

Record Statuses

The following table lists the record statuses used in the RDA Publishing Workflow.

Status	Definition
Draft	The record has not been published and is still being worked on by the user.
Approved	The record is ready for manual publication. Records with Approved status are not visible in Research Data Australia. <div style="border: 1px solid #f9e79f; padding: 10px; margin-top: 10px;">Data providers need to enable the 'Manually Publish Records' flag in their Data Source Account settings to trigger manual records publication.</div>
Published	The record has been published. These records are visible in Research Data Australia.
Deleted	The previously 'Approved' or 'Published' record has been deleted. These records can be restored via the history tool.

What is the difference between the record statuses?

Record Behaviour	Draft	Approved	Published	Deleted
Changes status to 'Draft' upon edit	NA		X	X
Creates duplicate 'Draft' record upon edit	NA	X		X
Can be restored via Deleted Records page if deleted	X	X		NA
Discoverable in Research Data Australia	X	X		X
Visible on Manage My Records screen by default		X		NA
Visible on Manage My Records screen if 'Manually publish records' is enabled				NA

More information

- [RDA Publishing Workflow](#)
- [Metadata Content Report](#)
- [Actioning Records](#)
- [Display Options](#)