

METeOR upgrade overview

Reason for the METeOR upgrade:

AIHW has upgraded METeOR to improve its functionality within most web browsers and operating systems. This expanded browser compatibility means that METeOR is now functional in Internet Explorer 10 (IE10), Internet Explorer 11 (IE11), Chrome, Firefox and Safari browsers.

General users will not see a difference in display screens or functions, but there are some changes that metadata developers should be aware of, and these are detailed below. Please note that the principles and practices of metadata development remain unchanged.

Key changes:

The METeOR upgrade has replaced pop-up windows with dialog boxes. As dialog boxes work in a different way to pop-up windows, this has resulted in changes to the **Create** and **Edit** functions in METeOR.

Upgrade enhancements also include:

- Easier, more intuitive metadata edit pages – screens open in full to enable a metadata item to be created or edited on a single page
- Expanded edit functionality – additional text function icons are available when creating or editing a metadata item
- Expanded table functionality – rows and columns can be added to a table after it has been created.

Please note that there are some known browser compatibility issues and these are documented below in item 6.

This document includes information about:

1. Creating and editing metadata
2. Navigation through METeOR
3. Cloning metadata
4. Edit options within text boxes
5. Expanded table functionality
6. Known browser compatibility issues
7. Known Glossary item navigational issues
8. Cut/Copy/Paste functions by web browser type

METeOR training and help documentation will be updated as soon as possible to reflect the changes.

Further assistance:

If you require further assistance or clarification about the METeOR upgrade please contact the Metadata and Classifications Unit at datadevelopment@aihw.gov.au, or the METeOR helpdesk on (02) 6244 1222.

1. Creating and editing metadata

Developers can now enter text directly into the text box when creating or editing metadata content (see Figure 1.1).

Previously, developers needed to click on the **Edit** hyperlink and a pop-up window for entering text would appear on the screen (see Figure 1.2).

Create New Data Element

Identifying and definitional attributes

Name: *

Short name:

Synonymous name(s):

Definition:

Context:

Data Element Concept:

Value Domain:

The form features two rich text editors for 'Definition' and 'Context', each with a toolbar containing icons for undo, redo, bold, italic, underline, text color, background color, bulleted list, numbered list, link, unlink, and source. The 'Name' field includes a 'Suggest' button.

Figure 1.1: Upgraded screen display

Create New Data Element

Identifying and definitional attributes

Name: *

Short name:

Synonymous name(s):

Definition:

Context:

Data Element Concept:

Value Domain:

Collection and usage attributes

Guide for use:

Collection methods:

Comments:

Source and reference attributes

Submitting organisation:

Origin:

Reference documents:

Relational attributes

Relationship type:

Supersedes:

* Required fields.

An 'Edit -- Webpage Dialog' window is overlaid on the 'Definition' field, showing a rich text editor with a toolbar and an 'OK' button at the bottom right. The 'EDIT' button next to the 'Definition' field is circled in red.

Figure 1.2: Previous screen display

2. Navigation through METeOR

When creating or editing a metadata item, the navigation method back to the project workgroup after you have selected **Save and Close** has changed. Previously, the **Create/Edit** pop-up window would close and you could select the browser back arrow at the top left of the screen to return to your workgroup.

As a result of the METeOR upgrade, developers will need to **select the browser back arrow multiple times**, which will navigate through the **Create/Edit** page to return to the project workgroup (see Figure 2.1). Navigation through the **Create/Edit** screen will not affect previously saved metadata content.

Note: Depending on your browser, you may need to **double click** the browser back arrow.

Developers also have the option of navigating to the workgroup via the **My Page** link located next to the **Login/Logout** option at the top right of the screen after saving and closing their work. Clicking on the **My workgroups** link in the left hand navigation menu on **My page** will bring up a list of your workgroups. Clicking on any of the workgroups listed will bring up the specific workgroup content management page for that workgroup.

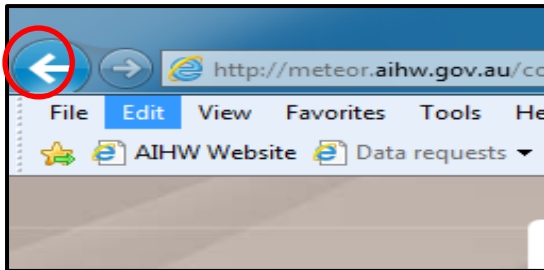


Figure 2.1: Upgraded screen display

3. Cloning metadata

Metadata content can now be cloned in two ways:

- Select **Clone an existing item** from the left hand navigation menu within the project workgroup. Use the item browser to search for the metadata item you would like to clone (see Figure 3.1).
- Select **Clone this item** from within a metadata item (e.g. data element) from the **Manage items list** on the right hand side of the screen (see Figure 3.2).

Previously in METeOR it was possible to create or clone a metadata item when linking metadata components to either data set specifications, data elements or data element concepts (see Figure 3.3). For example, when you selected the **Add data element** option from within an **Edit this data set specification** screen, you could browse for a metadata item and then clone it or create a new item. As these functions require pop-up windows they are no longer available.

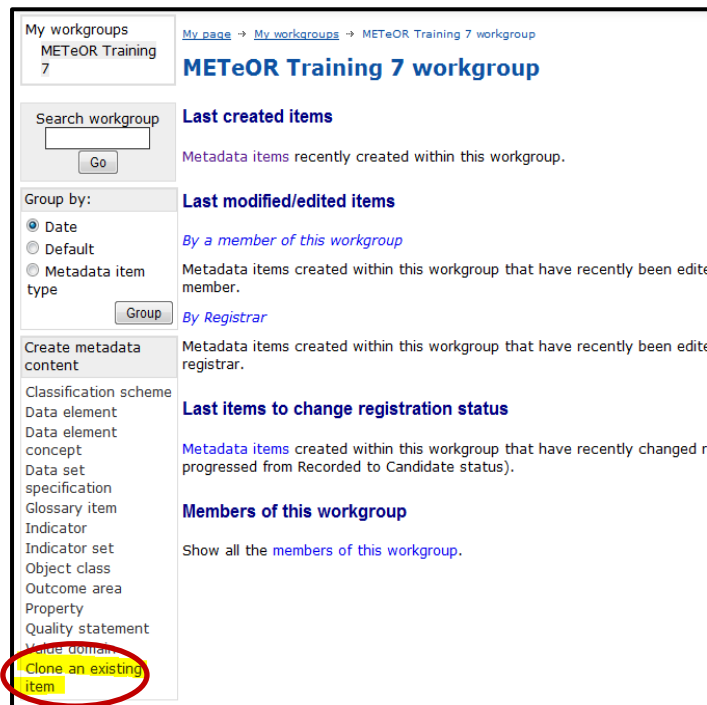


Figure 3.1: Upgraded screen display

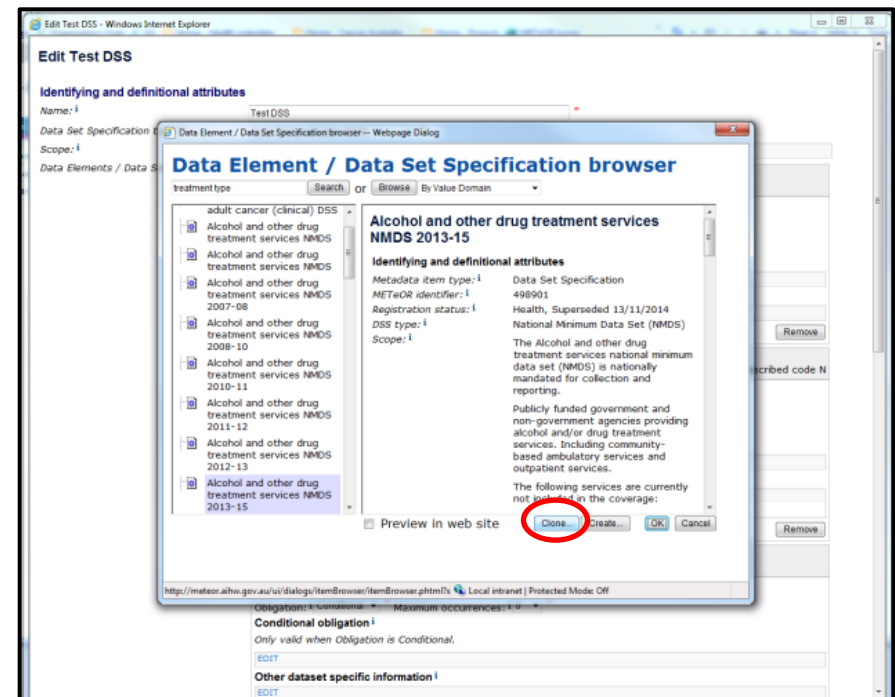


Figure 3.3: Previous screen display



Figure 3.2: Upgraded screen display

4. Edit options within text boxes

The **Create** and **Edit** text boxes in METeOR now include additional edit options to enhance metadata creation (see Figure 4.1).



Figure 4.1: Text edit function icons

These icons are described in more detail below.

Figure 4.2: Find and Replace screen display



Find and Replace

A new **Find and Replace** icon allows you to make changes within the edit box (see Figure 4.2).

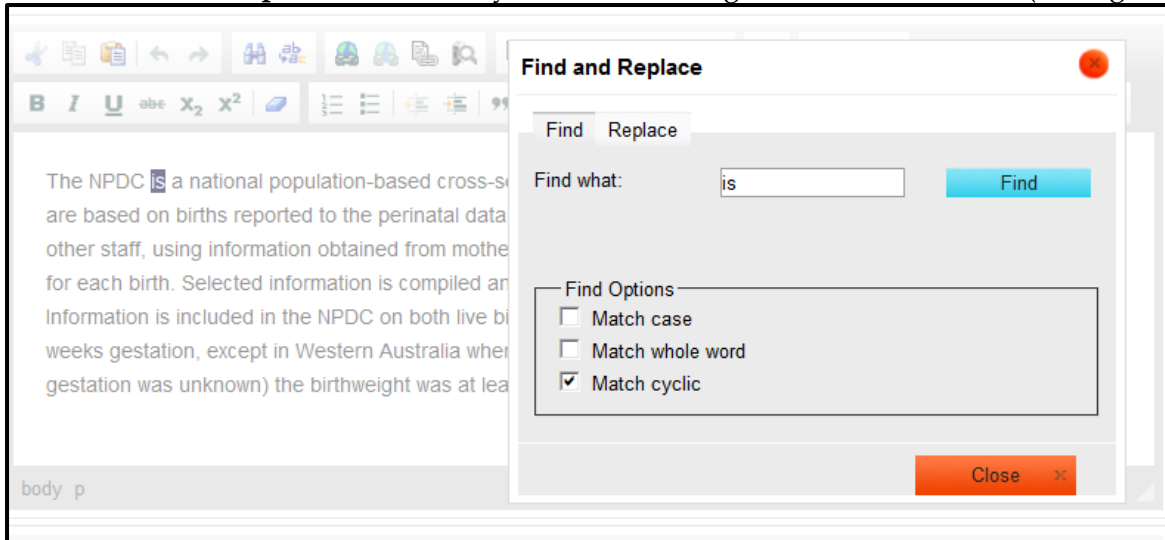


Figure 4.2: Find and Replace screen display



Unlink

The **Unlink** icon allows you to remove a link from within a line of text.

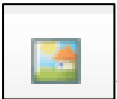


Image Properties

The **Image Properties** icon allows you to set the size, border and page alignment of an image in the edit box (see Figure 4.3).

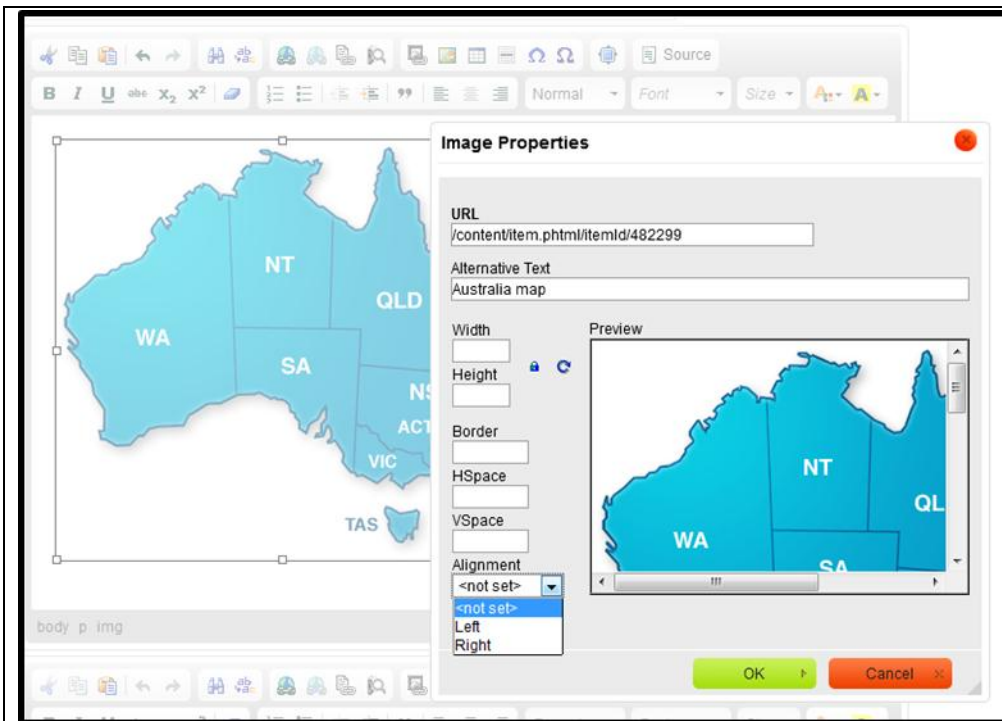


Figure 4.3: Image Properties screen display



Maximise

The **Maximise** icon allows you to maximise the screen within the edit box (see Figure 4.4).

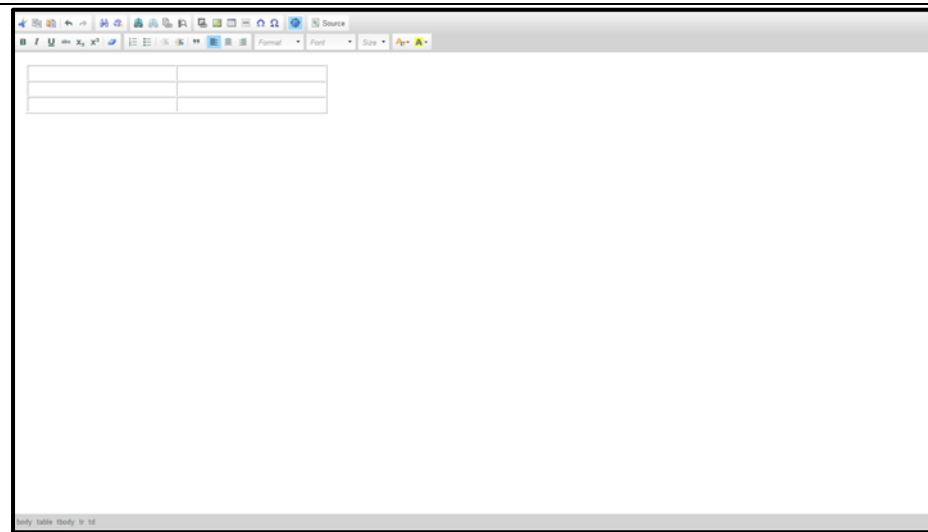


Figure 4.4: Maximise screen display

Manual resize of text box

In addition to maximising the screen via the **Maximise** icon, the edit box can also be resized manually using the arrow at the bottom of the screen (see Figure 4.5).

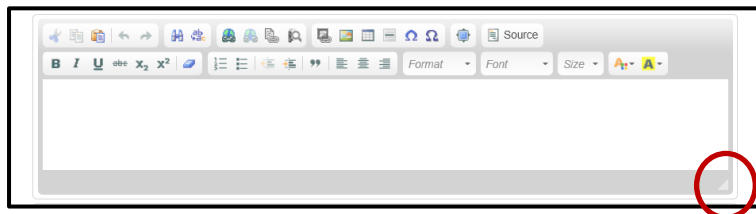


Figure 4.5: Manual resize of text box screen display



A new **Source** function means that Hyper Text Markup Language (HTML) can be viewed and edited while creating and editing metadata content. Previously this option was only available to administrators in METeOR (see Figure 4.6).

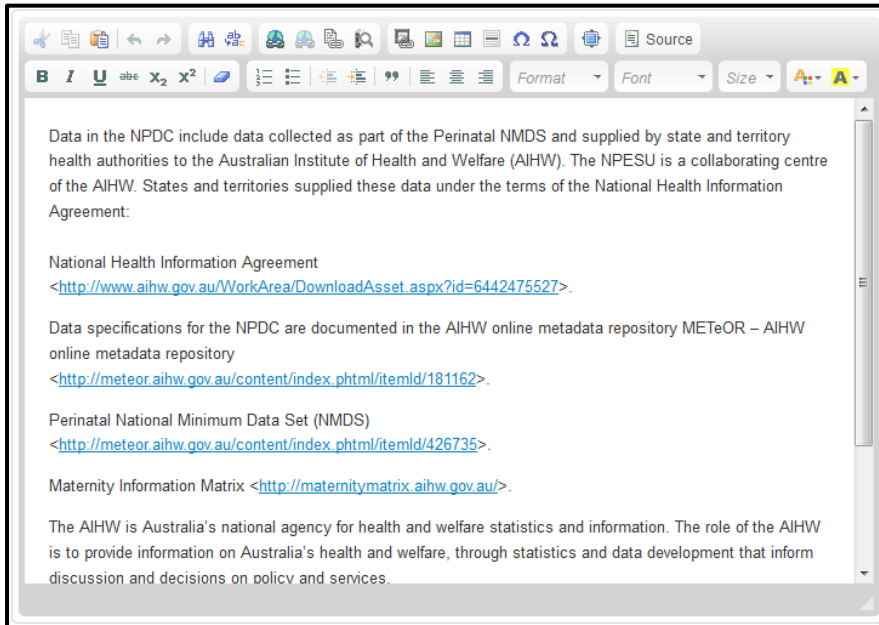


Figure 4.6: Source screen display

” Block quote

The **Block quote** function will indent and italicise text to indicate that it is a quote. The vertical grey line will only appear in the edit screen (see Figure 4.7).

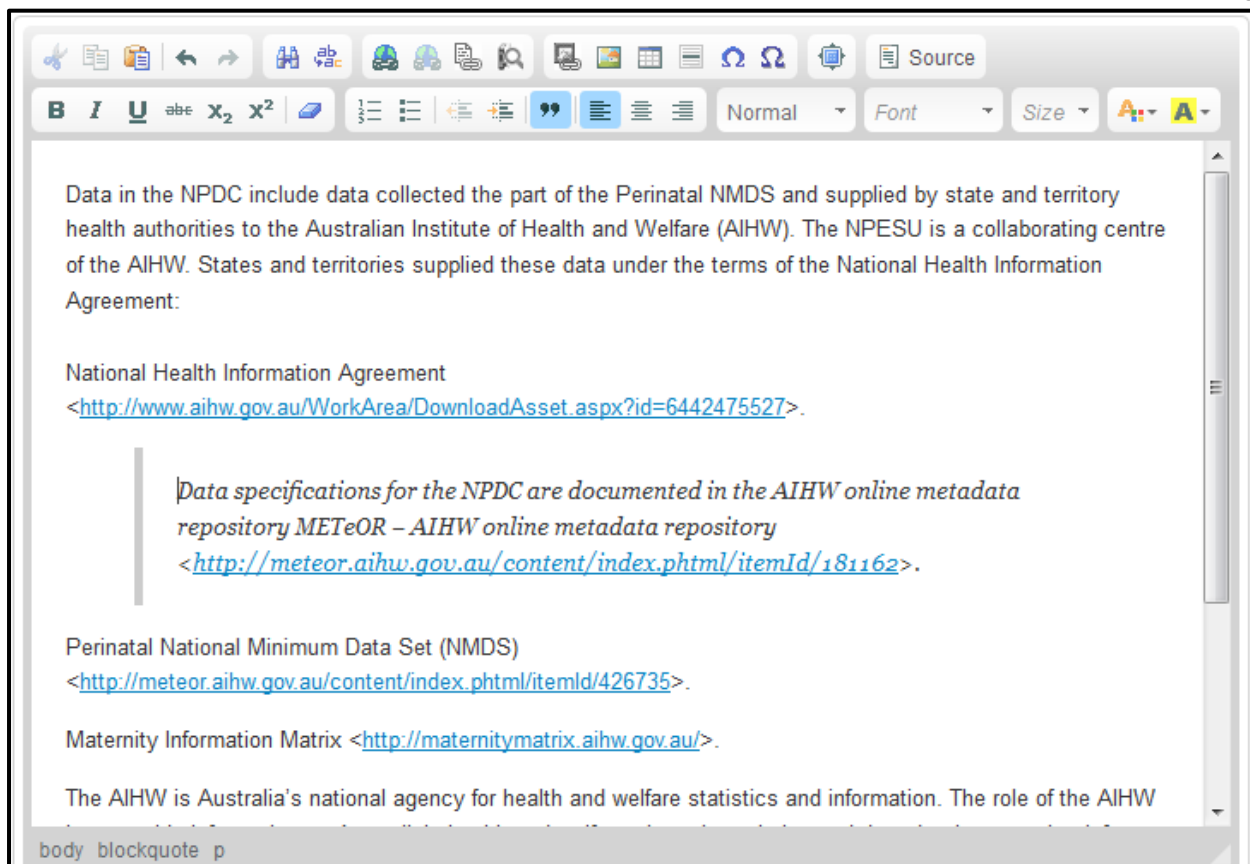


Figure 4.7: Block quote screen display

5. Expanded table functionality

Developers now have the ability to add additional cells, rows or columns to existing tables. This function was previously only available using HTML, which was available only to administrators of METeOR.

To add a cell, row or column, select the table then right click to open the menu bar. Hover over the category you want to select from then choose an option from the resulting additional menu options (see Figure 5.1).

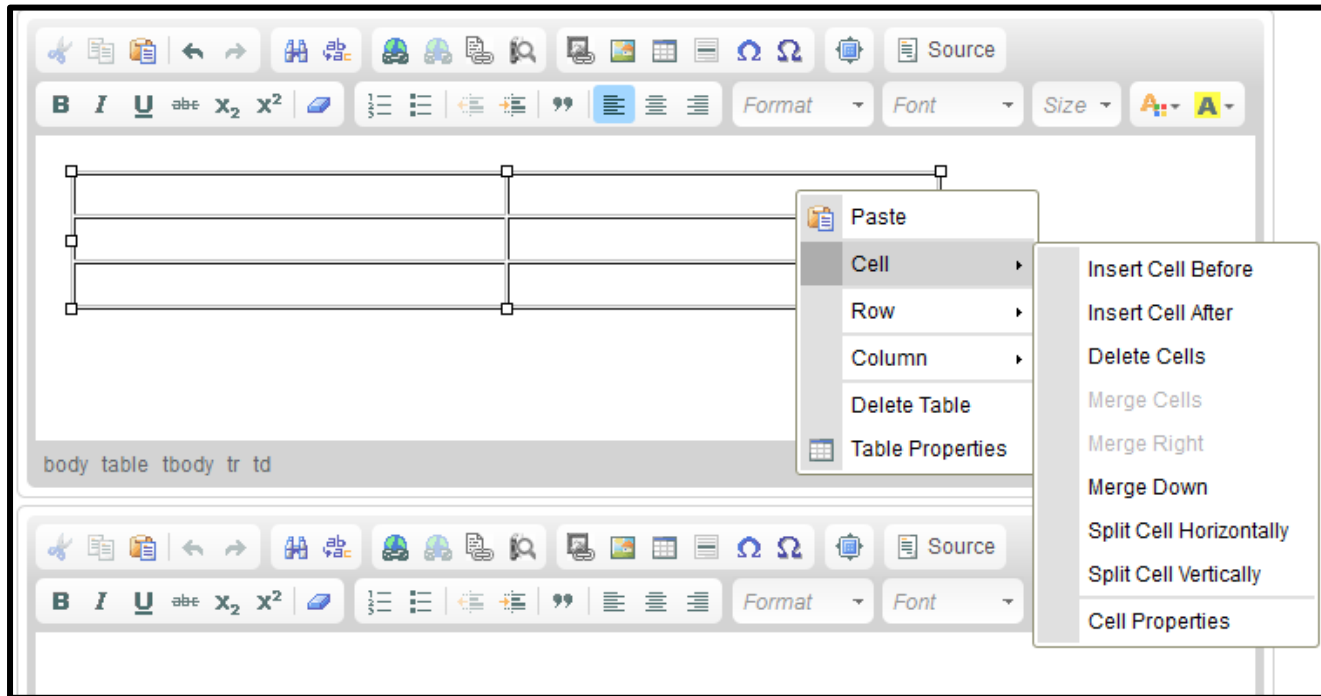


Figure 5.1: Insert table cells screen display

6. Known browser compatibility issues

The upgraded version of METeOR has some minor compatibility issues in certain browsers. Details of the issues and workarounds are described below.

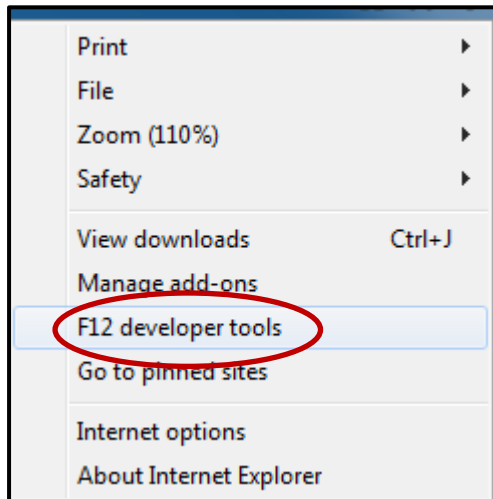
Edit box resizing (IE9 only)

METeOR has a compatibility issue with the default document mode in IE9. If you notice the edit windows resizing or not displaying as expected, the following steps will resolve it:

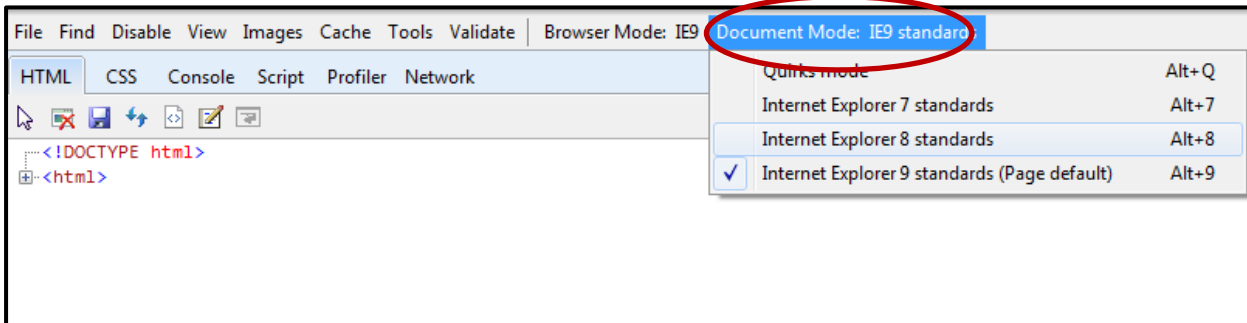
1. Select Tools icon in IE9 browser at the top right of the screen



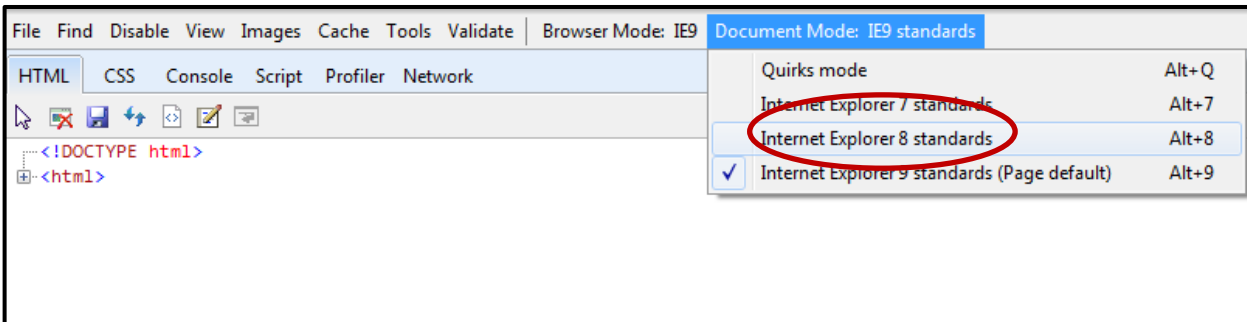
2. From the drop down list select F12 Developer Tools



3. A tools bar will appear at the bottom of the page. Select the Document Mode tab



4. From the drop down select Internet Explorer 8 standards option to resolve the issue.



Note: This is workaround is not persistent across all browser windows and may need to be reapplied when you open a new METeOR session.

Insert symbol (IE9 only)

In some document modes, the **Insert symbol** is not functional in IE9 (see Figure 6.1). If this is problematic, it is recommended that IE9 is put into a different document mode, using the steps listed above for the edit box resizing issue. The **Insert symbol** screen will appear as shown in Figure 6.2.

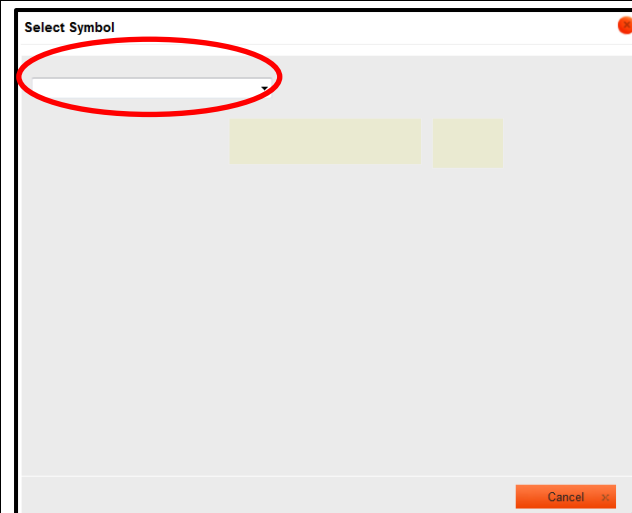


Figure 6.1: Screen display when Insert symbol function unavailable

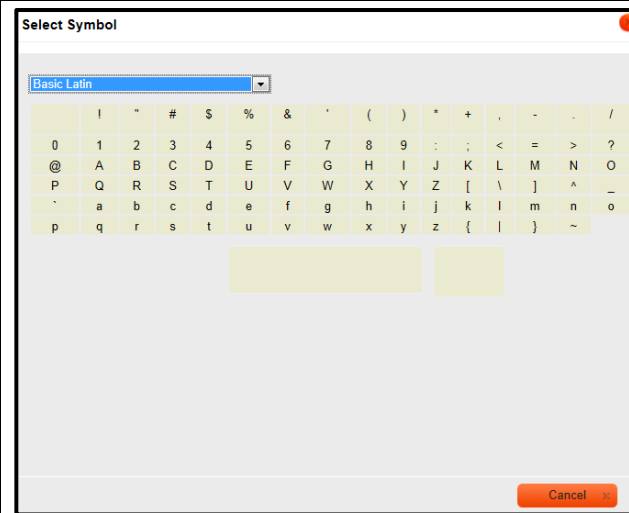


Figure 6.2: Screen display when Insert symbol function available

Download DSS bug (Chrome only)

Developers will temporarily be unable to download data set specifications (DSSs) from METeOR using Chrome. All other downloads will work in Chrome and all other browsers can download DSSs, and all other metadata components. This is a known bug that AIHW is working to fix as soon as possible. An error message displays when attempting to download a DSS using Chrome (see Figure 6.3):

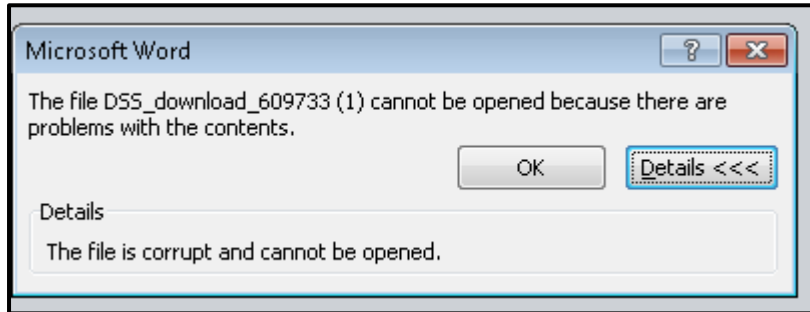


Figure 6.3: Error message screen display

7. Glossary item navigation

Normally when using the Glossary item icon (see Figure 7.1), it would result in METeOR creating a two way link between the metadata item and the Glossary item; meaning you could get to the metadata item from the Relational attributes section of the Glossary item (see Figure 7.2) or to the Glossary item from the linked text in the metadata item. There is, however, a known bug that results in Glossary items only being able to create a one way link from the linked text in the metadata item. AIHW is working to fix this as soon as possible and we appreciate your patience as we resolve the issue.



Figure 7.1: Glossary item link

Administrative and clerical staff	
Identifying and definitional attributes	
<i>Metadata item type:</i> ⁱ	Glossary Item
<i>METeOR identifier:</i> ⁱ	327166
<i>Registration status:</i> ⁱ	Health, Standard 01/03/2005
<i>Definition:</i> ⁱ	Staff engaged in administrative and clerical duties. Medical staff and nursing staff, diagnostic and health professionals and any domestic staff primarily or partly engaged in administrative and clerical duties are excluded. Civil engineers and computing staff are included in this category.
Relational attributes	
<i>Metadata items which use this glossary item:</i> ⁱ	<p>Establishment (mental health)—recurrent expenditure (total salaries and wages) (financial year), total Australian currency N[N(8)] Health, Standard 08/12/2004</p> <p>Establishment (mental health)—recurrent expenditure (total salaries and wages) (financial year), total Australian currency N[N(8)] <i>No registration status</i></p> <p>Establishment—full-time equivalent staff (paid) (administrative and clerical staff) Health, Standard 01/03/2005</p> <p>Establishment—full-time equivalent staff (paid) (administrative and clerical staff), average N[NNN{.N}] Health, Standard 01/03/2005</p> <p>Establishment—recurrent expenditure (salaries and wages) (administrative and clerical staff) (financial year), total Australian currency N[N(8)] Health, Standard 01/03/2005</p> <p>Establishment—theatre and special facility staffing (full-time equivalent staff) (paid) (alcohol and drug rehabilitation/treatment units) (allied health professional staff - occupational therapists), total N[NNN{.N}] <i>No registration status</i></p>




Figure 7.2: Where a link to the metadata item should normally be

8. Cut/Copy/Paste functions by web browser type

As a result of the upgrade, the **Cut**, **Copy** and **Paste** functions will work differently across different browsers. This is a browser issue and not related to METeOR. Below is a matrix showing the interactions between browsers and the cut, copy and paste options in METeOR.

Note: The following keyboard controls work in ALL browsers:

- **Ctrl+X = Cut**
- **Ctrl+C = Copy**
- **Ctrl+V = Paste**

Browser	Select icons			Right click mouse		
	 Cut	 Copy	 Paste	Cut	Copy	Paste
IE9	✓	✓	✓	✓	✓	✓
IE11	✓	✓	✓	✓	✓	✓
Chrome	✓	✓	✓ Function works via a Paste dialogue message (See figure 6.5)	✓	✓	✓ Function works via a Paste dialogue message (See figure 6.5)
Safari	✗ (See figure 6.4)	✗ (See figure 6.4)	✓ Function works via a Paste dialogue message (See figure 6.5)	✗ (See figure 6.4)	✗ (See figure 6.4)	✓ Function works via a Paste dialogue message (See figure 6.5)
Firefox	✗ (See figure 6.4)	✗ (See figure 6.4)	✓ Function works via a Paste dialogue message (See figure 6.5)	✗ (See figure 6.4)	✗ (See figure 6.4)	✓ Function works via a Paste dialogue message (See figure 6.5)

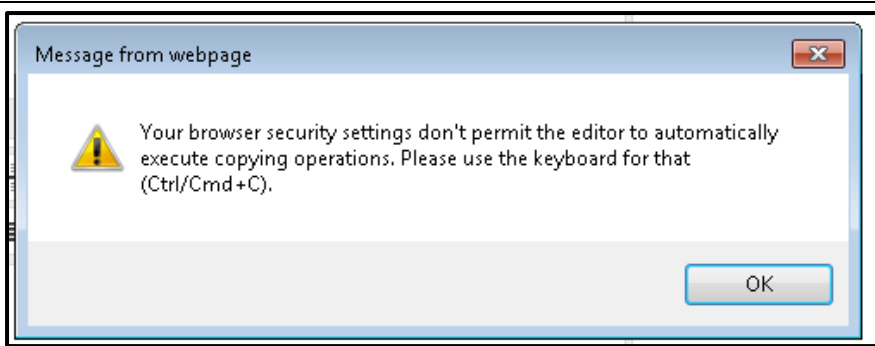


Figure 8.1: Browser settings message when action is not allowed

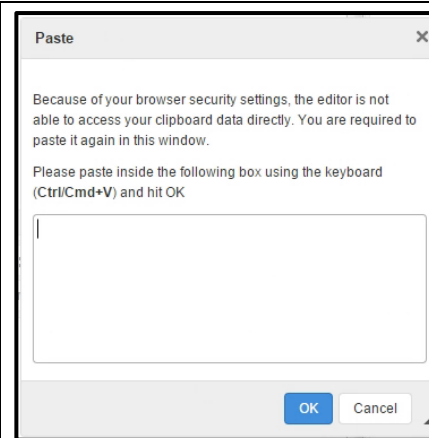


Figure 8.2: Paste dialogue message