



DATABLAU · DAM

Data marketplace

Product module user manual

Version 9.1.2

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Data marketplace

Part of Data Assets (DDC), Data Marketplace supports business discovery, exploration, and access requests. Its current consumer-facing entry is Data Supermarket.

A data product is a described asset collection or service for requesting use, not an already delivered file. DAM records requests/approvals; responsible teams confirm delivery offline.

Choose a task

Need	Start	Result
Find existing data	Discovery	Candidates and business scope
Locked details	Folder access	Approved detail visibility
One product	Request now	Usage request
Multiple products	Cart	Verified combined request
No suitable product	Describe a requirement	Recorded business need
Approved, awaiting data	Coordinate with IT/provider	Offline delivery within approved scope

Before you begin

Describe purpose, scope, and expected output. Visibility depends on folders, publication, and rights. Administrator global search results do not establish ordinary-user marketplace visibility.

Stewards organize/publish; consumers select, request, and accept; reviewers/providers follow organizational responsibilities. No fixed built-in role names are required.

Follow the request path

See [Quick start](#), [Discovery](#), [Requests](#), and [Product operations](#).

1. Discover by topic, folder, or filter.
2. Add products to the cart and request use.
3. Submit a text requirement if none exists.
4. Follow preconfigured approvals retained in DAM.
5. IT or another team delivers accounts, files, APIs, or other access offline.

Understand the outcome

Approval records an authorization decision, not data delivery. This marketplace workflow does not copy data, transfer files, provision accounts, or publish delivery APIs.

Data marketplace quick start

Describe purpose, scope, and expected output before searching and requesting products.

1. Discover candidates

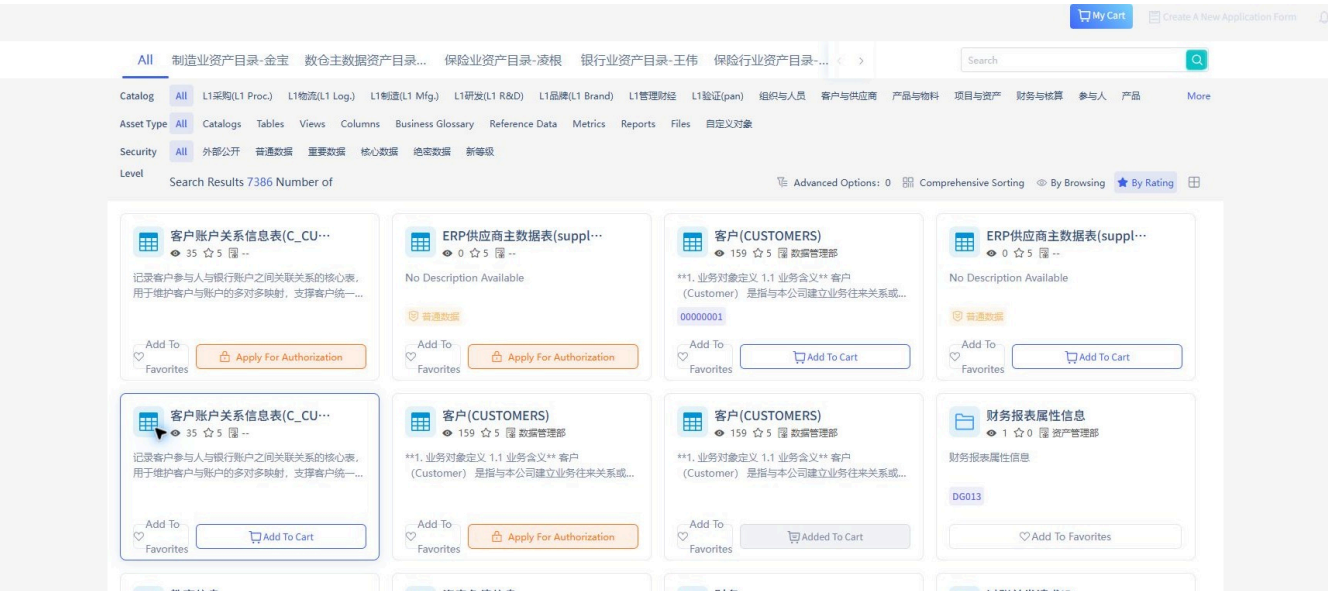
Use [Search or browsing](#) by names, subjects, and descriptions. For customer analysis, state objects and measures first; examples do not promise installed products. Confirm candidates or absence after checking filters and permissions.

2. Assess suitability

Inspect definitions, sources, paths, and properties. Request [Folder browsing access](#) if needed. Same-name products can differ by system/meaning. Samples support understanding, not authorization. Record why each candidate meets or misses requirements.

3. Request now or use the cart

Use **Request Now** for one item or **Add to Cart** for several, then verify the list.



Example names illustrate controls. Check no objects are missing/incorrect. Cart membership is not submission.

4. Submit and track

Complete [Request information](#), including purpose, delivery preference, description, and duration as available. Actual required fields follow the configured form. Use supported supplementary fields for other explanations.

Verify records, workflow, and status. Correct rejections before resubmitting. Applicants follow configured workflows rather than designing each request. For missing products, use **New Request** with a text need. Completion requires traceable approval records, not just a populated cart.

5. Coordinate and accept offline delivery

Contact IT or the responsible provider with approval evidence. Verify delivery against authorized purpose/scope and report differences. DAM retains request/approval records; actual files, accounts, and interfaces are delivered offline. Complete acceptance to close the usage lifecycle.

Review products, cart contents, and request status

Products present assets in business terms. Review descriptions, scope, and accountability before online requests. Approved data is delivered offline by responsible teams.

Review product details

From **Marketplace > Data Supermarket**, verify:

- Name, definition, scenarios.
- Folder, owner, contacts.
- Included assets, refresh frequency, quality information.
- Security class, restrictions, supporting materials.
- Request availability and any browsing prerequisite.

Visibility does not guarantee column access or approval.

Request now

For one product, enter purpose, scope, duration, users, delivery method, and supplementary information. Verify products and applicant information and place delivery needs in usable fields.

Combine through the cart

1. Add products.
2. Remove unnecessary ones and verify versions, scope, and security.
3. Select **Request Use** and describe shared and product-specific purposes.
4. Confirm the submitted record retains every product.

The cart combines requests, not data, and does not trigger delivery.

Submit text requirements

Describe goals, scope, time grain, duration, contact, and delivery format. Do not expose unapproved sensitive data. The platform records the request; the organization decides whether to build a product.

Approval and offline delivery

Platform states record submission, approval, rejection, or withdrawal. Workflows may include all-participant/any-participant approval, branches, and custom forms.

After approval:

1. Retain request number, approved scope, and validity.
2. Agree delivery with IT/provider.
3. Accept accounts/files/APIs against the approved use.
4. Link delivery evidence to the request number.

Approval does not mean delivered. Keep offline accounts/files out of public product pages.

Discover data assets and products

The marketplace provides published asset/product discovery and requests. Data Supermarket browses by folder and type.

Search by business goal

1. Search business keywords on the home page.
2. Use a known subject's space to enter Data Supermarket.
3. Filter by folder, type, and available criteria.
4. Open cards/details and inspect meaning, source, properties, and visible samples.
5. Compare scope and purpose before requesting or adding to the cart.

For customer analysis, first define measures and columns, then choose products by descriptions rather than table names alone. This is search guidance, not a promised installed product.

If details are locked

Public Display can expose locked folders. Request folder access and verify after approval. Locked parents may only preserve paths to accessible children. Browsing and data-use rights differ; see [Requests](#).

If data is missing

Check keywords, folders, types, rights, and asset/parent publication. Use **New Request** for a text need if nothing fits. Global search has separate permissions; administrator results do not represent consumer visibility.

Request browsing access and data use

DAM records needs and approvals. IT or other teams deliver offline; approval does not automatically provision connections, files, or APIs.

Request folder browsing access

1. Find a locked folder or restricted asset.
2. Select **Request Access** and confirm the folder.
3. Complete and submit the form.
4. The folder approver follows the configured workflow.
5. Reopen after approval and verify detail scope.

Browsing rights do not authorize actual data use.

Request data use

1. Select **Request Now** from details.
2. Choose data and complete purpose/information.
3. Verify objects, scope, responsibilities, then **OK**.
4. Track the configured workflow in request history.
5. Coordinate approved delivery and retain acceptance evidence.

Forms differ by workflow.

Complete request information

Follow asterisks, validation, and current options rather than treating examples as universal requirements.

Field	Guidance	Check
Purpose	Actual business activity	Honest scope
Delivery method	Requested delivery preference	Does not automate delivery
Asset description	Objects, columns, scope, definitions	Essential for new requirements
Reason	Work requiring this data	Consistent with purpose/scope
Urgent	Actual urgency	Does not bypass approval or promise timing
Validity	Long-term, days, or custom dates	Does not automatically expire offline accounts
Attachments	Supporting materials	Authorized sharing and size limits

The verified form requires purpose, delivery method, and validity. Text and upload limits appear on the page; correct oversize input before retrying.

Example structure for a text requirement:

text

Business goal: Reconcile monthly measures for a business subject.
 Scope: Identify systems, objects, columns, and time range.
 Output: Detail or aggregate results and required definitions.
 Use: Users, purpose, and expected duration.

Replace this writing guidance with actual needs.

Apply Info

* Data Usage	Select	▼
* Data Provision Method	Select	▼
Data Assets Description	0/1000	
Reason	0/1000	
Is It Urgent	☐ Yes ☒ No	
* Data Usage Validity	☐ Long Term ☒ 30 Days ☐ 60 Days ☐ 90 Days ☐ Customize Date	
Period		
Upload	Upload	ⓘ You can upload 20 MB file
Ok Cancel		

Verify asset lists and actual workflow fields before submitting.

Combine requests in the cart

Add related products, remove duplicates/unneeded items, and submit together. Adding alone does not initiate approval.

Request data without an existing product

Use **New Request** in Data Supermarket. Describe data, business purpose, scope, and delivery expectations in available fields; these suggestions do not imply separate fixed fields.

Separate approval from delivery

Stage	DAM	Offline
Need	Objects/text and request record	Business explanation
Approval	Participants, comments, outcome	Coordination
Approved	Retained evidence	Actual delivery
Acceptance	Compare approved scope/purpose	Check supplied content

See [Workflow management](#). Correct rejected requests; contact the provider for approved-but-undelivered data instead of repeatedly reapplying.

Troubleshoot requests

Symptom	Action
Cannot choose purpose/method	Check loading/errors; administrator verifies options/services
Required-field failure	Complete prompted fields beyond free text
Header only/loading failure	Record time, entry, error; check service, not assumed empty market
No success evidence	Check existing record/state before retrying
Wrong delivery method	Compare request/approval with provider