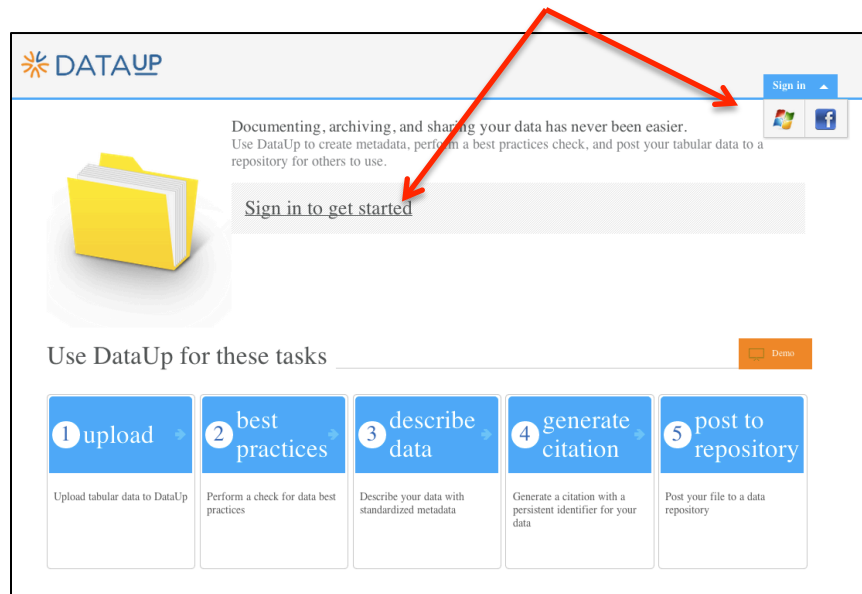


# Curious about DataUp? Practice using DataUp & check out all of its features with these steps:

**Step 1:** Go to the DataUp web application: [www.dataup.org](http://www.dataup.org)<sup>1</sup>

**Step 2:** Register/Log in



**Step 3:** Upload data

**Option 1:** Select your own dataset. Don't upload anything too private or sensitive since we can't guarantee its security in the Practice Repository.

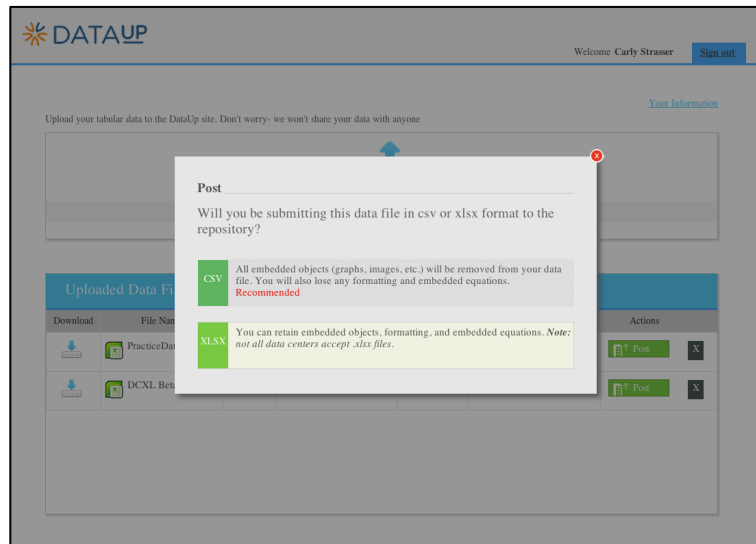
**Option 2:** We have a practice dataset available here: [PracticeData.xlsx](#). It was created to showcase the best practices check.

**Step 4:** Click "Post" next to the file you uploaded.

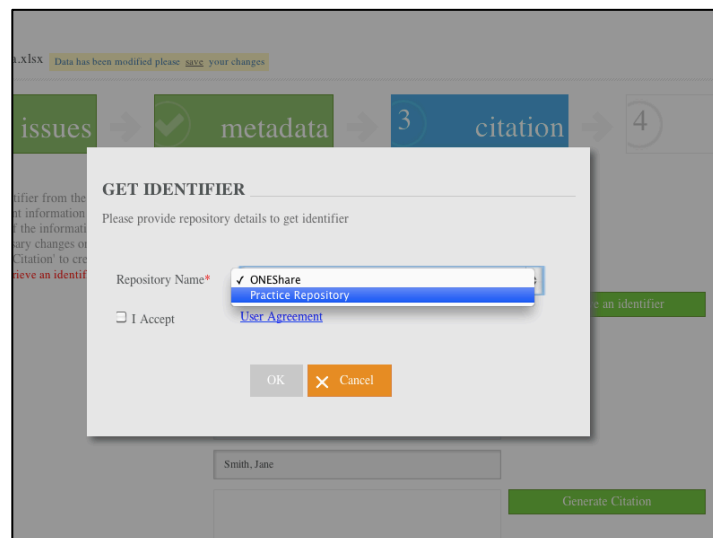
Download	File Name	Size	Date Uploaded	Status	Identifier	Actions
	PracticeData.xlsx	117796 Byte	11/19/2012 8:29:50 PM	Uploaded		Post
	DCXL Beta Test D...	39136 Byte	10/26/2012 8:24:06 PM	Uploaded		Post

<sup>1</sup> You can also download the add-in onto to your machine (Windows OS only). This takes a bit more time and has some dependencies.

Select file type “.xlsx”. Perform the best practices check and create metadata.



**Step 5:** Retrieve an identifier: when asked what repository you will use, select “Practice Repository”. Agree to the terms and generate your identifier. The identifiers (ARKs) generated for this repository will be deleted periodically since they are intended for practice only.



**Step 6:** Post to a repository. Again, select “Practice Repository” from the dropdown menu. Data deposited here will be deleted periodically as well.

All done! You successfully navigated DataUp. Now go forth and start archiving real data!

## Documentation

- [DataUp Add-in User's Guide \(PDF\)](#)
- [DataUp Release Notes \(PDF\)](#)
- [Using the DataUp tool: How to locate your newly archived data \(PDF\)](#)