

## Appendix 3 Metadata Schema

<b>Title<sup>1</sup></b>	Human-readable name of the asset. Should be in plain English and include sufficient detail to facilitate search and discovery. A name given to the publication or data element. All substitute or alternative titles must have a different Metadata Transmittal Schema.
<b>Creator/contact point</b>	An entity/person(s) primarily responsible for making the content of the resource. Contact person's name, ORCID number, and email for the asset.
<b>Publication Date(s)</b>	The date associated with the final report/dataset.
<b>Description/Abstract</b>	Human-readable description (e.g., an abstract) with sufficient detail to enable a user to quickly understand whether the asset is of interest. May include abstract, table of contents, reference to a graphical representation of content or a free text account of the content.
<b>Subject and Keywords</b>	The topic of the content of the resource. Tags (or keywords) help users discover your dataset; please include terms that would be used by technical and non-technical users.
<b>Identifier<sup>2</sup> and/or source</b>	A unique identifier for the dataset/publication. Examples: URI, URL, DOI, ISNB, ISSN.
<b>Collection and Related Documents</b>	If there is a secondary dataset, cite source. The collection of which the dataset is a subset should be listed. Include all identifiers and/or sources.
<b>Edition</b>	Most recent date on which the dataset was changed, updated or modified.
<b>Related Documents</b>	Related documents such as technical information about a dataset, developer documentation, etc.
<b>Coverage</b>	Spatial location, temporal period, jurisdiction.
<b>Language</b>	The language of the dataset/publication.

<sup>1</sup> To include alternate title; conference title; and journal title if they are different.

<sup>2</sup> To include record numbers; report numbers; NTIS number; TRIS Accession Number; OCLC Number; ISBN; ISSN; contract number; and DOI if available .

<b>Publisher/Distributor</b>	FHWA and Wyoming Department of Transportation List all other publishing companies that this publication has been sent to.
<b>Funding agency</b>	FHWA and Wyoming Department of Transportation
<b>Access Restrictions</b>	The degree to which this dataset could be made publicly available, <i>regardless of whether it has been made available</i> . Choices: public (Data asset is or could be made publicly available to all without restrictions), restricted public (Data asset is available under certain use restrictions), or non-public (Data asset is not available to members of the public).
<b>Intellectual Property and Other Rights</b>	This may include information regarding access or restrictions based on privacy, security, or other policies. This should also serve as an explanation for the selected “accessLevel” including instructions for how to access a restricted file, if applicable, or explanation for why a “non-public” or “restricted public” data asset is not “public,” if applicable.
<b>License</b>	The license or non-license (i.e. Public Domain) status with which the dataset or API has been published.
<b>Code and software needs</b>	List all code specific information. Is there specific software needed to run the database or data.
<b>Format</b>	The machine-readable file format. May include media type or dimensions. Used to determine the software, hardware or other equipment needed to display or operate the resources.
<b>Choice of Repository</b>	If you have a preference, list the repository where you will archive your data/datasets.

**NOTE: Each separate report, dataset, collection, existing collection, and software developed must have its own table. All fields in this Schema must be completed at the time of the final report.**