Delaware Geospatial Metadata Standard

Approved July 8, 2010 by the Delaware Geographic Data Committee Executive Council

Purpose

This document provides a minimum standard for the creation and dissemination of metadata in Delaware. It applies to metadata required by state code for geospatial data published by public agencies in Delaware. (See 91 Delaware Code, § 9144) The paths to where each field can be found ArcGIS Desktop are shown below the descriptions. The paths are based on the FGDC CSDGM Metadata style.

Overview

Title - The common name of the dataset
Overview/Item Description/Title
Abstract - A brief description of the data
Overview/Item Description/Description (abstract)
Purpose - A summary of why the data were collected
Overview/Item Description/Summary (purpose)
Theme Keyword - At least one of the following keywords from the ISO 19115 Topic Category
Overview/Topics & Keywords/Topic Categories
Theme Thesaurus - ISO 19115 Topic Categories
Overview/Topics & Keywords/Theme Keywords
Place Keyword - At least one predefined geographic reference from Delaware Place Thesaurus
Overview/Topics & Keywords/Place Keywords
Place Thesaurus - Delaware Place Thesaurus
Overview/Topics & Keywords/Place Keywords
Publication Date - The date on which the data were published or made available
Overview/Citation/Dates/Published
Originator(s) - The name(s) of the organization(s) or individual(s) that developed the dataset
Overview/Citation Contacts/Contact/Role/Originator

Metadata

Metadata Date - The date the metadata record was completed
Metadata/Details/Date Stamp
Contact - Name of organization and, optionally, a person in the organization considered to be the best contact for question concerning the data
Metadata/Contacts
Contact Voice Telephone - The phone number of the organization or person in the organization who would answer questions concerning the data
Metadata/Contacts
Contact Email Address - The email address of the organization or person in the organization who would answer questions concerning the data
Metadata/Contacts
Security Classification - Security classification of the data
Metadata/Constraints/Security Constraints/Classification

Resource

Progress - The state of the data (Complete, in work, etc.)
Resource/Details/Status

Scale - The scale used in creation of the data
Resource/Details/Scale Resolution

Bounding Coordinates - The extent of the data in decimal degrees
Resource/Extents/Extent/Bounding Box/

Time Period - Either ground condition (generally referring to aerial photography) or publication date
Resource/Extents/Temporal Period Extent

Update Frequency - How often the data are updated
Resource/Maintenance/Update Frequency

Use Constraints - Restrictions and legal prerequisites for using the data, once access has been given
Resource/Constraints/Legal Constraints

Access Constraints - Restrictions and legal prerequisites for accessing the data
Resource/Constraints/Legal Constraints

Security Classification System - The thesaurus used to define the security classification of the data
Resource/Constraints/Security Constraint

Process Step(s) - Description of processes used to create the data
Resource/Linage/Process Step

Primary Contact - Name of organization, and optionally, a person in the organization considered to be the best contact for question concerning the distribution of the data
Resource/Distribution/Distributor

Contact Voice Telephone - The phone number of the Primary Contact
Resource/Distribution/Distributor

Contact Email Address - The email address of the Primary Contact
Resource/Distribution/Distributor

Resource Description - Is the data "Downloadable Data," an on-line dataset, or other form of resource
Resource/Distribution/Distributor/Digital Transfer Options/ Online Resource/ Online Resource/ Description

Attribute Domain Values - Meanings of codes and other information found in the data attribute table either as part of metadata record or as a reference to an external definition table
Resource/Fields/Details