Data submission guide to AIMS

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I Creating a new study to AIMS and uploading local data

AIMS has three hierarchical levels to store and handle data. Those levels are Assay, Study and View. On all those 3 levels, uploading of data is possible. In this tutorial we will be uploading data on the *Study* level.

Note: This method is suggested for submission of relatively small files. For large files(hundred megabytes or more) we suggest submission through pre-loading data to engage sftp server. See next section for further instructions.

Use your user name and password to log into your AIMS account(https://engage.fimm.fi/aims_prod/).

If you have access to more than one collection, select a collection(usually the name of the project for where you are submitting data), where you want to define a *Study* and submit data. In this example, we select EGG_MATERNAL collection from the drop-down menu.
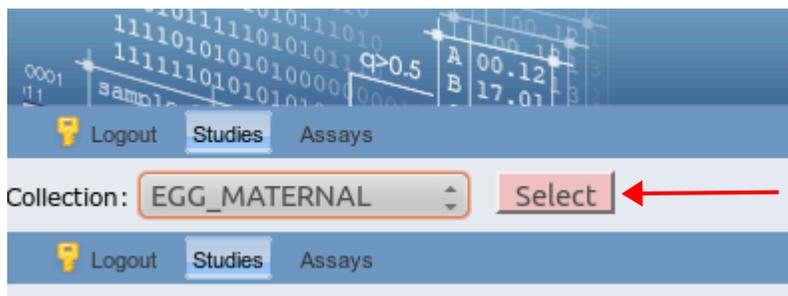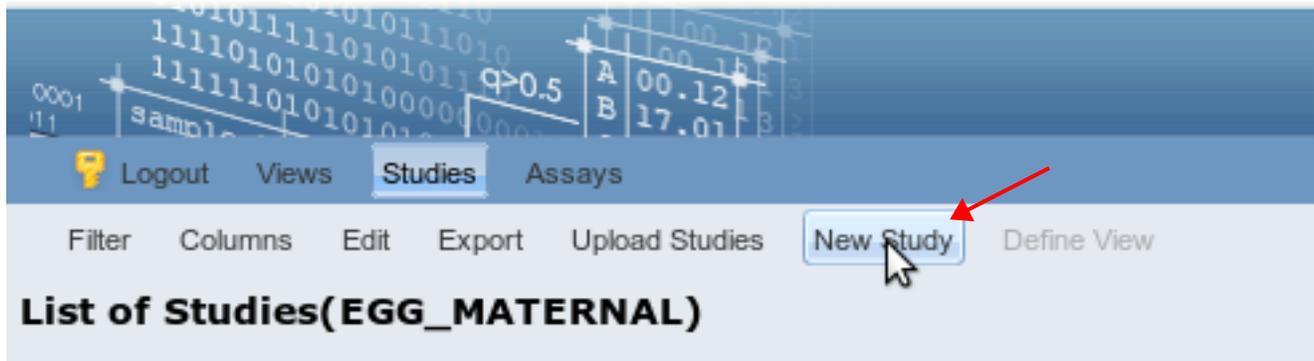

Click Select to select EGG_MATERNAL collection.

If you have access to only one collection, you will be directed immediately to the page listing Studies(at Study level).

Now we are at Study level.
Let's select New Study from the options menu.

As you can see on the Create Study page, the *Study* group Id is automatically filled. The prefix in the *Study* group Id corresponds to the user identifier. Insert correct values and complete the form corresponding your study and project. To submit your data file on *Data files* section, select *local data* and browse for the files which you want to add for your study. *N.B. Direct upload from local hard disk is only recommended for small files (filesize less than 200 MB). See section II for uploading large data files through sftp.*

When the file you select is uploaded, click Create. Now you have created a new Study, and uploaded the relevant data files successfully.

## II Pre-loading data to AIMS server with sFTP and submitting data to AIMS

In case of very large files(*over 200 MB*), using the HTTP protocol to submit data may be problematic (connection may break before the file gets completely transferred).

In this case, you can upload data to an FTP server either as a zip data archive or a zip directory tree archive. We use WinSCP as an example, but any client that supports secure FTP (sFTP) can be used. Follow the steps to upload your files:

- Use the following information to connect:
  Host: engage.fimm.fi
  Port: 22
  Login: <your AIMS username>
  Password: <your AIMS password>
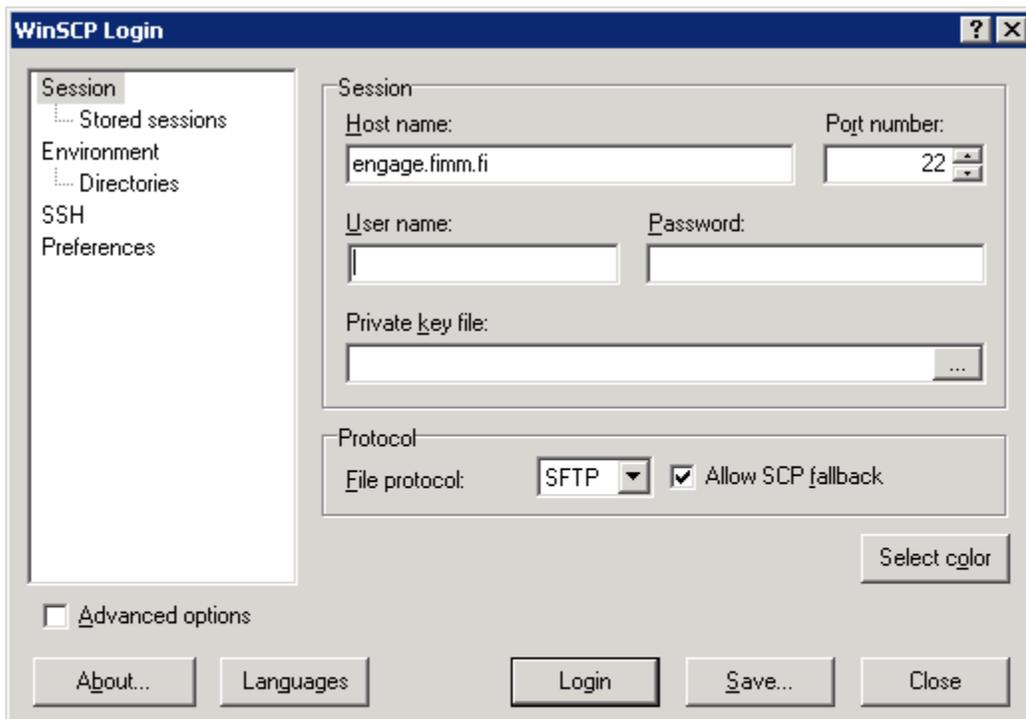
After logged in, the view on WinSCP will be similar as presented in the screenshot below. In this case, the consortium-specific folder under user's home directory is called *engage*. Let's double-click on the folder.
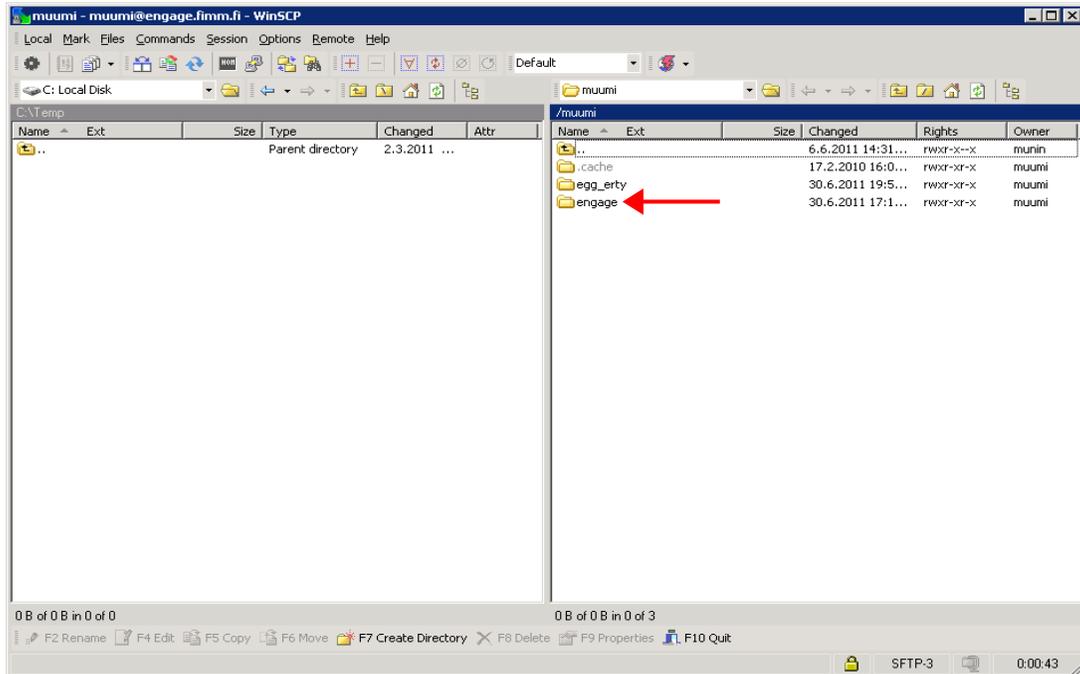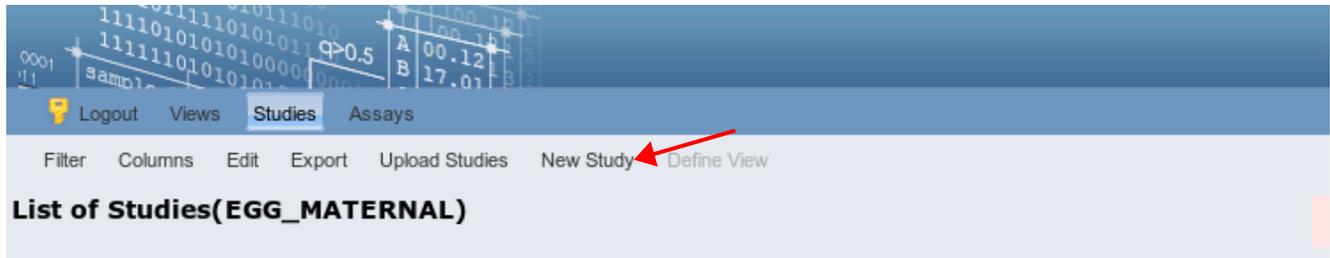

Now we are at right folder for data upload. Proceed to upload your data files to the server.
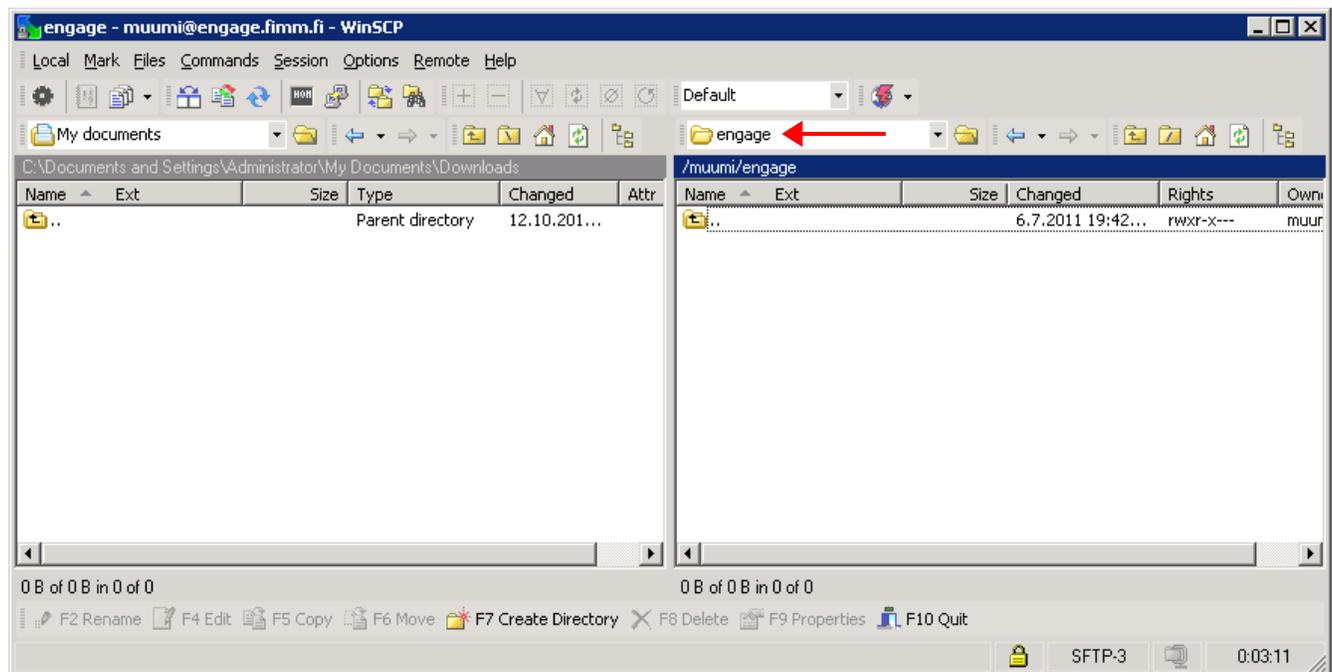
After done uploading files, you can proceed to the next step which is to link the uploaded files to the studies through AIMS.

Log into AIMS, go to your collection and select *New Study.*

Complete the form as instructed in section I. To submit the data files that you have pre-uploaded to AIMS server select "Ftp data:" at Data files section. Select file you want to upload from drop-down menu. Click Create to complete the submission.