

## **How to Edit an Object's Metadata**

Islandora allows you to edit the metadata created for an object without having to upload an entirely new metadata datastream. This tutorial will show you how to find and make changes to an object's metadata datastream.

- 1. Navigate to the object whose metadata needs to be changed and click the 'Manage' tab**

## Object whose metadata needs to be changed

View

Manage

Item Policy



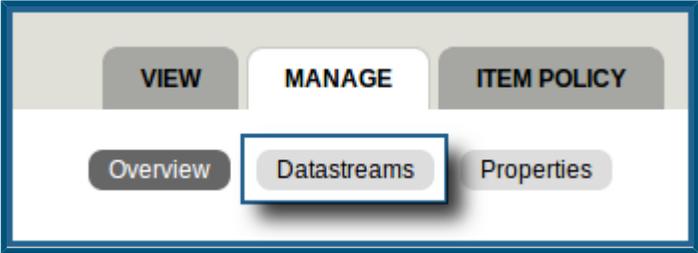
### In collections

- [Top-level Collection](#)

▸ Details

This will bring you to the object's management page.

**2. Click the 'Datastreams' button**



This will bring you to the object's list of datastreams.

**3. Click the 'edit' button beside the form you wish to change**

ID	LABEL	TYPE	MIME TYPE	SIZE	OPERATIONS
RELS-EXT	Fedora Object to Object Relationship Metadata	Inline XML	application/xml	545 B	download
MODS	MODS Record	Managed	text/xml	1.24 KB	download <b>edit</b> delete
DC	DC Record	Inline XML	text/xml	896 B	download
OBJ	293705_1015192855050790_120983044_n.jpg	Managed	image/jpeg	180.61 KB	download delete
TN	TN	Managed	image/jpeg	8.25 KB	download delete
MEDIUM_SIZE	MEDIUM_SIZE	Managed	image/jpeg	43.99 KB	download delete

(Due to its size, the above screenshot has been turned into a thumbnail. Click on it to zoom in)

This will take you to that datastream's form.

Only datastreams created through a form made using Islandora's Form Builder will have an 'edit' button listed beside them. You can check these forms at **Islandora > Form Builder** (admin/islandora/xmlform). By default, a MODS record for each of the standard Islandora Solution Packs will have been created via one of these forms. If there is no 'edit' button, you can download the existing datastream, edit it off-line, and upload it again.

**4. If more than one form is associated with the content model being used, select the form you wish to use for this object**

# Edit datastream

Select a Form

Basic image MODS form ▼

Next

If more than one form is associated with the content model assigned to this object, a dialog box will appear asking you to choose which form you would like to use. Select a form and click "Next." this will take you to that metadata datastream displayed in your chosen form.

To associate multiple forms with a content model, navigate to <http://path.to.your.site/admin/islandora/xmlform> and click on the 'Associate' button beside the form you wish to add to the content model. More information on how to do this can be found in [How to Edit/Create Ingest Forms](#).

## 5. Make changes to the form

This will vary from form to form and content model to content model. In this case, we are going to add a Description to the example object. Complete the changes and click on the 'Submit' button at the bottom.

## Object whose metadata needs to be changed

View

Manage

Item Policy



### Description

This item now has a fancy new description

### In collections

- [Top-level Collection](#)

▸ Details

Changes to the object's metadata are now visible on the object's page.