



Data Store User Guide

Determine the Appropriate Reference Type

This document provides guidance to selecting the appropriate reference types. This guidance is to be used in conjunction with the table in the Data Store, [Reference Types](#).

Introduction

A reference type categorizes the information resource being described in the record. Reference type is generally focused on intent and use (e.g., textual information for reading vs data vs images for viewing). Some reference types are very explicit (e.g., journal article, protocol, standard operating procedure) while others are more general (geospatial database, generic database).

Decision Tree Guide

To begin, ask the following questions about the information resource.

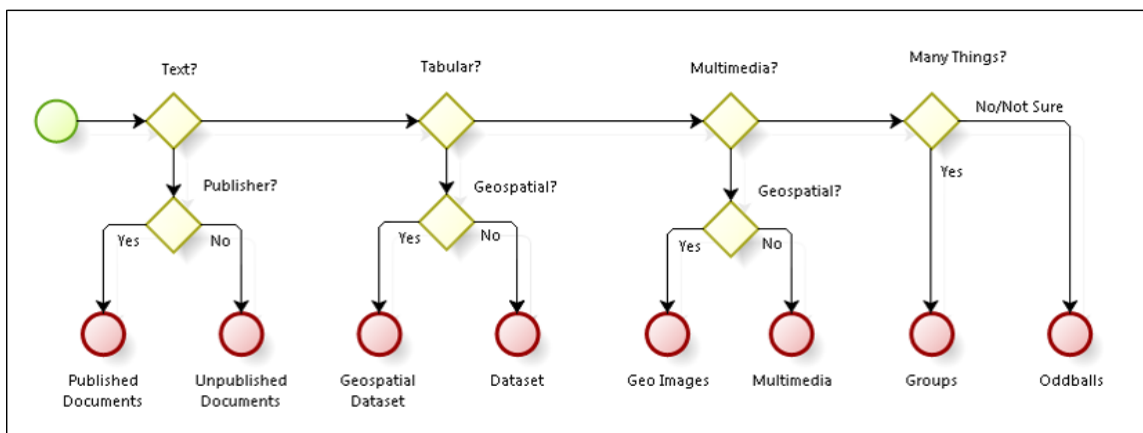


Image 1: Decision tree guide to determine the reference type.

Primary questions:

- **Text** – Is there more text than images or tables? Is this something that is generally read?
- **Tabular** – Is most of the information contained/organized in tables (i.e., columns and rows)? Is this data?
- **Multimedia** – Is it primarily visual, graphical and/or include sounds? Is it interactive with text and graphics?
- **Bundlers** – Is it too difficult, time consuming, or inappropriate to describe a set of things individually? Is this describing a project or effort by one or more individuals that resulted in the creation of one or more other information resources (e.g., reports, maps, datasets, etc.)?

Secondary questions:

- Publisher – Is there clear indication of a publisher? Most publishers will be companies or organizations, not people. Is there a price or ISBN number? Is it clear that distribution of the material is widespread?
- Geospatial – Is it intended to be read and displayed by GIS software?

Asking these two-tiered questions will narrow the references into categories:

- Published Documents – Written materials that typically have a known publisher and/or are broadly distributed. Peer review is common.
- Unpublished Documents – Written materials that clearly do not have a known publisher and, in many cases, may be the only copy. Peer review is less frequent.
- Geospatial Dataset – Tabular data with a spatial component that makes it possible to read and view the information by GIS (Geographic Information System) software.
- Dataset – Tabular data included simple tables, CSV text files, and relational datasets.
- Geospatial Image – Imagery that is georeferenced and can readily be read and mapped by GIS (Geographic Information System) software.
- Multimedia – Anything that is primarily audio or visual.
- Bundlers – Function as a way to group similar or dissimilar information.

The recommended reference types for each category, along with their definitions, can be found with the following [report in Data Store](#). From this report, all reference types may be viewed or filtered by one of the categories defined above.

REFERENCE TYPES		
COUNT = 69		
Reference Type ⚙	Reference Count* ⚙	Definition
Aerial Photograph	257	Photographs taken off the ground from an elevated position where the camera is not supported by a ground-based structure. The most common platform for aerial photography is fixed-wing aircraft.
Aerial Photograph Series	0	A succession of aerial photographs.
Assemblage	410	A grouping of various information sources that cannot be described individually.
Audio Recording	70	An electrical or mechanical inscription and re-creation of sound waves, such as the spoken voice or the ambient environment.
Book	14366	A written or printed work consisting of pages glued along one side and bound in covers.
Book Chapter	11066	One of the main divisions of a book. Chapters are generally numbered

Image 2: Reference types report.