INSTRUCTION
for Users of the Open Data Portal of the Republic of Uzbekistan for the Author Role

Introduction

The Author role is designed for creating datasets based on the passports created by the operator.

To access the personal account, the user must register in the unified identification system (id.egov.uz) and the unified authentication system (auth.egov.uz) of the Electronic Government.

To authenticate in the system auth.egov.uz, the user must contact the administrator of their organization, who is authorized to grant access to the Open Data Portal under the Author role.

Login to the System

To log in to the system, the user must enter their personal account by clicking the **"Log In"** button located in the top right corner of the Portal's main page.
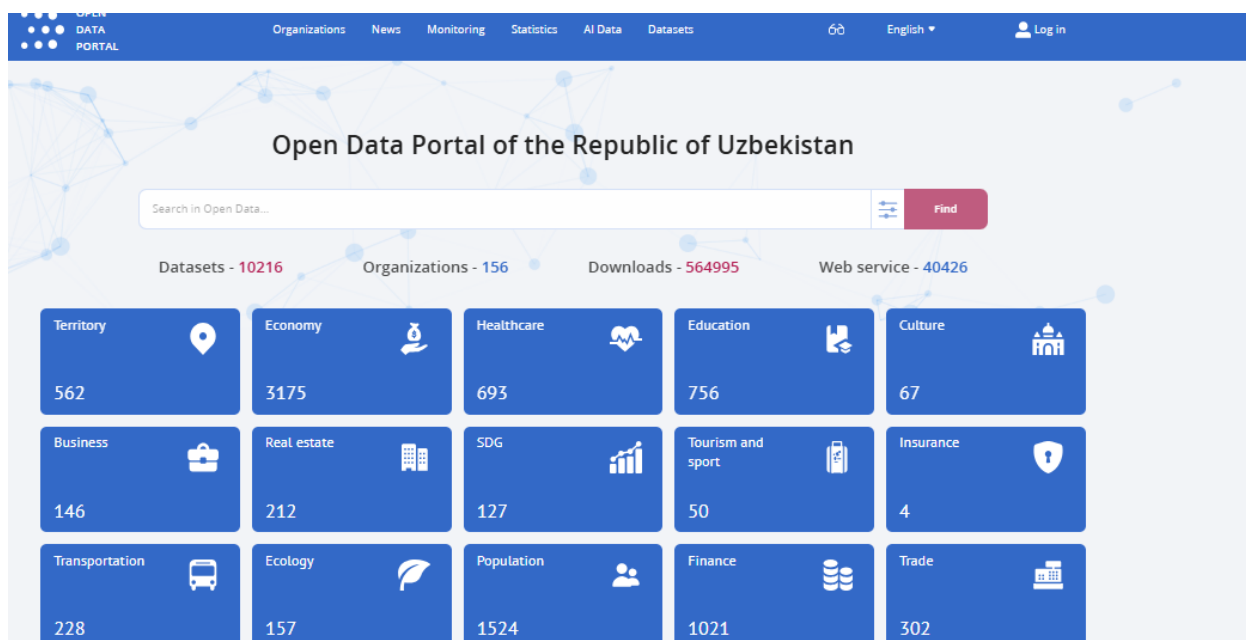
After clicking the "Log In" button, the system will require authentication in the Unified Identification System (OneID – id.egov.uz).
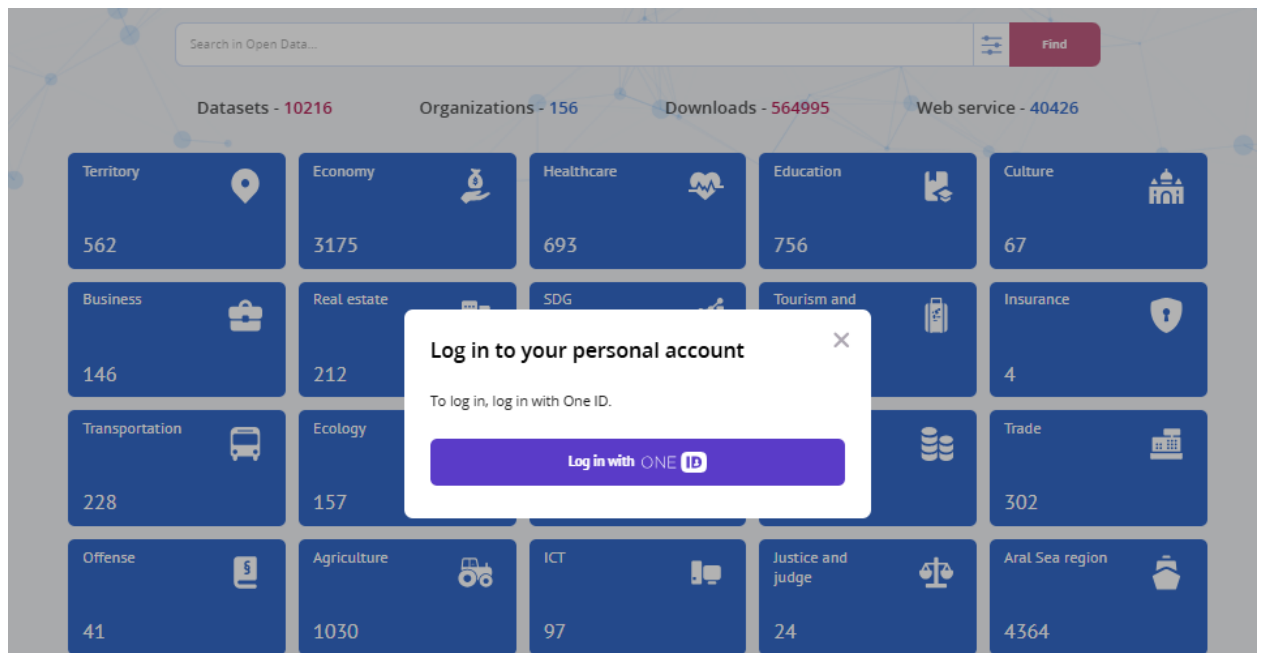
When logging into the Unified Identification System, the system will require you to enter your username and password.
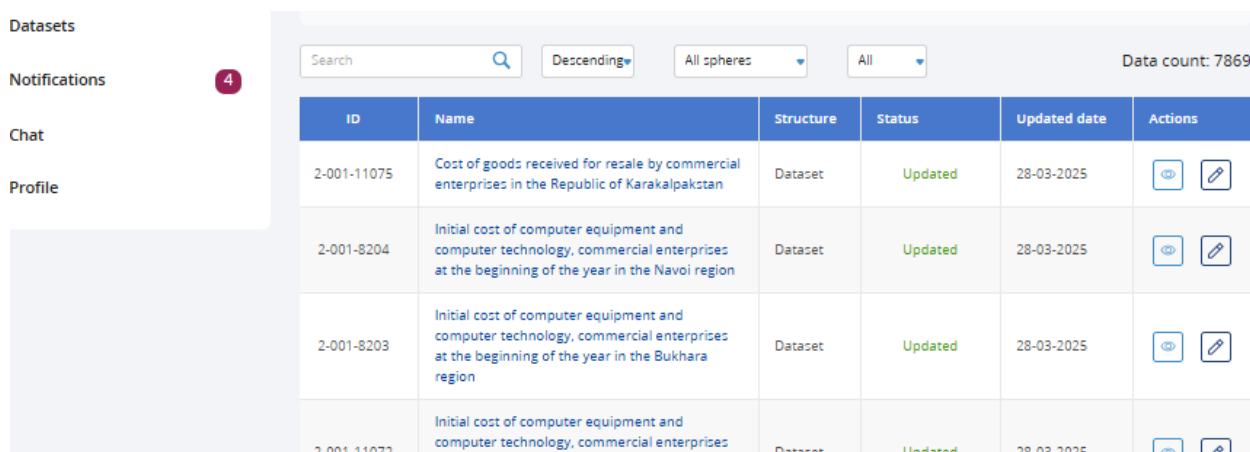
After logging in, the system will redirect to the Open Data Portal to the author's personal account, where the passport data of the open data sets created earlier by the operator will be displayed. These sets will need to be supplemented with the necessary information.
In the author's personal account, a menu will be displayed consisting of two sections:

- **Data Sets** – data that needs to be completed;
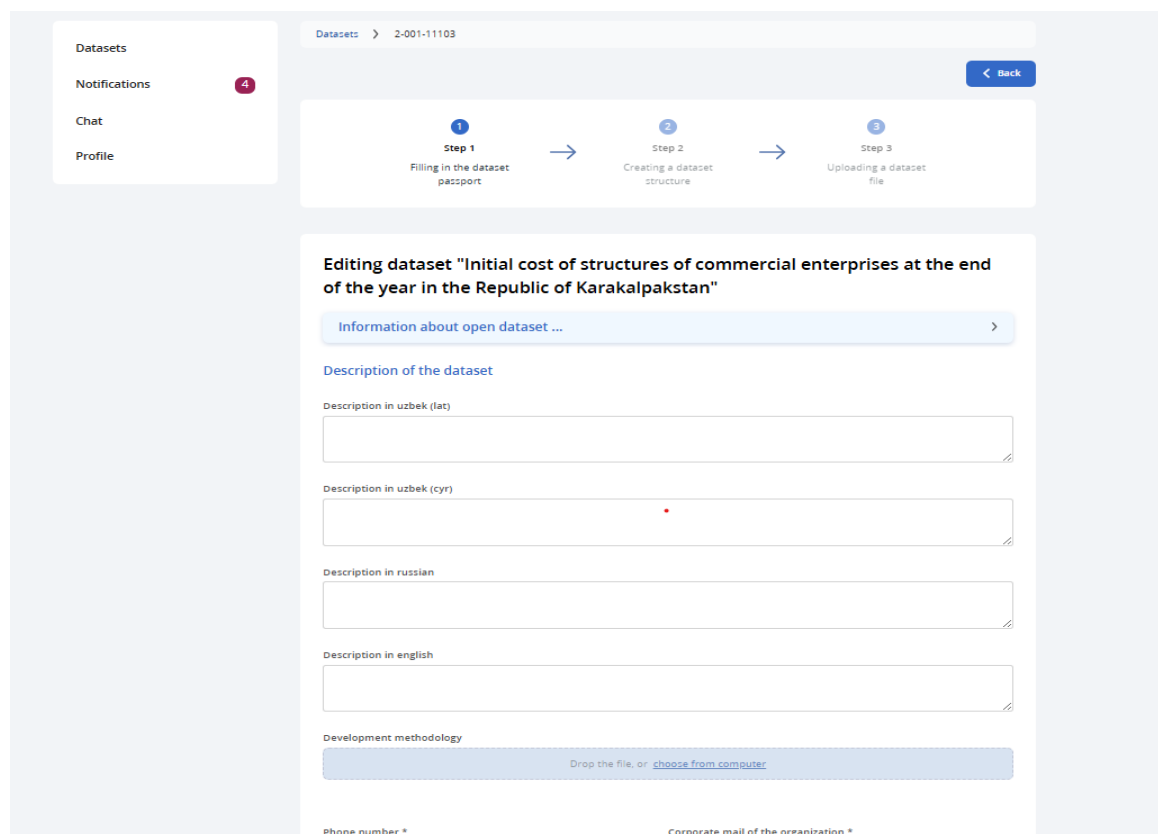
- **Notifications** – messages received from the operator when deficiencies (with reasons for rejection) are found in the data sets for further refinement by the author.

To edit the data sets, you can navigate by clicking on the data set name or the edit button.

After clicking the edit button, the author will see a window consisting of three steps for filling in the data.

STEP ONE is intended for filling in the general information of the open data set. This section consists of the following items:

1. Information about the open data set...
This section is intended for viewing general information about the current data set:

- Organizational structure
- Organization providing the open data
- Responsible person
- Open data set ID
- Title in Uzbek (Latin)
- Title in Uzbek (Cyrillic)
- Title in Russian
- Title in English
- Sector
- Is it a priority?
- Update frequency

At the same time, the author will have the opportunity to view general information about the data sets.

2. Publication of Open Data Sets
This section is intended for the author to fill in the following information:

2.1. Methodology of Development
In this section, a file is attached that reflects the methodology of data development, which includes the methods and algorithms for calculating and forming the data, as well as the sequence of actions that led to the final result.
Filling in this field is optional.

Development methodology

Drop the file, or choose from computer

2.2. Organization's Phone Number and Corporate Email
These fields are used to enter the organization's work phone number and corporate email address, which will be displayed in the data set passport.
Filling in this field is mandatory.

Phone number *

+(998) 71 203-80-29

Corporate mail of the organization *

opendata@stat.uz

2.3. Type of Data Set
This section requires selecting one of the two types of data:

- **"Editable"** – implies data updates without changes to the structure (columns) of the data. In this case, the table rows may change (be added or removed).

- **"Filable"** – implies changes to the structure by adding additional columns.

Type of data set

Editable ◯   Fillable ●

2.4. Legal Basis for Publication (Regulatory Act)
This field is used to enter the number, date, and title of the regulatory legal act on the basis of which the data set is generated.

Basis for publication (RLA)

RLA

Filling in this field is optional.

2.5. Keywords Corresponding to the Content of the Open Data Set (separated by commas)
This field is used to enter words (tags) related to the data set.
Tags are keywords that help quickly find the necessary information — they are a brief but meaningful representation of the content or purpose of the text or other information in the file. These keywords will help users quickly locate the data among other data sets.
Filling in this field is mandatory.

Keywords corresponding to the content of the open data set (separated by commas) *

Initial,structure,cost

2.6. Link to the Open Data Set on Other Web Resources
This section is used to provide a link from an internet resource (website, portal, etc.) where information related to this data set is also published.

Link to an open dataset on other web resources

uz.uz

After completing the data set, it is necessary to save the entered information using the **"Save"** button.
Once the data is saved, the system will proceed to the second step.

In **STEP TWO**, the author creates the data structure, which is the main stage in the data formation process.

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① Step 1
Filling in the dataset passport

→

② Step 2
Creating a dataset structure

→

③ Step 3
Uploading a dataset file

Dataset structure

+ Add field

Name	Is Visible	Uzb Text	Rus Text	Eng Text	UzbCry Text	Edit
Hudud	⬤	Hudud	Регион	Region	Худуд	✏️ 🗑️
Olchovbirligi	⬤	O`lchov birligi	Ед,изм	Unit	Ўлчов бирлиги	✏️ 🗑️

At this stage, the data structure is created by clicking the **"Add Field"** button.
After that, a window will appear for the user to enter data.

Add field ✕

Data type

| Choose ▼ |

Choose type for field

Name

| |

Name in Uzbek (Latin)
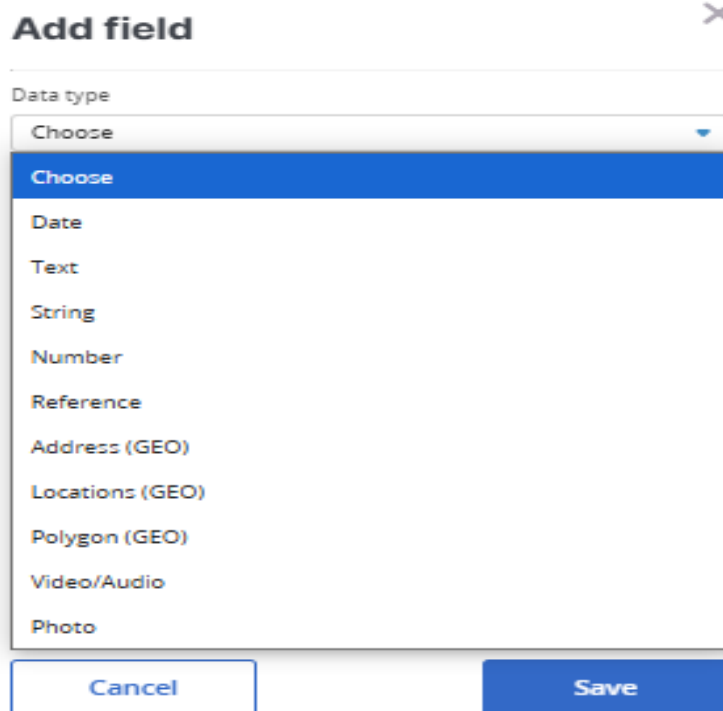
| |

Name in Uzbek (Cyrillic)

| |

Name in Russian

| |

Name in English

| |

| Cancel | | Save |

Data types are intended for the following purposes:

Date – the field is intended for entering data in date format (e.g., 12.03.2021).

Text – the field is intended for entering text in 4 languages (Uzbek-Latin, Uzbek-Cyrillic, Russian, English). When this type is selected, the system will automatically create 4 columns for data entry in 4 languages during Step 3. This field will accept data in letter, numeric, and symbolic values.

String – the field is intended for entering data in one language. When this type is selected, the data template will form one column. This field will accept data in letter, numeric, and symbolic values.

Number – the field is intended for entering numerical data only.

Directory – the field is intended for entering data of directories and classifiers.

Location – the field is intended for entering data to display as a geolocation point on an electronic map. The input format is:
LATITUDE LONGITUDE
41.21542 64.65432

Polygon – the field is intended for entering sequential data to designate an area or trajectory of an address on an electronic map. Data is entered in the following format, in sequence, in a single cell:
[Latitude1, Longitude1], [Latitude2, Longitude2], [Latitude3, Longitude3]
For example:
[41.21542, 64.65432], [51.21542, 32.65432], [61.21542, 65.65432]
In this example, three points are marked on the electronic map.

After the structure is formed, the entered data is saved, and the system automatically moves to the third step.

Dataset structure

+ Add field

Name	Is Visible	Uzb Text	Rus Text	Eng Text	UzbCry Text	Edit
Hudud	⬤	Hudud	Регион	Region	Худуд	✏️ 🗑️
Olchovbirligi	⬤	O`lchov birligi	Ед.изм	Unit	Ўлчов бирлиги	✏️ 🗑️
2010Y	⬤	2010Y	2010Y	2010Y	2010Y	✏️ 🗑️
2011Y	⬤	2011Y	2011Y	2011Y	2011Y	✏️ 🗑️
2012Y	⬤	2012Y	2012Y	2012Y	2012Y	✏️ 🗑️

At the third step, in the first section, the system generates a template for data entry based on the structure created in the second step.

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①	→	②	→	③
Step 1		Step 2		Step 3
Filling in the dataset passport		Creating a dataset structure		Uploading a dataset file

Loading a dataset

1. Loading the dataset structure

Download the dataset structure file

⬇️ Download file

2. Upload a dataset of open data

Fill in the dataset structure table and upload it to the field below

Drop the file, or choose from computer

Back   Save

API functionality for integration   Get API

To download the template, you need to click on the **"Download File"** button.

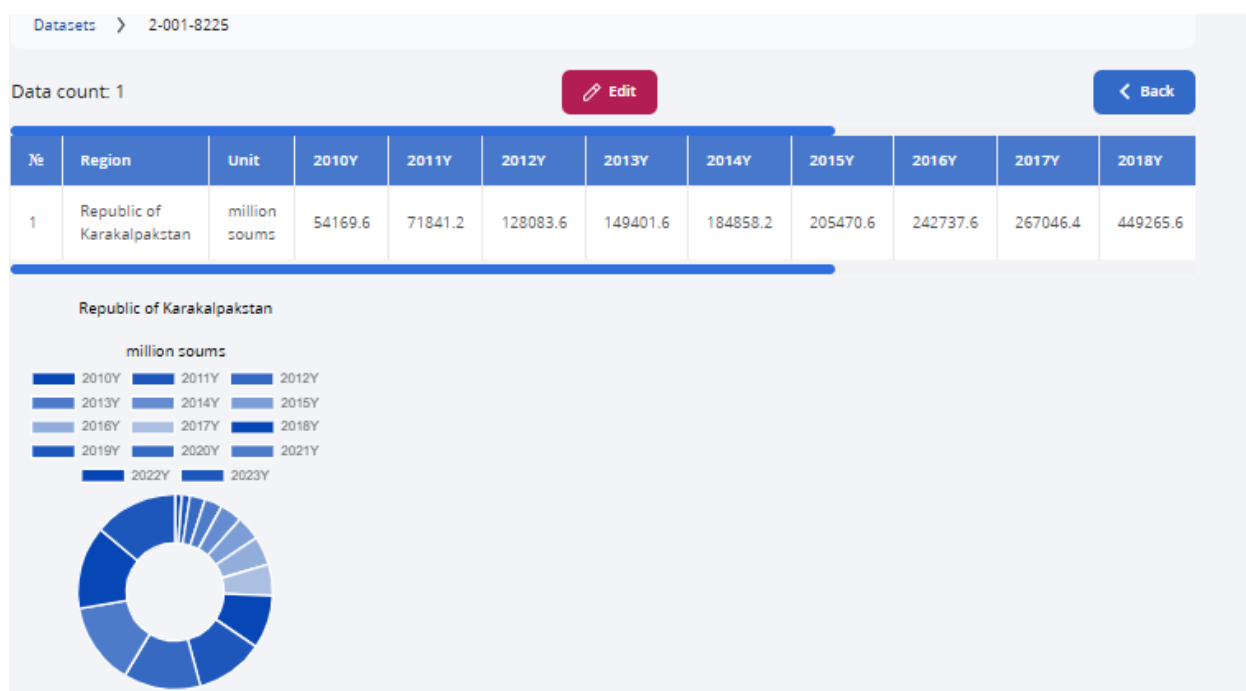After that, the template will be exported in xls format.

The author fills out this template (without any changes to the column names) and uploads the completed template in section 2 **"Upload Open Data Set"**. The upload can be done either by dragging the file into the designated area or by selecting the file from the local disk of the computer.

The entered data will automatically appear on the main page of the author's personal account.

ID	Name	Structure	Status	Updated date	Actions
2-001-8225	Initial cost of vehicles, commercial enterprises at the beginning of the year in the Republic of Karakalpakstan	Dataset	Updated	14-04-2025	👁 ✏

To view the entered data, you need to click on the view button. 👁

After that, the data uploaded by the operator will be displayed.

Datasets > 2-001-8225

Data count: 1   ✏ Edit   ‹ Back

№	Region	Unit	2010Y	2011Y	2012Y	2013Y	2014Y	2015Y	2016Y	2017Y	2018Y
1	Republic of Karakalpakstan	million soums	54169.6	71841.2	128083.6	149401.6	184858.2	205470.6	242737.6	267046.4	449265.6

Republic of Karakalpakstan

million soums

2010Y 2011Y 2012Y
2013Y 2014Y 2015Y
2016Y 2017Y 2018Y
2019Y 2020Y 2021Y
2022Y 2023Y

In addition, to enable automatic data upload from information systems and resources of government agencies, the option to use an API (API functionality for integration) has been created, which is also automatically generated at Step 3.

API functionality for integration   **Get API**

When clicking the **"Get API"** button, the author will see the data for integration:

API functionality for integration [Get API]

Name	Value	Description
Method	POST	Http method
URL	https://data.egov.uz/apiData/MainData/ExternalApi	URL of API
data	[{ "Hudud": "", "Худуд": "", "Регион": "", "Region": "", "O`Ichov birligi": "", "Ўлчов бирлиги": "", "Ед,изм": "", "Unit": "", "2010Y": "", "2011Y": "", "2012Y": "", "2013Y": "", "2014Y": "", "2015Y": "", "2016Y": "", "2017Y": "", "2018Y": "", "2019Y": "", "2020Y": "", "2021Y": "", "2022Y": "", "2023Y": "" }]	Data to send
id	67c03aa6417e18628873acd4	Dataset ID
token	[Get token]	

Example:

```
{
    "data": [
        {
            "Hudud": "",
            "Худуд": "",
            "Регион": "",
            "Region": "",
            "O`Ichov birligi": "",
            "Ўлчов бирлиги": "",
            "Ед,изм": "",
            "Unit": "",
            "2010Y": "",
            "2011Y": "",
            "2012Y": "",
            "2013Y": "",
            "2014Y": "",
            "2015Y": "",
            "2016Y": "",
            "2017Y": "",
            "2018Y": "",
            "2019Y": "",
            "2020Y": "",
            "2021Y": "",
            "2022Y": "",
            "2023Y": ""
        }
    ],
    "id": "67c03aa6417e18628873acd4",
    "token": null
}
```

With the specified parameters, it is possible to organize real-time data transmission to the open data portal.

The activity indicator on the main page of the author's personal account will allow the data set to be hidden in case any deficiencies or errors are found in the data set. To do this, the author only needs to deactivate the indicator in the **"Active"** column.

ID	Name	Structure	Status	Updated date	Actions
2-001-8225	Initial cost of vehicles, commercial enterprises at the beginning of the year in the Republic of Karakalpakstan	Dataset	Updated	14-04-2025	👁 ✏
	Depreciation of buildings of commercial				