****

**Information collection form for the euroCRIS Directory of Research Information Systems (DRIS): minimally sufficient metadata set for describing a CRIS**The table below contains the list of minimally sufficient metadata for a CRIS entry to be added to the euroCRIS DRIS. While it’s possible to provide more comprehensive information on a specific CRIS via the euroCRIS [standard DRIS form](https://www.eurocris.org/sites/default/files/Standard_DRIS_form.doc), we are currently using this simplified approach to system description in order to make sure that the information held in the DRIS does not get quickly outdated – hence the lack of for instance contact details.

In order to have an entry for your system added to (or updated in) the DRIS, please fill in the values for these six metadata elements below and send the completed file to eurocris@eurocris.org using the subject ‘DRIS entry: [your system]’

|  |  |  |
| --- | --- | --- |
| **Metadata element** | **Value** | **Notes** |
| Type |  | CRIS type. Possible values: institutional, funder, regional, national, international, aggregation, other |
| Organisation |  | Organisation served by the CRIS or running the CRIS |
| Name |  | Name of the CRIS. If there’s also an acronym, it can be added in brackets |
| Platform |  | CRIS solution. Possible values are in-house-built, Pure, Converis, Symplectic Elements, DSpace-CRIS, Haplo, Worktribe, etc. Details may be added to complete the description for an in-house-built platform, *eg* “In-house-built (Java/Webservices)” |
| Status |  | CRIS status. Possible values: operational, under construction |
| URL |  | URL for an open CRIS portal, *eg* <https://www.researchportal.be/en>. If the CRIS has no open portal, then a URL may be used that provides info on the system itself such as <https://researchsupport.admin.ox.ac.uk/reporting/symplectic> |