

Metadata for Information Resources Workshop Post-Course Materials

The content of all the post-course e-mails should be driven by the needs of your workshop participants. We selected the sample texts and references listed below based on questions raised by the participants of the workshops we presented. Please feel free to borrow both the content and the resources, or to find new material that will better suit your participants' needs.

Metadata for Information Resources Workshop, Post Course #1

We will follow up the Metadata for Information Resources Workshop with a series of e-mails containing post course materials related to what was discussed during the workshop. This is the first of three. Thank you again for your participation in the workshop and please do not hesitate to contact either me or [other instructor's name here] if you have any questions.

Minnesota State Archives, Metadata Resources

<http://www.mnhs.org/preserve/records/meta.html>

This lists a number of web sites addressing metadata. It is not meant to be exhaustive, but it will provide you with pointers to more information on such topics as GIS metadata, GILS, metadata standards, and tools.

Metacrap: Putting the torch to seven straw-men of the meta-utopia

<http://www.well.com/~doctorow/metacrap.htm>

This article presents a tongue-in-cheek discussion of metadata, what it is, and the obstacles we need to overcome when convincing others to create metadata.

Bill Inmon.com LLC

<http://www.inmongif.com/>

This is an excellent site for information on data modeling, data warehouses, and metadata. White papers are available on these topics. You will have to register in order to read the white papers, but you may unsubscribe at any time. One of the benefits of being on Bill Inmon's mailing list is receiving notices of when he will be in your area. He is constantly traveling the country presenting workshops on the aforementioned topics.

Sincerely,

[name and contact information]

Metadata for Information Resources Workshop, Post Course #2

This is your second post course e-mail resulting from the Metadata for Information Resources Workshop you attended at [the beginning of August]. I hope you find the resources useful and interesting. The following is an assortment of metadata projects and interesting links.

National States Geographic Information Council, Metadata Primer: A “How to” guide on metadata implementation

<http://www.lic.wisc.edu/metadata/metaprim.htm>

This is a primer on what metadata is and how to create it. It is directed toward the Geographic Information System (GIS) community, but it is a good introduction to how another community is using metadata and educating its users about metadata.

Metadata Object Description Schema (MODS)

<http://www.loc.gov/standards/mods/>

The Library of Congress' Network Development and MARC Standards Office, with interested experts, has developed a schema for a bibliographic element set that may be used for a variety of purposes, and particularly for library applications. As an XML schema, the "Metadata Object Description Schema" (MODS) is intended to carry selected data from existing MARC 21 records as well as to enable the creation of original resource description records. MODS may be used for the following purposes: to represent metadata for harvesting, for original resource description in XML syntax, for representing a simplified MARC record in XML, and for metadata in XML that may be packaged with an electronic resource. It includes an element set that is richer than Dublin Core, yet simpler than the full MARC format.

Please feel free to contact me if you have any questions.

Sincerely,

[name and contact information here]

Metadata for Information Resources Workshop Final Post Course

[Other instructor's name here] and I hope you have found the post-course e-mails resulting from the Metadata for Information Resources Workshop useful and informative. This will be our final post-course e-mail, but please feel free to contact us at any time if you have any questions.

[Insert additional resources here]

We would greatly appreciate it if you would respond to a short, three question survey on your thoughts about the workshop now that two months have past, and on your reactions to the post-course materials. Your responses will help us to improve the process for future workshop participants as we continue to refine the metadata and XML workshops. Feel free to respond to these questions by e-mail.

- What are your reactions to the post-course materials you have received after the Metadata for Information Resources Workshop?
- In what ways have you applied what you learned in the workshop to your daily work? If you have not applied anything you learned, why not?
- Is there any other information and issues that we should include in future workshops?

Thank you again for your participation in the Metadata for Information Resources Workshop.

Sincerely,

[name and contact information for both instructors here]