Date: 04/09/12
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Project title: Iowa Metadata Outreach Project - Interim report
Organization: Iowa Geographic Information Council, http://www.iowagic.org/
Principal Investigator: James D. Giglierano, Iowa DNR, james.giglierano@dnr.iowa.gov
Collaborating Organizations: Iowa Counties Information Technology Association, the State of
Iowa CIO Council, the Iowa-Cedar Watershed Technical Team, the Iowa State University GIS
Support and Research Facility, and the USGS Geospatial Liaison Office for Iowa

**Project Narrative:**
This interim report will provide information from January 2012 to the present (April 2012).
During the first four months of 2012 we have made considerable progress on the goals of this
project. Our activities over this time have focused around in four areas: data collection (both pre
and post workshop surveys/evaluations); publicizing activities associated with the project;
preparing and hosting 2 metadata workshops; and revising the Iowa Geospatial Data
Clearinghouse in order to provide a platform to create and serve metadata.

*Pre-project Data Collection*
In January, we sent out a survey via SurveyMonkey to gain a better understanding of the
current metadata climate in Iowa as well as gather input from GIS users about what they would
like to see in metadata training.

*Iowa GIS Service Bureau Blog*
In late January, we decided to create a blog as a way to provide a media outlet for the Iowa
Metadata Outreach Project (IMOP) as well as to highlight general IGSB activities. A number of
posts (1/12, 1/24, 2/9, 3/20, and 3/26) have been written specifically to give readers updates
about the progress of IMOP project.  The workshops were also listed on our events page with
links to invitations and contact information for each metadata training day. Other avenues for
advertising the Metadata workshops included soliciting invitations at several state and county
events as well as through personal emails.

*Preparation and Hosting of Metadata Training Workshops*
February and early March were spent preparing for the metadata training days held March 13
and 14.  March 13 was targeted towards county agencies and March 14 was targeted towards
state agencies. Time was spent reviewing materials from previous workshops and adding
relevant new information.  In preparation for the metadata training days we hosted several
practice sessions to gather input from users about what needed to be included in the training
materials.  On February 15th, we met with previous trainers, Patrick Wilke-Brown and Casey
Kohrt to discuss an outline for the upcoming trainings and identify which training materials had
been most effective from previous workshops.  On February 27th, the metadata trainer
presented a truncated version of the metadata lecture presentation to a graduate GIS seminar
and was provided feedback by several attendees.  Additionally on March 2nd, we hosted a
mock metadata training session in which members of the GIS community gave extensive
comments and feedback on lecture presentations, corresponding exercises, and the Iowa
Geospatial Data Clearinghouse. (For specifics on the training materials please refer to URL or
Appendix.) Other duties associated with workshop preparation included scheduling catering and
communicating with attendees.

*Post-Project Data Collection*
Attendees were encouraged to fill out an online evaluation after the metadata training.

Challenges
The biggest challenge for this project is getting people to create and/or upload their agency's metadata records to our site. Most attendees took time to create mock metadata records on our clearinghouse site, however most did not come back to create records for their agency.  This is an area we are working to improve for our next workshop.

**Training and Outreach Assistance:**
Two metadata training workshops have been completed (March 13 and 14) and two more are planned for early summer.  The workshops are a combination of lecture, exercises, and hands-on computer assistance.

March 13 - County Agency Metadata Training Day
Number of participants: 14
Names of Organizations Represented:

| Linn County GIS | Franklin/Hardin County GIS |
|---|---|
| Johnson County GIS | Kum & Go GIS (private) |
| Pottawattamie County GIS | Emmet County Engineer |
| Warren County GIS | Wright County GIS |
| Harrison County GIS | Poweshiek County GIS |
| Carroll County GIS | Jones County GIS |
| Hamilton County GIS | |

March 14 - State Agency Metadata Training Day
Number of participants: 21
Names of Organizations Represented:

| Department of Revenue | Department of Cultural Affairs |
|---|---|
| Department of Transportation | Dubuque County |
| Department of Public Health | Department of Management |
| Facilities Management - University of Iowa | Department of Human Services |
| Office of the State Archaeologist | Department of Public Safety |
| Pioneer Hi-breed | Iowa Workforce Development |

**Photographs of Metadata Training**