

# Entities management

- [Add an Entity instance \(for example a ResearcherPage\)](#)
- [View all the entity instances \(for example all the Researchers\)](#)
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The system allows the administrators to create, edit, remove and list instances for any defined CRIS Entity. The following paragraphs describe these functionalities for the ResearcherPage but apply as well to all the other entities included the Dynamic Objects.

## Add an Entity instance (for example a ResearcherPage)

In order to add a new instance of a ResearcherPage, the system provides the "Add ResearcherPage" function.

### Andrea Bollini Delete

<b>DSpace owner</b> <input type="text" value="Bollini, Andrea (a.bollini@cineca.it)"/>	<b>Profile:</b> <input type="radio"/> Private <input checked="" type="radio"/> Public	<b>Source ID:</b> <input type="text"/>
		<b>Source Reference</b> <input type="text"/>
<b>Created:</b> 2013-11-06 16:09:52.496		
<b>Updated:</b> 2014-05-14 08:43:08.867		


Use the checkbox to hide values from the public view

Legenda: ### -> Values imported from Registry: Cannot be edited/deleted

[icon Edit Personal Page](#) [icon Edit CERIF](#)

Field with red label are mandatory field, metadata affiliation get values from other entities (OrgUnit) and from cerif semantic

**Details**



**Fullname**  ☒ **Academic name**  ☒  
**Personal name**  ☒ **Email**  ☒  
☒ **Title**  ☒ **Also known as**  ☒  
**Affiliation**

Role	Member of	Start date	End Date
Group Leader	<input checked="" type="checkbox"/> CINECA	<input checked="" type="checkbox"/> 01-07-2013	<input checked="" type="checkbox"/>
Member	<input checked="" type="checkbox"/> CERIF TG	<input checked="" type="checkbox"/> 01-01-2013	<input checked="" type="checkbox"/>

  
☐ Check this box to delete (OR replace) the image from the server.

Shown other information like federatedID and personal website

**Misc**

**Keywords**

<input checked="" type="checkbox"/> JAVA	<input checked="" type="checkbox"/> ORCID	<b>Link label</b> <input type="text" value="0000-0002-9029-1854"/>	<b>Link value</b> <input type="text" value="http://orcid.org/0000-0002-9029-1854"/>
<input checked="" type="checkbox"/> Open Source	<input checked="" type="checkbox"/>		
<input checked="" type="checkbox"/> Software	<input checked="" type="checkbox"/> ResearcherID	<b>Link label</b> <input type="text"/>	<b>Link value</b> <input type="text"/>

  
**Websites**

<b>Link label</b> <input type="text" value="Linkedin"/>	<b>Link value</b> <input type="text" value="http://www.linkedin.com/in/andreabollini"/>
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"Profile" field indicates whether the entity is public or private. A private entity is not searchable and it is visible only by the administrator user.

## View all the entity instances (for example all the Researchers)

The functionality allows to display the whole list of researchers stored in the system. By clicking on a researcher Internal ID or UUID, the system shows the related researcher page.

"Status" flag means public or private entity as well as "Profile" radio field in edit researcher page (see "AddResearcherPage" paragraph). If "Status" is checked the researcher is a public entity. Otherwise it is private (default).

## Import / Export from XLS

It is possible for the DSpace-CRIS administrators to [export and import CRIS objects from an XLS file](#). The tool allow bulk create, delete and update.