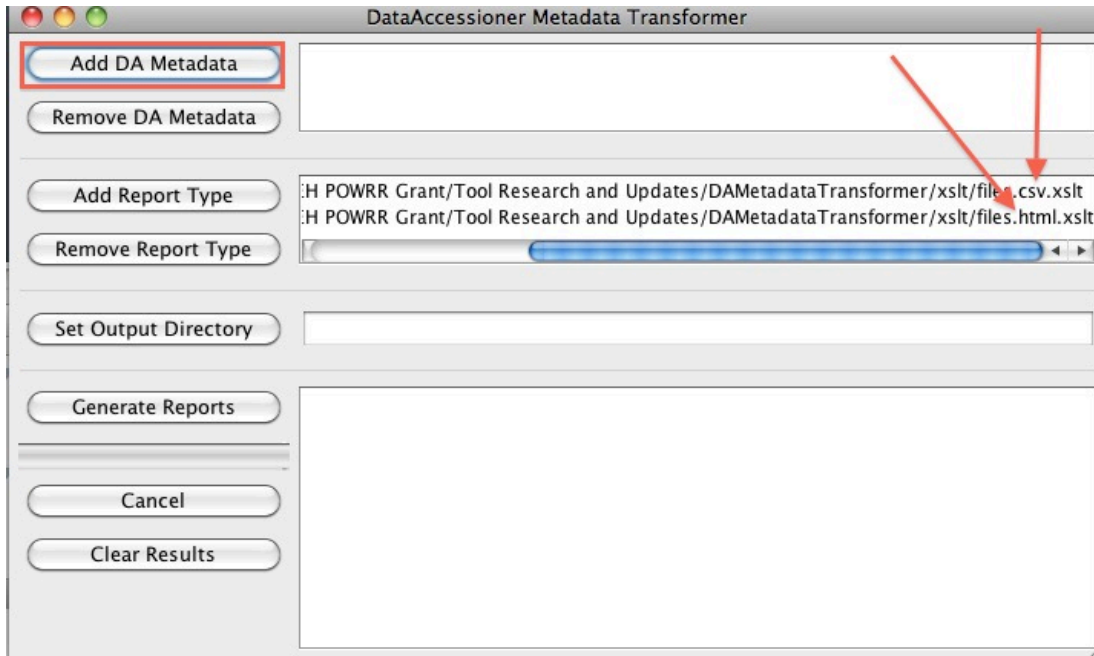


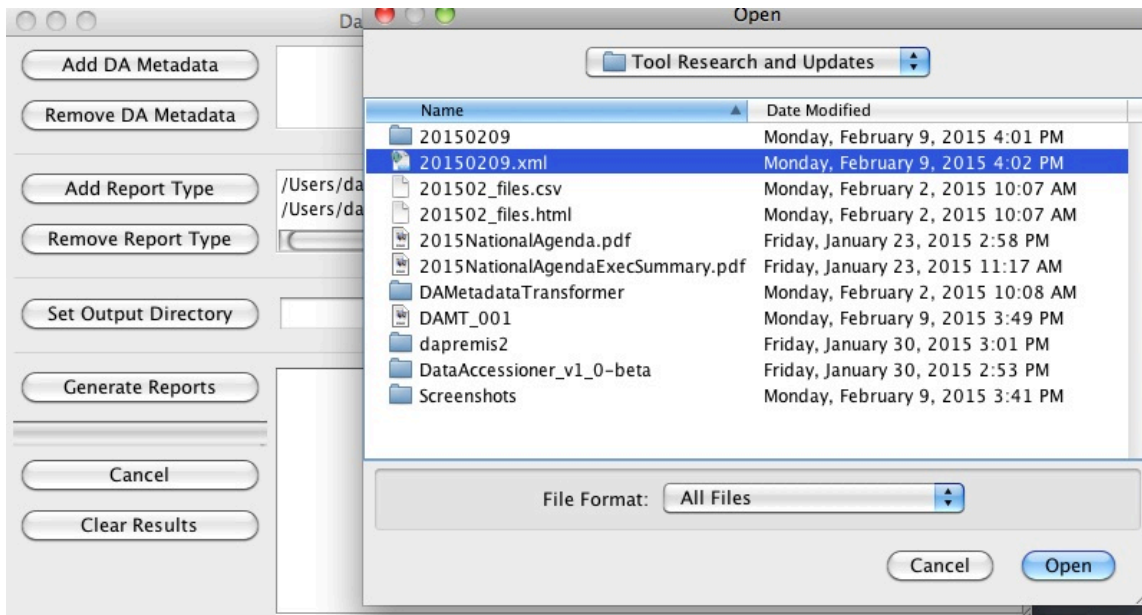
This is the home screen of the Data Accessioner Metadata Transformer tool. You can use this tool to create a report from the XML. The tool will generate a .CSV and HTML file that is easier to read than the raw XML.

To get started, click on the “Add DA Metadata” button.

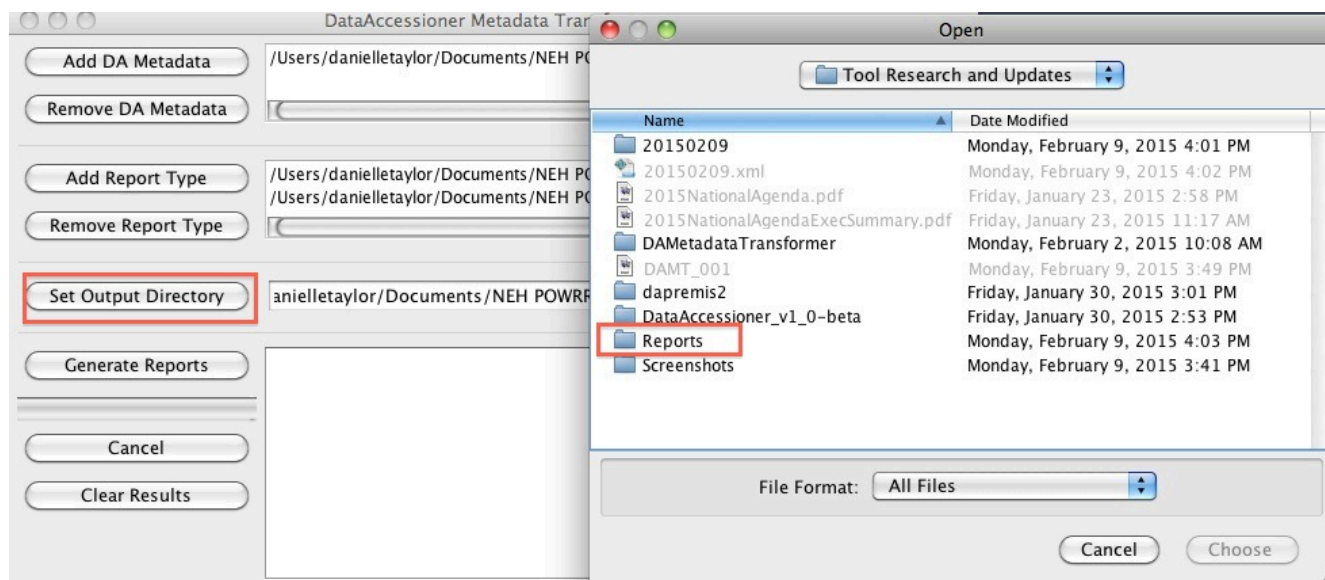


Arrows indicate the file types for the report

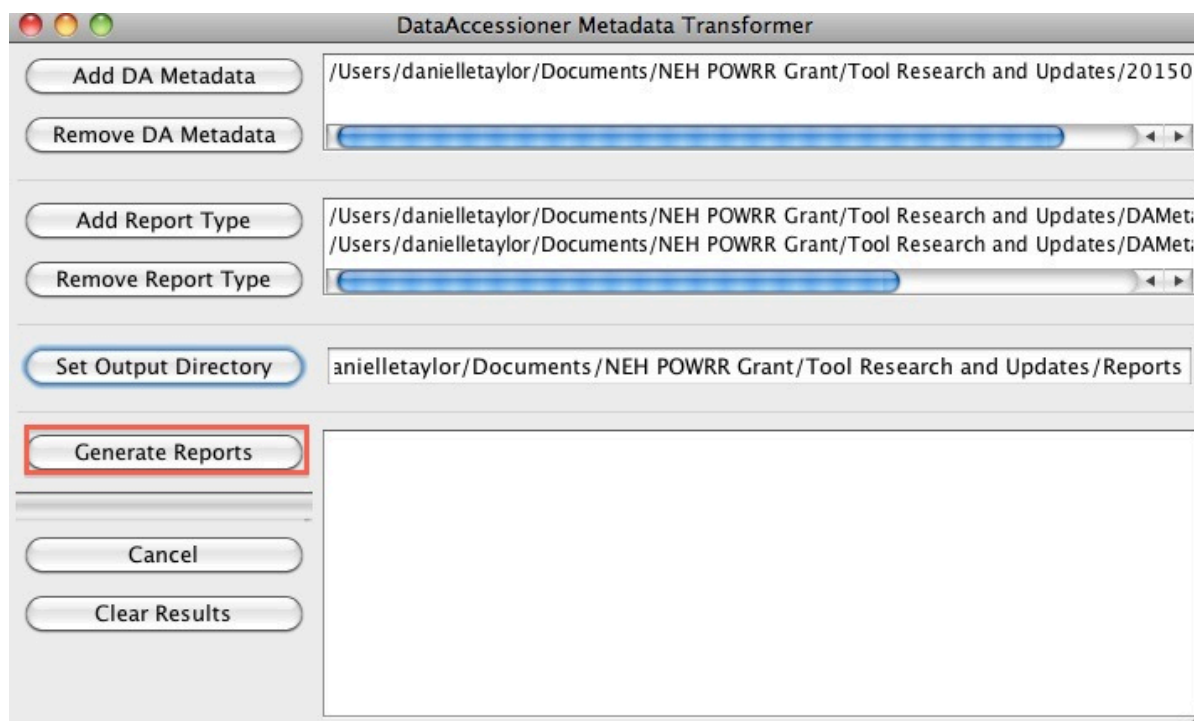
Click on the XML file that was generated from Data Accessioner (after you ran the accessioning tool on your files)



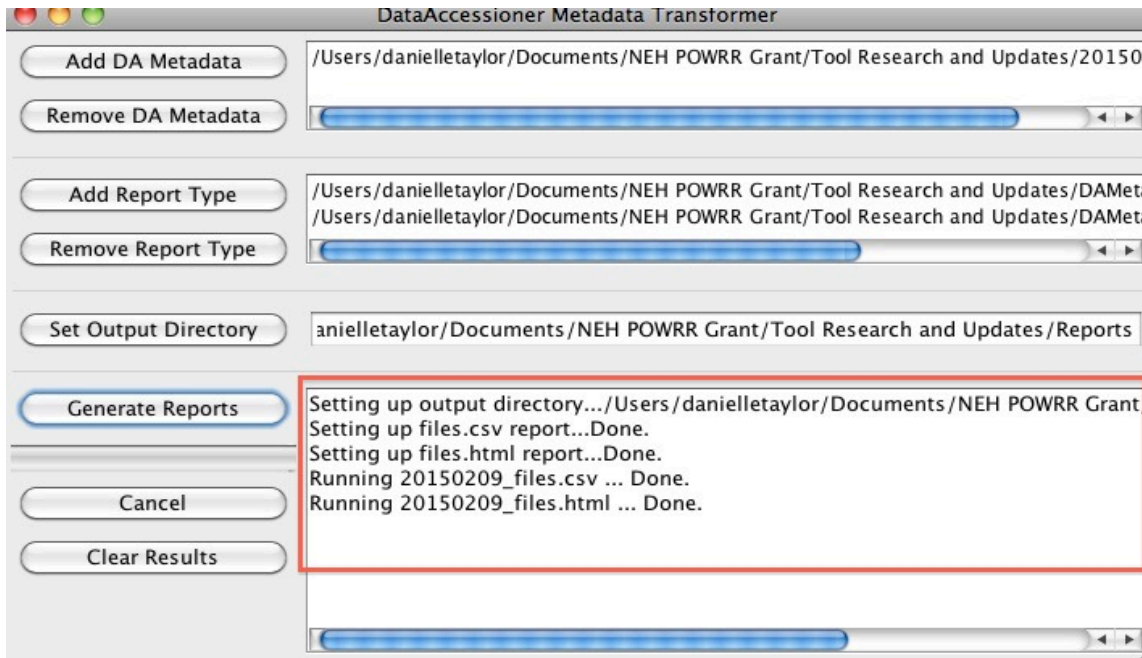
Next, choose a folder where the new reports are going to live. In this case, a separate folder called "Reports" is where the .CSV and HTML have been chosen to go after they are generated.



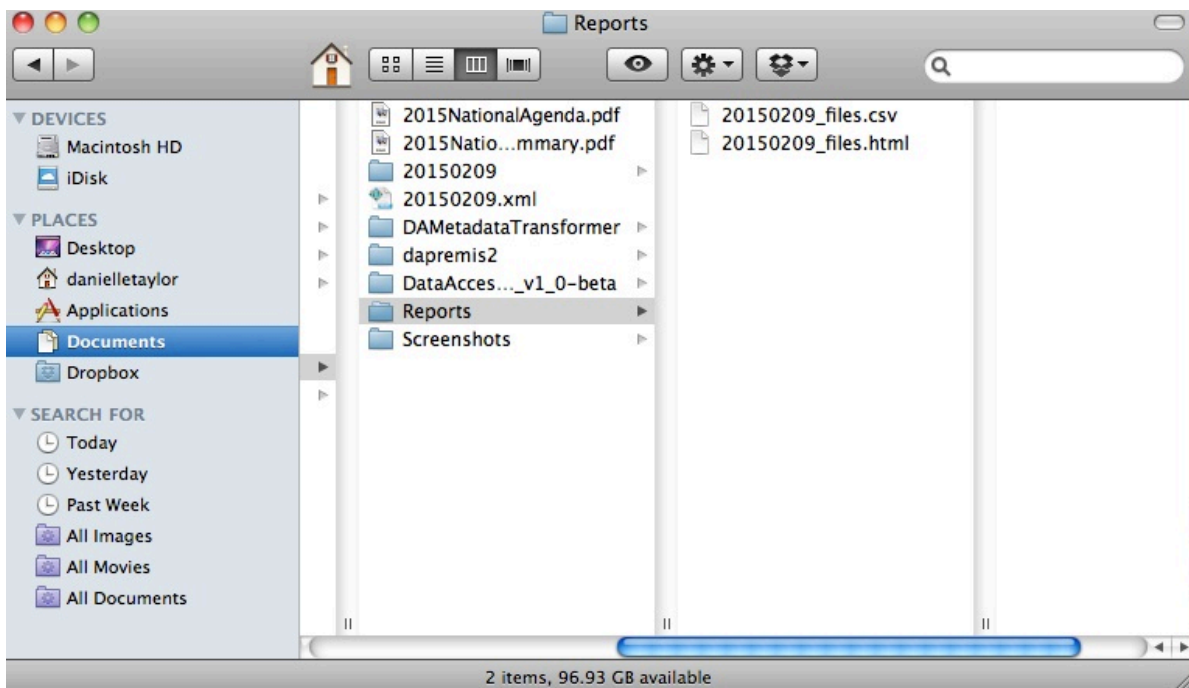
Click on the "Generate Reports" tab.



Once the reports have been generated, the Data Accessioner: Transformer Tool will show the results.



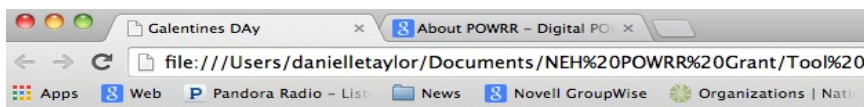
To view the reports, go to the folder chosen for the output directory (ie where you wanted the reports to live). In this case, the output directory chosen was a folder called "Reports." You can now see that there are two types of files: a CSV and an HTML file.



This is what the report looks like in the .CSV format.

	A	B	C	D	E	F	G
1	directory path	file name	last modified	size (bytes)	md5	file format	
2	Kitties/	baltimorecatorganizations.xls	2014-04-02T16:02:00.00	39424	113e546bd81ecc42948f55d1	Microsoft Excel	
3	Kitties/	Cat_BasicCare.pdf	2014-04-02T15:48:36.00	107759	d2d3f866abb0f8c100fe869c	Portable Document Format	
4	Kitties/	catanddog.jpg	2014-04-02T16:12:24.00	7977	1909153082ac042c09a5ed5	JPEG File Interchange Format	
5	Kitties/	catdog.jpg	2014-04-02T16:12:46.00	11775	28c7c173850d1085c63bb99	JPEG File Interchange Format	
6	Kitties/HistoryOfCats/	2013-Big-Cat-Attacks.xls	2014-04-02T16:07:28.00	565760	3c30f750079782679c8077b4	Microsoft Excel	
7	Kitties/HistoryOfCats/	FelineBehaviorAssociationofFelir	2014-04-02T16:15:02.00	1812280	5336d1a4132f57491057466	Portable Document Format	
8	Kitties/HistoryOfCats/	HistoryofDomesticCats.pdf	2014-04-02T15:49:26.00	7882504	252c45971342e40e53de671	Portable Document Format	

You can also view the report in an HTML file. The HTML version has drop-down arrows so you can view more or less. It follows the hierarchical structure of the original folders and files chosen to accession in Data Accessioner. **NOTE: expand/collapse arrows currently only work in Chrome.**



## Accession: 20150209

### ▼ Disks/Folders & Files

**Name** Kitties  
**Last\_modified** 2014-06-18T09:47:44.000

#### ▶ Files & Folders

### ▼ Disks/Folders & Files

**Name** Kitties  
**Last\_modified** 2014-06-18T09:47:44.000

#### ▼ Files & Folders

**Name** HistoryOfCats  
**Last\_modified** 2014-06-18T09:47:50.000

#### Description

**Contributor** Chloc  
**Date** 2014-04-10

#### ▼ Files & Folders

**Name** 2013-Big-Cat-Attacks.xls  
**Last\_modified** 2014-04-02T16:07:28.000  
**Size** 565760  
**MD5** 3c30f750079782679c8077b4edf57325

#### ▼ PREMIS Metadata

#### Identifiers

uuid dc3daad7-16d5-4ac8-9a1f-b668a3b19fa4

#### Fixity

MD5 3c30f750079782679c8077b4edf57325 OIS File Information