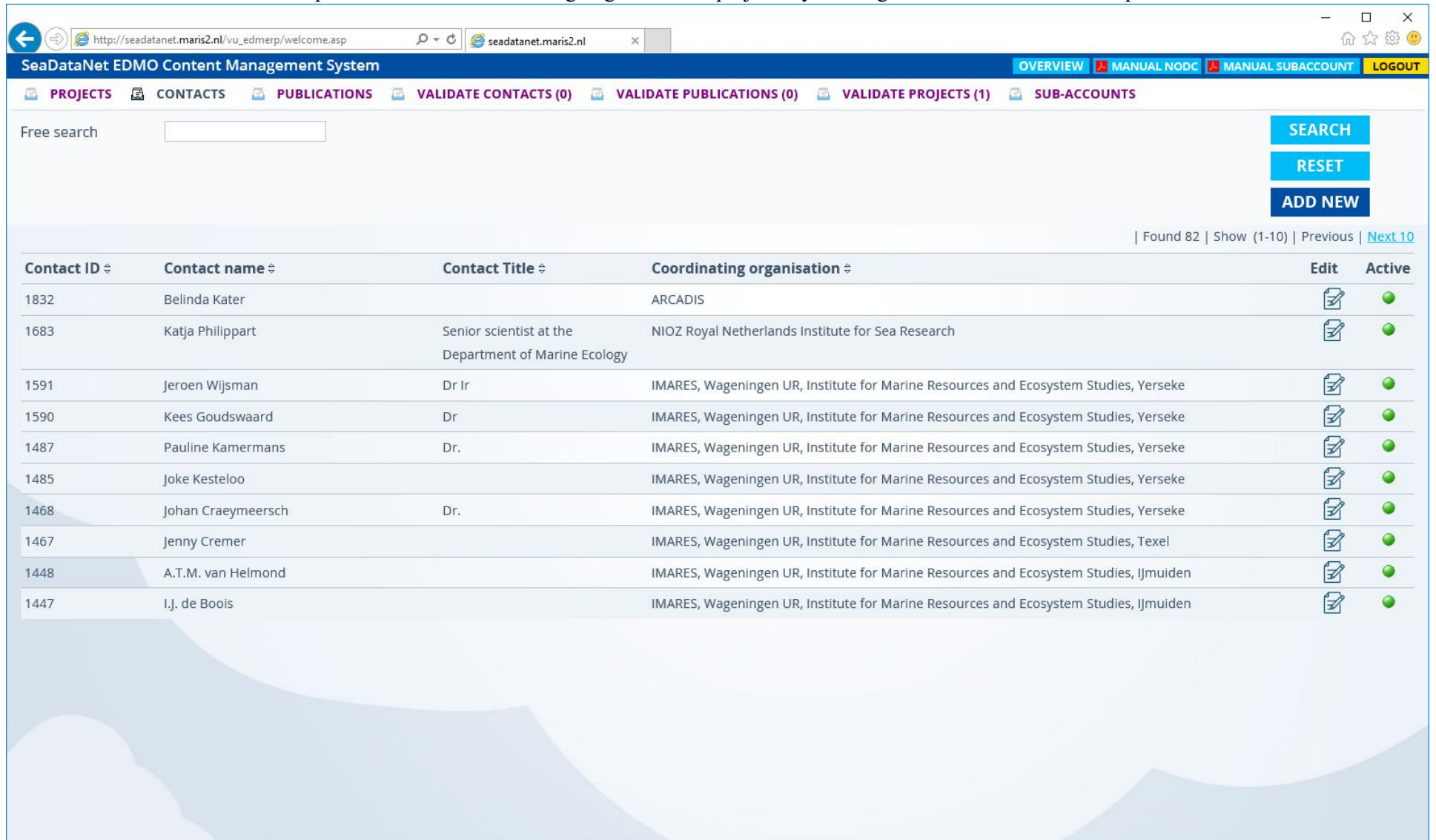
The screenshot shows the SeaDataNet EDMO Content Management System interface. The browser address bar displays http://seadatanet/vu_edmerp/welcome.asp. The page title is "SeaDataNet EDMO Content Management System". The navigation menu includes: OVERVIEW, MANUAL NODC, MANUAL SUBACCOUNT, and LOGOUT. The main menu includes: PROJECTS, CONTACTS, PUBLICATIONS, VALIDATE CONTACTS (4), VALIDATE PUBLICATIONS (2), and SUB-ACCOUNTS. A search bar is present with a "Free search" input field and buttons for SEARCH, RESET, and ADD NEW. The table below lists 10 projects with columns for EDMERP ID, EDMERP local ID, Project title, Project acronym, Coordinating organisation, V1 status, Delete, Show, Edit, and Active.

| EDMERP ID | EDMERP local ID | Project title | Project acronym | Coordinating organisation | V1 status | Delete | Show | Edit | Active |
|-----------|-----------------|--|------------------------|---|-----------|--------|------|------|--------|
| 12238 | | Test project creation | TPC | Marine Information Service | Not ok | | | | |
| 12215 | | EMODnet Ingestion and safe-keeping of marine data | EMODnet Data Ingestion | Marine Information Service | Ok | | | | |
| 12214 | | EMODnet Arctic Sea Basin Checkpoint | EMODnet - Arctic | ARCADIS | Ok | | | | |
| 12205 | 99 | Aghulas Current Sources EXperiment (Dutch participation) | ACSEX - NL | NIOZ Royal Netherlands Institute for Sea Research | Not ok | | | | |
| 12204 | 98 | B. Monsoons and Pelagic Systems (Dutch participation) | IOP-B - NL | NIOZ Royal Netherlands Institute for Sea Research | Not ok | | | | |
| 12203 | 97 | C. Tracing a seasonal upwelling (Dutch participation) | IOP-C - NL | NIOZ Royal Netherlands Institute for Sea Research | Not ok | | | | |
| 12202 | 96 | D. Geology of the Arabian Sea (Dutch participation) | IOP-D - NL | NIOZ Royal Netherlands Institute for Sea Research | Not ok | | | | |
| 12201 | 94 | Bay of Biscay Boundary (Dutch participation) | BBB - NL | NIOZ Royal Netherlands Institute for Sea Research | Not ok | | | | |
| 12200 | 92 | ELOISE/ESCAPE (Dutch participation) | ESCAPE - NL | NIOZ Royal Netherlands Institute for Sea Research | Not ok | | | | |
| 12199 | 919 | Harmful Impact of TBT (Dutch participation) | HIC-TBT - NL | NIOZ Royal Netherlands Institute for Sea Research | Not ok | | | | |

Page summary: | Found 202 | Show (1-10) | Previous | [Next 10](#)

Add \ edit contacts





















You can add information about the persons which have lead are going to lead the projects by clicking on the “Contacts” in the top menu.



The screenshot shows the SeaDataNet EDMO Content Management System interface. The browser address bar displays `http://seadatanet.maris2.nl/vu_edmerp/welcome.asp`. The system title is "SeaDataNet EDMO Content Management System". The navigation menu includes: PROJECTS, CONTACTS, PUBLICATIONS, VALIDATE CONTACTS (0), VALIDATE PUBLICATIONS (0), VALIDATE PROJECTS (1), and SUB-ACCOUNTS. The top right navigation bar contains: OVERVIEW, MANUAL NODC, MANUAL SUBACCOUNT, and LOGOUT.

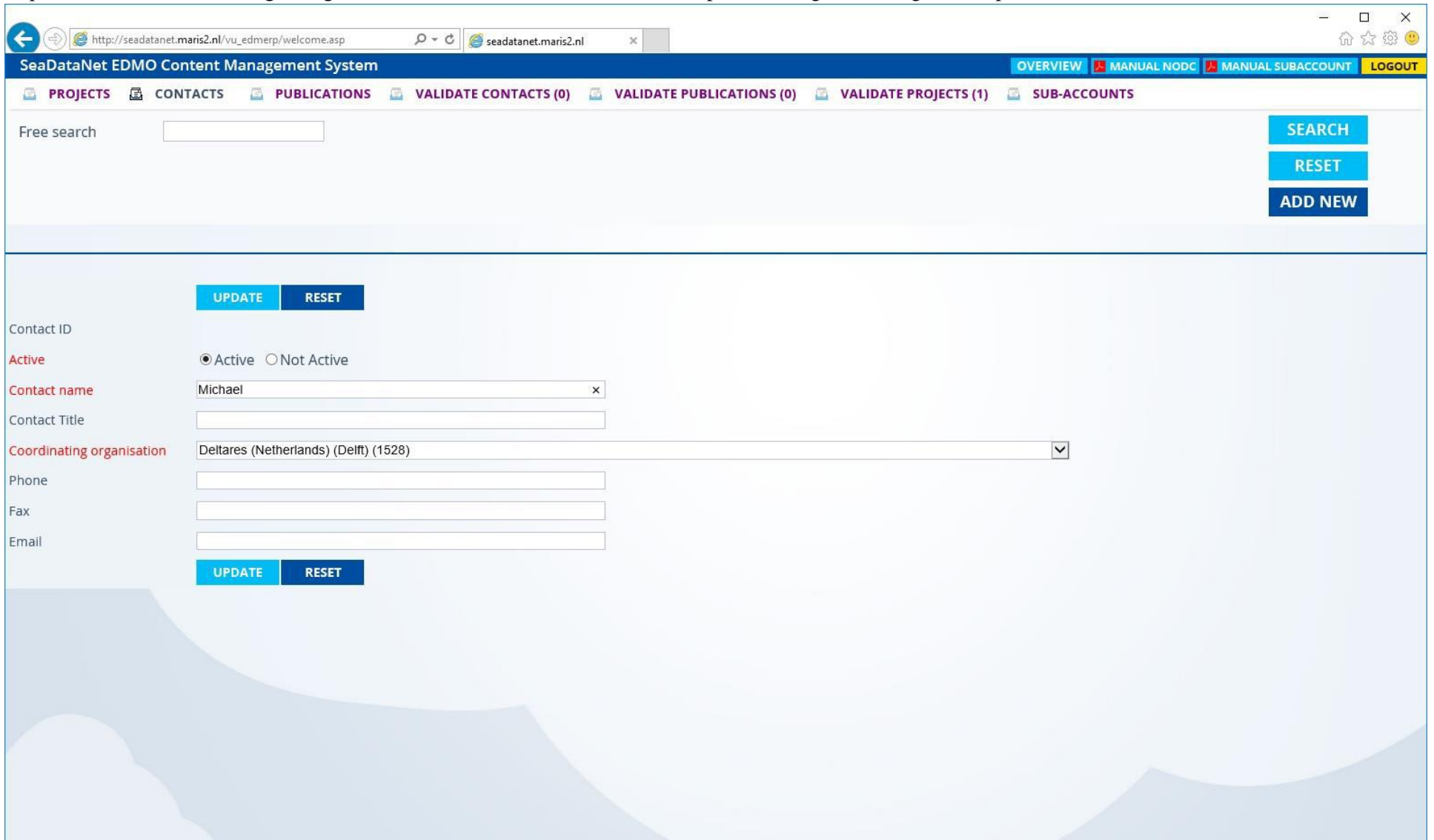
Below the navigation menu, there is a search section with a "Free search" input field and buttons for "SEARCH", "RESET", and "ADD NEW".

The main content area displays a table of contacts. The table has the following columns: Contact ID, Contact name, Contact Title, Coordinating organisation, Edit, and Active. There are 8 rows of contact data.

| Contact ID | Contact name | Contact Title | Coordinating organisation | Edit | Active |
|------------|--------------------|--|---|---|---|
| 1832 | Belinda Kater | | ARCADIS |  |  |
| 1683 | Katja Philippart | Senior scientist at the Department of Marine Ecology | NIOZ Royal Netherlands Institute for Sea Research |  |  |
| 1591 | Jeroen Wijsman | Dr Ir | IMARES, Wageningen UR, Institute for Marine Resources and Ecosystem Studies, Yerseke |  |  |
| 1590 | Kees Goudswaard | Dr | IMARES, Wageningen UR, Institute for Marine Resources and Ecosystem Studies, Yerseke |  |  |
| 1487 | Pauline Kamermans | Dr. | IMARES, Wageningen UR, Institute for Marine Resources and Ecosystem Studies, Yerseke |  |  |
| 1485 | Joke Kesteloo | | IMARES, Wageningen UR, Institute for Marine Resources and Ecosystem Studies, Yerseke |  |  |
| 1468 | Johan Craeymeersch | Dr. | IMARES, Wageningen UR, Institute for Marine Resources and Ecosystem Studies, Yerseke |  |  |
| 1467 | Jenny Cremer | | IMARES, Wageningen UR, Institute for Marine Resources and Ecosystem Studies, Texel |  |  |
| 1448 | A.T.M. van Helmond | | IMARES, Wageningen UR, Institute for Marine Resources and Ecosystem Studies, IJmuiden |  |  |
| 1447 | I.J. de Boois | | IMARES, Wageningen UR, Institute for Marine Resources and Ecosystem Studies, IJmuiden |  |  |

At the bottom right of the table, there is a summary: "Found 82 | Show (1-10) | Previous | [Next 10](#)".

The action of editing of person information is similar to the addition of information – you will edit the information already added. Don't forget to press the "Update" button after finishing filling the needed information. Below is an example of adding an existing contact person.



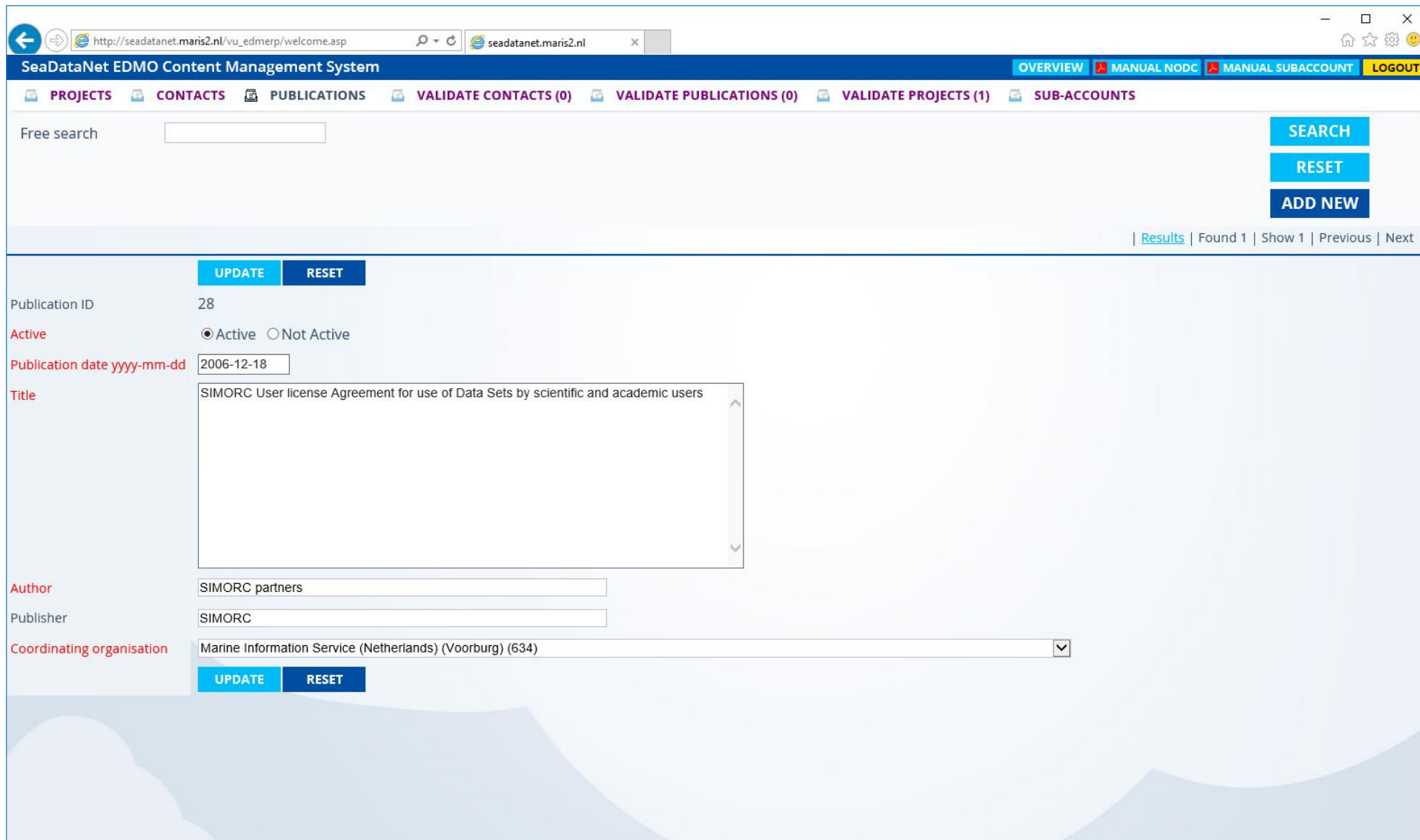
The screenshot shows a web browser window with the URL http://seadatanet.maris2.nl/vu_edmerp/welcome.asp. The page title is "SeaDataNet EDMO Content Management System". The navigation bar includes links for OVERVIEW, MANUAL NODC, MANUAL SUBACCOUNT, and LOGOUT. Below the navigation bar, there are tabs for PROJECTS, CONTACTS, PUBLICATIONS, VALIDATE CONTACTS (0), VALIDATE PUBLICATIONS (0), VALIDATE PROJECTS (1), and SUB-ACCOUNTS. A search bar is present with a "Free search" label and a search button. The main content area displays the "UPDATE" form for a contact person. The form includes the following fields and options:

- Contact ID:** A text input field with "UPDATE" and "RESET" buttons.
- Active:** Radio buttons for "Active" (selected) and "Not Active".
- Contact name:** A text input field containing "Michael" with a clear button (x).
- Contact Title:** An empty text input field.
- Coordinating organisation:** A dropdown menu showing "Deltares (Netherlands) (Delft) (1528)".
- Phone:** An empty text input field.
- Fax:** An empty text input field.
- Email:** An empty text input field.

At the bottom of the form, there are "UPDATE" and "RESET" buttons.

Add \ edit publications

The articles in which the project is described can be added via “Contacts” button in the menu. After clicking the button you will see the existing list of validated publications. You will add or edit a publication in a similar manner to the actions for adding or editing contacts. Don’t forget to press the “Update” to save your modifications.



The screenshot shows a web browser window with the URL http://seadatanet.maris2.nl/vu_edmerp/welcome.asp. The page title is "SeaDataNet EDMO Content Management System". The navigation menu includes: PROJECTS, CONTACTS, PUBLICATIONS, VALIDATE CONTACTS (0), VALIDATE PUBLICATIONS (0), VALIDATE PROJECTS (1), and SUB-ACCOUNTS. The top right corner has buttons for OVERVIEW, MANUAL NODC, MANUAL SUBACCOUNT, and LOGOUT. A search bar is located on the left, and buttons for SEARCH, RESET, and ADD NEW are on the right. The main content area shows the details for a publication with ID 28. The form includes fields for Publication ID, Active status (radio buttons for Active and Not Active), Publication date (2006-12-18), Title (SIMORC User license Agreement for use of Data Sets by scientific and academic users), Author (SIMORC partners), Publisher (SIMORC), and Coordinating organisation (Marine Information Service (Netherlands) (Voorburg) (634)). There are UPDATE and RESET buttons at the top and bottom of the form.

SeaDataNet EDMO Content Management System

OVERVIEW MANUAL NODC MANUAL SUBACCOUNT LOGOUT

PROJECTS CONTACTS PUBLICATIONS VALIDATE CONTACTS (0) VALIDATE PUBLICATIONS (0) VALIDATE PROJECTS (1) SUB-ACCOUNTS

Free search

SEARCH
RESET
ADD NEW

| [Results](#) | Found 1 | Show 1 | Previous | Next

UPDATE RESET

Publication ID 28

Active Active Not Active

Publication date yyyy-mm-dd 2006-12-18

Title SIMORC User license Agreement for use of Data Sets by scientific and academic users

Author SIMORC partners

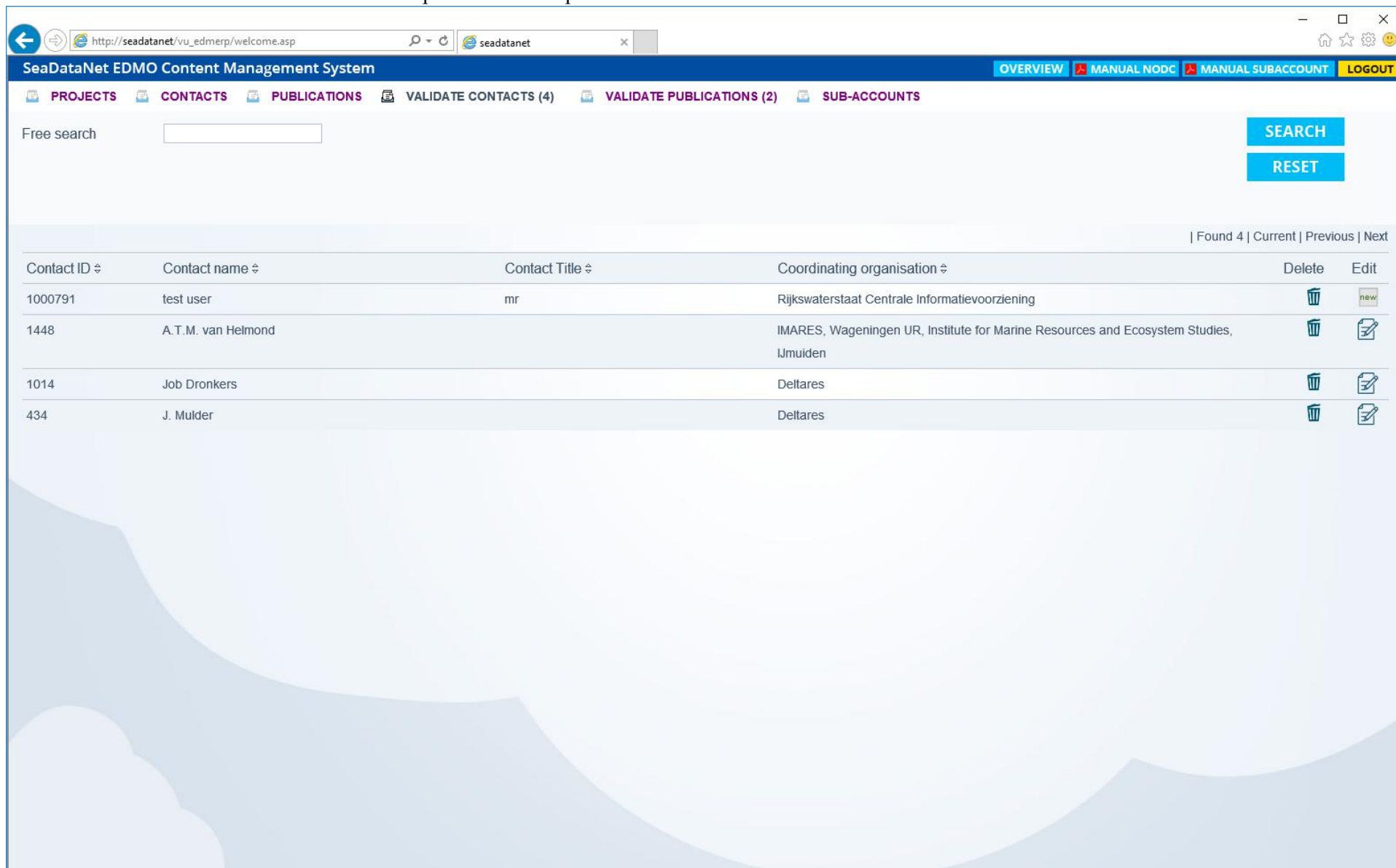
Publisher SIMORC

Coordinating organisation Marine Information Service (Netherlands) (Voorburg) (634)

UPDATE RESET

Validate contacts

As a NODC you will validate the contacts added by the authorized organization. The interface will display between parenthesis a number besides the “Validate contacts”, if contacts are waiting for you to confirm them. If it is so, click on the button “Validate contacts”. You will see a table with the new added contacts and/or the ones for which the validation was not completed. The new persons have in the “Edit” column with a button named “New”.



SeaDataNet EDMO Content Management System

OVERVIEW MANUAL NODC MANUAL SUBACCOUNT LOGOUT

PROJECTS CONTACTS PUBLICATIONS VALIDATE CONTACTS (4) VALIDATE PUBLICATIONS (2) SUB-ACCOUNTS

Free search

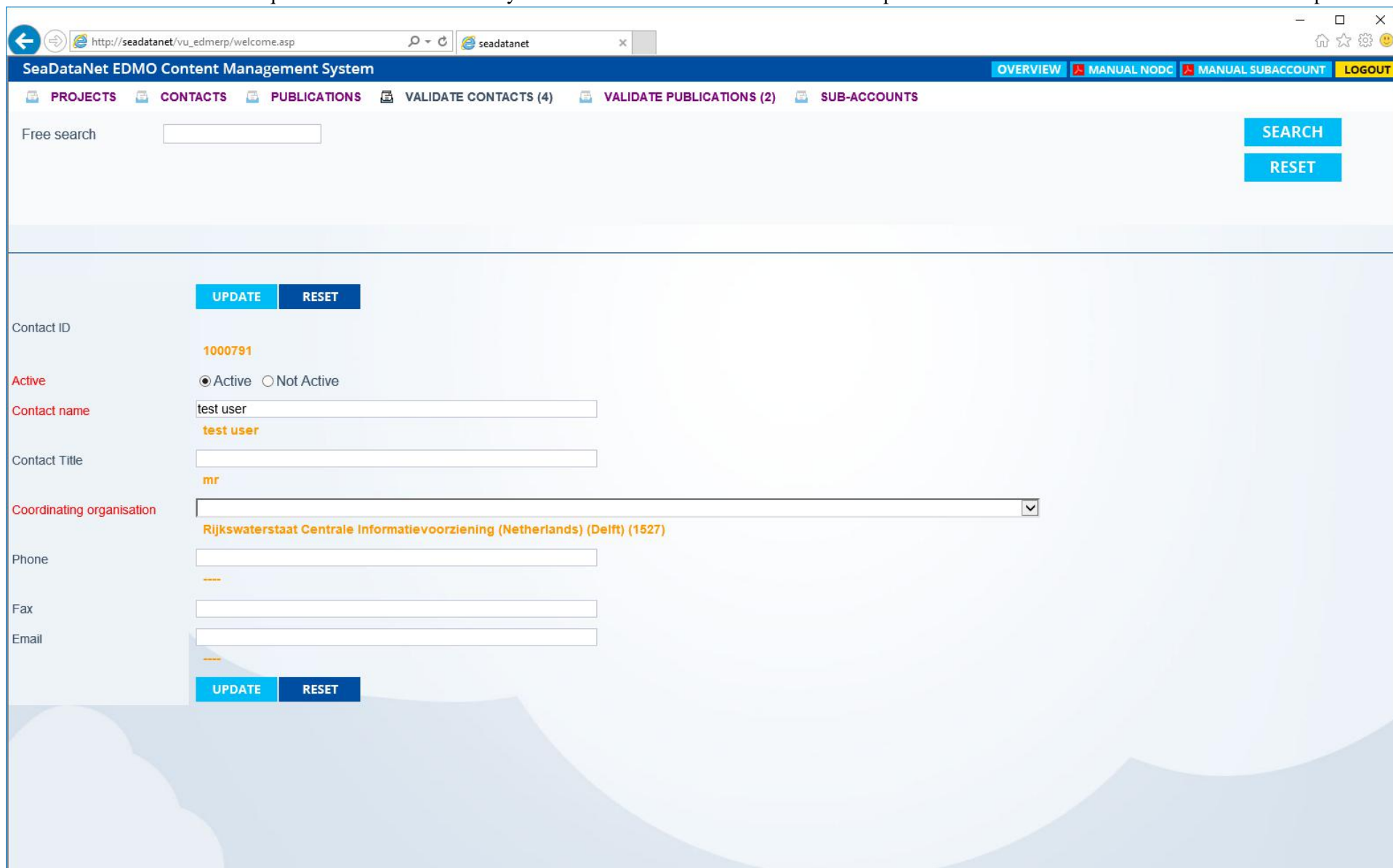
SEARCH

RESET

| Found 4 | Current | Previous | Next

| Contact ID ↕ | Contact name ↕ | Contact Title ↕ | Coordinating organisation ↕ | Delete | Edit |
|--------------|--------------------|-----------------|---|--------|------|
| 1000791 | test user | mr | Rijkswaterstaat Centrale Informatievoorziening | | new |
| 1448 | A.T.M. van Helmond | | IMARES, Wageningen UR, Institute for Marine Resources and Ecosystem Studies, Ijmuiden | | |
| 1014 | Job Dronkers | | Deltares | | |
| 434 | J. Mulder | | Deltares | | |

For the validation of new persons the information added by the organization is displayed in orange color below the fields. If the information is correct, you click on it. Note that the ID does not require to be confirmed. The system will add it in the field. Click on the Update button to save the actions. Below is an example.



The screenshot shows a web browser window displaying the SeaDataNet EDMO Content Management System. The browser address bar shows the URL `http://seadatanet/vu_edmerp/welcome.asp`. The page title is "SeaDataNet EDMO Content Management System". The navigation menu includes "OVERVIEW", "MANUAL NODC", "MANUAL SUBACCOUNT", and "LOGOUT". The main menu includes "PROJECTS", "CONTACTS", "PUBLICATIONS", "VALIDATE CONTACTS (4)", "VALIDATE PUBLICATIONS (2)", and "SUB-ACCOUNTS".

The "VALIDATE CONTACTS (4)" section is active, showing a form for editing a contact. The form includes the following fields and options:

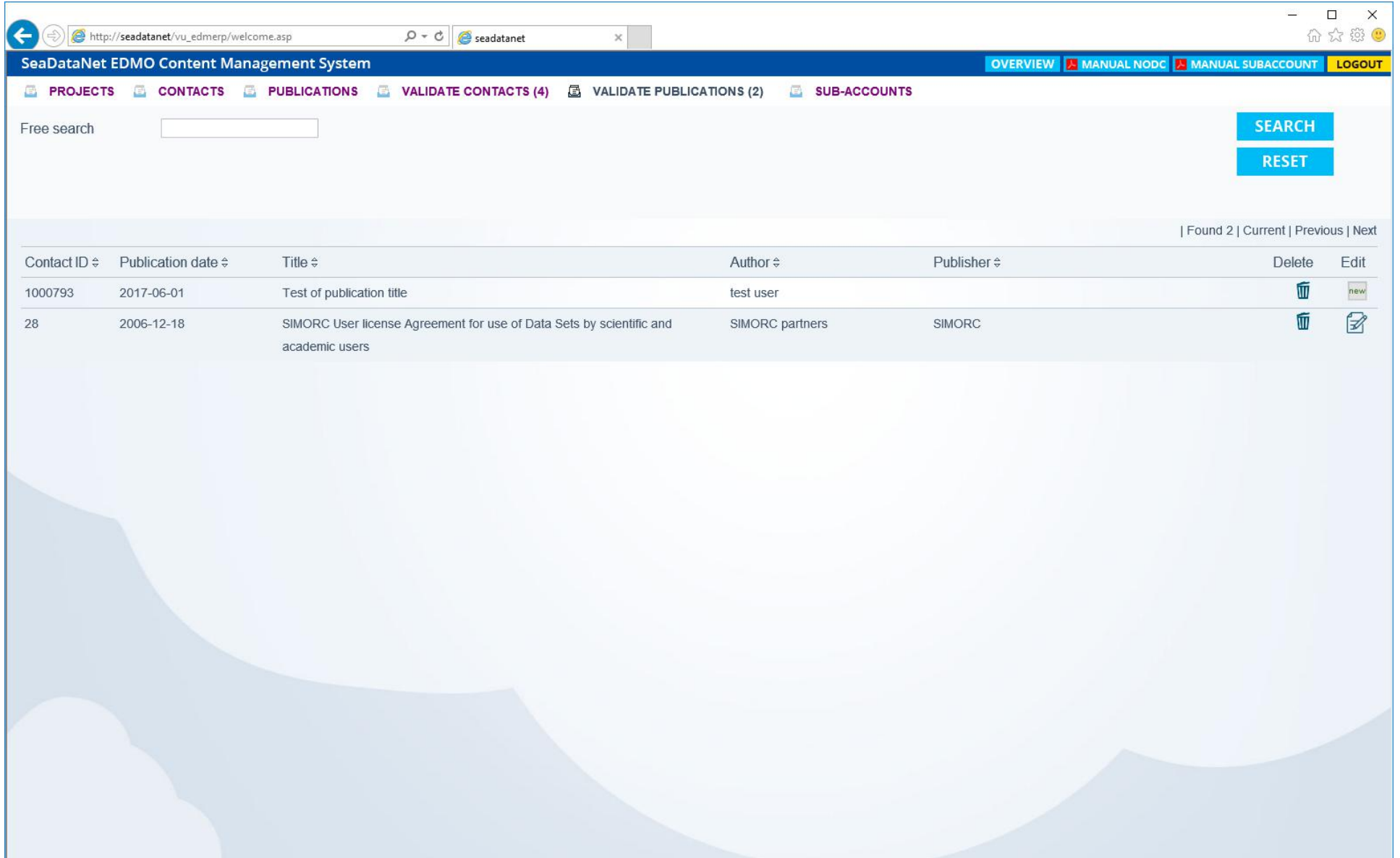
- Contact ID:** 1000791 (displayed in orange)
- Active:** Active Not Active
- Contact name:** test user (input field) / test user (displayed in orange)
- Contact Title:** (input field) / mr (displayed in orange)
- Coordinating organisation:** (dropdown menu) / Rijkswaterstaat Centrale Informatievoorziening (Netherlands) (Delft) (1527) (displayed in orange)
- Phone:** (input field) / --- (displayed in orange)
- Fax:** (input field)
- Email:** (input field) / --- (displayed in orange)

Buttons for "UPDATE" and "RESET" are located at the top and bottom of the form.

After finishing validating the contact, return to the list and click on the icon in the "Delete" column. This signifies that the validation is completed.

Validate publications

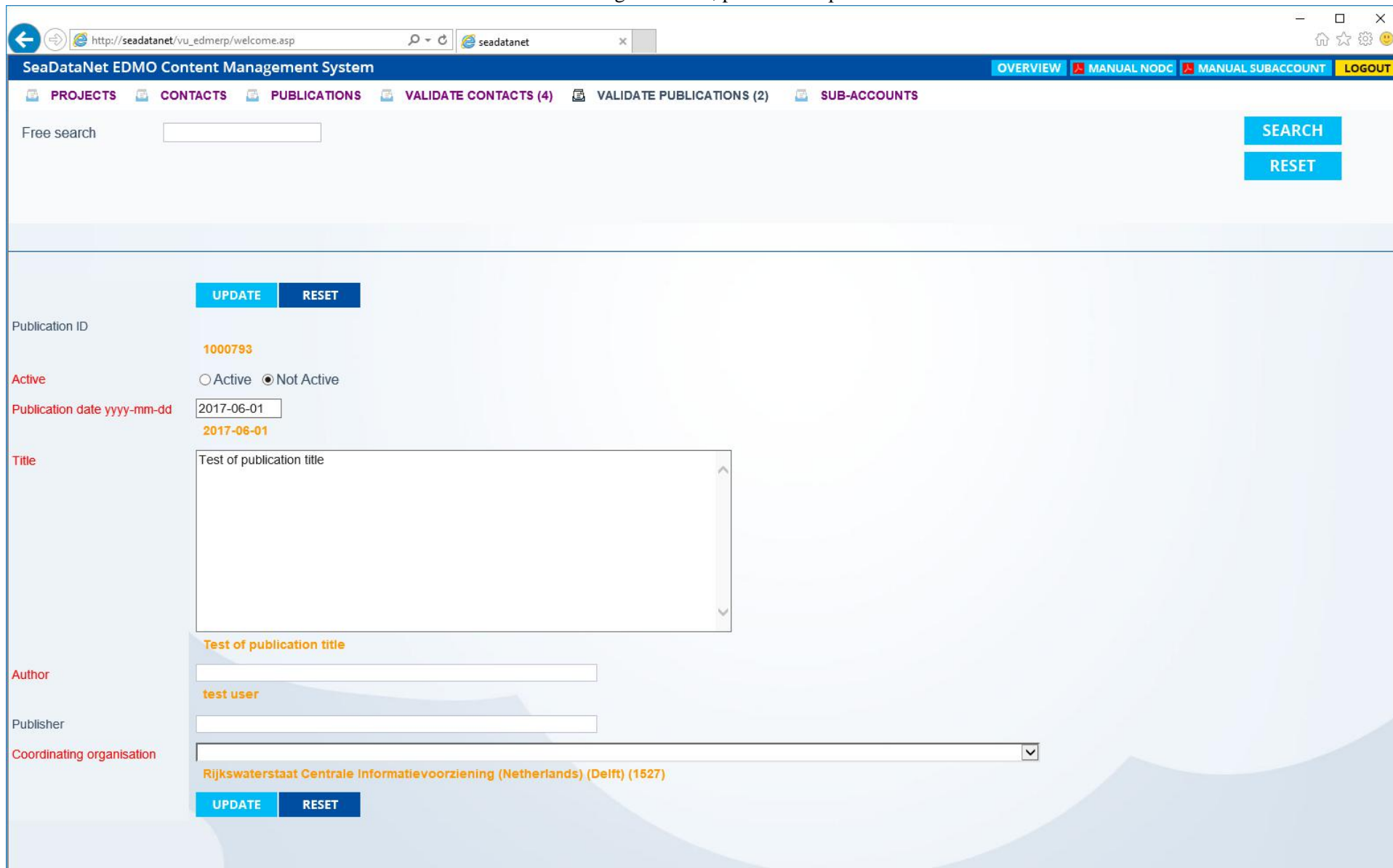
As a NODC you will validate the publications added by the authorized organization. Similarly to the Validate contacts, the number of publications which require action from you is displayed in parenthesis. A click on the “Validate publications” will display the list of publications waiting for validation.



The screenshot shows the SeaDataNet EDMO Content Management System interface. The browser address bar displays http://seadatanet/vu_edmerp/welcome.asp. The system title is "SeaDataNet EDMO Content Management System". The navigation menu includes: OVERVIEW, MANUAL NODC, MANUAL SUBACCOUNT, LOGOUT, PROJECTS, CONTACTS, PUBLICATIONS, VALIDATE CONTACTS (4), VALIDATE PUBLICATIONS (2), and SUB-ACCOUNTS. A search bar is present with "Free search" text and a search button. Below the search bar, a table lists publications. The table has columns for Contact ID, Publication date, Title, Author, Publisher, Delete, and Edit. Two publications are listed: one with Contact ID 1000793 and another with Contact ID 28.

| Contact ID | Publication date | Title | Author | Publisher | Delete | Edit |
|------------|------------------|---|-----------------|-----------|--------|------|
| 1000793 | 2017-06-01 | Test of publication title | test user | | | |
| 28 | 2006-12-18 | SIMORC User license Agreement for use of Data Sets by scientific and academic users | SIMORC partners | SIMORC | | |

The validation of publications is similar to the validation of contacts: by clicking on the orange text under the form you will confirm that the information for that field is correct. You can also add the correct information. After finishing the check, press the “Update” button to save.



The screenshot shows the SeaDataNet EDMO Content Management System interface. The browser address bar displays `http://seadatanet/vu_edmerp/welcome.asp`. The navigation menu includes **OVERVIEW**, **MANUAL NODC**, **MANUAL SUBACCOUNT**, and **LOGOUT**. The main menu has **PROJECTS**, **CONTACTS**, **PUBLICATIONS**, **VALIDATE CONTACTS (4)**, **VALIDATE PUBLICATIONS (2)**, and **SUB-ACCOUNTS**. A search bar is present with **SEARCH** and **RESET** buttons.

The validation form for a publication is displayed with the following fields:

- Publication ID:** 1000793 (orange text)
- Active:** Active Not Active
- Publication date yyyy-mm-dd:** 2017-06-01 (orange text)
- Title:** Test of publication title (orange text)
- Author:** test user (orange text)
- Publisher:** (empty field)
- Coordinating organisation:** Rijkswaterstaat Centrale Informatievoorziening (Netherlands) (Delft) (1527) (orange text)

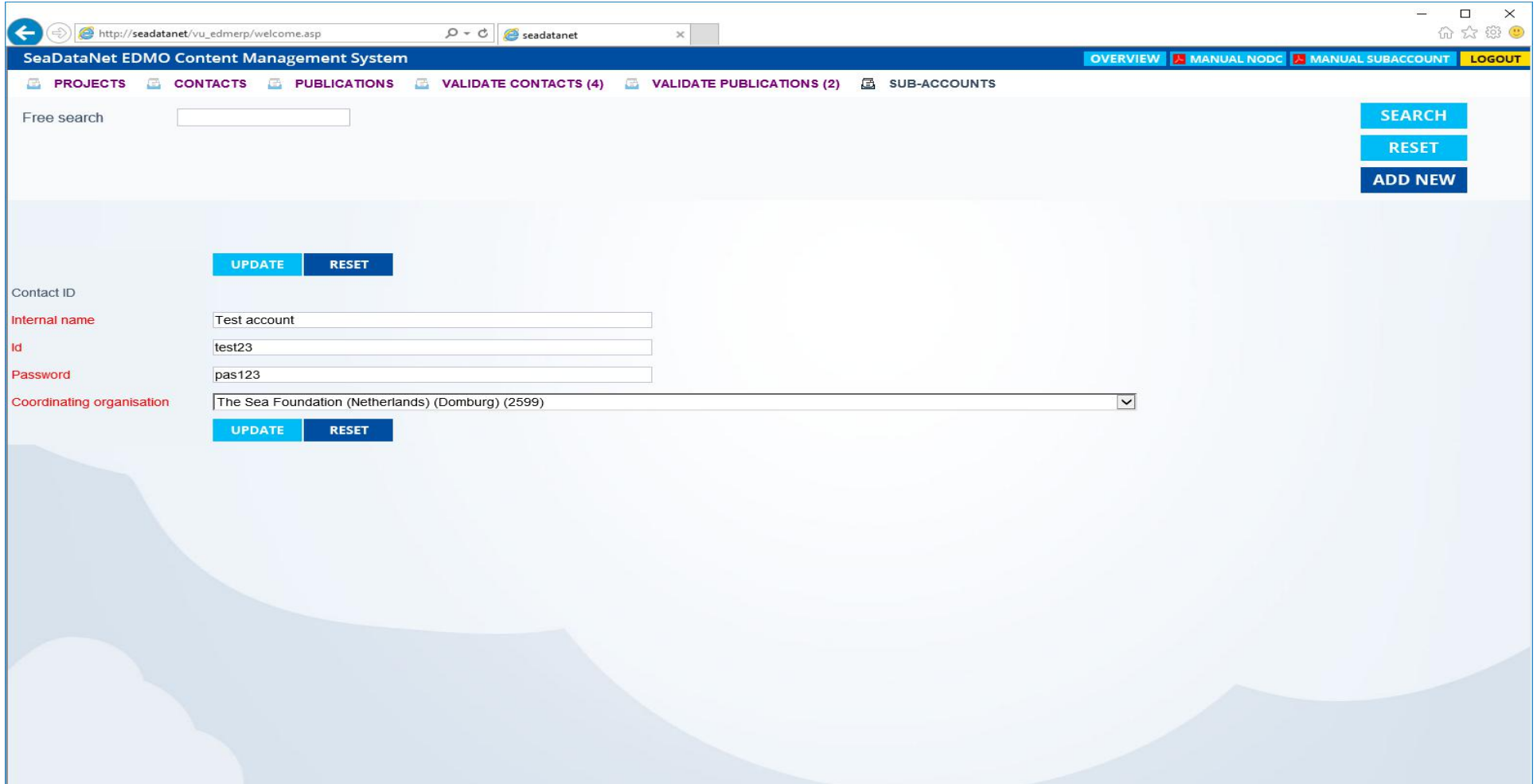
Buttons for **UPDATE** and **RESET** are located at the top and bottom of the form.

Similarly to the validating contacts, after finishing validating the contact, return to the list and click on the icon in the “Delete” column to finish the validation.

Add \ edit sub-accounts

As the NODC you can add accounts in the EDMERP system for organisations in order to allow them to add and edit records in EDMERP. To add a new account click on the “Sub-accounts” button in the menu. This will display the list of the sub-accounts of the organisations from your country.

To add an account press on the “Add new” button. In the new page you will enter the username, password and the organization to which the sub-account belongs to. To save the new account, press “Update”. Please, note that after making the account you will send credentials to the person at the organization.



The screenshot shows the SeaDataNet EDMO Content Management System interface. The browser address bar displays `http://seadatanet/vu_edmerp/welcome.asp`. The page title is "SeaDataNet EDMO Content Management System". The navigation menu includes "OVERVIEW", "MANUAL NODC", "MANUAL SUBACCOUNT", and "LOGOUT". The main menu has "PROJECTS", "CONTACTS", "PUBLICATIONS", "VALIDATE CONTACTS (4)", "VALIDATE PUBLICATIONS (2)", and "SUB-ACCOUNTS".

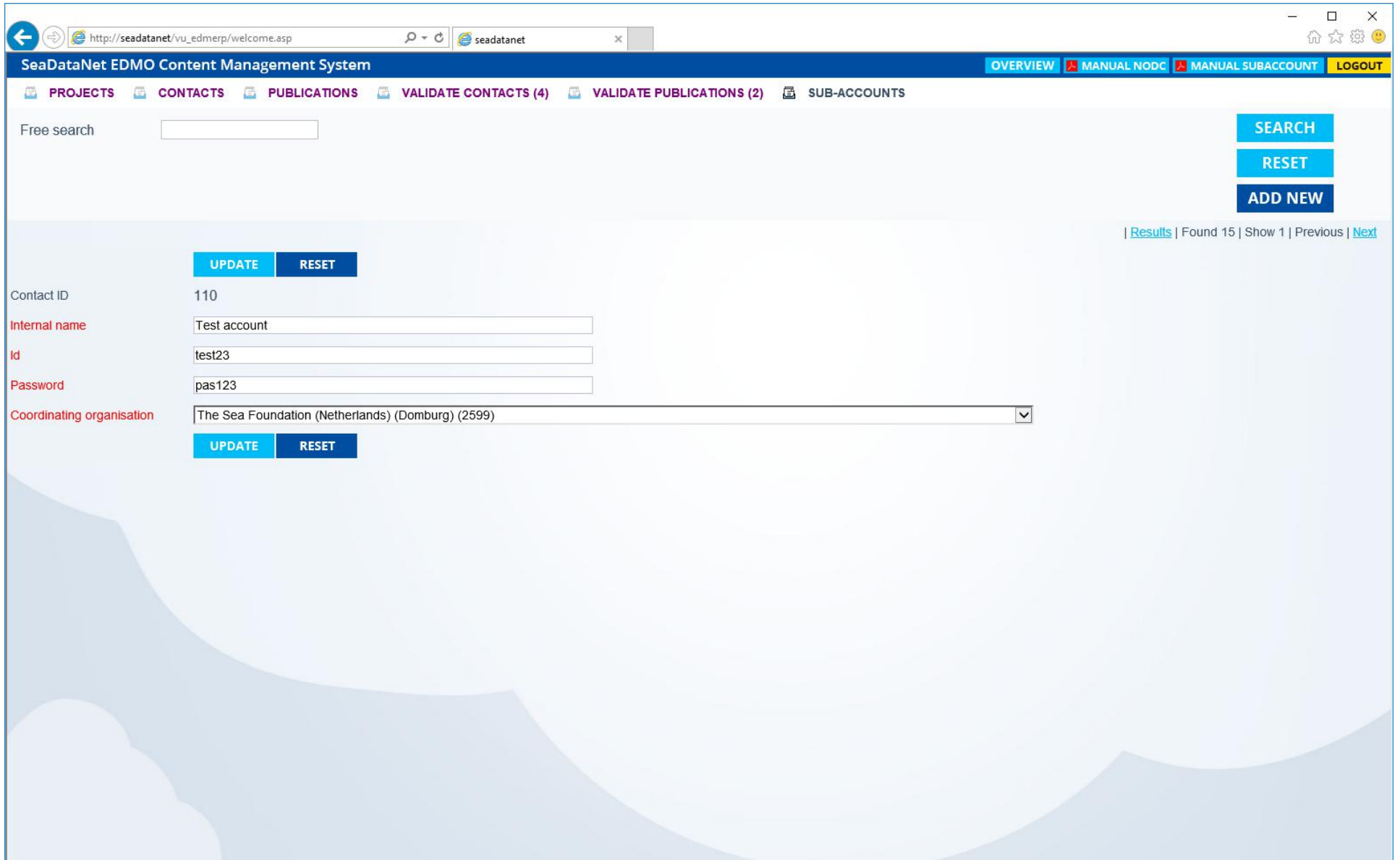
On the right side, there are three buttons: "SEARCH", "RESET", and "ADD NEW".

The form for adding a new sub-account is visible. It includes a "Free search" input field. Below it, there are two "UPDATE" and "RESET" buttons. The form fields are:

- Internal name: Test account
- Id: test23
- Password: pas123
- Coordinating organisation: The Sea Foundation (Netherlands) (Domburg) (2599)

At the bottom of the form, there are two "UPDATE" and "RESET" buttons.

For editing an existing sub-account, you have to be on the account list page, then you will click on the icon in the “Edit” column. Then fill the required information. Don’t forget to click on the “Update” button to save the modifications. Below is an example of an edit page.



The screenshot shows the SeaDataNet EDMO Content Management System interface. The browser address bar displays http://seadatanet/vu_edmerp/welcome.asp. The page title is "SeaDataNet EDMO Content Management System". The navigation menu includes: PROJECTS, CONTACTS, PUBLICATIONS, VALIDATE CONTACTS (4), VALIDATE PUBLICATIONS (2), and SUB-ACCOUNTS. The main content area features a search bar with the text "Free search" and a search button. Below the search bar, there are three buttons: SEARCH, RESET, and ADD NEW. The main content area displays the details for a sub-account with the following fields and values:

| | |
|---------------------------|---|
| Contact ID | 110 |
| Internal name | Test account |
| Id | test23 |
| Password | pas123 |
| Coordinating organisation | The Sea Foundation (Netherlands) (Domburg) (2599) |

At the top of the form, there are two buttons: UPDATE and RESET. At the bottom of the form, there are also two buttons: UPDATE and RESET. The page footer includes a pagination link: [Results](#) | Found 15 | Show 1 | Previous | [Next](#).

You can delete an sub-account by pressing the icon in the “Delete” column. You will be asked via a new window, if you want to delete the account or not.