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## Rosetta Staff Users Guide

- **Introduction**

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- Understanding Staff Users
  - Searching and Reporting For All Staff
  - Submission Information Package (SIP) Overview
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- **Deposit Managers**

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- Understanding Deposit Managers
  - Configuring Deposit Control Settings
  - Configuring Metadata Forms
  - Configuring Material Flow Infrastructure
  - Access Rights
  - Retention Policies
  - Managing Generic Material Flows
  - Managing Generic Producer Profiles
  - Managing Material Flows
  - SIP Processing Configuration and Routing Rules
  - OAI-PMH Harvester
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- **Negotiators**

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- Understanding Negotiators
  - Managing Producers
  - Personalizing Producer Profiles
  - Personalizing Material Flows
  - Depositing Content on Behalf of a Producer
  - Scheduling Producer Reports
  - Submission Jobs
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- **Assessors, Arrangers, and Approvers**

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- Understanding Assessors, Arrangers, and Approvers
  - Working with SIPs
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- Integration with External Collection
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- **Technical Analysts**

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- Understanding Technical Analysts
  - Understanding Technical Issues
  - Viewing Problematic SIP Content
  - Resolving SIP Technical Issues
  - Viewing and Resolving Repository Issues
  - Validation Stack Rules
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- **Understanding Data Editors**

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- **Data Managers**

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- Understanding Data Managers
  - Working with Sets
  - Working with Processes
  - Publishing
  - Managing IEs
  - Fixity, Provenance, and Storage
  - Metadata Update Jobs
  - Collections
  - Derivative Copy Representations
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- **Web Editor**

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- Web Editor
  - Managing Representations
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