

# SkillsCommons Repository User Guide

## Learning Resources Collection

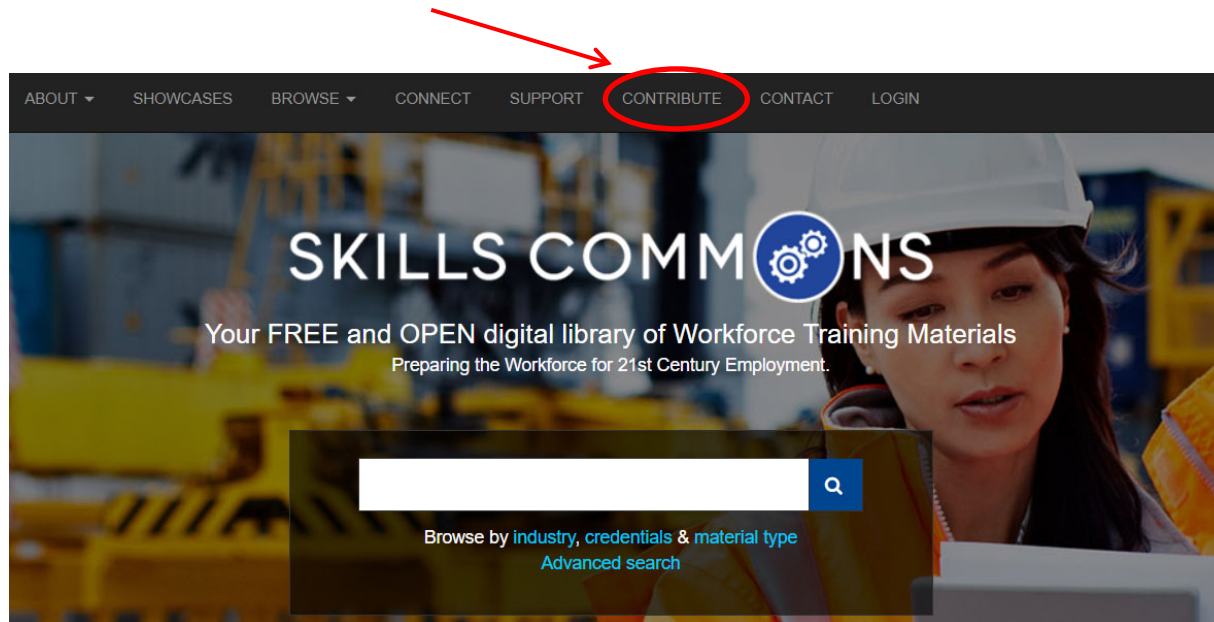
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Welcome to the SkillsCommons Repository. This document was created to assist with the single item submission process for the “Learning Resources Collection” within your Community. This document will cover adding submissions, editing completed submissions and deleting completed submissions.

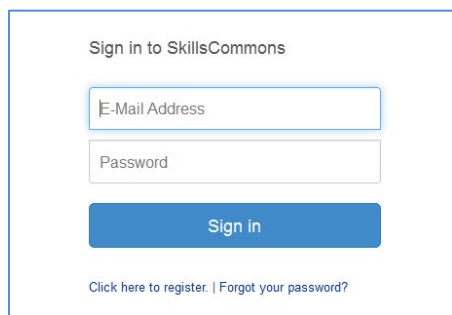
### ADDING (SUBMITTING) MATERIALS

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1. Type <http://skillscommons.org/> into your browser address bar.
2. Click “CONTRIBUTE” located in top menu navigation of the SkillsCommons Repository website.



3. Sign in to the SkillsCommons Repository using the e-mail address and password you were provided.



Sign in to SkillsCommons

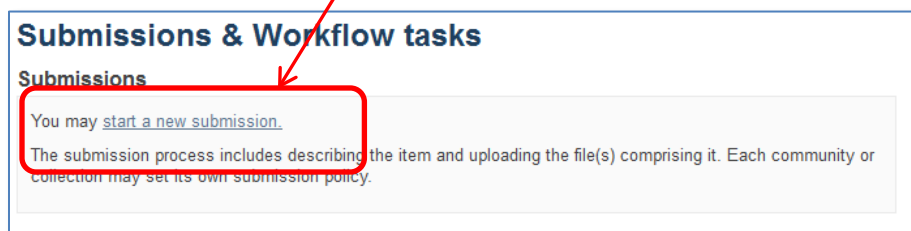
E-Mail Address

Password

Sign in

[Click here to register.](#) | [Forgot your password?](#)

4. Once you have signed in click on the “start a new submission” link.



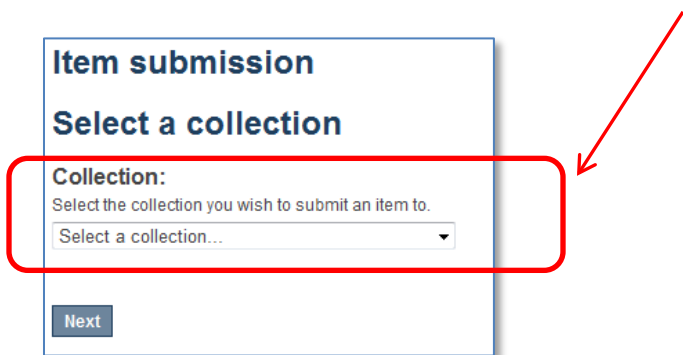
**Submissions & Workflow tasks**

**Submissions**

You may [start a new submission.](#)

The submission process includes describing the item and uploading the file(s) comprising it. Each community or collection may set its own submission policy.

5. Select the “Learning Resources Collection” from the “Collection” dropdown menu and click “Next” to start your submission.



**Item submission**

**Select a collection**

**Collection:**  
Select the collection you wish to submit an item to.

Select a collection...

Next

## 6. Entering your Item Description – PAGE 1

The single item submission process is a six step process that allows you to enter all the metadata about your material, upload the associated files, review your submission, and finally submit the item to the repository. Enter as much information about the item as you can in order to help others find it in the repository. Each field has a brief description of the data you should enter into the field. The following pages provide some additional information about each field.

### Describe Item

**Title:**  
Enter the title of the item.

**Institution:**  
Select the institution that created the resource.

Aaniiih Nakoda College ▼

**Copyright owner:**  
Enter the copyright owner for attribution purposes; leave blank if this is the same as Grantee Institution.

**Author(s):**  
Enter the name(s) of the individual(s) credited with the creation of the resource, for attribution purposes.

Last name, e.g. Smith      First name(s) + "Jr", e.g. Donald Jr

Title: (REQUIRED FIELD) Enter the title of the item.

Institution: (REQUIRED FIELD) Select the name of the institution that created the resource.

Copyright owner: Enter the copyright owner for attribution purposes; leave blank if this is the same as Institution.

Author(s): To add multiple authors click the "Add" button.

### Description:

Provide a written description of the resource.

### Subject Keywords:

Enter appropriate subject keywords or phrases below.

Add

### Language:

Select the language of the main content of the item. If the language does not appear in the list below, please select 'Other'. If the content does not really have a language (for example, if it is a dataset or an image) please select 'N/A'.

English (United States) ▼

### Time Required:

Provide the approximate or typical time it takes to work with or through this learning resource for the typical intended target audience.

### Date Created:

Please give the date the resource was created. You can leave out the day and/or month if they aren't applicable.

2014 ▼

Year Month Day

Description: (REQUIRED FIELD) Use this field to describe the material in as much detail as possible so others can find it when searching the repository. A detailed description also helps users decide if it is an appropriate material for their use. Be as specific as possible so others can understand what the material is about.

Subject Keywords: Keywords allow users to find materials in the repository. Enter multiple keywords by clicking the “Add” button after each keyword.

Language: Select the language of the main content of the item.

Time Required: Provide the approximate or typical time it takes to work with or through this learning resource for the typical intended target audience.

Date Created: (REQUIRED FIELD) The “Year” field is required.

### Primary Material Type:

Select the predominant type or kind characterizing the learning resource.

Animation ▼

### Secondary Material Types:

Select any secondary type or kind characterizing the learning resource. To select more than one value in the list, hold down the "CTRL" or "Shift" key.

Photographic Image - Instructional ▲  
Presentation  
Quiz/Test  
Reference Material  
Simulation  
Social Networking Tool ▼

### Primary License:

Select the license that applies to the work as a whole. Most resources will be CC BY (the default choice) according to grant requirements.

CC BY: Attribution ▼

### Additional Licenses:

If third-party resources in the work are offered under a different license from the above, indicate that here. Note that commercial, copyrighted works cannot be uploaded to the repository. To select more than one value in the list, hold down the "CTRL" or "Shift" key.

CC BY: Attribution ▲  
CC BY-SA: Attribution-ShareAlike  
CC BY-ND: Attribution-NoDerivs  
CC BY-NC: Attribution-NonCommercial  
CC BY-NC-SA: Attribution-NonCommercial-ShareAlike  
CC BY-NC-ND: Attribution-NonCommercial-NoDerivs ▼

**Primary Material Type: (REQUIRED FIELD)** Select the predominant type or kind of material characterizing the learning resource you are uploading.

**Secondary Material Types:** Select any secondary type or kind characterizing the learning resource you are uploading. To select more than one value in the list, hold down the "CTRL" or "Shift" key.

**Primary License: (REQUIRED FIELD)** Select the license that applies to the majority of items in the work. Most resources will be CC BY (the default choice) according to the grant requirements.

**Additional Licenses:** If third-party resources in the work are offered under a different license from the above, indicate that here. Note that commercial, copyrighted works cannot be uploaded to the repository. To select more than one value in the list, hold down the "CTRL" or "Shift" key.

### Course or Program Note:

Provide the name of the course and/or program to which this item belongs. For example, an online course module in computing percentages could be part of a Foundational Math Skills Course that is part of a program in Construction.

Add

### Industry Partner:

Enter the name of your employer partner and/or industry partner and briefly describe how they collaborated with your project.

Add

### Industry Sector:

Select the main industry sector covered by this resource, or 'Developmental Education' if this is a preparatory or remedial education course or item.

Developmental Education

### Occupation Classification:

Select the Occupation Classification.

00-0000: All Occupations

### Instructional Program Classification:

Select the Instructional Program Classification.

N/A

Course or Program Note: Provide the name of the course and/or program to which this item belongs. For example, an online course module in computing percentages could be part of a Foundational Math Skills Course that is part of a program in Construction. Click the "Add" button to add more than one.

Industry Partner: Enter the name of your employer partner and/or industry partner and briefly describe how they collaborated with your project.

Industry Sector: (REQUIRED FIELD) Select the main industry sector ([NAICS code](#)) covered by this resource. If this is a preparatory or remedial education course/item select "Developmental Education".

Occupation Classification: (REQUIRED FIELD) Select the relevant [SOC code](#) for this course or item.

Instructional Program Classification: (REQUIRED FIELD) Select the relevant [CIP code](#) to classify the instructional program that the item or course originally belonged to.



### Credit Type:

Select the type of credit to which this learning resource was originally applied. To select more than one value in the list, you may have to hold down the "CTRL" or "Shift" key.

Credit  
Non-Credit  
Other  
None

Credit Type: (REQUIRED FIELD) Select the type of credit to which this learning resource was originally applied. To select more than one value in the list, hold down the "CTRL" or "Shift" key.

### Credential Type:

Select the type of credential to which this learning resource was originally applied. To select more than one value in the list, hold down the "CTRL" or "Shift" key.

Diploma  
Certificate  
Credential  
Stacked/Latticed Credential Model  
Associate Degree  
Bachelors Degree

Credential Type: (REQUIRED FIELD) Select the type of credential to which this learning resource was originally applied. To select more than one value in the list, hold down the "CTRL" or "Shift" key.

### Educational Level of Materials:

Select the educational level of the instructional material(s); To select more than one value in the list, hold down the "CTRL" or "Shift" key.

1st year Community College or equivalent  
2nd Year Community College or equivalent  
Upper division of Bachelors degree or equivalent

Educational Level of Material: (REQUIRED FIELD) Select the educational level of the instructional material(s); To select more than one value in the list, hold down the "CTRL" or "Shift" key.

Click "Save & Exit" if you would like to return later to complete the submission. Click "Next" to continue on to PAGE 2 of the material description process.

Save & Exit Next >

### Quality of Subject Matter:

Check all boxes that apply. Subject Matter Experts were used to assure the quality of the instructional content by:

- ☐ Consultations during development of instructional materials
- ☐ Participation as an ongoing member of team developing the instructional materials
- ☐ Conducting an evaluation of the instructional materials and providing a report
- ☐ Using an approved rubric to conduct the evaluation of the instructional materials and providing a report
- ☐ SME Quality Report is posted in Skills Commons
- ☐ Other

### Quality of online/hybrid course design:

Check all boxes that apply to the ways that your project used evaluation rubrics to assure the quality of the online/hybrid course DESIGN of the instructional materials. How did you assure the quality of the online/hybrid learning experiences for students?

- ☐ Quality Matters
- ☐ Quality Online Learning and Teaching (Cal State University)
- ☐ Quality Scorecard (Online Learning Consortium)
- ☐ Industry Standard Quality Rubric
- ☐ Custom Quality Rubric
- ☐ Expertise of Project's Instructional Designers
- ☐ Other Rubric
- ☐ None

Quality of Subject Matter: (REQUIRED FIELD) Check all boxes that apply.

Quality of online/hybrid course design: (REQUIRED FIELD) Check all boxes that



**Reuse of SkillsCommons Materials:**  
Did you reuse materials found in SkillsCommons in the creation of this resource?  
☐ Yes ☐ No

**URL of SkillsCommons Material:**  
If you answered "Yes" above, please paste the URL of the SkillsCommons materials here.

**Additional Public Access To Materials:**  
If the resource is available online openly and free for use, enter the URL here.

**Derivative Work from Other's Materials:**  
Enter the URL(s) of the resource(s) that were used in the creation of this resource. For example, you used other openly licensed materials to create this derivative work.

Reuse of SkillsCommons Materials: Did you reuse materials found in SkillsCommons in the creation of this resource? Click "Yes" or "No"

URL of SkillsCommons Material: If you answered "yes" to the question above, please paste the URL of the SkillsCommons materials here. Click the "Add" button to add more than one URL.

Additional Public Access To Materials: If the resource is available online openly and free for use, enter the URL here. Click the "Add" button to add more than one URL.

Derivative Work from Other's Materials: Enter the URL(s) of the resource(s) that were used in the creation of this resource. For example, you used other openly licensed materials to create this derivative work. Click the "Add" button to add more than one URL.

Click "Previous" to go back to PAGE 1. Click "Save & Exit" to return later to complete the submission. Click "Next" to continue on to PAGE 3.

### Item submission

Describe → Describe → Describe → **Upload** → Review → License → Complete

### Upload File(s)

**File:**  
Please enter the full path of the file on your computer corresponding to your item. If you click "Browse...", a new window will allow you to select the file from your computer.

No file selected.

**File Description:**  
Optionally, provide a brief description of the file, for example "Main article", or "Experiment data readings".

Browse for and select the file you would like to upload.

Provide a brief description of the file. The description you provide should be helpful to someone considering whether to download the material. As an example, "Workshop Announcement Flyer" is more helpful than "Workshop Document."

If you would like to upload multiple files click "Upload file & add another"

**Reminder** – don't forget to upload your Quality Assurance Report and your Accessibility Checkpoint Form if applicable.

Click "Previous" to go back a page. Click "Save & Exit" if you would like to come back later and finish. Click "Next" to continue entering data.

7. If you are **uploading multiple files** and you click on “Upload file & add another” you will be presented with the following screen. Here you will be able to “Browse” for and upload additional files, edit a previously uploaded file, as well as remove a previously uploaded file.

**Item submission**

Describe → Describe → Describe → **Upload** → Review → License → Complete

### Upload File(s)

**File:**  
Please enter the full path of the file on your computer corresponding to your item. If you click "Browse...", a new window will allow you to select the file from your computer.

No file selected.

**File Description:**  
Optionally, provide a brief description of the file, for example "Main article", or "Experiment data readings".

### Files Uploaded

Primary	File	Size	Description	Format
<input type="radio"/>	<input type="checkbox"/> <a href="#">chapter1quiz.txt</a>	184 bytes	Chapter 1 Quiz	text/plain (Supported)

File checksum: MD5:a9dab05902ebf7071aea45258919bf48

< Previous   Save & Exit   Next >

Click “Browse” to upload another file.

Add a brief description of the file.

Click “Upload file & add another”

If you have multiple files you can use the radio button to indicate which of the files is the primary file for this submission.

Click “Edit” to edit an existing uploaded file.

To remove a previously uploaded file click the check box located to the left of the file name and then click “Remove selected file”

8. After you click “Next” you will have a chance to review your work and make changes on the Review Submission page.

### Item submission

Describe → Describe → Describe → Upload → **Review** → License → Complete

### Review Submission

**Describe Item**

**Title:**  
Chapter 3 Quiz

**Grantee Institution or Consortium:**  
Palomar College

**Material Type:**  
Quiz/Test

**Description:**  
This is the chapter 3 quiz.

**Date Created:**  
2001-02-20

**TAACCCT Round:**  
1

Correct one of these

Click the “Correct one of these” buttons located at the end of each section.

9. Once you are satisfied with your submission, click on the “Complete Submission” button at the bottom of the page.
10. Your submission is complete. You will receive an e-mail notification when your submission has been added to the collection.

### Submission complete

Your submission will now go through the review process for this collection. You will receive e-mail notification as soon as your submission has joined the collection, or if there is a problem with your submission. You may also check on the status of your submission by visiting your submissions page.

[Go to the Submissions page](#)

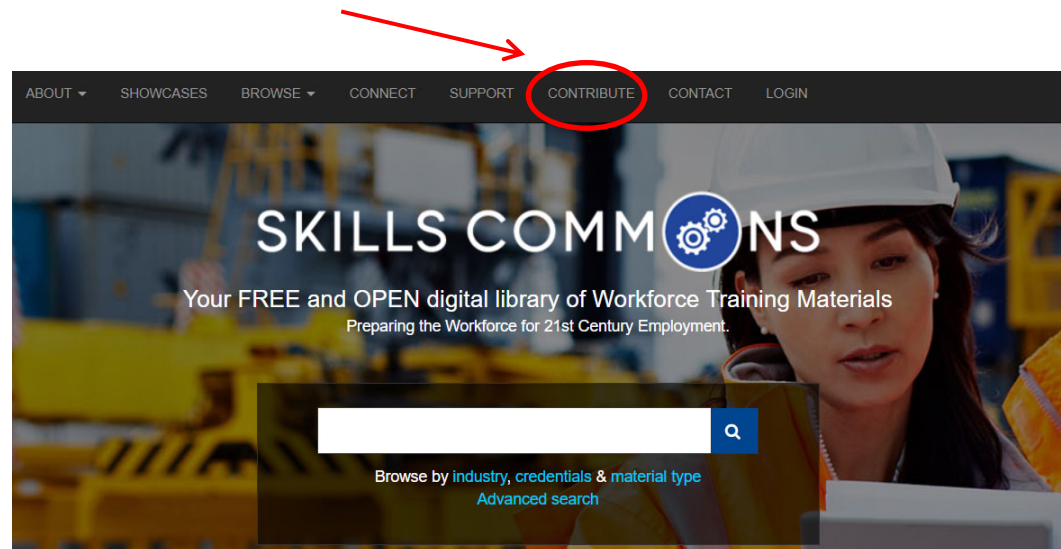
Submit another item

View your recently submitted items.

Submit another item.

## EDITING AN ITEM IN THE REPOSITORY

1. Type <http://skillscommons.org/> into your browser address bar.
2. Click “CONTRIBUTE” located in the top menu of the SkillsCommons Repository website.



3. Sign in to the SkillsCommons Repository using your e-mail address and password.

A screenshot of the 'Sign in to SkillsCommons' form. It has a title 'Sign in to SkillsCommons' at the top. Below the title are two input fields: 'E-Mail Address' and 'Password'. Below these fields is a blue 'Sign in' button. At the bottom of the form, there is a link that says 'Click here to register. | Forgot your password?'.

4. Once you have signed in click on the submission you wish to edit. For our purposes we will edit the “Solar Power Quiz #1” item.

## Submissions & Workflow tasks

### Submissions

You may [start a new submission](#).

The submission process includes describing the item and uploading the file(s) comprising it. Each community or collection may set its own submission policy.

### Archived Submissions

These are your completed submissions which have been accepted into DSpace.

Date accepted	Title	Collection
2014-07-23	<a href="#">Solar Power Quiz #1</a>	<a href="#">Test Community Collection</a>

**PLEASE NOTE:** if there is an item you wish to edit but you are not the original creator of the item it will not show up in your Archived Submissions. To access this item for editing find the item in the repository and then follow the instructions beginning at step number 5 below.

5. You are now on the item page. To edit this item click on “Edit this item” under the “Context” heading.

## Solar Power Quiz #1

Smith, Donald

This is a short description for testing purposes

Quiz on Chapter 1 ()

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**Date:**  
2014

**Primary Material Type:**  
Quiz/Test

**Other Material Types:**  
Open Textbook

**Institution:**  
Palomar College

**Project Name:**  
Solar Turbine Project

**Subjects:**  
solar power

Browse

- Communities & Collections
- Authors
- Subjects
- Industry
- Material Type

This Collection

- Authors
- Subjects
- Industry
- Material Type

Context

- [Edit this item](#)
- Export Item
- Export Metadata

Click on “Edit this item”  
under the “Context” heading



6. After clicking on “Edit this item” you will be presented with the screen below. Click on the “Item Metadata” tab to edit the fields in this item.

## Edit Item

Item Status

Item Bitstreams

Item Metadata

View Item

Curate

Welcome to the item management page. From here you can withdraw, reinstate, move or delete the item. You may also update or add new metadata / bitstreams on the other tabs.

Item Internal ID:	111
Handle:	taaccct/75
Last Modified:	2014-07-14 19:15:01.612
Item Page:	<a href="http://taaccct.org/handle/taaccct/75">http://taaccct.org/handle/taaccct/75</a>
Edit item's authorization policies:	<button>Authorizations...</button>
Withdraw item from the repository:	<button>Withdraw...</button>
Move item to another collection:	<button>Move...</button>
Make item private:	<button>Make it private...</button>
Completely expunge item:	<button>Permanently delete</button>

Return

Click on “Item Metadata” to edit the fields in this item.

7. After clicking “Item Metadata” you will be presented with the full Metadata record. This record will show you the fields that you initially entered when you first submitted the item.

**TO ADD A NEW FIELD** - find the field metadata name in the “Name” dropdown menu. Please see [Appendix A](#) for full list of fields and associated metadata names.

**PLEASE NOTE:** These changes are not validated in any way. You are responsible for entering the data in the correct format. If you are not sure what the format is, please do NOT make changes. If you need assistance making edits please contact our support staff at [support@skillscommons.com](mailto:support@skillscommons.com).

**Edit Item**

Item Status | Item Bitstreams | **Item Metadata** | View Item | Curate

**Add new metadata**

**Name:**  
merlot.ada.formalPolicy

**Value:**  
http://www.calstate.edu/accessibility/

**Add new metadata**

PLEASE NOTE: These changes are not validated in any way. You are responsible for entering the data in the correct format. If you are not sure what the format is, please do NOT make changes.

**Update** **Return**

Remove	Name	Value	Language
<input type="checkbox"/>	expositive		
<input type="checkbox"/>	cw.interactivityType		en_...
<input type="checkbox"/>	cw.timeRequired	30 minutes	en_...

To add a field that you missed or skipped when you first submitted your item, find it in the “Name” dropdown menu.

See [Appendix A](#) for full list of fields and associated metadata names.

In our example we are going to add a URL to the “URL to Formal Accessibility Policy” field.

Add the information to the “Value” field.

In our example we are going to add a link to the California State University Formal Accessibility Policy.

Click “Add new metadata” and your field will be added.

To update a field that you already entered, scroll down and find the field you wish to update and type the new information.

Be sure to click on the “Update” button found at the top or bottom of the page.

## TO ADD ANOTHER VALUE TO A REPEATABLE FIELD

See [Appendix A](#) to see which fields are repeatable. The field “Author(s)” is a repeatable field. For this next example we will add another author to our item.

Please see [Appendix A](#) and make sure that the field you are about to add is a repeatable. If it is not repeatable please do not add another field.

**Edit Item**

Item Status | Item Bitstreams | **Item Metadata** | View Item | Curate

**Add new metadata**

**Name:**  
dc.contributor.author

**Value:**  
Watson, Mary

Language

Add new metadata

To add another entry to a repeatable field, find it in the “Name” dropdown menu.

See [Appendix A](#) for full list of fields and associated metadata names.

In our example we are going to add another author to the “Author(s)” field which corresponds to the “dc.contributor.author” metadata name.

Add the information to the “Value” field.

**You must type the value in the appropriate format.** If you are unsure of the format check [Appendix A](#) at the end of this document.

In this case, the format is [Last Name, First Name].

Click “Add new metadata”

<input type="checkbox"/>	cw. timeRequired	30 minutes
<input type="checkbox"/>	dc. contributor. author	Smith, Donald
<input type="checkbox"/>	dc. contributor. author	Watson, Mary
<input type="checkbox"/>	dc. date. accessioned	2014-07-29T14:48:04Z





After you clicked “Add new metadata” scroll down to see that you now have another author assigned to the “dc.contributor.author” field.

**TO ADD/UPLOAD MORE FILE(S)** – Click on the “Item Bitstream” tab. You will be presented with a list of the file(s) that you initially uploaded.

### Edit Item

Item Status | **Item Bitstreams** | Item Metadata | View Item | Curate

#### Bitstreams

Name	Description	Format	View	Order
Bundle: ORIGINAL				
<input type="checkbox"/> <a href="#">chapter1quiz.txt</a>	<a href="#">Text</a>	<a href="#">[view]</a>	1 (Previous:1)	 
Bundle: LICENSE				
<input type="checkbox"/> <a href="#">license.txt</a>	<a href="#">License</a>	<a href="#">[view]</a>	1 (Previous:1)	 

[Upload a new bitstream](#)

[Update bitstream order](#) [Delete bitstreams](#) [Return](#)

Click on the “Item Bitstreams” tab.

NOTE: The “license.txt” is added when you agree to the terms of service. Please do not edit or delete this item.

This “txt” file does not contain any metadata about your chosen CC BY license.

To upload a new file click on “Upload a new bitstream” link and follow directions to upload your new file(s).

**TO DELETE UPLOADED FILE(S)** – Click on the “Item Bitstream” tab. You will be presented with a list of the file(s) that you initially uploaded.

### Edit Item

Item Status | **Item Bitstreams** | Item Metadata | View Item | Curate

#### Bitstreams

Name	Description	Format	View	Order
<b>Bundle: ORIGINAL</b>				
<input type="checkbox"/> chapter1quiz.txt	Text	[view]	1 (Previous:1)	
<b>Bundle: LICENSE</b>				
<input type="checkbox"/> license.txt	License	[view]	1 (Previous:1)	

[Upload a new bitstream](#)

[Update bitstream order](#) [Delete bitstreams](#) [Return](#)

Click on the “Item Bitstream” tab.

Select the file(s) you want to delete using the check box.

NOTE: The “license.txt” is added when you agree to the terms of service. Please do not edit or delete this item.

This “txt” file does not contain any metadata about your chosen CC BY license.

Click “Delete bitstreams”

### Confirm Deletion(s)

Are you sure you want to delete these bitstreams:

Name	Description	Format
chapter1quiz.txt	My description	Text

[Delete](#) [Cancel](#)

Confirm the deletion(s) by clicking “Delete”



**TO EDIT UPLOADED FILE(S)** – Click on the “Item Bitstream” tab. You will be presented with your list of uploaded file(s).

### Edit Item

Item Status | **Item Bitstreams** | Item Metadata | View Item | Curate

#### Bitstreams

Name	Description	Format	View	Order
<b>Bundle: ORIGINAL</b>				
<input type="checkbox"/> <a href="#">chapter1quiz.txt</a>		Text	<a href="#">view</a>	1 (Previous:1)
<b>Bundle: LICENSE</b>				
<input type="checkbox"/> <a href="#">license.txt</a>		License	<a href="#">view</a>	1 (Previous:1)

[Upload a new bitstream](#)

[Update bitstream order](#) [Delete bitstreams](#) [Return](#)

Click on the “Item Bitstream” tab.

Click on the name of the item you would like to edit. Make your edits and click “Save”

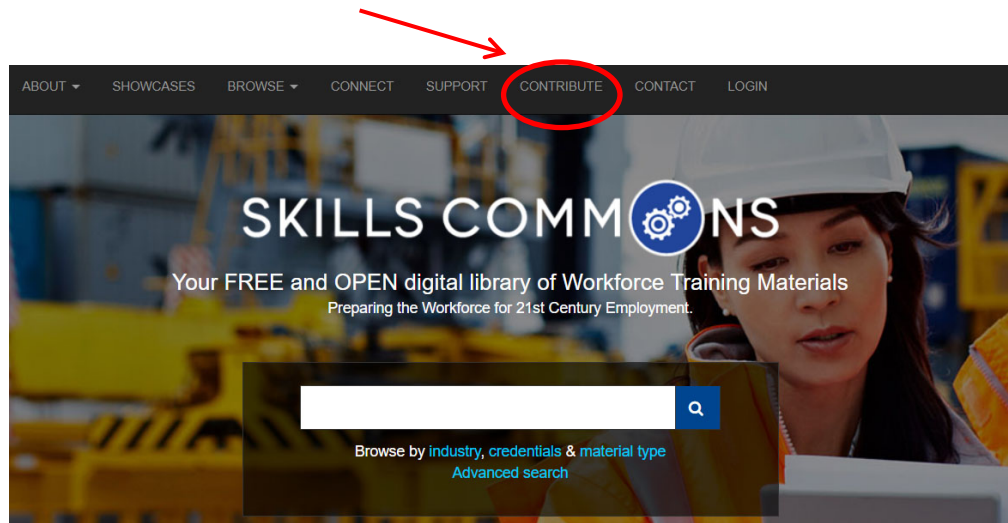
NOTE: The “license.txt” is added when you agree to the terms of service. Please do not edit or delete this item.

This “txt” file does not contain any metadata about your chosen CC BY license.

## DELETING AN ITEM IN THE REPOSITORY

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1. Type <http://skillscommons.org/> into your browser address bar.
2. Click “CONTRIBUTE” located in the top menu of the SkillsCommons Repository website.



3. Sign in to the SkillsCommons (TAACCCT) Repository using your e-mail address and password.

A screenshot of the 'Sign in to SkillsCommons' form. The form is white with a blue border. It contains two input fields: 'E-Mail Address' and 'Password'. Below these fields is a blue 'Sign in' button. At the bottom of the form, there is a link that says 'Click here to register. | Forgot your password?'.

4. Once you have signed in you will see your previous submissions in the “Archived Submissions” area. Click on the submission you wish to delete. For our purposes we will delete the “Solar Power Quiz #1” item.

### Submissions & Workflow tasks

#### Submissions

You may [start a new submission](#).

The submission process includes describing the item and uploading the file(s) comprising it. Each community or collection may set its own submission policy.

#### Archived Submissions

These are your completed submissions which have been accepted into DSpace.

Date accepted	Title	Collection
2014-07-21	<a href="#">Solar Power Quiz #1</a>	<a href="#">Test Community Collection</a>

**PLEASE NOTE:** if there is an item you wish to delete but you are not the original creator of the item it will not show up in your Archived Submissions. To access this item please find the item in the repository and then follow the instructions beginning at step number 5 below.

5. You are now on the item page. To delete this item click on “Edit this item” under the “Context” heading.

### Solar Power Quiz #1

Smith, Donald

This is a short description for testing purposes

Quiz on Chapter 1 ()

**Date:**  
2014

**Primary Material Type:**  
Quiz/Test

**Other Material Types:**  
Open Textbook

**Institution:**  
Palomar College

**Project Name:**  
Solar Turbine Project

**Subjects:**  
solar power

**Browse**

- Communities & Collections
- Authors
- Subjects
- Industry
- Material Type

**This Collection**

- Authors
- Subjects
- Industry
- Material Type

**Context**

- Edit this item
- Export Item
- Export Metadata

Click on “Edit this item”  
under the “Context” heading.

6. After clicking on “Edit this item” you will be presented with the screen below. To delete this item click the “Permanently delete” button.

### Edit Item

Item Status
Item Bitstreams
Item Metadata
View Item
Curate

Welcome to the item management page. From here you can withdraw, reinstate, move or delete the item. You may also update or add new metadata / bitstreams on the other tabs.

Item Internal ID: 111

Handle: taaccct/75

Last Modified: 2014-07-14 19:15:01.612

Item Page: <http://taaccct.org/handle/taaccct/75>

Edit item's authorization policies: [Authorizations...](#)

Withdraw item from the repository: [Withdraw...](#)

Move item to another collection: [Move...](#)

Make item private: [Make it private...](#)

Completely expunge item: [Permanently delete](#)

[Return](#)

Click “Permanently delete” to remove this item from the repository.

7. After clicking “Permanently delete” you will be presented with the full item record. Scroll to the bottom of the page and click “Delete” to permanently delete the item.

taaccct. instructional	14 -- Engineering.	en_US
taaccct. level	intermediate	en_US
taaccct. occupation	Management Occupations -- Industrial Production Managers	en_US
taaccct. projectName	Solar Turbine Project	en_US
taaccct. quality	COLT	en_US
taaccct. round	1	en_US

Delete
Cancel

Click “Delete” to permanently delete the item. If you do not want to delete it at this time, click “Cancel”

## Appendix A

### Learning Resources Collection

Field Names, Metadata Names and Descriptions

<http://support.skillscommons.org/home/contribute-manage/metadata-and-appendices/appendix-a/>

## Appendix B

### Program Support Materials Collection

Field Names, Metadata Names and Descriptions

<http://support.skillscommons.org/home/contribute-manage/metadata-and-appendices/appendix-b/>

## Appendix C

List of NAICS Codes

<http://support.skillscommons.org/home/contribute-manage/metadata-and-appendices/appendix-c/>

## Appendix D

List of SOC Codes

<http://support.skillscommons.org/home/contribute-manage/metadata-and-appendices/appendix-d/>

## Appendix E

List of CIP Codes

<http://support.skillscommons.org/home/contribute-manage/metadata-and-appendices/appendix-e/>



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