

# Data Set Evaluation Checklist

<b>Project:</b>							
<b>Data set:</b>							
<b>Completed by:</b>							
<b>Initiation date:</b>							
<b>Completion date:</b>							
No.	Check	Y	N	N/A	Unknown	Details	
1	Is the complete data set in hand?						
2	Are both the creator of the data set and the provenance documented (e.g., in a data set inventory)?						
3	What is the ultimate use of data in this data set?						
4	Has the data set been reviewed by technical staff to confirm that it is useful for the intended purpose?						
5	What is the goal state of this data set that will allow it to meet it's intended						
6	Is work needed to get the data set in shape for technical evaluation?						
7	What are the workflows, and the steps in each workflow, required to get the data into its goal state(s)?						
8	Initial technical evaluation						
9	Final intended use						
10	Is the budget and schedule sufficient to proceed with work on this data set?						
11	Have the data been logged into an inventory system (the d_dataset table in IDB, or any other?						