

Data Documentation Workshop

Session Leads Ted Habermann and Jaci Mize

Overview NOAA's Data Documentation Procedural Directive provides background information and outlines responsibilities for documenting NOAA's environmental data and information by establishing a metadata content standard and a recommended representation approach. It reiterates that data documentation and metadata shall be required components of any data collection or analytical production effort. This workshop provides training on techniques and strategies for achieving better data documentation.

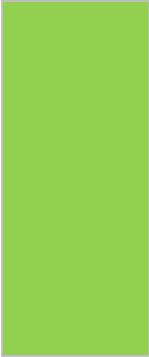
This hands-on workshop will focus on learning the ISO Metadata Standards by translating and improving existing FGDC, CSDGM, BIO, or RSE records.

Intended Audience This workshop track is targeted at people that are familiar with content of some FGDC records, interested in exploring how ISO can be used to extend that content, and familiar with or at least not afraid of XML.

Bring with you Participation will be most effective if you bring a laptop with an XML editor (Oxygen is recommended and a free 30-day trial is available) and some metadata records. These items can be shared by teams of 2, but that will result in decreased hands-on time for each team member.

- Objectives**
- ◆ Assess the current state of documentation and Identify documentation expertise
 - ◆ Discuss mechanisms for evaluating the completeness and quality of data documentation
 - ◆ Promote and highlight good examples of documentation and the individuals involved in their creation
 - ◆ Create and Improve Metadata (Data Collectors/Providers, Data Stewards and Standards Experts)
 - ◆ Discuss best practices for publishing and preserving Metadata (Data Stewards)

Continued on reverse...



Data Documentation Track Schedule

Location	The Seneca Room		
Session 3	Day 2	Tue, June 21	10:30 AM to 12:00 PM
Session 4	Day 2	Tue, June 21	1:30 to 3:00 PM
Session 5	Day 3	Wed, June 21	8:30 to 10:00 AM
Session 6	Day 3	Wed, June 21	10:30 AM to 12:00 PM