

**PRE-SYMPOSIUM WORKSHOP:**

**Metadata for Digital Projects: An Overview of Practical Issues and Challenges**

*Instructor: Murtha Baca, Phd, Emerita Head of Digital Art History, Getty Research Institute (GRI), Los Angeles, and Emerita Adjunct Professor, UCLA Department of Information Studies*

**AGENDA**

1:00	Introduction and goals for the workshop. Participants introduce themselves and briefly explain why they are taking this workshop.
1:15	Instructor's presentation (with class discussion and questions): overview of metadata formats; "Deep Web" versus "Visible Web;" controlled vocabularies, "project-specific vocabularies," social tagging; issues of access and metadata sharing; steps for developing a metadata strategy; entity-relationship diagrams and "storyboards."
2:30	Break
2:45	Participants work on storyboards for their specific projects, possibly including a simple conceptual model, data model, or entity-relationship model. Metadata format(s) and sources of terminology to be used should be identified.
3:15	Participants volunteer to present the digital projects that they are planning or are already in the process of implementing, highlighting some of the main elements outlined in the instructor's presentation.
3:45	Lessons learned; biggest challenges identified; final thoughts and questions.
4:00	Workshop concludes.

**SOURCES FOR INFORMATION ON METADATA AND CONTROLLED VOCABULARIES (ALL FREELY AVAILABLE ON THE WEB):**

Murtha Baca, ed., *Introduction to Metadata*, revised edition: <http://www.getty.edu/publications/intrometadata/>

Jenn Riley, *Understanding Metadata*: [https://groups.niso.org/apps/group\\_public/download.php/17446/Understanding%20Metadata.pdf](https://groups.niso.org/apps/group_public/download.php/17446/Understanding%20Metadata.pdf)

Patricia Harpring, *Introduction to Controlled Vocabularies*: [http://www.getty.edu/research/publications/electronic\\_publications/intro\\_controlled\\_vocab/](http://www.getty.edu/research/publications/electronic_publications/intro_controlled_vocab/)