

State of Missouri
MINIMUM METADATA TEMPLATE

Answering the following questions about a data set will provide most of the minimum metadata required for FGDC compliance. Sections 1 and 7 are the only required sections.

1. Identification Information

1.1 Citation

Originator:

Who created this dataset?

Publication Date:

When was the data published?

Title:

What is the name of the data set?

Geospatial Data Presentation Form:

How is the geospatial data represented?

Choose atlas, diagram, globe, map, model, profile, remote-sensing image, section, view, or enter another type.

1.2 Description

1.2.1 Abstract

What is some general information about the data set?

1.2.2 Purpose:

Why was this data set created?

1.2.3. Supplemental Information

1.3 Time Period of Content

1.3.1 Currentness Reference

Time Period Information:

What is the publication date, or what span of dates applies to your data set?

Currentness Reference:

What is the ground condition or when did the “real world” look the way it is described in the data set?

1.4 Status

1.4.1 Progress

1.4.2 Maintenance and Update Frequency:

How often will the data be updated?

(Enter unknown, weekly, monthly, annually, irregular, or other.)

1.5 Spatial Domain

1.5.1 Bounding Coordinates (Record the following coordinates in decimal form.)

1.5.1.1 West Bounding Coordinate:

What are the coordinates for the west edge of the data?

1.5.1.2 East Bounding Coordinate:

What are the coordinates for the east edge of the data?

1.5.1.3 North Bounding Coordinate:

What are the coordinates for the north edge of the data?

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- 1.5.1.4 South Bounding Coordinate:**
What are the coordinates for the south edge of the data?
- 1.6 Keywords**
- 1.6.1 Theme**
- 1.6.1.1 Theme Keyword Thesaurus:**
What is the formally registered thesaurus or other authoritative source of theme keywords? (If you are not using one, enter 'none.')
- 1.6.1.2 Theme Keyword:**
What words may be used to find this data? (Include keywords such as road, transportation, route, etc. You may use as many theme keywords as you need.)
- 1.7 Access Constraints:**
Are there any restrictions and legal prerequisites to obtaining the data? (These access constraints may be applied to assure the protection of privacy or intellectual property.)
- 1.8 Use Constraints**
Are there any restrictions and legal prerequisites for using the data set after access is granted? (An example of a USGS use constraint is: Acknowledgement of the U.S. Geological Survey would be appreciated in products derived from these data.)
- 7. Metadata Reference Information**
- 7.1 Metadata Date:**
When was this metadata created or last updated?
- 7.4 Metadata Contact:**
- Contact Organization:**
What organization is responsible for this metadata?
- Contact Address**
- Address Type:**
Is the address mailing, physical or both?
- Address:**
What is the street address of the organization?
- City:**
What is the city for the organization?
- State or Province:**
What is the state for the organization?
- Postal Code:**
What is the zip code for the organization?
- Contact Voice Telephone:**
What is the telephone number of person responsible for the metadata?
- 7.5 Metadata Standard Name:**
FGDC's Content Standards for Digital Geospatial Metadata

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7.6 **Metadata Standard Version:**
March 1995