

## Geospatial One-Stop: Module 2 and 3

# Metadata Quick Guide

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The following steps are recommended for meeting the performance requirements of *Geospatial One-Stop (GOS), Module Two: Inventory and Documentation of Existing Framework Data*.

**In this inaugural implementation of Module 2 and 3-**

- **All ISO metadata fields in the provided tools are considered “conditional”, regardless of the conditionality obligation reported in the Data Dictionary.**
- **Insertion of additional thematic keywords, as example FWHYDROLOGY, will be *postponed* (guidance document page 5 and Appendix D.)**

## Module 2- Step One: Identify GOS Priority Data

- Identify all existing federal data whose subject content can be characterized as an NSDI Framework data theme. If metadata exists for these data and the metadata is posted to a FGDC registered clearinghouse then proceed to Step Two.
- If metadata does not exist and the agency does not use a metadata tool, then agencies may use, as a temporary resource, the Module 2 metadata tool posted on the Geospatial One Stop web site. Metadata created with the Geospatial One Stop tool is only a temporary metadata and must be replaced by a detailed metadata as soon as practicable.
- If metadata does not exist but the agency has implemented a metadata tool, then use the agency-selected tool to create the metadata and post the metadata to the agency’s FGDC registered clearinghouse.

## Module 2- Step Two: Declare your NSDI Clearinghouse node as including Framework data metadata

- go to: <http://registry.fgdc.gov/registry>
- select “Modify Your Node” from the icons located at the top of the page
- indicate your node name, contact name, and password
- once at the modification page, scroll down to ‘Framework Categories’ and select all categories the are represented within your metadata collection.

## Module 2- No other modifications to existing metadata records are required at this time.

- Though additional (non-CSDGM) data elements were included in the *Module Two Online Metadata Entry Tool* design data dictionary (*Appendix B, Federal Agency Guidance for Modules 2 and 3 of the Geospatial One Stop Initiative - Jan 21, 2003*) there is **no requirement that those elements be added to current, CSDGM-compliant metadata records.**