

## Frequently Anticipated Metadata Questions

- 1) What does this data set describe?
  - a) How should this data set be cited?
  - b) What geographic area does the data set cover?
  - c) What does it look like?
  - d) Does the data set describe conditions during a particular time period?
  - e) What is the general form of this data set?
  - f) How does the data set represent geographic features?
  - g) How does the data set describe geographic features?
- 2) Who produced the data set?
  - a) Who are the originators of the data set?
  - b) What are their contributions to the data set?
  - c) To whom should users address questions about the data?
- 3) Why was the data set created?
- 4) How was the data set created?
  - a) Where did the data come from?
  - b) What changes have been made?
- 5) How reliable are the data; what problems remain in the data set?
  - a) How well have the observations been checked?
  - b) How accurate are the geographic locations?
  - c) How accurate are the heights or depths?
  - d) Where are the gaps in the data? What is missing?
  - e) How consistent are the relationships among the data, including topology?
- 6) How can someone get a copy of the data set?
  - a) Are there legal restrictions on access or use of the data?
  - b) Who distributes the data?
  - c) What's the catalog number I need to order this data set?
  - d) What legal disclaimers am I supposed to read?
  - e) How can I download or order the data?
- 7) To whom should users address questions about the metadata?