

# Mica Upload Vignette

A tutorial on how to upload clinical metadata onto the Mica server

[www.eucanshare.eu](http://www.eucanshare.eu)

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# Data Upload



# Step 01: Click on „euCanSHare Mica“.



If you require to manage the content of the data catalogue you will **first need to request** the right permissions for the management tools:

**Request data manager access**

Then, you will have access to the oBiBa's data management tools.

Currently, these are the main data management tools of the euCanSHare's platform:

## euCanSHare Mica

Portal to control published content of the euCanSHare Catalogue.



## Central Opal

Data warehouse where to import, transform and describe cohorts data.



**Step 02:** On the appearing „euCanSHare Data Catalogue“, click on „Administration“.



## euCanSHare Data Catalogue

Explore the cohorts data and make data access requests.

<b>3</b> Networks  <a href="#">More info</a>	<b>33</b> Studies  <a href="#">More info</a>	<b>36</b> Datasets  <a href="#">More info</a>	<b>5,735</b> Variables  <a href="#">More info</a>
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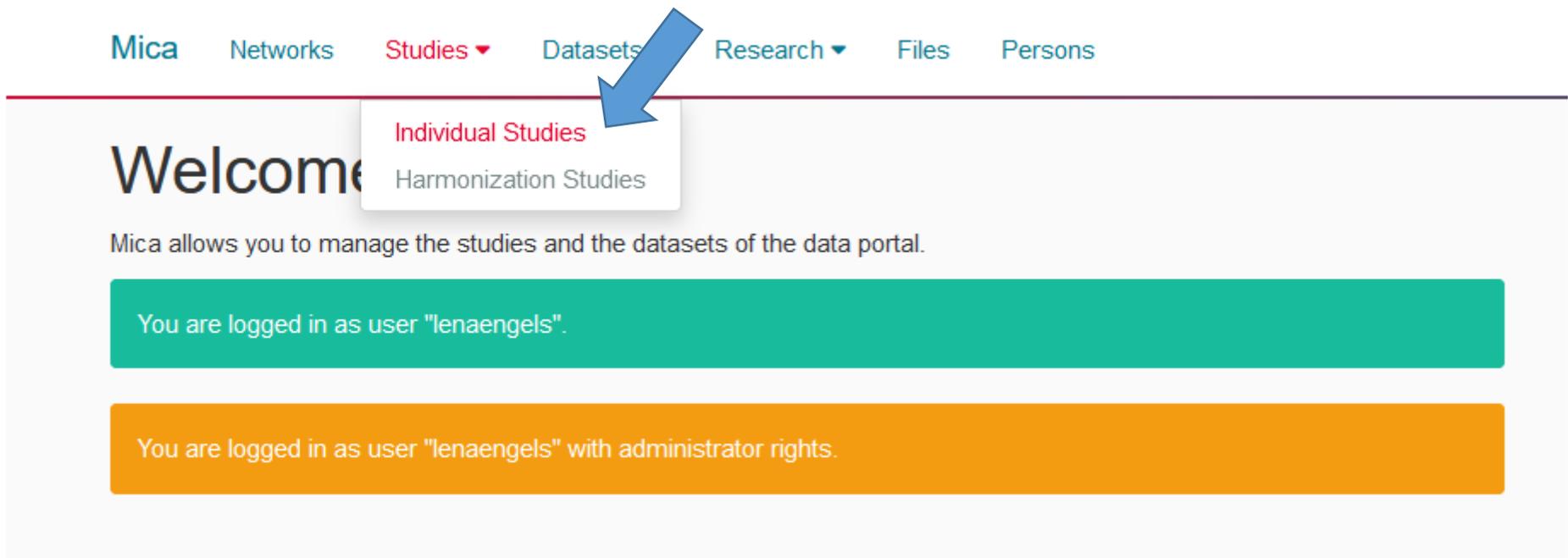
Search networks, studies, datasets and variables to explore the harmonization potential across studies and the variables of interest for your research project.

**Search**

Get informed about the steps to request data access for a research project.

**Data Access Process**

**Step 03:** The „Welcome“ page will open, and under menu „Studies“, click on „Individual Studies“.



The screenshot displays the Mica data portal interface. At the top, a navigation bar contains the following menu items: Mica, Networks, Studies (with a dropdown arrow), Datasets, Research (with a dropdown arrow), Files, and Persons. A blue arrow points to the 'Individual Studies' option in the dropdown menu under 'Studies'. Below the navigation bar, the word 'Welcome' is prominently displayed. Underneath, a message states: 'Mica allows you to manage the studies and the datasets of the data portal.' Two colored boxes provide user status information: a teal box indicating 'You are logged in as user "lenaengels".' and an orange box indicating 'You are logged in as user "lenaengels" with administrator rights.'

**Step 04:** In the appearing „Individual Studies“ page, click on „+ Add Study“.

## Individual Studies

+ Add Study

Import Studies

Q ID

All

20

« « 1 2 » »

1 - 20 of 35

ID ^	Acronym	Name	Published	Status	Last Update	Actions
<a href="#">atherogene</a>	AtheroGene	The AtheroGene Study	2	Draft	Feb 25, 2021 9:29 AM	
<a href="#">augzburg_kora</a>	Augsburg (KORA)	MORGAM Augsburg Study (Centre 26)		Draft	May 29, 2020 4:32 PM	
<a href="#">brianza</a>	Brianza	MORGAM Brianza Study (Centre 57)		Draft	Oct 7, 2020 6:19 PM	
<a href="#">bsc</a>	BSC	BSC Test Study		Draft	Oct 24, 2019 11:14 AM	
<a href="#">caerphilly</a>	Caerphilly	MORGAM Caerphilly Study (Centre 72, CAPS)		Draft	May 22, 2020 9:23 AM	
<a href="#">catalonia</a>	Catalonia	MORGAM Catalonia Study (Centre 39)		Draft	Feb 10, 2020 10:40 AM	
<a href="#">dan-monica</a>	DAN-MONICA	MORGAM DAN-MONICA Study (Centre 19)	2	Draft	Nov 6, 2020 10:11 AM	
<a href="#">egas00000000005</a>	EGAS00000000005	WTCCC case-control study for Coronary Artery Disease, Hypertension, T2D - combined cases		Draft	Nov 23, 2019 11:30 AM	

# Step 05a: In the long „New Study“ page, fill in the forms to provide a concise overview of the study design.

Mica Networks Studies ▾ Datasets ▾ Research ▾ Files Persons Administration Catalogue Help  Lena Engels ▾

## Individual Studies / New Study

Logo

### General Information

**Name**  
  
Official study name.

**Acronym**  
  
Acronym of the study.

**Opal Server**  
  
URL of the opal server for this study (if different from the default one).

**Objectives**  
  
Main objectives of the study.

**License Info.** This model (version 1.1.3) was released by Maelstrom Research under the Creative Commons License with Non Commercial and No Derivatives constraints.

**Start Year**

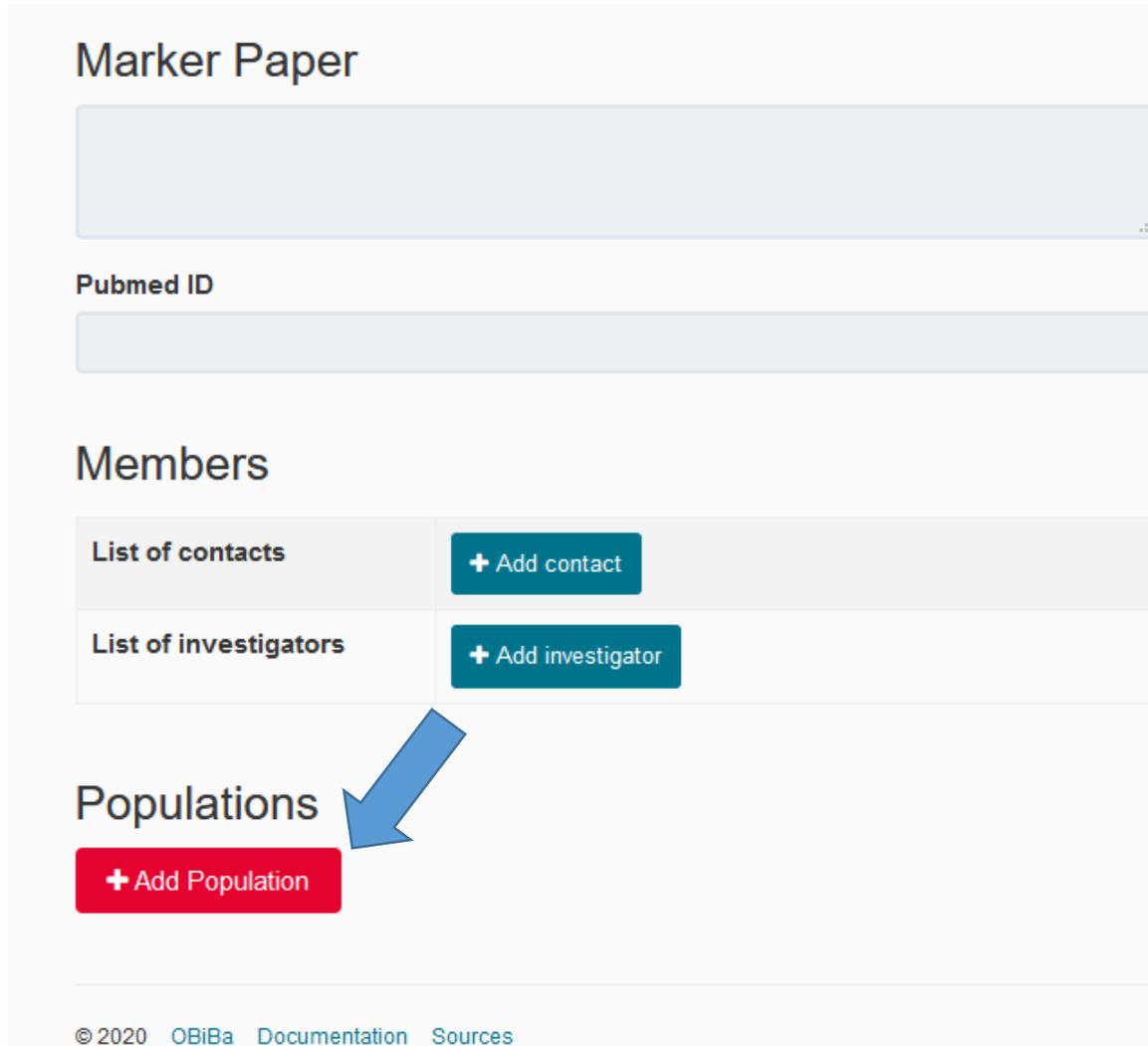
**End Year**

**Website**

**Funding**

**Supplementary Information**

**Step 05b:** At the end of the „New Study“ page, and after all possible forms have been filled out, click on „+ Add Population“.



The screenshot displays a web interface for creating a new study. It features several sections: 'Marker Paper' with a large text input field; 'Pubmed ID' with a smaller text input field; 'Members' which includes two rows: 'List of contacts' with a teal '+ Add contact' button, and 'List of investigators' with a teal '+ Add investigator' button; and 'Populations' with a prominent red '+ Add Population' button. A blue arrow points from the 'List of investigators' section down to the 'Populations' section, specifically towards the red button. At the bottom of the page, there is a footer with the text '© 2020 OBiBa Documentation Sources'.

Marker Paper

Pubmed ID

Members

List of contacts + Add contact

List of investigators + Add investigator

Populations + Add Population

© 2020 OBiBa Documentation Sources

**Step 06:** On the appearing „Edit Population [ ]“ page, provide any comfortable and sensible ID number under „ID“ and comprehensive name under „Name“. Fill in all forms until end of page.

Individual Studies / test

← Edit Population [ ]

General Information

**ID**  
01\_test ✓

**Name**  
Test

**Description**

B I H [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]

**Selection Criteria**

**Gender**  
[ ]

**Minimum age**  
[ ]

**Maximum age**  
[ ]

**Pregnant women**

First Trimester  
 Second Trimester  
 Third Trimester

**Countries ISO**  
[ ]

**Territory**  
[ ]

**Ethnic Origin**  
[ ]

+ Add Ethnic Origin

**Step 07:** At the end of the page, click on „Save“.

If any essential information is missing, the page will display the corresponding form with a red frame.

Recruitment

**Sources of recruitment**

- General population
- Specific population
- Participants from existing studies
- Other

The population(s) from which individuals are recruited to participate in the study.

**Supplementary Information**

**Number of participants**

**Number of participants**

▼ ✓

No Limit

**Number of participants with biosamples**

▼ ✓

No Limit

**Supplementary information about number of participants**

Add a comment to describe the changes.

CancelSave

**Step 08:** A complete overview page will appear with the filled-in forms and a visualization of the „Study Timeline“, if provided. We are now ready to add a data collection to this study by clicking on „+ Add Data Collection Event“.

Recruitment

**Sources of recruitment**

General population

Specific population

Participants from existing studies

Other

The population(s) from which individuals are recruited to participate in the study.

**Supplementary Information**

**Number of participants**

**Number of participants**

No Limit

**Number of participants with biosamples**

No Limit

**Supplementary information about number of participants**

**Data Collection Events**

[+ Add Data Collection Event](#)



**Step 09:** On the „Edit Data Collection Event“ page, provide the same or incremental ID as in Step 06, give a „Description“ on the collected data, as well as the „Data Sources“. Finally, click on „Save“.

Individual Studies / test

← Edit Data Collection Event [01\_test:]

ID  
01\_test\_1 ✓

Name

Description  
B I H        

Start Year

Start Month

End Year

End Month

**Data sources**

- Questionnaires
- Cognitive measures
- Physical measures
- Biosamples
- Administrative databases
- Omics
- Imaging
- Others

Source from which information was generated/extracted

Add a comment to describe the changes.

Cancel Save



**Step 10:** In the following overview page, click on menu item „Datasets“ and then „Collected Datasets“ in order to get a connection to the Opal server-deposited data sets.



**Step 11:** Find your corresponding Opal dataset by browsing through the dataset pages or by searching with the Opal dataset name. Click on its „ID“ name, when found.

## Collected Datasets

+ Add Dataset

Q ID  All

20 « < 1 2 3 > » 41 - 44 of 44

ID	Acronym	Name	Published	Status	Last Update	Actions
<a href="#">test</a>	en test	en test	☆	Draft	May 29, 2020 4:28 PM	
<a href="#">tfr</a>	en tfr	en temp_FR	★	Draft	Mar 11, 2021 10:00 AM	
<a href="#">tfr-1</a>	en TFR	en Temp_FR	★	Draft	Mar 11, 2021 10:09 AM	
<a href="#">tfr-2</a>	en tfr	en Temp_FR	★	Draft	Mar 11, 2021 11:33 AM	

**Step 12:** It is then possible to add a corresponding „Study Table“ to your study, which is a combination of your Mica study population and its associated Opal clinical data. Click on „+ Add Study Table“.

Collected Datasets / test

View Edit Share Print Draft

Last Update: May 29, 2020 4:28 PM ☆

### General Information

**Name**  
test

**Acronym**  
test

**Description**

**Entity Type**  
Participant

### Study Table

A study table defines which study data collection event it applies to and which Opal table the variables and data sources are to be extracted from.

[+ Add Study Table](#)



**Step 13:** A „Study Table“ window will pop up.

Under „Study \*“, find your population (ID from Step 11), and then under „Population“, the corresponding Population will be displayed. Select the name of your „Data Collection Event“, where you can have several (e.g. Baseline / Follow-up).

Study Table

A study table defines which study data collection event it applies to and which Opal table the variables and data summaries are to be extracted from.

Study Data Collection Event

Study \*

test

Population \*

01\_test - Test

Data Collection Event \*

Reference to the Opal table from which variables and data summaries will be extracted from.

Project \*

Table \*

Options

Name

Description

Cancel Save

**Step 14:** Finally, select the name of the associated Opal data under „Table \*“.

Study Table ×

A study table defines which study data collection event it applies to and which Opal table the variables and data summaries are to be extracted from.

**Study Data Collection Event**

**Study \***

**Population \***  **Data Collection Event \***

**Data Source**  
Reference to the Opal table from which variables and data summaries will be extracted from.

**Project \***  **Table \***

**Options**

**Name**

**Description**

**Step 15:** Under „Options“, use your study „Name“ and „Description“ as in the beginning at Step 06 and click on „Save“.

Study Table ×

---

A study table defines which study data collection event it applies to and which Opal table the variables and data summaries are to be extracted from.

**Study Data Collection Event**

**Study \***

test

**Population \***      **Data Collection Event \***

01\_test      01\_test

**Data Source**

Reference to the Opal table from which variables and data summaries will be extracted from.

**Project \***      **Table \***

Template      template

**Options**

**Name**

Test

**Description**

Test Study

---

Cancel Save



**Step 16:** A small overview of the „Study Table“ will appear on the right side.

Edit Share Print Draft ▾

## Study Table

Edit Delete

A study table defines which study data collection event it applies to and which Opal table the variables and data summaries are to be extracted from.

<b>Study</b>	<a href="#">test</a>
<b>Population</b>	01_test
<b>Data Collection Event</b>	01_test
<b>Project</b>	Template
<b>Table</b>	template
<b>Name</b>	<span>en</span> Test
<b>Description</b>	<span>en</span> Test Study

**Step 17:** We are now ready to submit the study by clicking on „Draft“ and then „To Under Review“.

Mica Networks Studies ▾ Datasets ▾ Research ▾ Files Persons Administration Catalogue Help Lena Engels ▾

## Collected Datasets / test

**View**  
Last Update: Mar 15, 2021 2:58 PM ☆

**General Information**

**Name**  
test

**Acronym**  
test

**Description**

**Entity Type**  
Participant

**Study Table**  
A study table defines which study data collection event it applies to and which Opal table the variables and data summaries are to be extracted from.

Study	<a href="#">test</a>
Population	01_test
Data Collection Event	01_test
Project	Template
Table	template
Name	Test
Description	Test Study

Edit Print Draft ▾

To Under Review  
 To Deleted

# Step 18: At last, we arrive at the final page.

## Collected Datasets / test

**View** Last Update: Mar 15, 2021 2:58 PM ☆ Print Publish Under Review ▾

### General Information

**Name**  
test

**Acronym**  
test

**Description**

**Entity Type**  
Participant

### Study Table

A study table defines which study data collection event it applies to and which Opal table the variables and data summaries are to be extracted from.

Study	<a href="#">test</a>
Population	01_test
Data Collection Event	01_test
Project	Template
Table	template
Name	<span>en</span> Test
Description	<span>en</span> Test Study

# Add to Network



**Step 19:** If your study is part of a larger network of studies, it is highly recommended to add it to a network already defined in Mica. To do so, click on the „Networks“ menu and all available networks will be displayed.



Mica **Networks** Studies ▾ Datasets ▾ Research ▾ Files Persons Administration Catalogue Help Lena Engels ▾

## Networks

+ Add Network

Q ID ▾  ▾ All ▾

Total 3

ID ^	Acronym ⇅	Name ⇅	Published	Status	Last Update ⇅	Actions
<a href="#">ega</a>	EGA	The European Genome-Phenome Archive	★	Draft	Nov 23, 2019 11:38 AM	
<a href="#">eucanshare</a>	euCanSHare	EU-Canada joint infrastructure for next-generation multi-Study Heart research	★ <span>1</span>	Draft	Mar 15, 2021 3:02 PM	
<a href="#">morgam</a>	MORGAM	MONICA Risk, Genetics, Archiving and Monograph Project	★	Draft	May 22, 2020 10:19 AM	

## Step 20: Click on your associated network.

### Networks

+ Add Network

Q ID

▼ All

Total 3

ID	Account	Name	Published	Status	Last Update	Actions
<a href="#">ega</a>	 EGA	 The European Genome-Phenome Archive	★	Draft	Nov 23, 2019 11:38 AM	
<a href="#">eucanshare</a>	 euCanSHare	 EU-Canada joint infrastructure for next-generation multi-Study Heart research	★ <span>1</span>	Draft	Mar 15, 2021 3:02 PM	
<a href="#">morgam</a>	 MORGAM	 MONICA Risk, Genetics, Archiving and Monograph Project	★	Draft	May 22, 2020 10:19 AM	



**Step 21:** Some information on the network will be displayed. Click on „+ Add Study“ to add your study to the network.

## General Information

### Name

EU-Canada joint infrastructure for next-generation multi-Study Heart research

### Acronym

euCanSHare

### Description

<p>euCanSHare is a joint EU-Canada project to establish a cross-border data sharing and multi-cohort cardiovascular research platform. Specifically, the project will integrate data infrastructures, IT solutions and data sources from EU, Canada and other countries into a web-based data access system with functionalities for increased efficiency in cardiovascular data-driven research. euCanSHare integrates more than 35 Canadian and European cohorts making up over 1 million records and actively seeks to expand to other regions.</p>

### Website

http://www.eucanshare

## Studies

+ Add Study

Delete Selected Items

Report

< 1 2 3 > 1 - 10 of 30

	Acronym	Name	Type	Actions
<input type="checkbox"/>	<span>en</span> <a href="#">MORGAM</a>	<span>en</span> MONICA Risk, Genetics, Archiving and Monograph Study	Harmonization Study	
<input type="checkbox"/>	<span>en</span> <a href="#">WP5.5</a>	<span>en</span> euCanSHare Public Health Use Case	Harmonization Study	
<input type="checkbox"/>	<span>en</span> <a href="#">Augsburg (KORA)</a>	<span>en</span> MORGAM Augsburg Study (Centre 26)	Individual Study	

## Step 22: Select your study and click on „Save“ => you're done!

Studies

×

Selected: [Test](#)

Total 8

	Acronym	Name	Type
<input type="checkbox"/>	EGAS00000000005	WTCCC case-control study for Coronary Artery Disease, Hypertension, T2D - combined cases	Individual Study
<input type="checkbox"/>	EGAS00001000242	UK10K_OBESITY_GS	Individual Study
<input type="checkbox"/>	EGAS500000000035	Test EGA study - GIAB	Individual Study
<input type="checkbox"/>	PRIME Toulouse	MORGAM PRIME Toulouse Study (Centre 55)	Individual Study
<input type="checkbox"/>	SHIP	Study of Health in Pomerania	Individual Study
<input checked="" type="checkbox"/>	Test	Test	Individual Study
<input type="checkbox"/>	TFR	temp_FR	Individual Study
<input type="checkbox"/>	UKB	UK Biobank	Individual Study

Cancel

Save