

# NRM Data Library Portal



## Complete NRM Metadata Help

*Version 1.0 (1<sup>st</sup> October 2008)*

# COMPLETE NRM METADATA HELP - The NRM Data Library Portal

Basic information and definitions of the NRM metadata elements is available by holding your mouse pointer over the field heading in question within the metadata record itself. After approximately a second a text box will appear on-screen with the:

- ▶ name of the field,
- ▶ a short description, including a suggested entry format (if necessary), and
- ▶ a statement as to it's entry obligation as per the *ANZLIC metadata Profile AS/NZS ISO 19115:2005 and ISO 19139:2007 for implementation.*

Eg. **Individual name**  
Name of the responsible person. (Format John Citizen)  
**Mandatory**

Under this profile there are three obligations for metadata entry, mandatory, conditional and optional. In the NRM metadata template only mandatory and conditional fields are advertised in the on-screen help text.

**However in the NRM Data Library Portal, it is expected that ALL metadata fields be populated in ALL cases unless otherwise prompted by the on-screen help text.**

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## IDENTIFICATION INFO

Basic information about the data resource to which the metadata record applies. This information is required to identify a data resource.

### **Title**

Name by which the cited resource is known  
*Mandatory*

### **Date**

Reference date for the cited resource (YYYY-MM-DD)  
*Mandatory*

### **Date Type**

Event used for reference date  
*Mandatory*

### **Abstract**

Brief narrative summary of the content of the data resource(s) to allow the user to determine the usefulness of the resource.  
*Mandatory*

### **Status**

Status of the resource(s). Specifies the current status of the data resource or the progress of a review, ie. the element indicates whether the data will be updated sometime in the future. Progress values are selected from the controlled list of values in the codelist.

### **Data Point of Contact**

Identification of a means of communication with person(s) and organisation(s) associated with the data resource.

### **Organisation name**

Name of the responsible organisation.

The Organisation element allows searchers to make contact with an organisation responsible for the creation and management of a resource. Acronyms should be avoided.

*Conditional*

**Position name**

Role or position of the responsible person.

The Position name element allows searchers to make contact with a person within an organisation responsible for the creation and management of a resource.

*Conditional*

**Voice**

Telephone number by which individuals can speak to the responsible organisation or individual

**Facsimile**

Telephone number of a facsimile machine for the responsible organisation or individual

**Postal Address**

Address line for the contact (eg. PO Box 123 or 25 Resource Street)

**City**

Identifies the city or town

**State**

Identifies the state or territory

**Postcode**

Identifies the postcode

**Country**

Identifies the country

**E-mail**

Address of the electronic mailbox of the responsible organisation or individual

**OnLine resource**

Information about online sources from which the resource can be obtained

**Web Address**

Identifies the location (address) for an on-line access point using a URL

**Role**

Function performed by the responsible party.

**Data point of Contact**

Identification of a means of communication with person(s) and organisation(s) associated with the data resource.

**Spatial representation type**

Method used to spatially represent geographic information.

This field is only completed if the data resource has a spatial component.

**Resolution**

A statement as to the spatial positional accuracy of the resource (s) in the metadata

**UoM Unit of Measure**

Unit of measure used in resolution statement (eg. metres)

**Resolution**

Actual accuracy measure statement (eg.25)

*Conditional*

**Language**

The language used in the metadata record and data resource.

This element allows a search to be restricted to resources where the metadata has been created in a specific language. Domain values are selected from ISO 639-2 alpha-3 code, in which English is abbreviated as 'eng'.

*Mandatory*

**Topic category**

High-level geographic data thematic classification to assist in the grouping and search of available geographic data sets. Can be used to group keywords as well. Listed examples are not exhaustive. NOTE It is understood there are overlaps between general categories and the user is encouraged to select the one most appropriate.

**Geographic extent**

**Information about the spatial, temporal extent of the data resource.**

**Geographic Bounding Box**

Geographic position of the dataset. Can be custom entered or by selecting a pre-defined list of Australian geographic extents from the pull down menu.

**Northbound longitude**

Northern-most coordinate of the limit of the dataset extent expressed in latitude in decimal degrees (GDA94 Datum)

**Westbound longitude**

Western-most coordinate of the limit of the dataset extent expressed in latitude in decimal degrees (GDA94 Datum)

*Mandatory if coordinates for north, east or south supplied*

**Eastbound longitude**

Eastern-most coordinate of the limit of the dataset extent, expressed in longitude in decimal degrees (GDA94 Datum)

*Mandatory if coordinates for north, south or west supplied*

**Southbound latitude**

Southern-most coordinate of the limit of the dataset extent, expressed in latitude in decimal degrees (GDA94 Datum).

*Mandatory if coordinates for north, east or west supplied*

**Geographic description**

Description of the geographic extent.

Text Description of the bounding geographic extent. Enter text manually for custom entry. Automatically populated if using the pre-defined list of locations in the pull down

*Mandatory*

**Temporal extent**

Time period covered by the content of the dataset

**Data Capture Begin date**

Formatted as 2007-09-12T15:00:00 (YYYY-MM-DDTHH:mm:ss)

**Data Capture End date**

Formatted as 2007-09-12T15:00:00 (YYYY-MM-DDTHH:mm:ss)

**Name**

Name of the series, or aggregate dataset, of which the dataset is a part

Format of the dataset (eg. shape file)

**Version**

Version of the format (Arcview 3.1)

**Search Keyword**

Commonly used word(s) or formalised word(s) or phrase(s) used to describe the subject. Select the '+' to add multiple keywords. Adding multiple entries where applicable is recommended.

*Mandatory*

**Keyword type**

The method used to group similar keywords.

## DATA QUALITY INFO

Provides overall assessment of quality of a resource(s).

### Hierarchy level

Hierarchical level of the data specified by the scope

*Mandatory*

### Dataset Set

Dataset to which the resource is a part of.

*Conditional*

### Lineage

Explanation of the derivation the data resource.

Lineage presents a history of how the data resource was derived and is intended to provide a statement regarding the nature and quality of the data resource. This element provides a general explanation of the data producer's knowledge about the lineage of a data resource.

*Mandatory*

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## REFERENCE SYSTEM INFO

Description of the spatial and temporal reference systems used in the dataset

### Title

Name by which the cited resource is known.

Name of the Reference System information used in the dataset.

*Mandatory*

### Spatial reference System code

Alphanumeric value identifying a coordinate system in the EPSG namespace. Default code of EPSG28355 is GDA94 MGA Zone 55.

EPSG28355 = GDA94 Zone 55 – coordinates

EPSG64283 = GDA94 Long / Lat degrees

EPSG20255 = AGD66 Zone 55 - coordinates

EPSG4202 = AGD66 - Long/Lat degrees

*Mandatory*

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## DISTRIBUTION INFO

Provides information about the distributor of and options for obtaining the resource(s)

### OnLine resource

Information about the OnLine sources from which the resource can be contained

### Web Address

Identifies the location (address) for an on-line access point using a URL

### Data Access Protocol

Connection protocol to be used.

### Name

Identifies the location (address) for on-line access using a Uniform Resource Locator address (URL) or similar addressing scheme for the cited resource.

**OnLine resource**

Information about the online sources from which the resource can be contained

**Web Address**

Identifies the location (address) for an on-line access point using a URL

**Data Access Protocol**

Connection protocol to be used

**File**

Name of the file being uploaded to the NRM Data Server.

**OnLine resource**

Information about the online sources from which the resource can be contained

**Web Address**

Identifies the location (address) for an on-line access point using a URL

**Data Access Protocol**

Connection protocol to be used

**Name**

Identifies the location (address) for on-line access using a Uniform Resource Locator address (URL) or similar addressing scheme for the cited resource.

**Distributor**

Party responsible for the distributing the data resource.

**Individual name**

Name of the responsible person. (Format John Citizen)

*Conditional*

**Organisation name**

Name of the responsible organisation.

The Organisation element allows searchers to make contact with an organisation responsible for the creation and management of a resource. Acronyms should be avoided.

*Conditional*

**Position name**

Role or position of the responsible person.

The Position name element allows searchers to make contact with a person within an organisation responsible for the creation and management of a resource.

*Conditional*

**Voice**

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**State**

Identifies the state or territory

**Postcode**

Identifies the postcode

**Country**

Identifies the country

**E-mail**

Address of the electronic mailbox of the responsible organisation or individual

**Role**

Function performed by the responsible party.

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**METADATA CONSTRAINTS**

Provides information concerning the restrictions placed on the data resource.

**Use limitation**

Limitation affecting the fitness for use of the data resource. Eg. 'not to be used for navigation'.

**Use constraints**

Constraints applied to assure the protection of privacy or intellectual property, and any special restrictions or limitations or warnings on using the resource.

**METADATA AUTHOUR**

Party responsible for the information provided

**Individual name**

Name of the responsible person. (Format John Citizen)

*Mandatory*

**Organisation name**

Name of the responsible organisation.

*Mandatory*

**Position name**

Role or position of the responsible person.

*Mandatory*

**Role**

Function performed by the responsible party.

*Mandatory*

**File identifier**

unique identifier for this metadata file.

The metadata identification number permanently identifies a metadata file. The identifier of a metadata file should never change while the associated dataset is deemed to be the same. This includes over time, when the dataset is transferred between custodian or when the metadata record is shared between metadata applications. A Universal Unique Identifier (UUID) is automatically generated.

**Language**

Language used for documenting metadata

*Conditional*

**Character set**

Full name of the character coding standard used for the metadata set

Name of the character coding standard used in the metadata record and data resource.

*Conditional*

**Parent identifier**

File identifier of the metadata record to which this metadata record is a subset (child).

For example a dataset may be part of a dataset series or a single, complex dataset may have several metadata records describing different aspects.

**Hierarchy level**

The position of the metadata record in a hierarchy of metadata records.

Where this element identifies that there is metadata (at a higher level) and that this metadata is based on those higher-level metadata descriptions. It identifies whether the metadata describes a type of resource, an entire dataset, part of a dataset or a series of datasets.

*Mandatory*

**Hierarchy level name**

Name of the hierarchy levels for which the metadata is provided.

The name of the hierarchy levels of the metadata record where the metadata record is a subset of a previously described metadata record. This element identifies the subset of previously described metadata of which this metadata is part. It is used to identify which parts of the data resource or series are described using this metadata record. Example: If hierarchy level was a feature type, an example of the hierarchy level name could be coastline.

*Mandatory if the hierarchy level is entered*

**Metadata standard name**

Name of the metadata standard (including the profile name) used

*Mandatory*

**Metadata standard version**

Version (profile) of the metadata standard used.

*Mandatory*

**Date stamp**

Date that the metadata was created. ( YYYY-MM-DDThh:mm:ss)

*Mandatory*