

CSDGM Metadata Outreach and Training for Northwest Indiana

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Final Report

Category 1: FGDC-Endorsed Standards Implementation Assistance and Outreach

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Organization:

(Trustees of) Indiana University for Northwest Indiana Center for Data and Analysis at Indiana University Northwest, 3400 Broadway, Gary, IN 46408

Project Contacts:

Timothy Sutherland, Director, Indiana University Northwest Library, (219) 980-6946, sutherla@iun.edu

Cele Morris, Research Analyst, Northwest Indiana Center for Data & Analysis at Indiana University Northwest, (219) 981-5612, cmorris@iun.edu

Project Narrative

Funding obtained through this grant was used for continuation of metadata outreach and training. The following activities were accomplished during the funding period of 5/01/07 through 10/31/08.

I. An Introduction to Metadata presentation was created for inclusion during certified ArcGIS training sessions held by the Northwest Indiana GIS Forum at the Indiana University Northwest campus. Through a partnership between the Northwest Indiana GIS Forum, the Indiana Department of Environmental Management and Indiana University Northwest, free certified ArcGIS training has been made available several times annually. During each session Cele Morris provided an hour-long presentation about the basics of FGDC metadata as well as tips about tools within ArcGIS/ArcCatalog that apply to metadata. The majority of those attending these training sessions had very limited knowledge of GIS or metadata. Providing an introduction to metadata at the time of initial GIS instruction gives those new to the technology the information they need to begin documentation as they create new datasets. All participants have future access to ArcGIS software and therefore will have the ArcCatalog metadata tool available for data documentation.

Three metadata presentations were offered to participants during ArcGIS 9.2 training sessions held at the Indiana University Northwest Library, GIS lab. Each one hour presentation included basic metadata information. Most participants had very basic GIS

skills. New metadata features available in ArcCatalog were included in the presentation. Instruction included how to import existing metadata into ArcCatalog to reside with data.

1. October 18, 2007

- 15 Individuals from the following organizations were in attendance:
 - Town of Dyer, IN
 - Hammond Sanitary District
 - Porter County, IN - Auditor's Office (2)
 - Noble County, IN
 - School City of Hammond, IN
 - Lake County Indiana Parks Department
 - City of Crown Point – Engineer's Office
 - East Chicago, IN – Planning Department
 - City of South Bend, IN – Community and Economic Development
 - US Army Corps of Engineers – Chicago District (4)
 - University of Illinois Urban Planning Graduate Program

2. May 29, 2008

- 9 participants from the following organizations were in attendance:
 - Highland, Indiana Sanitary Board
 - School City of Hammond, Indiana (2)
 - LaPorte County Health Department
 - Northwestern Indiana Regional Planning Commission
 - Indiana Dunes National Lakeshore – National Park Service (3)
 - Elkhart County, Indiana Department of Public Services

3. July 25, 2008

- 8 participants from the following organizations were in attendance:
 - Peerless-Midwest
 - Indiana Dunes National Lakeshore – National Park Service
 - City of South Bend, IN (2)
 - Save the Dunes Conservation Fund
 - Northwestern Indiana Regional Planning Commission
 - Sanitary District of Michigan City, IN (2)

II. Materials were prepared to provide a half day training session to introduce the FGDC Content Standard for Geospatial Metadata. Many useful sources for metadata training already exist. Presentations created by the FGDC, NOAA Coastal Services Center, Northeastern Illinois Planning Commission and the Indiana Geographic Information Council were helpful as a foundation to create a new Power Point presentation for the training session. Additional information was included to personalize the presentation for the Northwest Indiana region. The training session included hands on creation of an individualized metadata template by each participant.

It had been originally planned to provide training using an online metadata tool previously created by the Indiana Geological Survey. Unfortunately, due to hardware

changes at the IGS, the online metadata tool was not operational during the funding cycle. The ArcCatalog metadata tool was chosen as an alternate tool for training. Invitations for training indicated that the ArcCatalog metadata tool would be used for the session. All who registered stated that this tool would be appropriate for their use.

April 23, 2008 - One half day Introduction to Geospatial Metadata Workshop, held at the Indiana University Northwest, Library, GIS lab

- 11 Participants from the following organizations were in attendance
 - Northwestern Indiana Regional Planning Commission
 - Indiana Dunes National Lakeshore – National Parks Service
 - Highland, Indiana Sanitary Board
 - Save the Dunes Conservation Fund
 - Gary, Indiana Sanitary District
 - Porter County, Indiana (3)
 - Indiana Department of Natural Resources – Lake Michigan Coastal Program
 - School City of Hammond, Indiana
 - Purdue University Calumet (Hammond, IN campus)

III. A presentation was created for GIS professionals in Northwest Indiana and throughout the state already familiar with metadata and FGDC metadata standards. A Power Point presentation was prepared geared towards data development practices combining information included in the existing FGDC materials, Metadata in Action, the Value of Metadata and Institutionalize Metadata Before it Institutionalizes You. The presentation included a demonstration of the MetaFill macro created by John S. Wood of the Harte Research Institute at Texas A & M Univ. at Corpus Christi. The metadata tool, downloaded from the ESRI website, permits update of general contact information as well as distribution and metadata contact information for batches of metadata records. The ArcScript is designed to be accessed from within ArcCatalog.

June 14, 2007 - Indiana Geographic Information Council Seminar: The Value of Metadata as a Data Management and Project Management Tool. This presentation was part of a seminar that included another presentation that discussed management methods used during an actual project. The presentation may be found at the following location: http://www.in.gov/igic/class/seminarpres/metadata_files/frame.htm. The seminar was held at the Indiana State Library in Indianapolis, IN.

- 11 persons attended the presentation from the following organizations
 - Indiana Election Division
 - Indiana University-Purdue University (IUPUI) Dept. of Geography
 - Indiana Business College Library
 - Hammond Sanitary District
 - Dearborn County Government
 - Hancock County Government
 - MDWise
 - IUPUI University Library
 - American Structurepoint
 - City of Bloomington, IN

- TruNorth & Associates

IV. An additional outreach activity involved assistance locating local data and metadata for inclusion in the Indiana Geological Survey interactive mapping web site Lake Rim GIS. Hundreds of datasets have been assembled, many are unique to Northwest Indiana. All include FGDC compliant metadata and many datasets are downloadable. Cele Morris participated in conference calls during the organization phase of the project and helped to coordinate the acquisitions of some of local the datasets and metadata. The website recently became publicly available at the following location: <http://129.79.145.5/arcims/lakerim/static/index.html>. The following organizations were involved in the update to the website:

- Indiana Geological Survey
- Indiana Department of Environmental Management
- Hammond Sanitary District
- Northwestern Indiana Regional Planning Commission
- 39 Degrees North, LLC
- Northwest Indiana Center for Data & Analysis at Indiana University Northwest

V. In addition to training activities, metadata outreach was provided via personal assistance to the following organizations:

- City of Crown Point, Indiana – Engineering Department
- Save the Dunes Conservation Fund – Water Resources

Crown Point is in the early stages of GIS implementation. Information regarding FGDC compliant metadata preparation was personally relayed to the GIS manager. Three meetings were held at City of Crown Point offices. FGDC essential metadata was prepared for 43 municipal datasets by Cele Morris.

Save the Dunes Conservation Fund requested assistance preparing metadata. An onsite meeting was held to review the metadata they prepared and hand-out material was provided for their information. Metadata templates were created for each organization's future metadata preparation.

Next Steps

The Northwest Indiana Center for Data & Analysis at Indiana University Northwest has become known regionally and statewide as a source for metadata training and assistance. We plan to continue to promote geospatial data documentation through FGDC compliant metadata and look forward to implementing the next generation of metadata via the North American Profile. We have created a strong relationship with the Northwest Indiana GIS Forum and will continue to promote metadata through interactions with that group. We will continue to provide metadata instruction to those new to the GIS technology at future certified ArcGIS training sessions. Our next ArcGIS training session will be held on December 2-3, 2008.

The Online Metadata Tool that was unavailable for training sessions during the funding period was released in a draft version by the Indiana Geological Survey in mid November, 2008. After a testing and comment period, the tool will be promoted during metadata training sessions. The draft tool may be accessed at the following location: <http://129.79.145.10/metadatabuilder>

The Northwest Indiana Center for Data & Analysis is currently preparing a grant proposal to the Lake Michigan Coastal Program requesting funding for a GIS educational program focused on personnel located in the Lake Michigan Watershed currently working with coastal resources. An introduction to metadata as well as locating local data and determining its usefulness using metadata are included in the proposal as part of the curriculum.

Cele Morris was elected in March, 2008, to serve a three year term as a member of the Indiana Geographic Information Council Board of Directors. Additional promotion of metadata outreach and training can be accomplished through participation in this capacity.

Opportunities to promote metadata in conjunction with courses taught through the Department of Geosciences and School of Public and Environmental Affairs at Indiana University Northwest also exist.

Feedback on the Cooperative Agreements Program

The Northwest Indiana Center for Data & Analysis is pleased to have had the opportunity to provide metadata outreach and training locally and statewide through the FGDC CAP program. We have been able to provide a variety of methods of metadata instruction to groups and individuals. We appreciate being chosen for funding to serve a local population.

The CAP program provides needed funding for many types of geospatial projects through different categories. It is apparent that projects are chosen for funding to cover a wide spectrum of activities.

The kickoff meeting for category one recipients is particularly helpful. Getting acquainted with what others are proposing and hearing feedback regarding your project is helpful. Networking with others working on similar projects is always a good thing. Sharon Shin is easily approachable and openly offers her assistance.

It is unfortunate that recipients of Metadata Trainer Outreach awards within the past three years will not be eligible to receive a 2009 NSDI CAP award.

The North American Profile will be implemented in the near future. If possible, it would be advantageous to “train the trainers” on the new standard via webinar or pod cast. If neither of those options is available, it would be helpful if the FGDC could provide funding for travel to a central location for training sessions.