

## How to build a data dictionary in the Aristotle Metadata Registry

**User story:** I have a data dictionary on file that I want to record in my metadata registry so I can inform people of what definitions of data are available for others to view. My data dictionary is in a spreadsheet and in files that are not easy to share with colleagues and stakeholders. I need to be able to share the definitions for people who want to request data and don't have access to what the data means.

### What metadata objects should I use: Data Elements, Registration Status and Registration Authority

Data dictionaries are recorded in the Aristotle Metadata Registry using Data Elements either by uploading or entering them directly into the registry. Once the data elements are in the registry, they can be assigned a Registration Status by a Registration Authority that can produce a data dictionary that can be shared with colleagues and stakeholders without giving access to the files of an agency or organisation.

- **A Data Element** is the description of a unit of data that is indivisible, it is formed in the metadata registry through the union of a Data Element Concept and a Value Domain. It can also be uploaded using the data dictionary upload capability in Aristotle Metadata Registry.
- **A Registration Authority** is a group of people that have some authority to state registration status levels for metadata. These may be committees or agencies with governance arrangements or business units with specific domain knowledge.
- **A Registration Status** is a range of registration status levels that help users of a registry understand the endorsement of metadata for its use in certain domains.

When a report contains a table or graph it is helpful to have a place where they can discover the definitions behind the tables or graph such as an online registry of definitions of the data elements. It is important to know that the definitions have been approved for both the agency and the user of the registry. A metadata registry can be accessed by both the users and the approvers where they can view the same information (a single source of truth).

Within the Aristotle Metadata Registry, a **Data Element** is like the name and description of a column in a spreadsheet. It records that a piece of data in a table or graph has a definition so that readers of the report can understand what the number means.

Within the Aristotle Metadata Registry, a **Registration Authority** is the team or group that decides if the definition is correct and if it can be shared with others using the metadata registry.

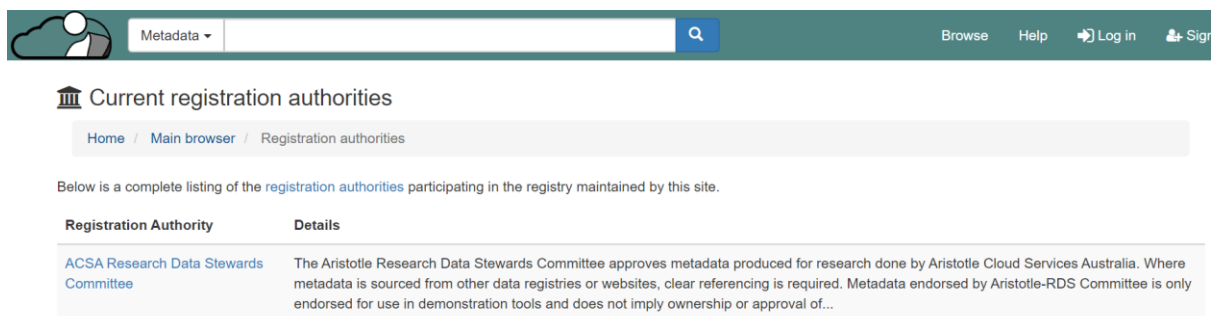
Within the Aristotle Metadata Registry, a **Registration Status** is like an indicator of whether the data element has the correct definition for the data in a table or graph displayed in a report. It will give the user confidence that the terms or definitions have been approved for use.

The combination of a **Data Element** that has a **Registration Status** and endorsed by a **Registration Authority** mean a data dictionary can be viewed in the Metadata Registry.

## Examples of a displaying a Data Dictionary

**Step 1:** Select Browse from the top toolbar and the page below will display. Next select Registration Authorities to browse.

**Step 2:** Current Registration authorities will be displayed. Select the Registration Authority to view a data dictionary example.



Registration Authority	Details
<a href="#">ACSA Research Data Stewards Committee</a>	The Aristotle Research Data Stewards Committee approves metadata produced for research done by Aristotle Cloud Services Australia. Where metadata is sourced from other data registries or websites, clear referencing is required. Metadata endorsed by Aristotle-RDS Committee is only endorsed for use in demonstration tools and does not imply ownership or approval of...

**Step 3:** Information about the Registration Authority is shown including at what Registration Status Level the metadata becomes publicly visible.

ACSA Research Data Stewards Committee (Registration Authority)

Home Data Dictionary

**Definition**

The Aristotle Research Data Stewards Committee approves metadata produced for research done by Aristotle Cloud Services Australia.

Where metadata is sourced from other data registries or websites, clear referencing is required.

Metadata endorsed by Aristotle-RDS Committee is only endorsed for use in demonstration tools and does not imply ownership or approval of content for broader use.

The following list gives a description of the context of the 11179-6 status levels according to this Registration Authority.

- Unlocked** **Not Progressed:**  
No description given  
**Incomplete:**  
No description given
- Locked** **Candidate:**  
No description given
- Public** **Recorded:**  
No description given  
**Qualified:**  
No description given  
**Standard:**  
Not for use  
**Preferred Standard:**  
Not for use  
**Superseded:**  
No description given  
**Retired:**  
No description given

View the ACSA Research Committee home page online at:  
<https://aristotle.cloud/registrationauthority/19/>

**Step 4:** The Data Dictionary option can be selected from the second tab. There are several options to display the metadata that has been endorsed by the Registration Authority. Selecting Data Elements with a Registration Status of Standard will produce a traditional Data Dictionary however there are many more options that are available.

ACSA Research Data Stewards Committee (Registration Authority)

Home Data Dictionary

**Data dictionary**

Data dictionary for Aristotle Cloud Services Australia/ACSA Research Data Stewards Committee (Registration Authority) showing concepts registered as Recorded on 22nd June 2020.

Select a different date or registration status. You can also jump to metadata starting with a certain letter.

2020-06-22 Recorded

Conceptual Domain  
Value Domain  
Data Element Concept  
**Data Element**  
Data Element Derivation  
Classification Scheme  
Relation

Filter

2 3 4 Next >

Concepts Download

Name	Definition	Registered from	Registered until
Age	Property The age of a human being	April 21, 2020	--
City of Employment	Property The city in which a person is working in the registered profession.	April 21, 2020	--
City Visited	Property A description of the city one has visited.	April 21, 2020	--

View the ACSA Research Committee data dictionary online at:

[https://aristotle.cloud/registrationauthority/19/data\\_dictionary](https://aristotle.cloud/registrationauthority/19/data_dictionary)

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For more information on Aristotle.Cloud or the Aristotle Metadata Registry, visit us online at [www.aristotlemetadata.com](http://www.aristotlemetadata.com), contact the Aristotle team at [hello@aristotlemetadata.com](mailto:hello@aristotlemetadata.com) or visit our community forums at <https://aristotle.trydiscourse.com>



**ARISTOTLE**  
metadata registry