

2015 GSDI Small Grant Project Final Report

Title of Project/Activity: *Upgrading of the National Metadata Portal*

Objective: To upgrade the national metadata portal in order to enhance usability, allow intuitive labelling of datasets for sharing, linking and publishing datasets. The project objective was to generate metadata records that would be disseminated through the clearinghouse, thereby making metadata records easily accessible and available, for Land Information Council of Jamaica (LICJ) member organizations to discover existing datasets.

Focal Point Institution

The National Spatial Data Management Division (NSDMD) was the government entity charged with the task of providing national strategic direction, policy development, leadership, management and implementation of Jamaica's spatial data infrastructure which involves spearheading metadata management.

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Summary of Deliverables as per Grant Proposal

The [National Geoportal User Guide](#) for the platform was created and distributed among LICJ members who will collaborate with the NSDMD for the timely updating of the metadata portal. The user guide created was a simple document that allowed the users of the portal to navigate the portal effectively and efficiently.

Metadata records were created and published to the upgraded platform. The existing metadata clearinghouse, hosts a wealth of national metadata resources and currently comprising approximately 160 records, published by various government and nongovernment organizations. The upgraded metadata portal enabled the user to discover, view, edit and use geospatial resources including datasets, raster datasets and Web services. The upgrade involved increasing/improving broadband capabilities to facilitate increased upload and download speeds which also allowed for seamless access and fast retrieval of data for all users. An important component to the upgrading of the portal was public education and awareness not only to technicians but to other relevant stakeholders.

Timeline of the Project

The upgrade of the portal commenced July 2015 to include infrastructure improvements (broadband and server). The GSDI grant was used to conduct metadata training in the use of the upgraded portal and the development of publications on the portal and a user manual (see attached).

Potential or Actual Follow-up Activities

Following the upgrading of the metadata portal and the portal user workshop the NSDMD undertook the uploading of metadata to the portal. These metadata records were taken from the national spatial data repository. Once all the metadata from the national repository was uploaded to the portal, the user guide was circulated and collaborating agencies encouraged to begin uploading additional metadata records to the portal. The agreed standard metadata format was ISO 19115 standard and all agencies were advised to develop/create metadata records that reflected this. The aim was to have agencies create and update metadata records in-house which would eventually be uploaded to the portal.

Unanticipated obstacles you encountered

The connection of the database for the upload of metadata records presented the only challenge experienced. The configuration of the database for efficient communication with the portal took more time than was anticipated at the onset of the project. Nevertheless these were minor setbacks which the team was able to mitigate and the portal was launched.

Do you think you have reached your goal?

The main goals of the project were:

1. Upgraded platform with enhanced search, discovery, cataloguing, validation and publishing of metadata
2. LICJ members trained in the utilization of the metadata platform
3. Creation and publishing of metadata records on the upgraded platform
4. Creation and a publication of user guide for the platform.

The metadata portal platform was upgraded so that it facilitated the search, discovery, cataloguing, validation and publishing of metadata records. The platform can be accessed online and interested parties are able to access metadata records.

The NSDMD conducted a one day workshop that facilitated a practical sensitization of the portal and its basic interface. The participants were taken through the procedures of search, discovery, cataloguing, validation and publishing of metadata records and web services.

The creation of a user guide for the National Metadata Portal was done for the sensitization workshop. The user guide was reviewed, published and disseminated to the various stakeholders for use in updating the metadata portal with metadata records from their individual agencies.

Final Summary of Labor Hours spent on the project:

| Project Team | Responsibilities | Labor Hours |
|--------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|
| GIS Analyst | Editing and compilation of metadata records, quality Control (QC) and quality Assurance (QA) | 75 |
| Web Programmer | To configure and install ArcGIS Portal Toolkit software and also configure ArcSDE and migrate the geospatial database setup and installation of database management software. | 100 |
| Senior GIS Analyst | Conducting training and developing publications | 50 |

Itemized Project Budget

| Components | \$2,500 Small Grant | In-Kind Services (In USD or in Equivalent Person Days as appropriate) |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|--------------------------------------------------------------------------|
| User Training for 30 persons (development of training materials etc.) – One day workshop | 600 | |
| Salaries and Wages | | 500 |
| Venue | | 150 |
| Travel Expenses | | |
| Other Direct Cost Line Items: | | |
| Creation of publication materials and Upgrade of Platform (- Brochures,- Infographics, Ebook) | 1500 | 2500 |
| Development of a 'Data Management Standards and Geoportal' guidebook including printing and publishing. | 400 | 1500 |
| Total Small Grant Direct Cost (must be no more than \$2,500 USD) | 2500 | |
| Total In-Kind Services | | 4650 |
| <p><i>GSDI funds and in-kind resource cannot include hospitality costs.</i></p> <p><i>Examples of in-kind resources: salaries, contract support, student assistance fees, travel expenses, venue costs, software purchase, equipment dedicated to the project, computer servers hosting data, production of outreach materials, and indirect costs or overhead charges.</i></p> | | |

APPENDIX

Photos, maps, graphics, or illustrations of project activities



Picture 1. Creation and publishing of metadata records.

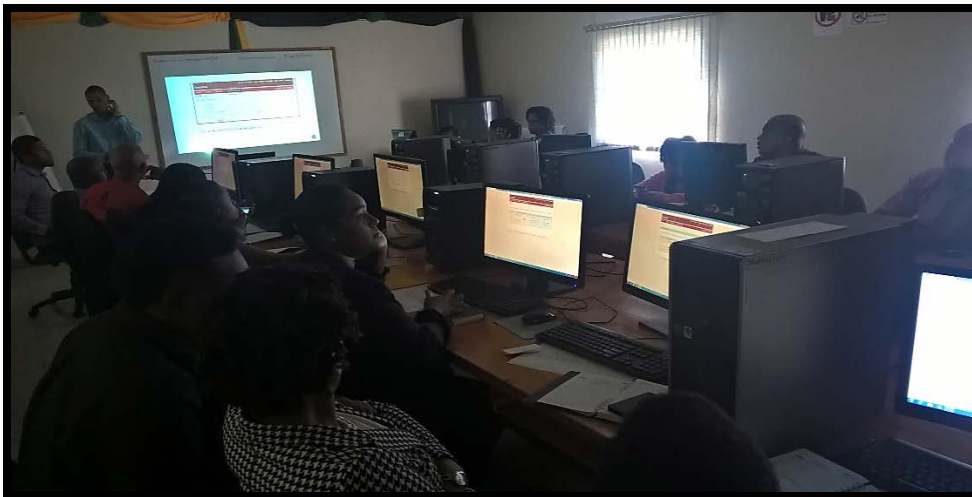
Metadata Training Workshop
19 January 2016



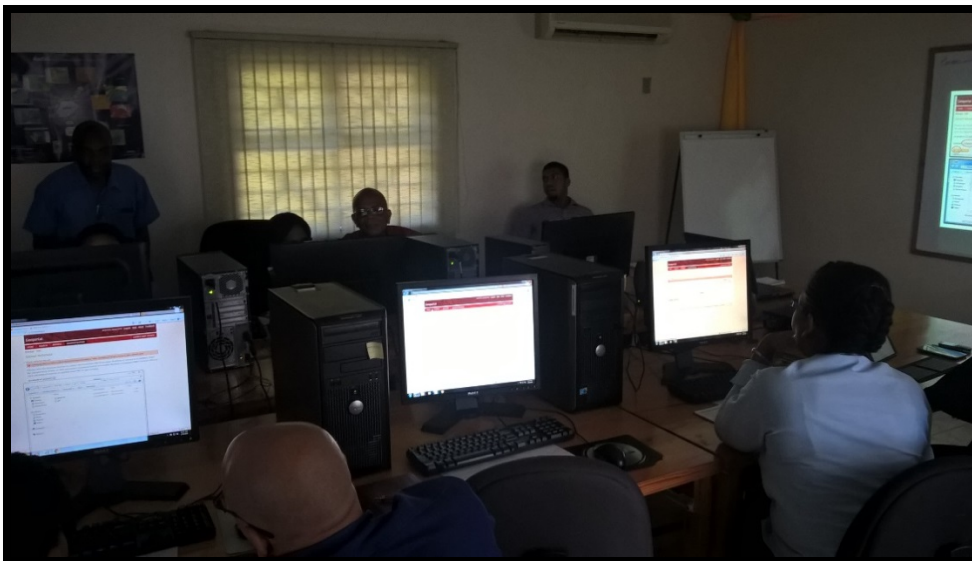
Picture 2. Metadata Training Workshop 19 January 2016



Picture 3. Participants learn about the benefits and metadata and uses of the portal



Picture 4. Participants doing a practical exercise using the metadata portal



Picture 5. Participants doing a practical exercise using the metadata portal

NATIONAL GEOPORTAL USER GUIDE



National Spatial Data
Management Division
January 2016