

ArcGIS 10.x

Metadata form

Miami-Dade County,

Information Technology Department

December 2014

# Overview

Displays general information about the entire feature class that also satisfies ArcGIS Online documentation.

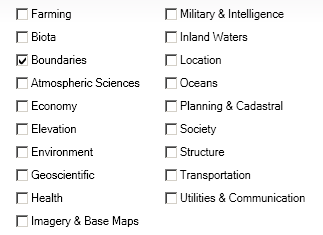
* **Item Description**
  + Tags (words or terms used to search for the resource)  
    Municipality Coastal Polygon, City Boundary,
  + Summary (Purpose)\*

To identify the Municipal boundaries along with their Municiplity Code and names.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

* + Description (Abstract)\*

E.g. A (*point*, *line*, *polygon*, *raster*,) feature class of Miami-Dade County…A polygon feature class of Miami-Dade County Municipal boundaries with County Shoreline.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

* + Credits (who contributed towards the creation of the layer)
  + Vivian Duyos of Miami-Dade County, Office of Management and Budget.
  + Alex Ray Panama of Miami-Dade County, Office of Management and Budget.
  + Jay Bast of City of Coral Gables, Public Works dept. provided the city limits coverage.
  + Julio Delgado from Public Works and Barbara Falsey from Planning & Zoning.
  + Wayne Sutton (PW) writes the legal descriptions. Use Limitation (restrictions affecting the use of the data e.g. “Not to be used for navigation.”)
  + Scale Range
    - Slide the bar to *County* zoom level
* **Topics & Keywords**



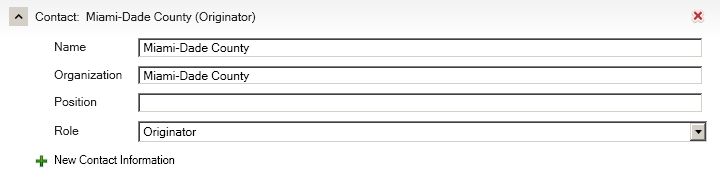
Check all that applies

* + Content Type (Select one that best describes the data type)
    - Empty, Live Data and Maps, **Downloadable Data,** Offline Data, Static Map Images, Other Documents, Applications, Geographic Services, Clearinghouses, Map Files, Geographic Activities
  + New Theme Keywords \* (terms that associate the data with other subject matter)

Miami-Dade County, City, Municipal, Legal Boundary

* + New Place Keywords\* (data location)
  + Miami-Dade County, South Florida
  + New Temporal Keywords\* (timeframe in which the data is valid)

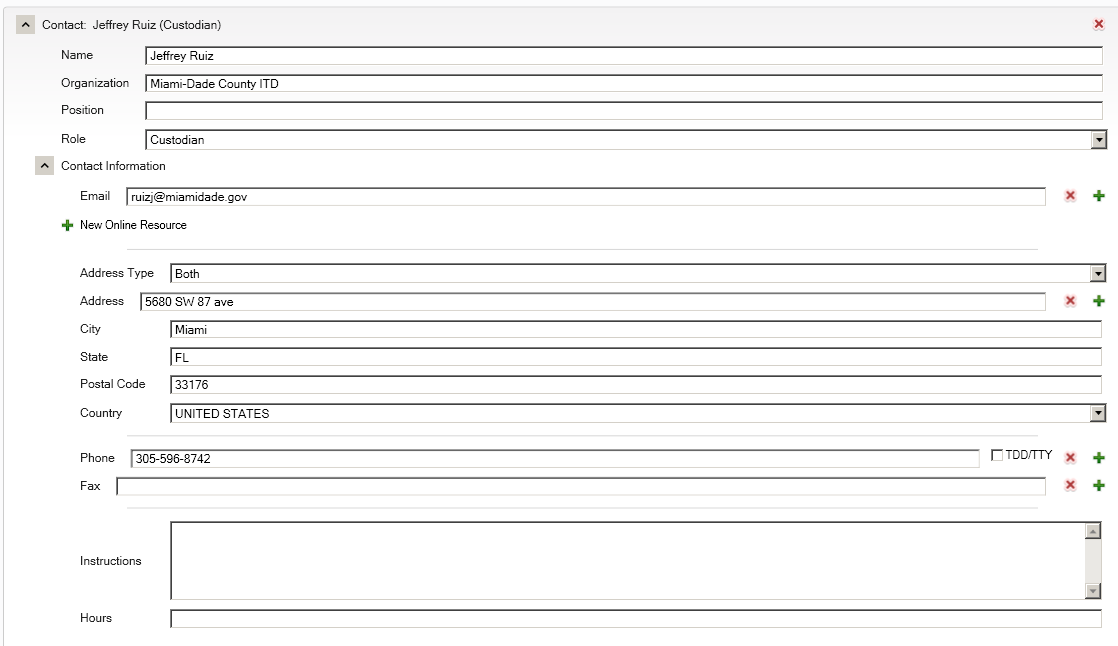
\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

* **Citation**
  + Dates\*
    - Select Created date
    - Select Published date
* **Citation Contacts\***
  + Enter the Originator contact information(create a new contact or select from the list)
* **Contacts Manager** (enter all contacts information)
  + - Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
    - Organization\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
    - Position\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
    - Role \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* ***Locales***
  + Language**\*:** English

# Metadata

# Displays information about the metadata.

* **Details**
  + Information is prepopulated
* **Contacts\*** (At least one metadata contact is required)



* **Maintenance\***
  + How often should the metadata be updated? (Select one)
* **Constraints**
  + New General Constraints (enter metadata constraints)

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* + New Legal Constraints (enter legal constraints on the metadata)

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* + New Security Constraints (select security classification)
    - New Use Limitation (enter instruction) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
    - Classification\* (select one)
      * Empty, Unclassified, Restricted, Confidential, Secret and Top Secret

# Resource

# Information about the data.

# Details

# Status\*



* + New Credit (recognition of those who created or contributed towards the data creation)
    - Vivian Duyos of Miami-Dade County, Office of Management and Budget.
    - Alex Ray Panama of Miami-Dade County, Office of Management and Budget.
    - Jay Bast of City of Coral Gables, Public Works dept. provided the city limits coverage.
    - Julio Delgado from Public Works and Barbara Falsey from Planning & Zoning.
    - Wayne Sutton (PW) writes the legal descriptions.
  + Languages\* (select from list)
  + Distance Resolution\*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Empty\* (select from list) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
  + Supplemental information (provide additional information such as revisions, process, etc.)

Miami-Dade County, previously known as Dade County, Home Rule Charter was adopted May 21, 1957.

Revisions:

**Date: July 2014 By: Jeffrey Ruiz**

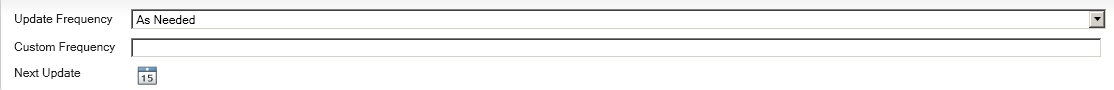
**Reason: On July 1, 2014 the Board of County Commissioners approved the annexations of El Portal and Doral and also approved the separation of Sweetwater. The Mayor did not veto these actions, therefore the effective date of these annexations is July 10, 2014. Annexation of El Portal as per Ordinance 14-69, and Annexation of Doral / Separation of Sweetwater as per Ordinance 14-68.**

Date: January 2014 By: Jeffrey Ruiz

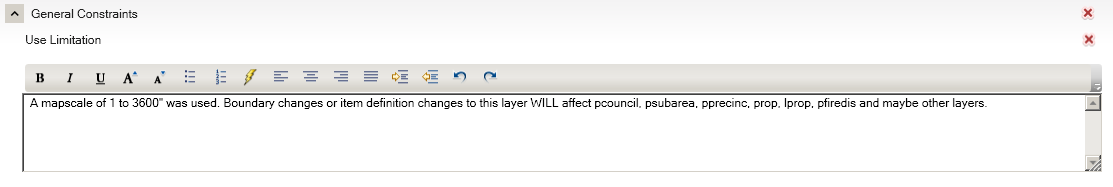
Reason: To add the field FIPSCODE.

* **Extents**
  + Extent Description  
    \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
  + Bounding Box\* (check Extent contains the resource? Or enter data extent)

West\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_East\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_South\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_North\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

* + New Temporal Period Extent\* (select start and end of the time period associated with the data)
    - Begin Date/Time: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
    - End Date/Time: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* **Points of Contact** (who should be contact for information on this data?)
  + - Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
    - Organization\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
    - Position\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
    - Role \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* **Maintenance**
  + Update Frequency\* (select how often the data should be updated)
  + Maintenance Note\*

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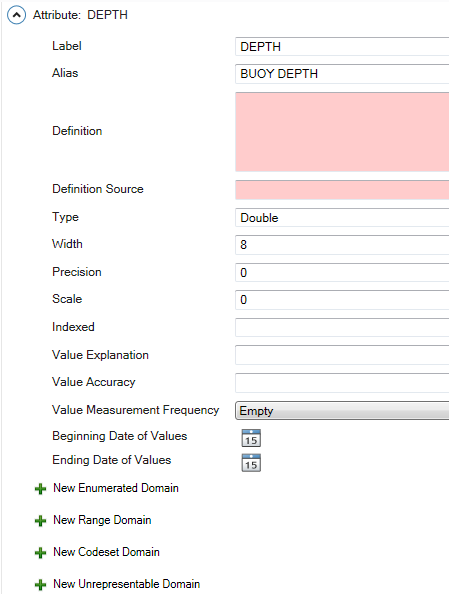
* **Constraints**
  + New General Constraints\* (describe limitation affecting the application and use of the data)
  + New Legal constraints

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* + New Security Constraints
    - New Use Limitation (enter data instruction) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
    - Classification\* (select one)
      * Empty, Unclassified, Restricted, Confidential, Secret and Top Secret
* **Spatial Reference** (some information is automatically populated by ArcGIS)
* ***Spatial Data Representation*** (RASTER - some information isautomatically populated by ArcGIS)
  + Georectified Representation
    - Number of Dimensions \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
    - Cell Geometry \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
    - Point In Pixel (select one)
      * Center, Lower right, Lower left, Upper right and Upper left
  + Georeferenceable Representation
    - Number of Dimensions \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
    - Cell Geometry \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
    - Georeference Parameters
      * Center, Lower right, Lower left, Upper right and Upper left
* **Content** (Coverage, Image and Feature raster related information)
* **Quality** (describe the quality of the data)
  + Scope Level
    - Attribute, Attribute Type, Collection Hardware, Collection Session, Dataset, Series, Non-Geographic Dataset, Dimension Group, Feature, Feature Type, Property Type, Field Session, Software, Service, Model, Tile, Initiative, Stereomate, Sensor, PlatformSeries, SensorSeries, ProductionSeries, TransferAggregate, OtherAggregate
* **Lineage**: (general description of how the resource’s lineage)

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* **Distribution**
  + Format version \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* **Fields**\*
  + Click on arrow next to *Details*
  + Expand each field attribute and enter the *Definition* and *Definition source*
  + New Enumerated, New Range and New Codeset Domain values could be entered under *Overiew Description* section

Example:  


* + **References (tracks** Aggregate, Portrayal Citation and Application Schema Information)
  + **Geoprocessing History** (processing information is capture during the creation of the resource)

The Metadata template has more fields, but only the above are enforced by Miami-Dade County. Each user should assess the needed metadata requirements for their department or organization