

SODHA DATASET VERSION MANAGEMENT POLICY

When a dataset is deposited in the SODHA repository, it first exists in a 'Draft' and 'Unpublished' version.

After the depositor submits it for review and a SODHA administrator publishes it, it then becomes 'Version 1.0'.

From here, whenever the depositor of the dataset modifies the dataset, there are two possibilities:

- 1) **Major release:** The modifications are considered consequential, so the primary version number is incremented (1.x → 2.x);
- 2) **Minor release:** The modifications are considered small-scale, so only the secondary version number is incremented (x.1 → x.2).

The following modifications are characteristic of a major release:

1. Any of the following fields (and their subfields) in the **Metadata** section was modified: 'Title of Dataset', 'Other ID', 'Author', 'Contact', 'Description'.
2. A field was modified in the **Terms** section.
3. A **file** was added or removed.
4. **Access** to a file was changed (restricted or opened).

Whenever modifications to a dataset include one of these, the version change is considered a major release.

In any other case, the version change is considered a minor release.

Version history of this document

Date	Version number	Changes made
07-09-2020	1.0	First version
03-02-2021	2.0	New version history section, formatting
03-03-2021	2.1	Brackets removed from the full name of SODHA
06-05-2021	2.2	Font of the document changed from Arial to Calibri