

GUIDELINES FOR METADATA OF RESOURCES

Title of the Resources:

- First letter caps (Sentence case)
- Any Proper noun like place, person's name etc. should have first letter in caps
- The Capitalization and style of Chemical Compounds will be according to the naming convention by IUPAC
- The Capitalization and style of Botanical names will be according to the naming convention by ICBN
- The Capitalization and style of Zoological names will be according to the naming convention by ICZN

For Example:

File_name (Resource file)	Title of the Program (Incorrect)	Title of the Program (Correct)
Methanol01.cml	Methanol01.cml	Methanol
VPENG303_0.mp3	World of physics_03.mp3	World of Physics_03
dlmo146.jpg.JPG	Alai darwaza 06	Alai Darwaza_06
lech10303.mp4	Nernst equation, gibbs energy, conductance	Nernst equation, Gibbs energy, conductance

Do's:

Father of nation Mahatma Gandhi

Political map of India

Evolution of *Homo sapiens*

Evolution of *Brassica campestris*

Do's: Chemical action of 1,1,1-Trichloro-2,2-bis(4-chlorophenyl)ethane

Don'ts: Chemical action of Trichlorochlorophenylethane

Don'ts

Father of nation mahatma gandhi

Political map of india

Evolution of homo sapiens

Evolution of brassica campestris

- **No file extensions should be added with the Title of the Resource**

For Example:

Do's

The story of Darwin

Don'ts

The story of Darwin.mp4

- The title of the program must be in the Language of the program.

For Example:

Title: न्यूटन की कहानी

Alt Title: The story of Newton

- In case of Titles with proper noun, the title must not be translated

For Example:

Title: अलाई दरवाज़ा

Alt Title: Alai Darwaza

Title: कुतुब मीनार

Alt Title: Qutab Minar

Alternate Title:

- Alternate title will be given only in case of resources in languages other than English. Do not fill alternate title for the resources which are already in English. If the title of the resource is in any other language, write the Alt title in English.

Do's

Title: न्यूटन की कहानी

Alt Title: The story of Newton

Title: आओ सैर करें-कन्याकुमारी

Alt Title: Let's travel-Kanyakumari

Title: The story of Darwin

Alt Title:

Don'ts

Title: The story of Newton

Alt Title: Newton ki Kahani

Description of the Resources:

- In sentence case with proper nouns in capital letters (only first letter capital)

Do's:

Father of nation Mahatma Gandhi

Don'ts

Father of nation MAHATMA GANDHI

- The description of the resource will be in the language of the resource

For Example:

Description: कक्षा 9 की पाठ्यपुस्तक अर्थशास्त्र का अध्याय 1

Alt Description: Chapter 1 of the Economics textbook for Class IX

- **Video/Audio:** (MP4/ MP3)

In case of single program:

For Example: (Note the yellow highlighted portion is the title of the program. Do not add Full stop after the sentence)

This is a programme on **Raman effect**; covers scattering of light and related issues

In case of Lecture series:

For Example:

Episode 1 of the video lectures of chapter 1 of Fundamentals of Physical Geography, Geography textbook for class XI; covers attributes of Geography as an integrating discipline

In case of programs with multiple chapters:

For Example:

Episode 1 of **The story of Darwin**; covers Nobel prize winner in Chemistry for the year 2011

- **Maps:**

For Example:

A map showing the time zones of the world

A map showing the rivers of India

- **3D Images:**

For Example:

This is an interactive 3D model of **Carbon tetrachloride** which shows the molecular structure of the chemical substance through ball-and-stick model. This structure is movable through any of its axes and can be zoomed

- **PDF:**

For Example:

Chapter 1 of Fundamentals of Physical Geography, Geography textbook for class XI

- **Epub:**

For Example:

Chapter 1 of Fundamentals of Physical Geography, Geography textbook for class XI

- **Images:**

For Example:

- An image showing the role of **haemoglobin** present in red blood cells
- An image of Alai Darwaza showing Alai Darwaza within the Qutab Complex, Mehrauli, New Delhi. Alai Darwaza is the main gate from the southern side of the Quwwat-ul-Islam Mosque. It was built by Allaudin Khilji the Sultan of Delhi in 1311 AD

- **Interactive Objects (Geogebra applet):**

For Example:

This is an interactive object of **quadrilateral formation**; using the sliders, sides can be changed and angles rotated, forming different quadrilaterals

- **Interactive Objects (Simulations):**

Examples:

1. **Equation Grapher** is a simulation; graphs can be plotted and experiments can be performed through the use of buttons, check boxes, sliders, drag and drop function and input boxes
2. **Rutherford scattering** is a simulation; graphs can be plotted and experiments can be performed through the use of buttons, check boxes, sliders, drag and drop function and input boxes. You can explore how did Rutherford figured out the structure of the atom without being able to see it. Simulate the famous experiment in which he disproved the Plum Pudding model of the atom by observing alpha particles bouncing off

- **Tags**

Examples:

forest society, colonialism, scientific forestry, communities, forests, livelihoods, forest movements, Bastar, India, Indonesia