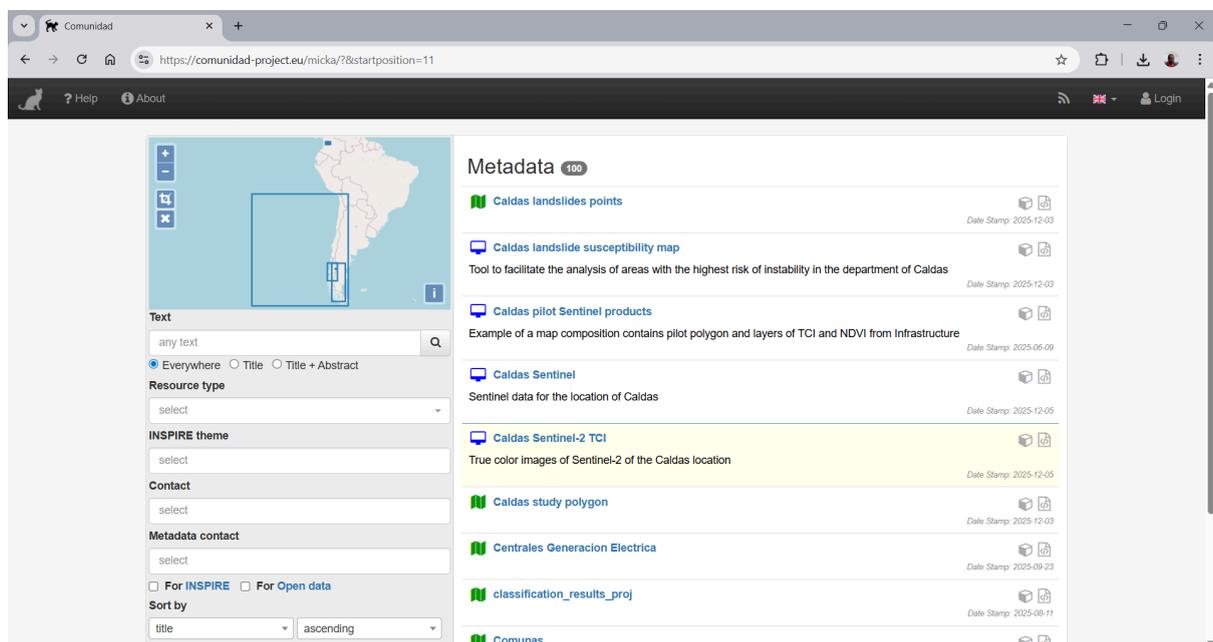


# Tutorial VI

## How to work with metadata on the Comunidad platform

Anytime a user uploads a spatial dataset or creates a map on the Comunidad platform, a metadata record is automatically created in the Micka metadata catalogue.

The catalogue is available either via the main menu of the Comunidad web portal (**Platform > Metadata**) or directly at <https://comunidad-project.eu/micka/>.



When publishing data, only a few basic metadata can be provided. It is typically just the title and abstract, as shown in the web map application screenshot.

Adding 1 features into: New layer Existing layer

Name  
Demo dataset

Abstract  
Description of the dataset

Save to catalogue ⓘ Yes No

EN

After the dataset or map is successfully published via the Layman API, you can find it in the data catalogue of the web map application, which also offers links to full metadata records.

> Data catalogue URL File ☰

Search:

Filter by map extent  Only mine More ▾

Comunas

High susceptibility CNN

Inventario de Glaciares  
+ Add to map ▾ ⓘ Metadata 🔒 Set permissions 🗑 Remove layer

Inventario de Glaciares Chile

Landslide points

This link opens a window with additional metadata and a button that takes you to Micka and the metadata record's editing interface.

Metadata for Inventario de Glaciares ×



**title**  
Inventario de Glaciares 📄

+ Add to map as WMS
+ Add to map as WFS
+ Add to map as WMTS

See full metadata record ↗
Zoom to layer
Close

This is how the metadata record details look in Micka.



← / Basic / Full metadata 📄

### 🖥️ Aysén hidrografía 2

**Abstract** Thematic layers with hydrography

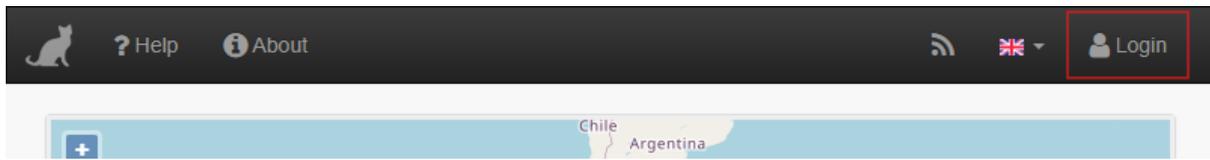
**Browse Graphic**




---

<b>Type</b>	application
<b>Resource Locator</b>	<a href="https://comunidad-project.eu/rest/workspaces/michal/maps/ayсен_hidrografia_2">https://comunidad-project.eu/rest/workspaces/michal/maps/ayсен_hidrografia_2</a> <a href="https://comunidad-project.eu/rest/workspaces/michal/maps/ayсен_hidrografia_2/file">https://comunidad-project.eu/rest/workspaces/michal/maps/ayсен_hidrografia_2/file</a>
<b>Identifier</b>	https://comunidad-project.eu/rest/workspaces/michal/maps/ayсен_hidrografia_2
<b>Service Type</b>	Map
<b>Keywords</b>	<i>GEMET - INSPIRE themes, version 1.0:</i>
<b>Bounding box</b>	-89.20000000000002, -56.71, -52.94000000000005, -42.90000000000001
<b>Date</b>	publication: 2025-12-05
<b>Contact Info</b>	Role: <b>custodian</b>

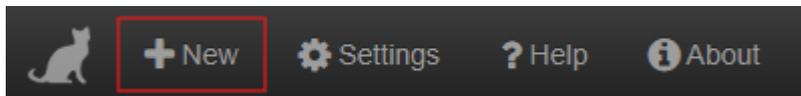
Like many other applications of the platform, Micka also shared the authentication of the Comunidad web portal. That means you can log in to it using your portal account. Click on “Login” In the top banner and Authorise Micka to use your user account.



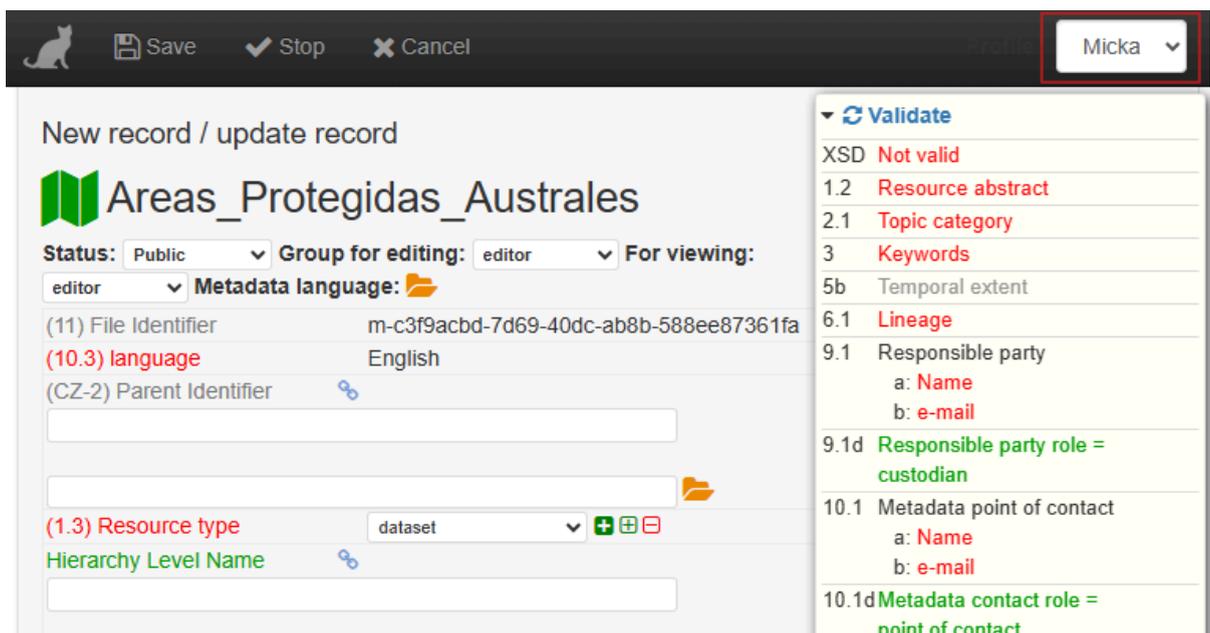
After a successful login, your username is displayed in the banner, and you will be presented with additional tools to edit your metadata records.



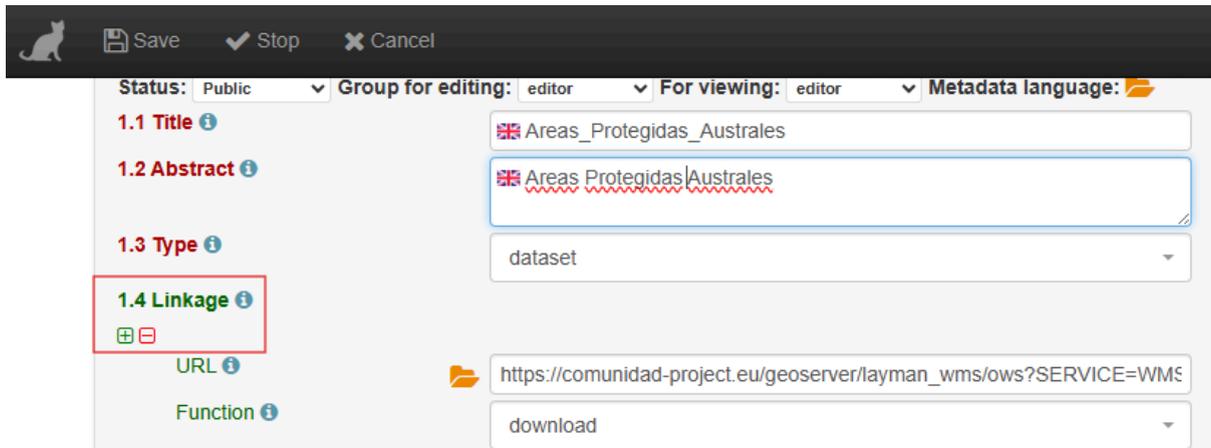
To add a completely new metadata record, select the “+New” button at the top left. But when creating metadata for spatial data, it is the preferred way to first publish the data and then edit the metadata.



While editing existing metadata records, you can switch between two profiles: **Micka** (full and very complex) and **Lite** (simplified and good enough for most cases). See the drop-down in the top right corner in the next screenshot.

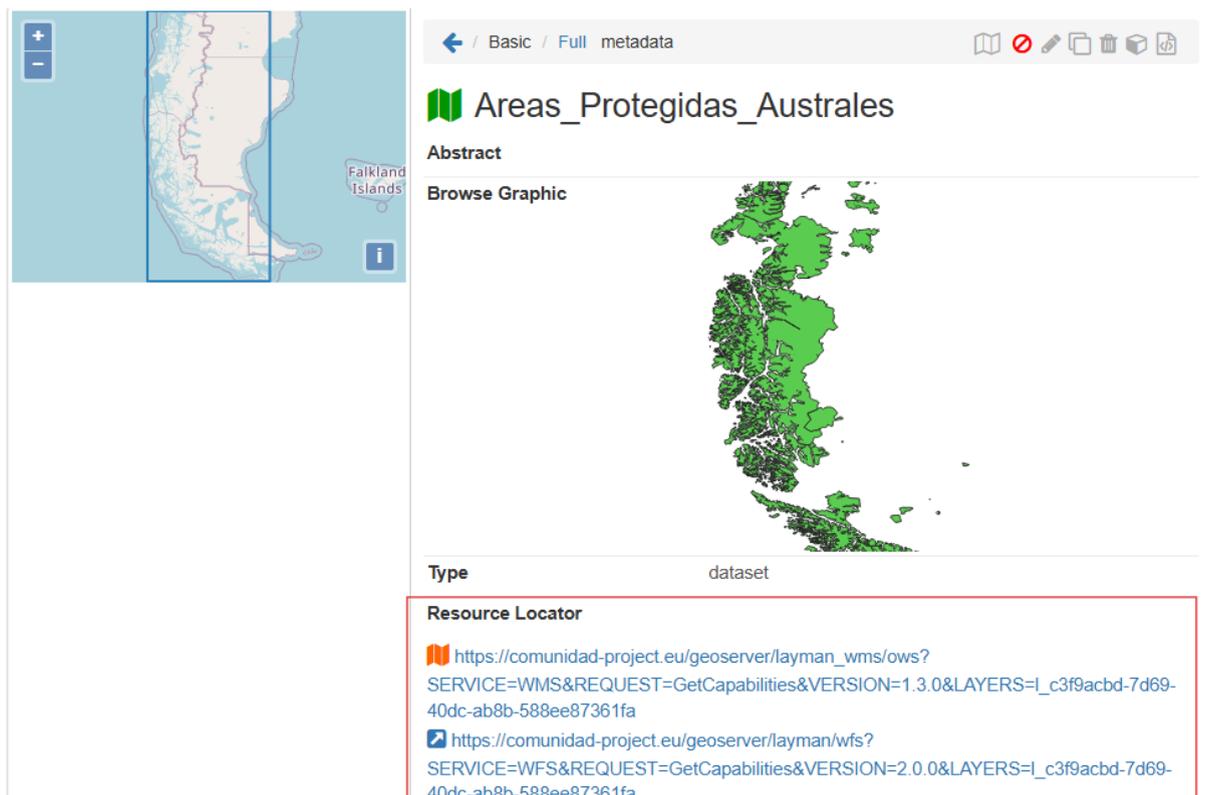


If you need to add a link to a resource to a metadata record, e.g., a link to download the source data, you can do so easily in the Lite profile, in the Linkage section.



The screenshot shows a metadata editor interface. At the top, there are buttons for 'Save', 'Stop', and 'Cancel'. Below that, there are dropdown menus for 'Status: Public', 'Group for editing: editor', 'For viewing: editor', and 'Metadata language:'. The main content area has several sections: '1.1 Title' with the value 'Areas\_Protegidas\_Australes', '1.2 Abstract' with the value 'Areas Protegidas Australes', '1.3 Type' with the value 'dataset', and '1.4 Linkage' which is highlighted with a red box. Under '1.4 Linkage', there are fields for 'URL' containing 'https://comunidad-project.eu/geoserver/layman\_wms/ows?SERVICE=WMS' and 'Function' set to 'download'.

Use the small plus icon below the “1.4 Linkage” title and fill in at least the URL, function and protocol of the newly added linked resource. This will then be displayed in the details of the record in the section named “Resource Locator”.



The screenshot shows the details of a metadata record for 'Areas\_Protegidas\_Australes'. On the left, there is a map of the Falkland Islands. The main content area has a breadcrumb trail 'Basic / Full metadata' and a title 'Areas\_Protegidas\_Australes'. Below the title, there is an 'Abstract' section and a 'Browse Graphic' section showing a map of the Falkland Islands with green areas. The 'Type' is 'dataset'. The 'Resource Locator' section is highlighted with a red box and contains two URLs: 'https://comunidad-project.eu/geoserver/layman\_wms/ows?SERVICE=WMS&REQUEST=GetCapabilities&VERSION=1.3.0&LAYERS=\_c3f9acbd-7d69-40dc-ab8b-588ee87361fa' and 'https://comunidad-project.eu/geoserver/layman/wfs?SERVICE=WFS&REQUEST=GetCapabilities&VERSION=2.0.0&LAYERS=\_c3f9acbd-7d69-40dc-ab8b-588ee87361fa'.