

NSDI CAP Category 1 Project Interim Report

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Project title: 2009 CAP Category 1: Metadata Training and Outreach for Tribal Natural Resources and Environment Management in New England Areas

Interim or Final report: Interim report

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Executive Summary

This project is providing metadata training to tribal GIS users in New England areas. The major activities include two one-day FGDC compliant metadata creation workshops, one conference based training session, and one or more on-tribe trainings and consultation based on the former attendees' interest. Two one-day major metadata training workshops were been completed in Indian Island, Maine, and Mystic, Connecticut. Both of these workshops included lectures, PC-based exercises and after-class readings. Nineteen tribal people registered for the training. Eleven participants from five tribal governments and one tribal organization attended the two workshops.

Project Narrative

Great efforts were made to solicit the target audience through all possible channels after the project was approved. At first, the announcement of the workshops was emailed to more than 80 GIS-related employees in the 10 tribes and the related federal agencies, like EPA, USDA and BIA in the local area. The workshop schedules were posted on Penobscot nation tribal web site and flyers were spread through related national/regional conferences/meetings as well, such as NTEC (National Tribal Environmental Council) and NCAI (National Congress of American Indians). A couple of runs of person to person calls were conducted to promote and remind potential participants and encourage timely registrations.

In mid-June, the principal investigator for this project was invited to make a presentation at the NCAI in Niagara Falls, NY. Metadata concepts and marketing information for these training workshops were integrated into the conference presentation. A lot of questions about our GIS work and the training were asked after the presentation. An attempt was also made to market the metadata training and the one-two hour training through other conferences and meetings.

Using training materials from the FGDC and other organizations, a comprehensive training package was created to facilitate the metadata training. A 200 page binder containing the student guide was created. One binder for each attendee was provided at

workshops. The student guide includes 8 sections of lecture slides (208 slides in total), exercise hand outs (3 brief, 2 detail-instructed, 32 pages), 5 reading documents in an appendix (46 pages). The reading documents are: how to write a good metadata, how to avoid 10 common errors, Metadata quick guide, CSDGM color maps, and a sample of detailed metadata. A digital file of CSDGM workbook and a copy of ArcView Metadata tool were also provided to attendees.

Two one-day workshops were planned and successfully conducted in July in Maine and Connecticut. The first workshop was held in Indian Island, Maine on July 9. Of the 15 people registered and 9 participants from 4 tribal governments and one tribal organization attended. Another workshop held in Mystics, CT where of the 4 people registered from 3 other tribes 2 attended the workshop.

In each workshop, slide-based lectures were major method for training. The lecture consisted of 8 sections: metadata concepts, metadata values, NSDI, why a standard, CSDGM, Tools & ArcCatalog, Clearinghouse & GOS, metadata implementation. The first 7 sections were presented and discussed in class. The lecture covered the key concepts, core components, demo of tools, the GOS web site, and some state GIS data webs. A 10-15 minute mini-exercise was followed in class with each of the 3 sections: metadata concepts, values and CSDGM. Two 30 minute exercises with 13 and 16 pages instruction were scheduled for ArcCatalog and GOS sections, but not all attendees went through these practices in class due to limit of PCs and software.

The nine attendees for the first workshop came from the tribes and organization in the state of Maine: Aroostook band of Micmacs, Houlton band of Maliseet, Passamaquoddy Pleasant Point, Penobscot Nation, and Four Directions Development Corp. The Mystic workshop had two attendees from Wampanoag Mashpee.

The majority of attendees were satisfied with the lecture contents, handout and training materials, and training format. They strongly agree or agree that they learned information which can be used on the job. Their knowledge about metadata concepts, its importance, how to create it, and where to find the useful data/info was greatly improved. They reported that their mostly no or little knowledge was improved to sufficient knowledge. The two surveys from the Mystic workshop showed stronger interest with the training. They were very satisfied with the training content, handout materials, and what they learned from the training. One survey said his knowledge about metadata importance and where to find help was greatly improved from no knowledge to extensive knowledge. However, due to diverse job backgrounds and metadata knowledge level, there were also other responses toward the workshops and training materials. Two surveys said the workshop is a little bit too long. One said the materials are too simple, and two said the relevance to their job is somewhat complex.

Next Steps

Efforts will be made to keep in touch with the participating tribes and to see if they may be in need of any further assistance and may be interested in on-site training, metadata

creation, or related consultation. Since field work is nearly over, many staff may start data manipulation in office. We will try to contact them if we can be of any help with their metadata issues.