Importance of metadata

Gina Grey

National Archives of Australia

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EDRMS

Thesaurus

Library catalogues

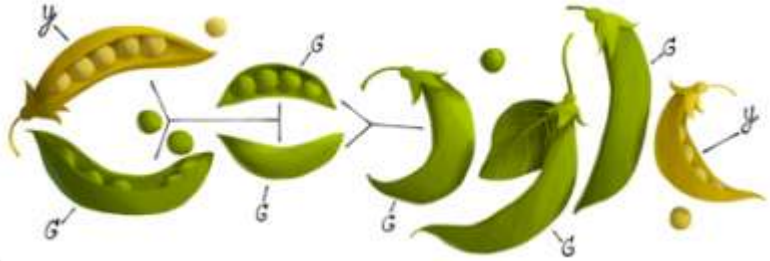
DOCUMENTS

Online tags

Spreadsheets

Software versions

Emails



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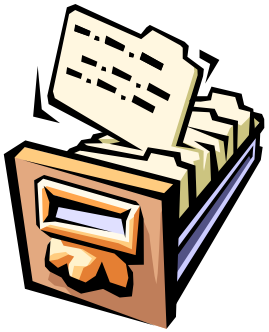
Defining metadata

- Data about data
- Data about information
- Meta? Data?



A working definition:

Structured information that describes, explains, locates or otherwise makes it easier to retrieve, use or manage an information resource or object

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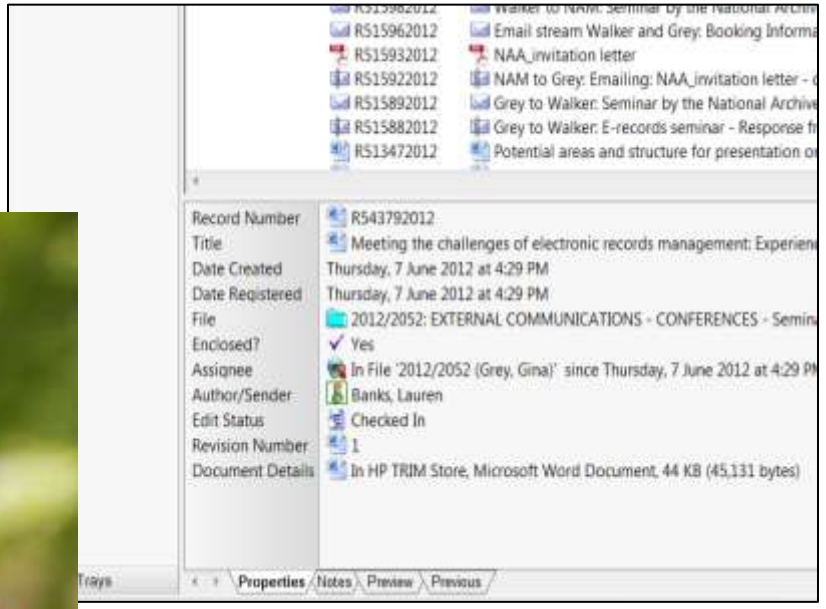
Where is metadata found?



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Who uses metadata?

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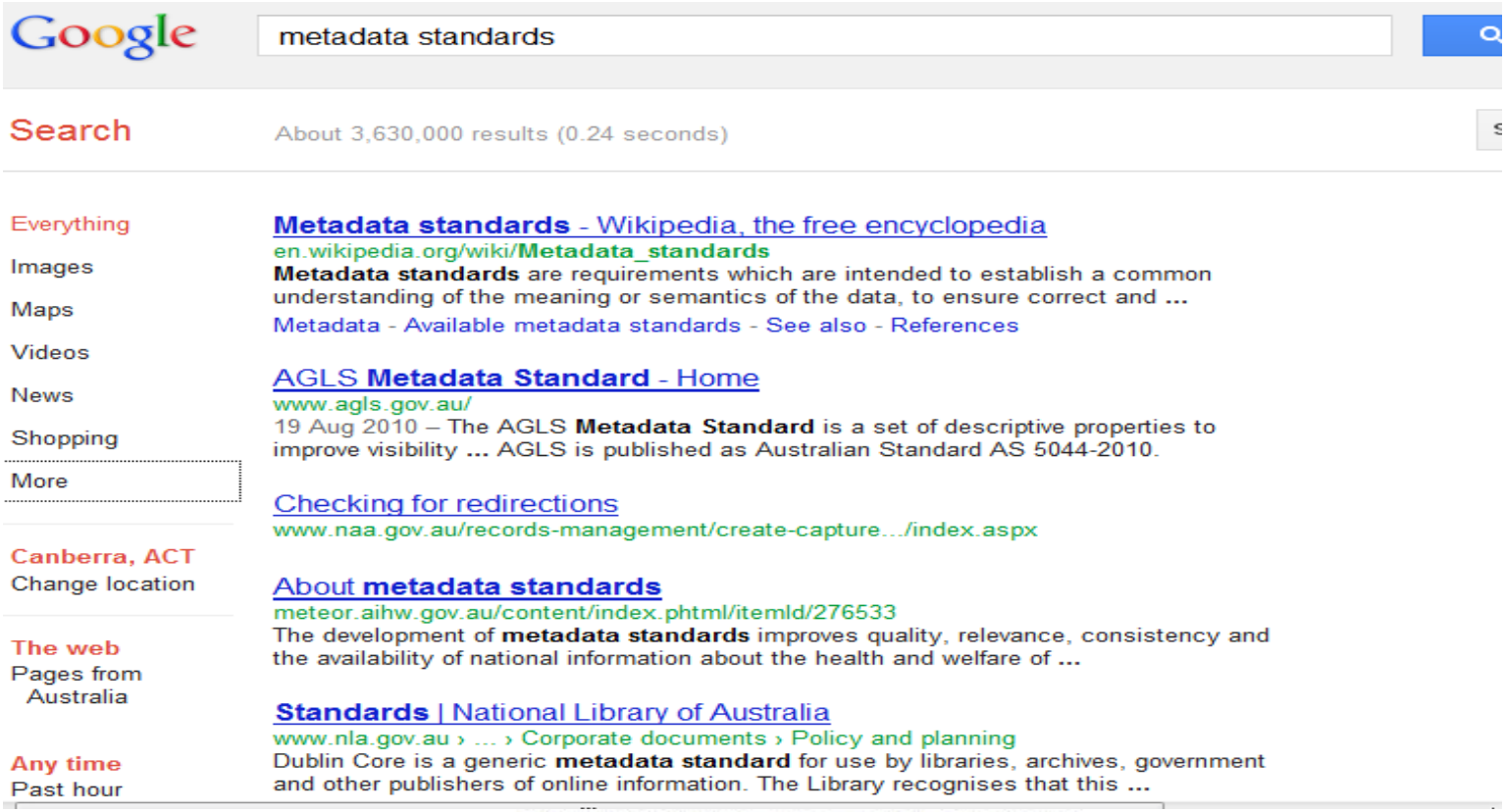
Why use metadata?

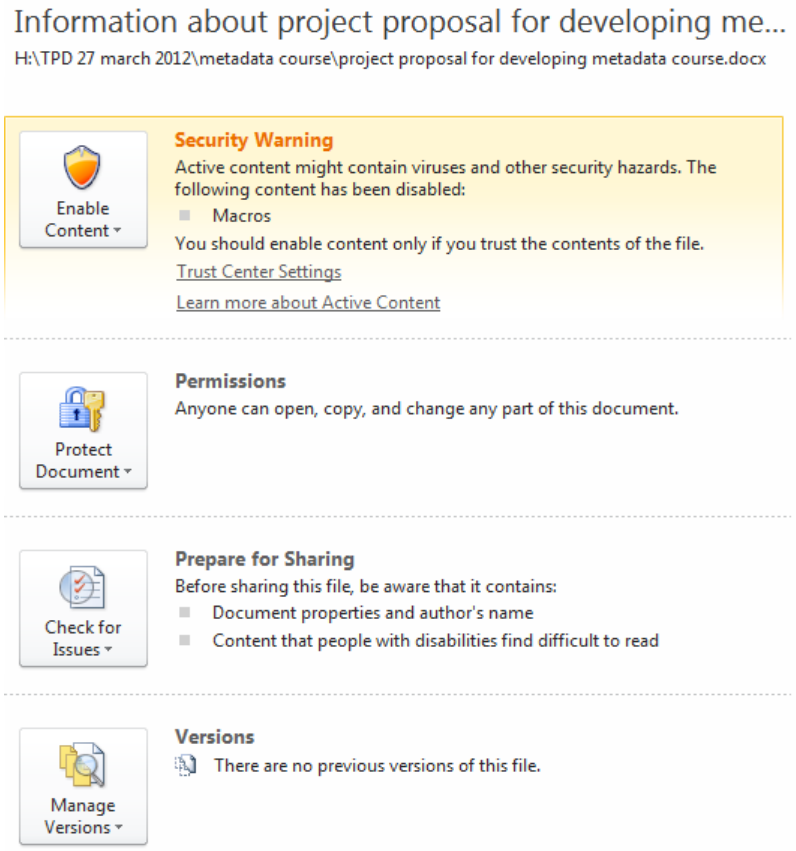
So information can be:

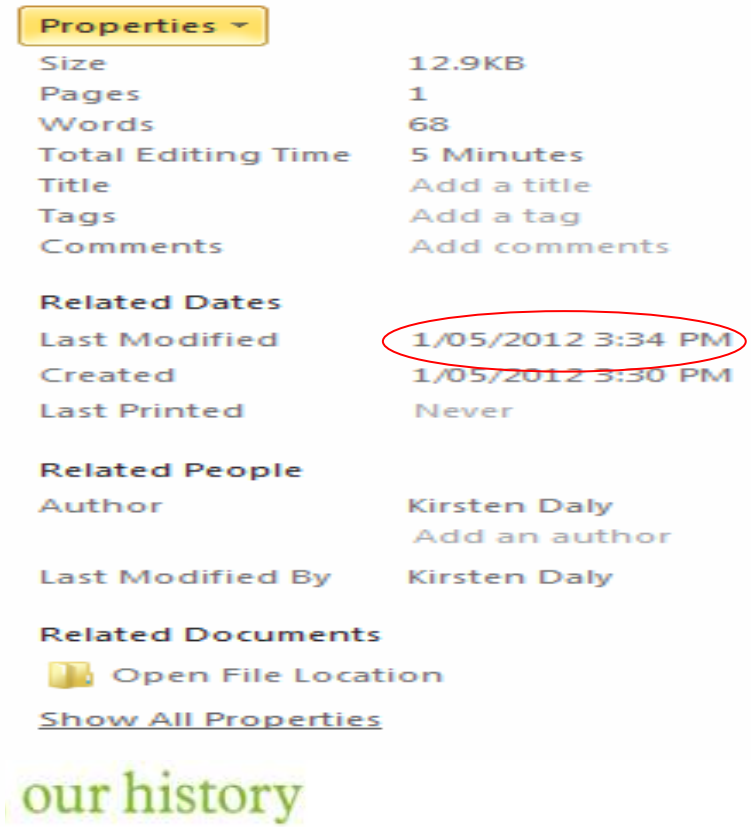
- Findable
- Trustworthy
- Understandable

Metadata makes information assets ‘findable’



Metadata makes information assets trustworthy





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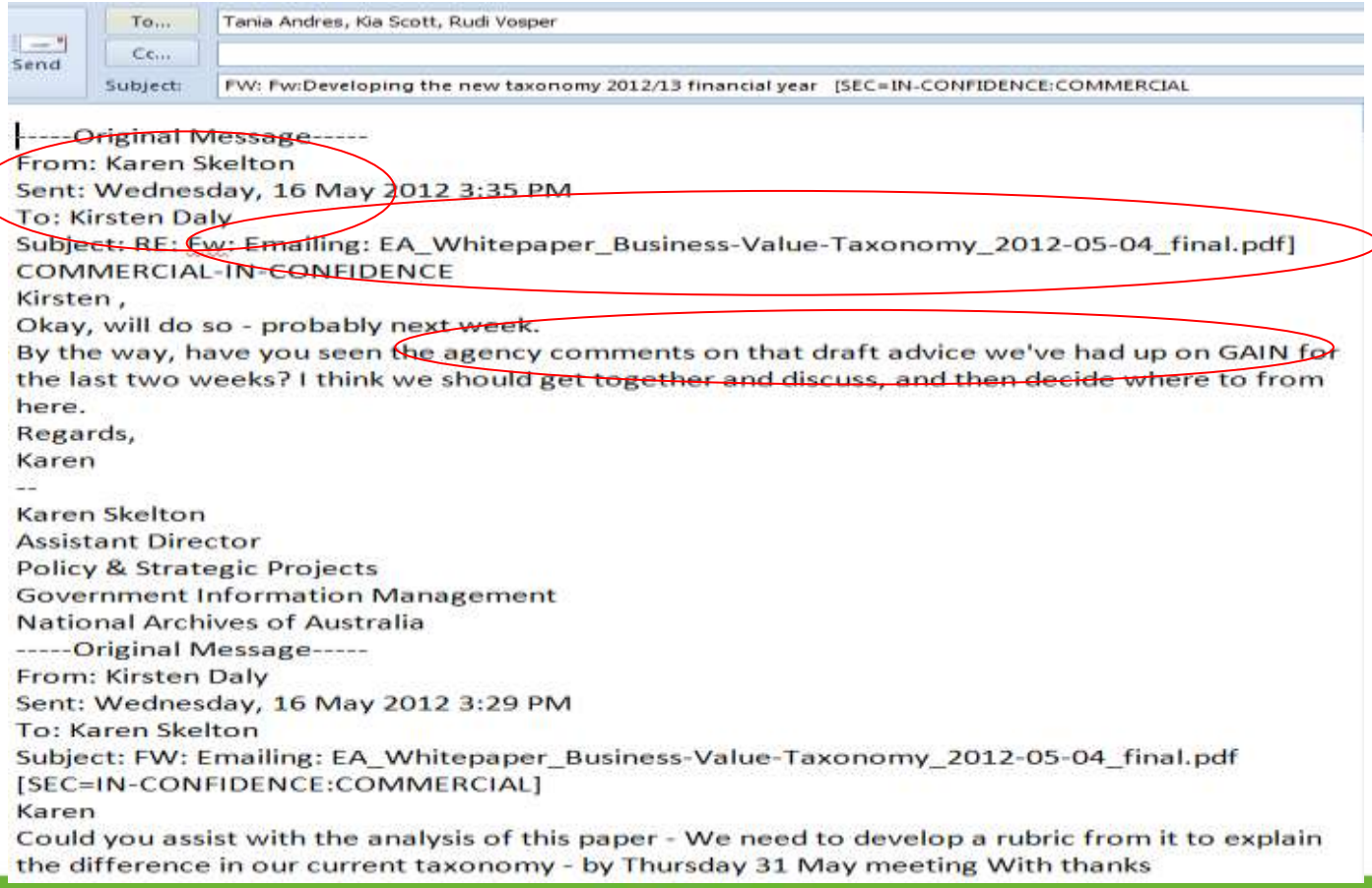
Metadata makes information assets understandable



Send
To... Tania Andres, Kia Scott, Rudi Vosper
Cc...
Subject: FW: Fw:Developing the new taxonomy 2012/13 financial year [SEC=IN-CONFIDENCE:COMMERCIAL

-----Original Message-----
From: Karen Skelton
Sent: Wednesday, 16 May 2012 3:35 PM
To: Kirsten Daly
Subject: RE: Fw: Emailing: EA_Whitepaper_Business-Value-Taxonomy_2012-05-04_final.pdf]
COMMERCIAL-IN-CONFIDENCE
Kirsten ,
Okay, will do so - probably next week.
By the way, have you seen the agency comments on that draft advice we've had up on GAIN for the last two weeks? I think we should get together and discuss, and then decide where to from here.
Regards,
Karen
--
Karen Skelton
Assistant Director
Policy & Strategic Projects
Government Information Management
National Archives of Australia
-----Original Message-----
From: Kirsten Daly
Sent: Wednesday, 16 May 2012 3:29 PM
To: Karen Skelton
Subject: FW: Emailing: EA_Whitepaper_Business-Value-Taxonomy_2012-05-04_final.pdf
[SEC=IN-CONFIDENCE:COMMERCIAL]
Karen
Could you assist with the analysis of this paper - We need to develop a rubric from it to explain the difference in our current taxonomy - by Thursday 31 May meeting With thanks

How is metadata used?

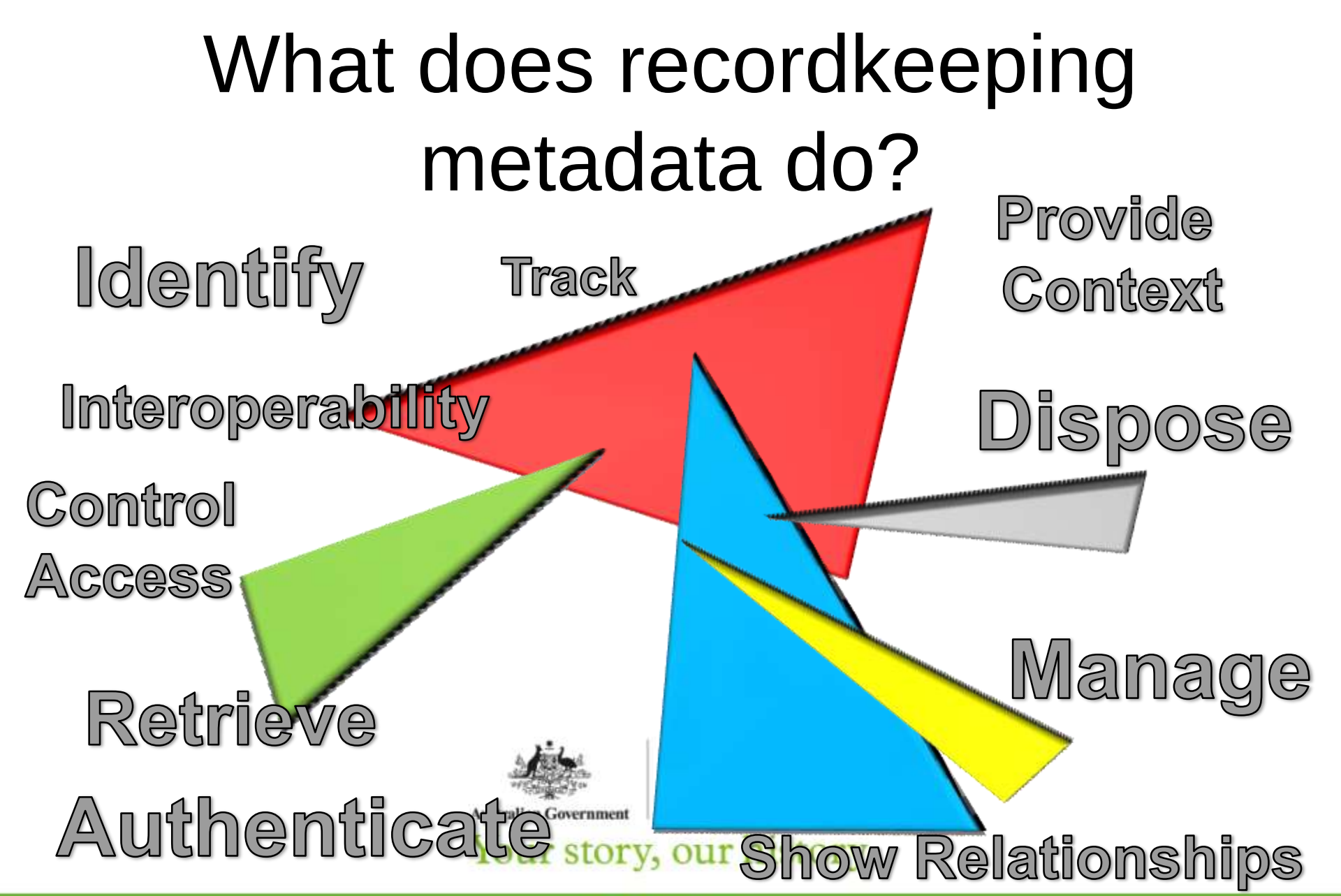
- Different metadata for different purposes
- Metadata may be covered by one or more standards
- Different applications of metadata include
  - Data management
  - Resource discovery
  - Geospatial description
  - Recordkeeping

How is metadata used?

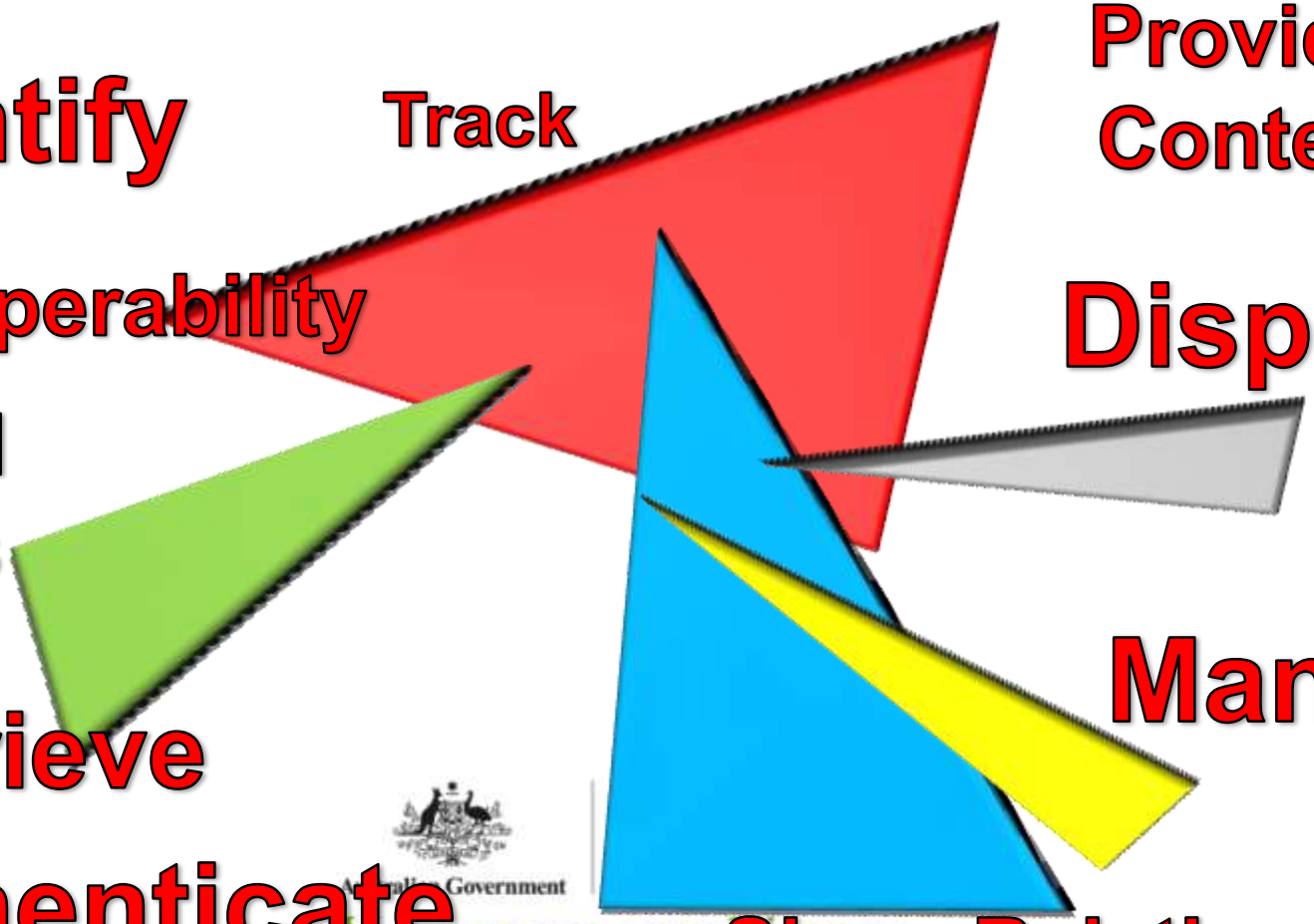
The National Archives of Australia endorses two metadata standards for information and records management in the Australian Government. These are:

- Australian Government Recordkeeping Metadata Standard (AGRkMS); and
- AGLS metadata standard (AGLS)

What does recordkeeping metadata do?



What does recordkeeping metadata do?



Identify

Track

Provide Context

Interoperability

Dispose

Control Access

Manage

Retrieve

Authenticate

Show Relationships

Challenges

- Often not understood
- Quality
- Manual v automatic
- Interoperability
- Re-use
- Digital environment / full text search

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