The **Metadata** for the WMO Global Campus offerings is shown below.

Most of this is on the existing Moodle prototype site, the items in red were suggested by the EC Panel, some of these are already on the prototype, albeit not on the initial list, the others, should be added to next stage developments

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| **METADATA REQUIREMENTS (MD) Recommended for offering to WMO Global Campus calendar.**The following information was suggested as the MD to be entered by institutions offering onto the WMO Global Campus calendar.1. Name
2. Description
3. Duration, including start and end dates
4. Location/Host
5. Delivery Institution (might be different to Location)
6. Region/area of applicability
7. Delivery Format
8. Delivery Language
9. Fees if applicable
10. Application deadline
11. Learning Content and links to qualifications or competency frameworks
12. Expected Learning Outcomes
13. Learning activities used to achieve outcomes
14. Awards (Diplomas, Certificates) associated with the Course
15. How Learning is assessed
16. Additional Quality Management processes used by the institution
17. Intended Audience
18. Pre requisites
19. Is offering part of a larger offering
20. Contact person ( there is already a contact email part on the prototype, so this can be added too)
21. Link to the web (already added to prototype)

Ideally, the above items should be Viewable or Searchable from the calendar, i.e. * Viewable, able to be viewed from a landing page of the calendar
* Searchable, able to be searched for using key words for example, on the searchable calendar

In addition, and noting the initial thoughts on **Quality Assurance**, the following items are to be considered for recommendation as discoverable items, i.e. able to be found for example perhaps through a link to the relevant areas of an institutions web site, or to a contact person or by details entered on item 16 or 20 above. 1. How the training system is managed
2. How Learning Needs are determined
3. How materials are kept up to date and relevant
4. How trainers are hired, trained, monitored and evaluated
5. How the Facilities, resources and technology infrastructure are managed
6. How training is monitored, evaluated and improved
7. Application process including how the trainee is selected
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