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Standardization of Geographical Names**

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Item 16 of the provisional agenda*

Toponymic education

The UNGEGN Advanced Toponymy Manual

Submitted by the UNGEGN Working Group on Training Courses in Toponymy**

* E/CONF.105/1

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The UNGEGN Advanced toponymy manual

Introduction

In New York, at the tenth UN conference on the standardization of geographical names in 2012, a working paper was submitted (E/CONF.101/30, titled Advanced Toponymy Courses) on behalf of the Working Group on Training Courses in Toponymy, that was meant as a discussion paper for that working group. The paper analysed the contents of current toponymy courses offered by the WG; these consisted of introduction to the terminology, the naming process, functions of geographical names, their collection through fieldwork and their processing, and the organisational framework for standardizing them. In a digital environment, the digital creation and population of toponymic databases has been part of such basic courses, as was the production of derived documents like gazetteers. The paper also signalled the changes in content of those basic courses since their first implementation in 1982. Since 2002, in a number of more atypical courses, elements were added that could be regarded as belonging to a more advanced type of course. Such elements were for instance: collecting names from indigenous/minority group cultures, legal aspects, multiple naming, sea area naming, the history of place names, data audits between different organisations with names databases, the functioning of name board meetings and the establishment of naming principles, and handling contacts with the media. Toponymic research, and its methodologies were dealt with, as was digital label placement, and regional initiatives like the small island naming programme in Indonesia.

Apart from these additional advanced themes the framework of the courses themselves changed as well: we started now from the need for *standardized geographical names as part of the national geospatial data structure* and dealt for the first time also with the actual management of national names programmes. Ours were not the only courses to adapt to the times, we could see a similar development for the PAIGH toponymy courses given in Latin America. The changing role of the geographical names layer was an issue there as well. As UN-GGIM was starting up in 2011, we also then added the *bringing in agreement of statistical and topographical toponymy*.

Putting all these new, more advanced elements together we found that they could be grouped under the following headings:

- Toponymic research
- Management and organizational issues,
- Special and regional applications
- Cultural aspects
- Cartographic issues
- Database and spatial data infrastructure issues
- Communication issues.

On the basis of these new elements we had identified and had included on an ad-hoc basis in our courses since 2002, we devised a programme for an advanced toponymy course for discussion at the 10th conference, and for implementation at the next toponymy course (to be held in Yogyakarta in 2013) or at one of the international cartographic training institutes such as ITC¹, RCMRD² or RECTAS³). However, we found, both at the conference and at the next course in Indonesia, that

¹ Faculty of Geo-Information Science and Earth Observation of the University of Twente (ITC), Enschede, The Netherlands

² Regional Centre for Mapping of Resources for Development (RCMRD), Nairobi, Kenya

³ Regional Centre for Training in Aerospace Surveys, Ile Ife, Nigeria

Chapter titles (lower case), size 11 for author's names and Calibri size 10 bold subtitles. If unavoidable, endnotes could be inserted. References would be indicated according to the Oxford system, but with the year of publication in brackets after the author's name and each entry preceded by a hyphen. The sample chapter also contained a description of the various sections the chapters belonged to, with a statement of their aims and objectives and preferred contents.

This sample chapter was made available to the authors who had volunteered to contribute a chapter at or after the 28th UNGEGN session in New York. A deadline was set for them but, as the whole project operated on a volunteer basis, this deadline did not help the reviewers much, and most of the chapters had to be reviewed and processed in 2017 just before the 11th conference.

The UNGEGN secretariat was asked to facilitate the uploading of the manual to the UNGEGN website prior to the conference, in such a way that both individual chapters and the whole manual could be freely downloaded. A cover was designed by the UN graphics department, so that by clicking this image the manual could be accessed from the working group's section on the UNGEGN website.

Contents of the UNGEGN ADVANCED TOPONYMY MANUAL

As not all chapters promised materialised, the reviewers had to adapt the original subdivision of 15 sections and dropped the section on the need for standardised geographical names for emergency mapping, administration and development, which also was intended to deal with the use of standardised names in real estate websites and in searching for hotel accommodation as more practical examples of the benefits of names standardization. It was expected these chapters could easily be added later.

Other chapters originally planned, but not realised as yet, are:

- Matching statistical area names and topographic names
- Integration of crowd sourced/volunteered geographic information
- Open street mapping and geographical names
- The small islands names project in Indonesia
- Onomastics and terminology
- Digital/automatic place name labelling

The status quo prior to the 11th conference is:

Section 1: General /strategic issues

- 1-The need for standardized geographical names (Helen Kerfoot)
- 2-Subject matter dealt with in the basic Toponymy webcourse (Ferjan Ormeling)

Section 2 Management of a national names programme:

- 3- Maintaining and publishing the geographical names database (Pier-G. Zaccheddu)
- 4- Management of the Swiss national names programme (Alfred Guth)
- 5- The Canadian Geographical Names Data Base – an example of a national system combining data from different jurisdictions (Helen Kerfoot, Kristina Kwiatkowski, Heather Ross)

Section 3 Different topical applications

- 6-Geographical names for hydrographic charts (Sylvia Spohn)

7-Geographical names for tourist maps (Roman Stani-Fertl)

8-Urban street naming: How to plan an urban street name programme (Brahim Atoui)

Section 4 Regional and global initiatives

9-Building the New Zealand Gazetteer (Wendy Shaw)

10-World names database UN (Helen Kerfoot)

11-Geonames.org (Mark Wick)

Section 5 Extending policy work and the progress of toponymic names databases

12-Standardization of names for statistical enumeration areas (Ana Resende)

13-Integration of crowd-sourced information / volunteered geographic information (VGI) (Annette Törensjö) (still expected)

Section 6 Technical issues - Data bases and pronunciation

14-Technical issues – database management (Pier-G. Zaccheddu)

15-Requirements for school atlas names database (Tjeerd Tichelaar)

16-Pronunciation: best practices for its recording (Tjeerd Tichelaar)

Section 7 Technical issues 2 - Web services

17-Web services and applications - open source vs commercial options: (Pier-G. Zaccheddu)

18-Visualizing names databases (Pier-G. Zaccheddu)

19-Working with GeoNyms - a desktop application (Yoseph Mekasha) (still expected)

20- Data repository (Teemu Leskinen)

Section 8: Websites:

21-Evaluation of current web services and applications (Ferjan Ormeling)

22-Evaluation of current names servers (Ferjan Ormeling)

Section 9: Cultural aspects

23-Place names as cultural heritage (Botolv Helleland)

24-History of place names, street names (Tjeerd Tichelaar)

25-Collecting indigenous names (Bill Watt) (still expected)

26-Place names and cultural heritage in an archipelagic country (M+A Lauder)

Section 10: Toponymic research and documentation

27-Etymology and the historic study of place names (Isolde Hausner)

28-Study of linguistic and toponymic sources (Hubert Bergmann)

Section 11: Cartographic aspects: paper and digital map series

29-Updating names sheets and Assessing optimal names density for map sheets (Helmut Zierhut)

30-Dealing with area names on adjoining map sheets; multiple naming (Helmut Zierhut)

Section 12: Special training for contacts with the media and the public

31-Media cartography (Ferjan Ormeling)

32-Producing media maps exercise (Ferjan Ormeling)

33-Fieldwork Interviews (Elisabeth Calvarin)

Vote of thanks

The working group thanks those experts that volunteered chapters and were able to finish them in time:

Brahim Atoui -Algeria

Hubert Bergmann-Austria

Elisabeth Calvarin-France

Alfred Guth-Switzerland

Isolde Hausner-Austria

Botolv Helleland-Norway

Helen Kerfoot-Canada

Kristina Kwiatkowski-Canada

Mia Lauder-Indonesia

Allan Lauder - Indonesia

Teemu Leskinen-Finland

Ferjan Ormeling-Netherlands

Ana Resende-Brazil

Heather Ross-Canada

Wendy Shaw-New Zealand

Sylvia Spohn-Germany

Roman Stani-Fertl-Austria

Tjeerd Tichelaar-Netherlands

Mark Wick-Switzerland

Pier-Giorgio Zaccheddu - Germany

Helmut Zierhut - Austria