

toponymy course:

# Fieldwork

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MANUAL DE CERTIFICAÇÃO  
DE NOMES GEOGRÁFICOS  
DO MAPEAMENTO  
SISTEMÁTICO BRASILEIRO

Metodologia para a Coleta





# Fieldwork objectives

- Identify local landmarks/features referred to by people in their day-to-day conversation
- Record well-established names for these features in the area
- Record the nature, location and extent of these features
- Check whether names previously used in maps are still in use

# Fieldwork instructions

- Collect names in **current usage**
- Ascertain their proper **spelling** (and **meaning** and **pronunciation**)
- Indicate **location** and **extent** of named object
- Check validity of **previously** collected names
- Collect photographic and auditory records

# Current usage:

- Current versus historical usage
- Oral usage versus written usage
- Local usage versus official usage
- Legal usage versus legislated usage
- Established usage

# fieldwork preparation in the office 1

- Find **maps** of fieldwork area
- Prepare a scheme of the administrative hierarchy
- Preliminary calls to local authorities (to identify informers)
- Make appointments (phone numbers) with officials and other informants
- Prepare announcements in local press/twitter

# Fieldwork preparation 2

- Study the characteristics of the area
- Make a list of the **generics** used there
- Identify the important topographical features in the area
- Compare and list the names occurring on previous maps
- List the discrepancies in the names (make a list of doubtful names)



# Mental preparation for fieldwork

- You can only visit this area once, make the most of it!
- Make a list of the doubtful names and linguistic issues encountered
- Envisage problems to be anticipated:
- Prepare for communication and translation problems
- Prepare for transportation problems
- Prepare for problems in finding informants and keeping appointments
- Prepare for animosity on behalf of local population

# Finding good informants

- Local authorities that have lived long in the region and have information on recent developments
- Other official persons (religious officials, public notaries, schoolmasters, postmasters) that know the area well
- Local population widely traveled over the area, shopkeepers

# Problems with names provided by informants

- How to deal with alternative views of informants (different age groups, locations, race, gender)
- Reference to the object must be clear (example: in conversation, names for settlement and for local administrative areas might be confused)
- The features the topographer wants names for might not overlap with the features the informants has names for (different spatial concepts/no existing names)
- Name changes over time and space

# Usage of a name:

- How many informants know the name
- How many informants can locate it?
- Is it used by all types (gender, race, age groups) of people?
- Do people know of other names for the same object
- Which name version is used more or most?
- Are there at least 3-5 informants?



# Special name inventory forms:

- Sequence or ID number
- Coordinates of the named object
- **Feature code** or type of named object
- Name as given on this map series (previous edition)
- Name according to previous map series
- Name according to Cadastral maps
- Name according to Inhabitants
- Name according to Public administration
- **Attribute data** (nr. of inh., height, language, meaning, pronunc.)
- Name as proposed by topographer
- Name as determined by names commission
- Remarks

23/03/2018

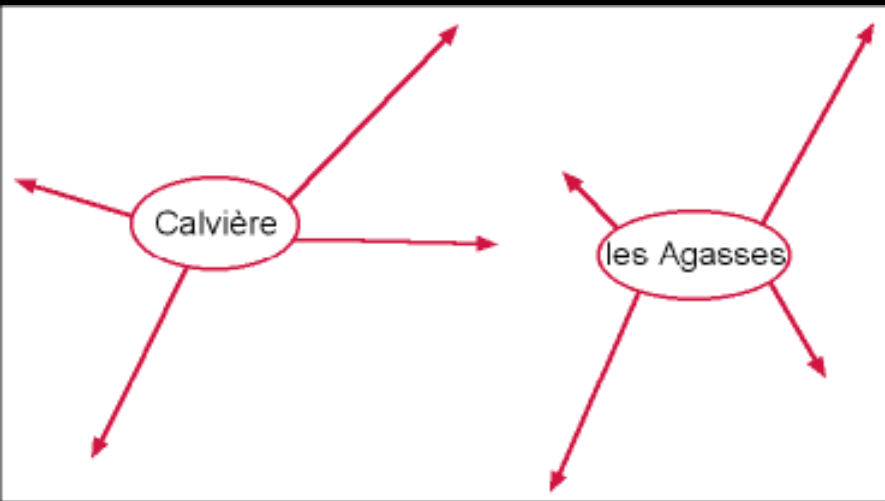
■ Sources

Cartes en service	Cadastre	Habitants	Administrations publiques
Commune de SAINT-LEONARD-DE-NOBLAT	SAINTE-LEONARD-DE-NOBLAT	SAINTE-LEONARD-DE-NOBLAT	SAINTE-LEONARD-DE-NOBLAT
Commune de ROZIER-S-S-GEORGES	ROZIER-S-S-GEORGES	ROZIER-S-S-GEORGES	ROZIER-S-S-GEORGES
Commune de SAINT-PAUL	SAINTE-PAUL	SAINTE-PAUL	SAINTE-PAUL
Commune d'AUGNE	AUGNE	AUGNE	AUGNE
Commune de SAINT-AMAND-le-PETIT	SAINTE-AMAND-le-PETIT	SAINTE-AMAND-le-PETIT	SAINTE-AMAND-le-PETIT
Commune de SAINT-JUNIEU-le-BREGERE	SAINTE-JUNIEU-le-BREGERE	SAINTE-JUNIEU-le-BREGERE	SAINTE-JUNIEU-le-BREGERE
Commune d'AURIAT	AURIAT	AURIAT	AURIAT

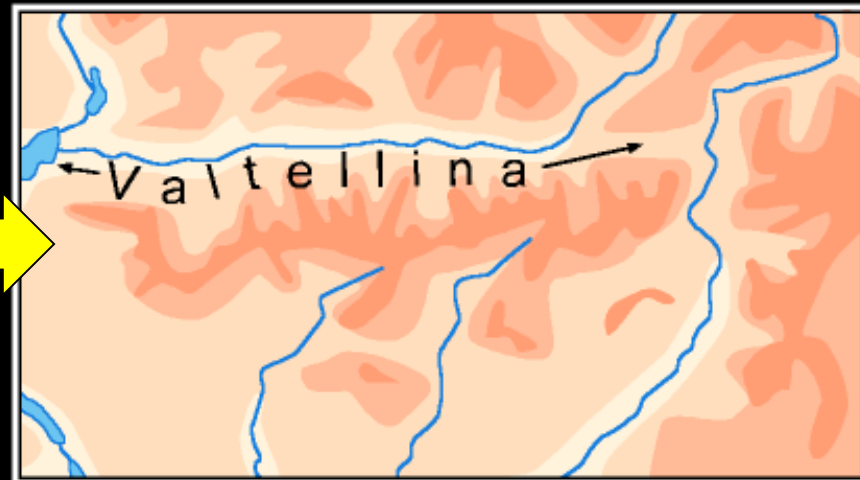
Observation	X	Y	Nom proposé par l'opérateur	Nom repris par la commission de toponymie	Nature du détail	Code écriture	PAGE: 15000
Chgt de population	535	2039	SAINTE-LEONARD-de-NOBLAT		Comm	110	
Chgt de population	539	2083	ROZIER-S-S-GEORGES		Comm	112	
	532	2084	LASCAUD		ECAR	114	
	533	2091	LAVAUD		ECAR	114	
Chgt de population	550	2087	AUGNE		Comm	112	
Chgt de population	551	2086	SAINTE-AMAND-le-PETIT	Sainte-Amand-le-Petit	Comm	112	
Chgt de population	555	2073	SAINTE-JUNIEU-le-BREGERE	Saint-Junien-la-Bregerie	Comm	112	
Chgt de population	546	2039	AURIAT		Comm	112	

French name sheet:

1. Name according to current map series
2. Name according to cadaster
3. Name according to local inhabitants
4. Name according to local administration
5. Name according to old maps
6. coordinates
7. Name proposed by topographer
8. Name as decided by names bureau
9. feature type
10. map lettering code



# Graphic techniques for showing extent of named linear or aerial objects

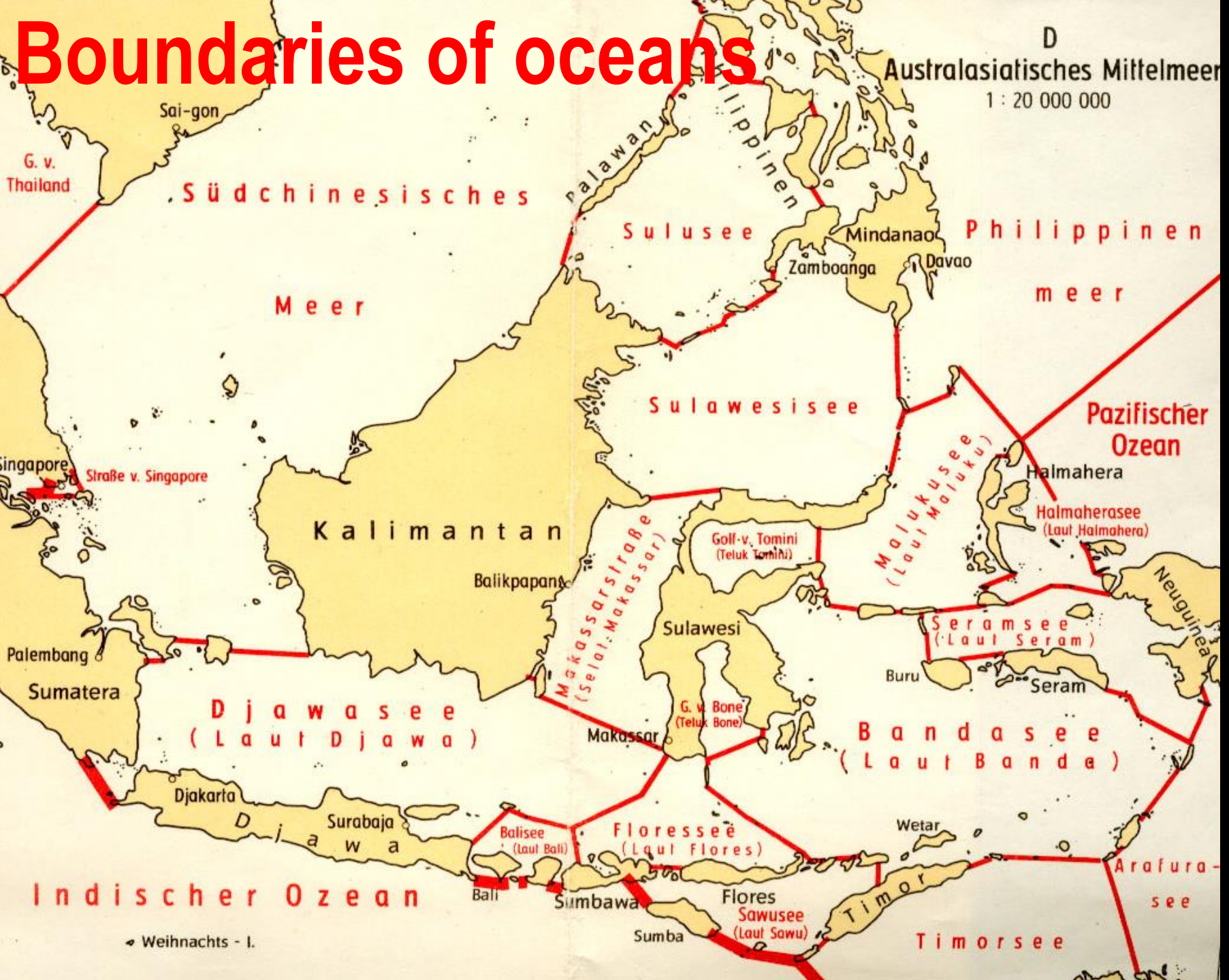


# Boundaries of natural regions

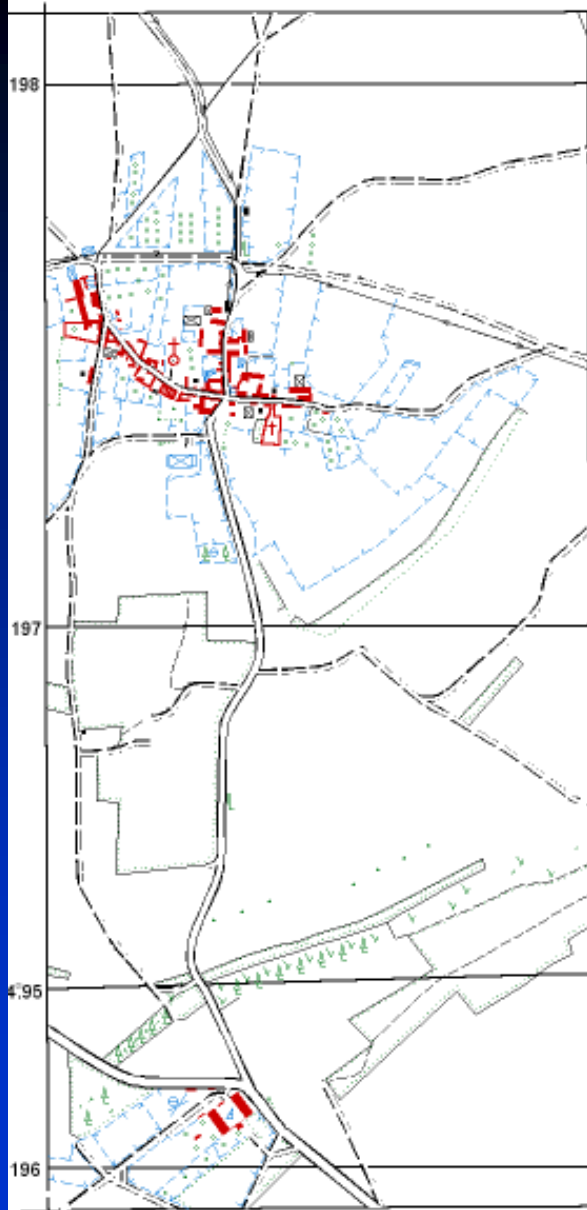




# Boundaries of oceans



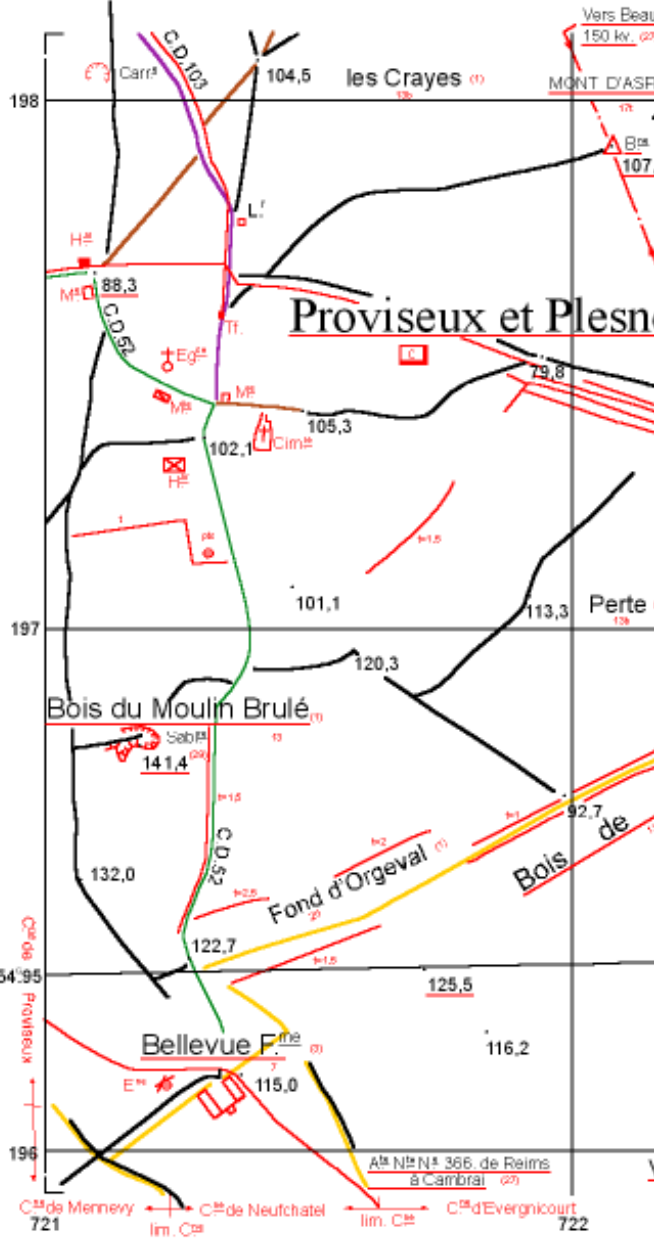
# Base map



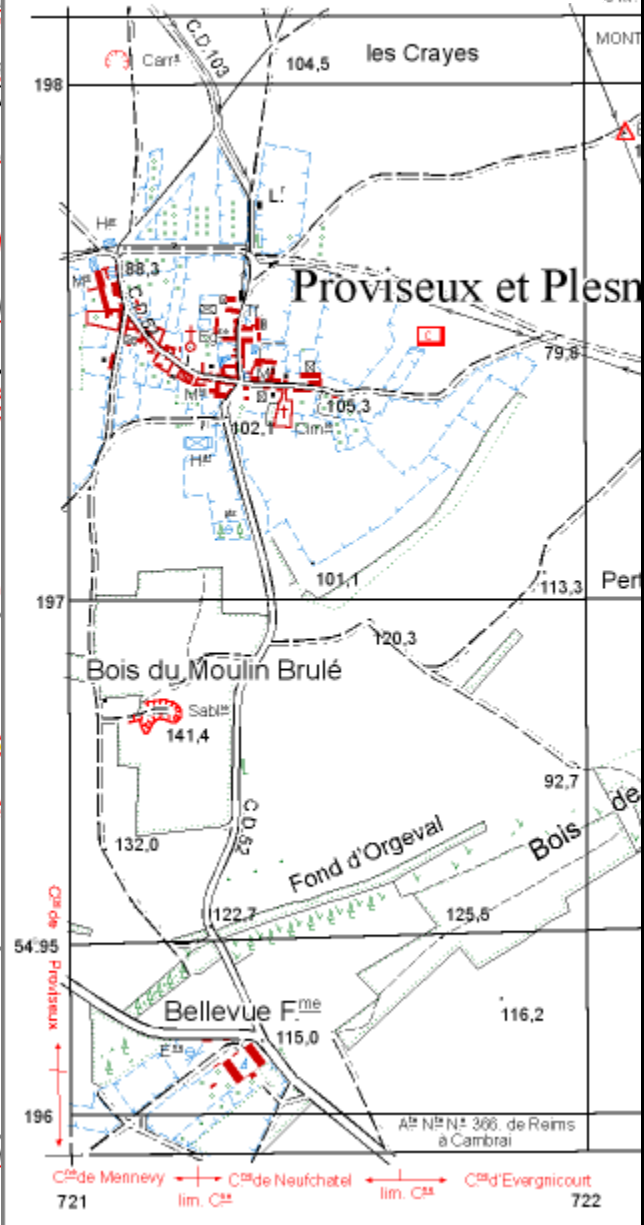
# Calque des ecritures

Feuille d'Asfeld-la-Ville

Minute N° 12



# Final printed map







# Documentation

- Itinerary
- Names and addresses/phone numbers of informants
- Photographs of name plaques, road signs, names on buildings, street names (listed in field note book)
- Gps measurements and photographs of new features
- Attribute data: settlements: number of inhabitants, administrative function; roads: classification type, number of lanes; railways: number of lanes; rivers, canals: capacity for shipping; forests: height, thickness, density
- Remarks: date of name change, meaning, language,





**A. Prefield Preparation:** field work map and a set of instructions are prepared in the staff office to assist field-worker.



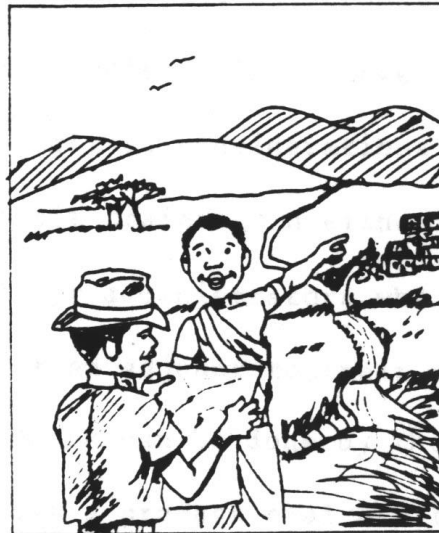
**B. Going into the field.**



**C. Initial contacts:** preliminary introduction to local people and getting acquainted with area.



**D. Interviewing in the home, school, or office.**



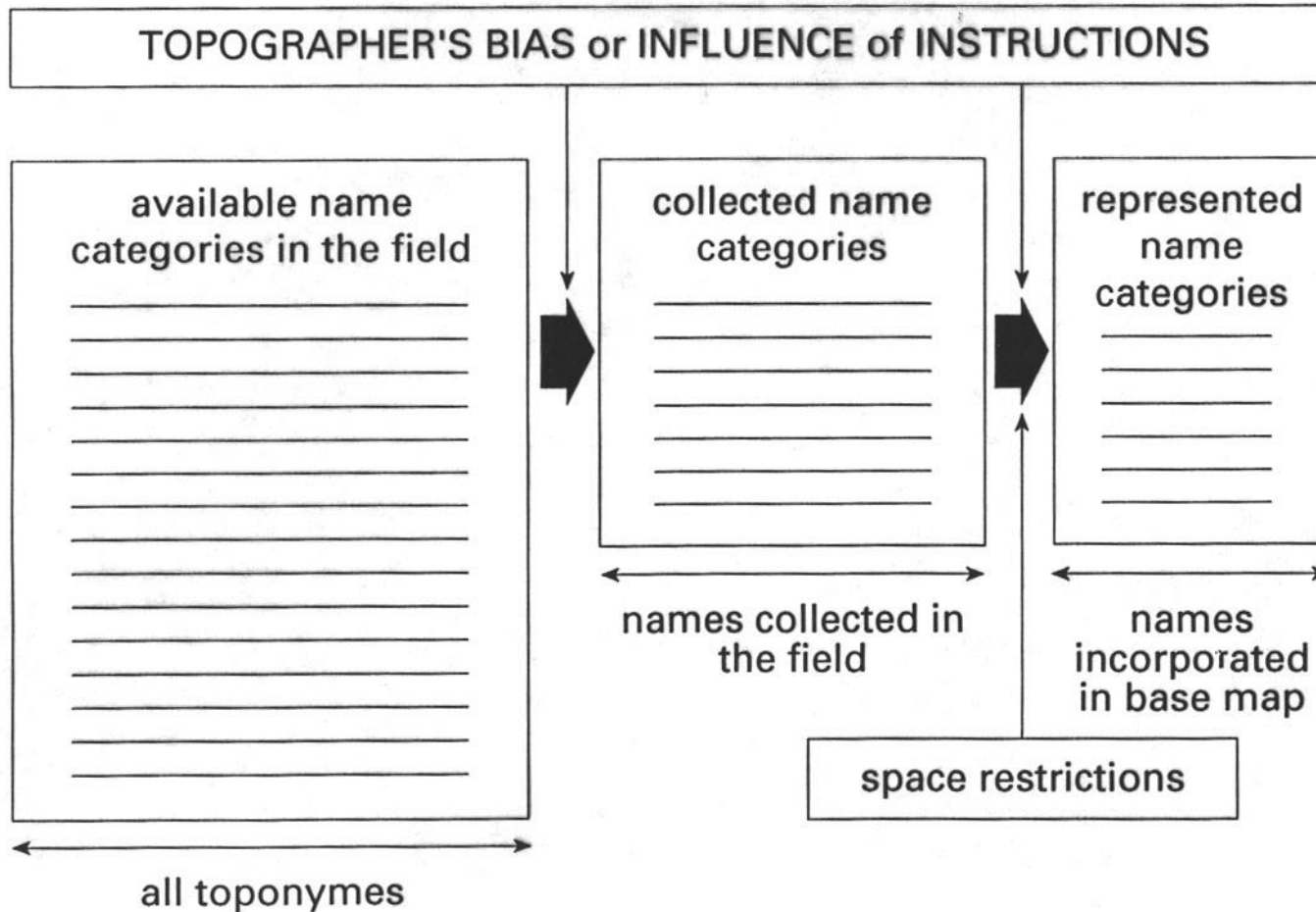
**E. Interviewing in the field.**



**F. Preparing field reports and checking completeness of work.**

# Instructions for toponymists

- Definition of the feature categories that need names
- Preparation of preliminary names model
- List of sources to be consulted
- Production of a names list
- Production of final names model with letter sizes
- Required names density on final map
- Rules for spacing letters in
- Rules for showing heights
- Rules for selecting fonts, sizes and colours
- Rules for breaking up names, use of hyphens and capital letters
- Rules for documenting the decisions regarding name spellings
- Rules for inserting descriptive terms
- Rules for abbreviations





# International Phonetic Alphabet (IPA)

IPA SYMBOL	IPA SYMBOL	IPA SYMBOL	IPA SYMBOL
	ou, o		beau, yeoman, sew, over, soap, roe, oh, brooch, soul, though
	ɔ		ball, balk, fault, dawn, cord, broad, ought
æ	cat, plaid, ca	ɔɪ	poison, toy
eɪ, e	mate, bait, g	au	out, bough, cow
ɛ, ɛr	dare, fair, pr	u	rheum, drew, move, canoe, mood, group, through, fluke, su
a	bar, ask, cot	ʊ	wolf, foot, could, pull
	American s	p	map, happen
ɑ	dart, ah, serg	r	rose, rhubarb, marry, diarrhea, wriggle
b	boy, rubber	s	cite, dice, psyche, saw, scene, schism, mass
tʃ	chip, batch, ri	ʃ	ocean, chivalry, vicious, pshaw, sure, schist, prescience, n
d	day, ladder, c		fission, potion
ɛ	many, aesthe	t	walked, thought, phthisic, ptarmigan, tone, Thomas, butter
i	Caesar, quay	θ	thick
f	fake, coffin, c	ð	this, bathe
g	gate, beggar,	ʌ	some, does, blood, young, sun
h	hot, whom	ju, ju	beauty, eulogy, queue, pew, ewe, adieu, view, fuse, cue, you
hw, ʌ	whale	ɜr, ɜ	yearn, fern, err, girl, worm, journal, burn, guerdon, myrtle
i	pretty, been,	v	of, Stephen, vise, flivver
aɪ	aisle, aye, sle	w	choir, quilt, will
dʒ	edge, soldier,	j	onion, hallelujah, yet
k	can, accost, s	z	was, scissors, xylophone, zoo, muzzle
l	let, gall	ʒ	rouge, pleasure, incision, seizure, glazier
m	drachm, phle	ə	above, fountain, darken, clarity, parliament, cannon, porp
n	gnome, know	ər, ɜ	mortar, brother, elixir, donor, glamour, augur, nature, zeph
ŋ	sink, ring, m		