

NSW Data Portal: User Guide – Adding data

Adding data to the NSW Data Portal

This user guide provides step by step advice to help you to add new data (content) to the NSW Data Portal.

Before adding new content to the NSW Data Portal you need to ensure you:

- Complete the data sharing checklist on [Data.NSW](#)

Adding content to the NSW Data Portal

Navigate to <https://portal.data.nsw.gov.au/arcgis/home/>

Log into the Portal and click on the 'Content' tab.

Select 'Add item' and use the dialogue box that opens to:

- Choose the file you wish to load
- Add a meaningful title to the file that will help users to find and understand it
- Add metadata tags to ensure the file can be found and to help users understand how they can use it
- Upload the item

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The item you requested cannot be found. The item may have been deleted or you may have entered an incorrect URL.

Content

My Content My Favorites My Groups My Organization

+ Add Item Create Search SpatialServices

Add an item from my computer

File:

Choose File 350.JPG

Title:

millie

Tags:

millie x dog x

Add tag(s)

Add Item Cancel

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Home Gallery Map Scene Groups Content Organization Spatial

millie / Edit

Overview Settings

Edit Thumbnail

Add a brief summary about the item.

Image by SpatialServices

Created: Apr 16, 2019 Updated: Apr 16, 2019 View Count: 0

★ Add to Favorites

Description

Add an in-depth description of the item.

Terms of Use

Add any special restrictions, disclaimers, terms and conditions, or limitations on using the item's content.

Comments (0)

Leave a comment.

Looks good

Comment

Edit

Download

Update

Share

Item Information [Learn more](#)

Low High

Top Improvement: Add a summary

Details

Size: 989 KB

Shared with: The item is not shared.

★★★★★

Owner

SpatialServices

Folder [Move](#)

SpatialServices

Tags [Edit](#)

millie, dog

Credits (Attribution) [Edit](#)

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