Annotation Metadata Rubric

January 1, 2012

	Acceptable	Unacceptable
Purpose	To associate reviews, teaching tips, educational standards, ratings, other resources, or comments, etc. with learning resources	Basic cataloging or description of a learning resource
Metadata format	comm_anno version 1.00	Any other metadata format
Technical binding	http://ns.nsdl.org/ncs/comm_anno/1.00/ contains XML and controlled vocabulary schemas and sample XML records	Any other technical binding
Required metadata	☐ Record ID ☐ Record date ☐ Annotated ID ☐ Annotated ID type ☐ Title ☐ Text, Rating, URL, ID or standard (at least one is required)	Only using the moreInfo XML element
Optional metadata	☐ Rating, URL, or standard ☐ Contributor	Only using the moreInfo XML element
Use of fields	• Record ID: if not using the NCS, make up your own ID • Record date: must be YYYY-MM-DD format • Annotated ID: must be a URL within NSDL • Annotated ID type is of URL type (no other type can be processed).	Bogus values that do not make sense in the context of the NSDL user experience
Use of vocabularies	Metadata records use and correctly apply NSDL vocabulary terms	Metadata records do not apply vocabularies, or do so in an inconsistent or incorrect way
Metadata annotations	Annotations are objective, descriptive and aid in the use and comprehension of the resource	• Highly subjective, derogatory, or biased comments • Non-helpful or non-informative annotations (e.g. 'This site is useful.')
XML	XML is valid and well-formed	XML is invalid or not well-formed
Acronyms & abbreviations	Acronyms and abbreviations are spelled out	Acronyms and abbreviations are not spelled out or are inconsistent
URLs in metadata records	• annotatedID field goes to a resource URL within the NSDL • ASNstandard field contains an ASN id that can be resolved • url field goes to a live and working website that provides more information about or relevance to a resource	• URL is unavailable • URL goes to a landing page • URL is not in NSDL • URL is not an ASN id
Character encoding	Special characters (e.g. tildes, ampersands, etc.) are correctly encoded	Improper character encodings
Correct spelling	Metadata is free of spelling and punctuation errors	Metadata contains spelling and punctuation errors