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S05 Field collection systems

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The content of this module is based on teaching materials by Ferjan Ormeling and Tjeerd Tichelaar. These teaching materials are made available in the "[documents](#)" section.

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When reading through the following pages, you will come across some uncommon terms. These terms are hyperlinked to the UNGEGN [Glossary of Terminology](#) (pdf). Behind each term a number (#) is given that corresponds to the numbering applied in this glossary, e.g. [toponymy](#) (#344).

For exercises and documents (and literature) on this topic see respectively the "[Exercises](#)" and/or the "[Documents](#)" section of this module.

The complete module can be downloaded [here](#).



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INTRODUCTION

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Fieldwork objectives ([UNGEGN 2006*](#) / [pdf](#))

- Identify local landmarks referred to by people in their day-to-day conversation
- Record well-established names in the area
- Check whether names previously used in maps are still in use

Requirements

- Names collected should still be up to date
- Names collected should be the official names in their correct orthography
- The objects the names refer to should be known (both their nature and their extent)

* Manual for the national standardization of geographical names. UN - Ecosoc, New York, 2006 ST/ESA/STAT/SERM/88 Sales No. E.06.XVII.7 ISBN 92-1-161490-2



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1. FIELDWORK INSTRUCTIONS

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- Collect names in **current usage**
- Ascertain their proper spelling (and meaning and pronunciation)
- Indicate location of the named object (see [Chapter 12](#) on Graphic techniques for showing extent of named objects)

Current usage: a name in current usage is used on a day to day basis by the local population in order to refer to a specific feature or object

- Current usage can be opposed to historical usage
- Legal usage (= used on legal documents)
- Legislated usage (= used in laws)
- Verbal usage (used in oral communication)
- Written usage

Current usage can be further defined as:

current legal usage or

current **legislated** usage, or

current verbal usage or

current **written** usage.

Remember that **current usage** can depend on:

- *Age classes:* young people might use other names than old people for the same object.
- *Social classes:* Persons may use other names for the same object when speaking to people belonging to higher or lower social groups.
- *Time (1):* In winter and summer different features are visible in the Arctic, so different name sets are used.
- *Time (2):* In nomadic areas different language groups using different names for the same objects might be present at different times during the year.
- *Time (3):* During specific periods topographical features like towns might be called by different, for religious and cultural purposes, like *carnival*.
- *Language groups:* In multilingual areas different language groups would use different names for the same objects.
- *Gender:* In some areas men and women might use different sets of names for the same objects.



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2. PRELIMINARY STUDY OF THE AREA

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- Study existing maps and air photographs
- Study previous map editions
- Study location of linguistic boundaries in the area
- Study issues:
 - What to do with local variation in dialects?
 - What to do if no names exist?
 - What to do if names change over time? (In certain parts of the world villages might be named for their chief: a new chief would mean a new name.)
 - What to do with *allonyms**, *homonyms**?
 - Render local pronunciation or standard orthography?
 - Local generics or official generics? (The official word for *river* in the Indonesian language is *sungai*. But local languages might have local words for *river*.)
 - How to deal with *abbreviations* or *composite names**?
- Produce preliminary list of existing geographical names
- Produce preliminary list of *generic names** specific to the area

* See UNGEGN [Glossary of Terminology](#) (pdf) on the UNGEGN website.



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3. LINGUISTIC PREPARATION

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**First steps**

- Study language map & Glossary (after analysis of existing maps)
- Hire an interpreter if linguistic assistance is required
- Find out how to record pronunciation?
- Be aware of orthographic rules of the language
- Glossary should contain:
 - Generic terms
 - Recurrent non-generic elements (like north, south, upper, lower, small, large, old, new, etc.)

Representation of pronunciation

- Potentially confusing phonemes – those being similar to the toponymist's ears – should be identified.
- Choose a standard notation of pronunciation!
- Concentrate on (combinations of) letters that represent more than one phoneme (*Enschede* contains the vowel *e* three times but their pronunciations are not similar. The first *e* is pronounced like *e* in *men*. The second *e* is like *e* in *wonderful*, and the third one is like *ay*).

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4. GEOGRAPHIC PREPARATION

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Generic classification

One has to know what topographic features need names on the map!

- Define feature categories suitable to the landscape
 - streams vs. canals
 - swamps vs. marshes
- Avoid feature distinctions based on size (because it will be difficult in the field to assess the relative size):
 - creeks vs. rivers
 - hills vs. mountains



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5. OTHER ISSUES TO DEAL WITH ...

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- Names publicizing brands or products should not be accepted
- Political interference: only accept names for people already dead
- No names to be accepted that only consist of personal names (like *Joe* or *Margaret* or *Ivan*)
- Decide in advance how to deal with special scripts/non-written languages



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6. PRELIMINARY STUDY OF THE AREA

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- Study the written instructions for surveyors meant to collect names (see Chapter VIII in the UNGEGN manual)
- Know what name categories should be collected (+ definitions of those categories)
- Know what sources have to be consulted
- Produce a final name model or name sheet, with correct font sizes indicated
- Instruct on the way the names have to be rendered on the name model
- Use rules for hyphenating names, abbreviations
- Sometimes, height data have to be included on maps

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7. LOGISTICS

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**Preliminary logistics**

- Prepare cartographic material, for name inventories (or preliminary name models), with question marks for issues to deal with
- Check administrative boundaries, for introduction to local officials (permits/cooperation)
- Prepare fill-in forms, recording equipment, recording computers/handhelds or field notebook
- Try to locate informants in advance, and inform local officials in advance

Logistic preparation

- Base maps & equipment
- Administrative maps
- Scheme of administrative hierarchy
- Appointments (phone numbers) & announcements
- Preliminary visits to local authorities

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8. PREPARE MENTALLY FOR FIELDWORK

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- Envisage problems to be anticipated
- Prepare for communication problems (translators)
- How to deal with alternative views of informants (different age groups, locations, gender)
- The objects the topographer and the informants want names for might not overlap (different spatial concepts/no existing names)
- Name alteration over time and space (local variation)

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9. IN THE FIELD

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**General**

- Timing of visits
- Involvement of local authorities in preparing **and announcing** the visits
- Attitude towards local population
- Motivation of respondents and officials (recognition of identity, explanation of goals, payment)
- Interviewing techniques based on knowledge of local codes of social interaction

Finding good informants

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

Problems encountered

- Accessibility of local authorities
- Officials being young, ignorant, not native to the area
- Timid population
- Language problems
- Accessibility of respondents
- Outdated and/or incorrect maps

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10. SPECIAL NAME INVENTORY FORMS

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See *Chapter 16 on name forms*, for examples.

- Sequence number
- Coordinates of the named object
- 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
- Name as proposed by topographer
- Name as determined by names commission
- Remarks
- Sources

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11. SPECIAL PITFALLS

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The difference in perceived social status between interviewer and respondent may influence the language of the respondents.

Reference to the object must be clear (example: in conversation, settlement and local administrative area names may be confused).

How reliable is knowledge? No one is safe for *popular etymology*. (Wrong attribution of the origins of a name)



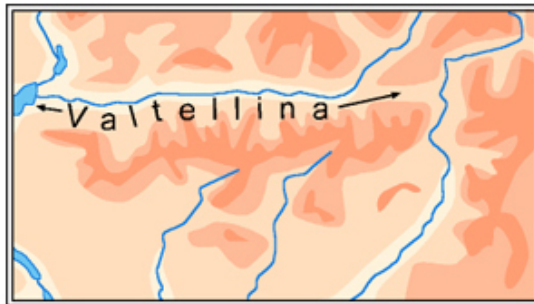
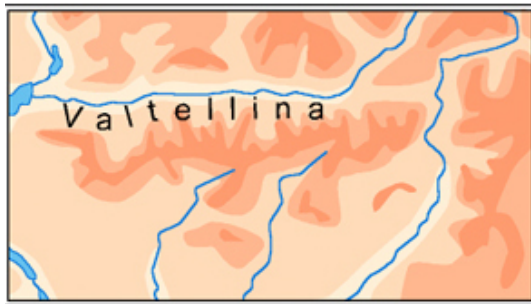
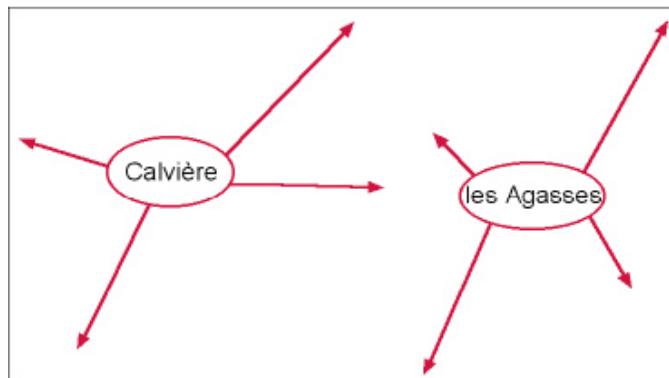
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12. GRAPHIC TECHNIQUES FOR SHOWING EXTENT OF NAMED OBJECTS

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With arrows



With arrows

Municipality names useless without municipal boundaries:

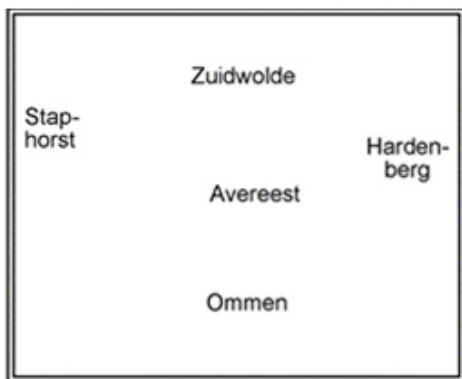
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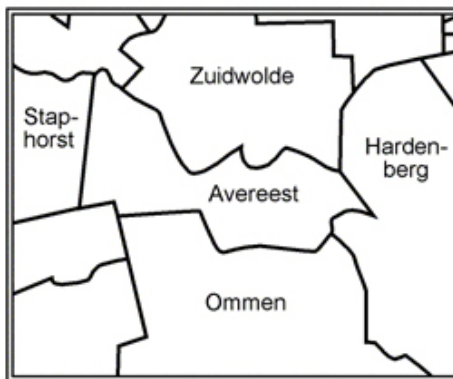
Built-up area only



With municipal boundaries



Without municipal boundaries



With municipal boundaries

13. REPRESENTATION OF BOUNDARIES ON MAPS

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Boundaries of natural regions: By having a source with these boundaries, cartographers will know where to put the names of the named feature.



Übersicht der Landschaften, Gebirge, Höhenzüge und Niederungen vom Staatsgebiet der Deutschen Demokratischen Republik. Berlin 1980.

For boundaries of seas and oceans we have sources like this:

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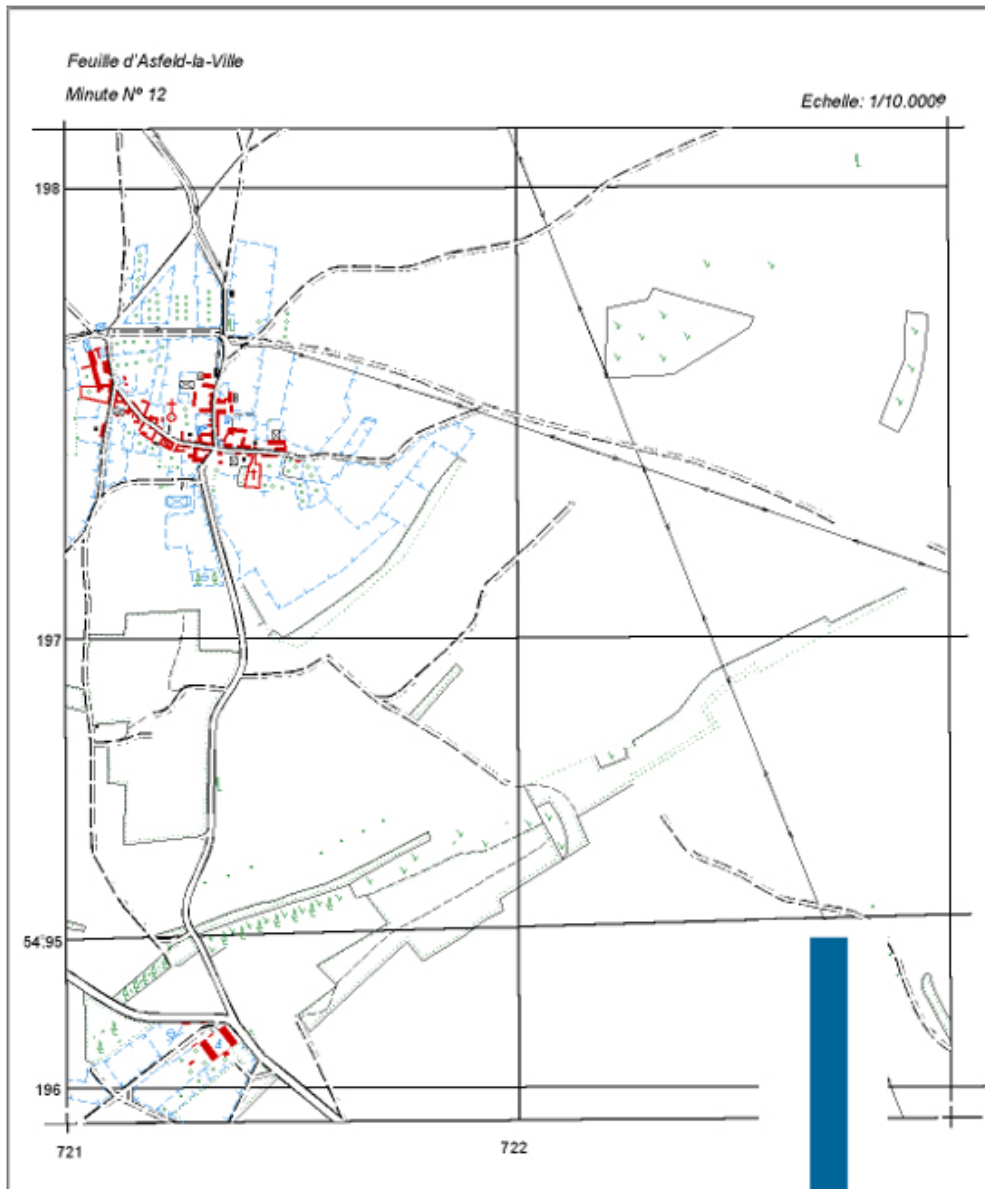
Die Grenzen der Ozeane und ihren Nebenmeere. Seehydrographischer Dienst DDR. Weltkarte, Equatorialmassstab 1:45 Million. Namen und nautische Grenzen der Ozeane und Meere. Blatt 5001. VEB Hermann Haack. Petermann's Geographische Mitteilungen 114, 1970-4.

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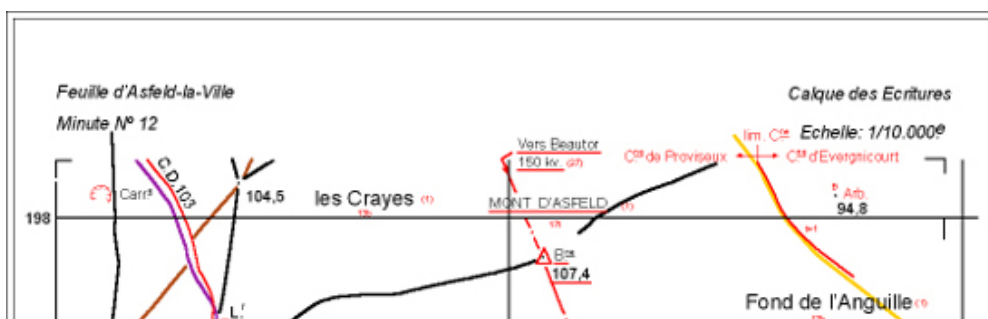
14. A CASE STUDY: PROVISIEUX

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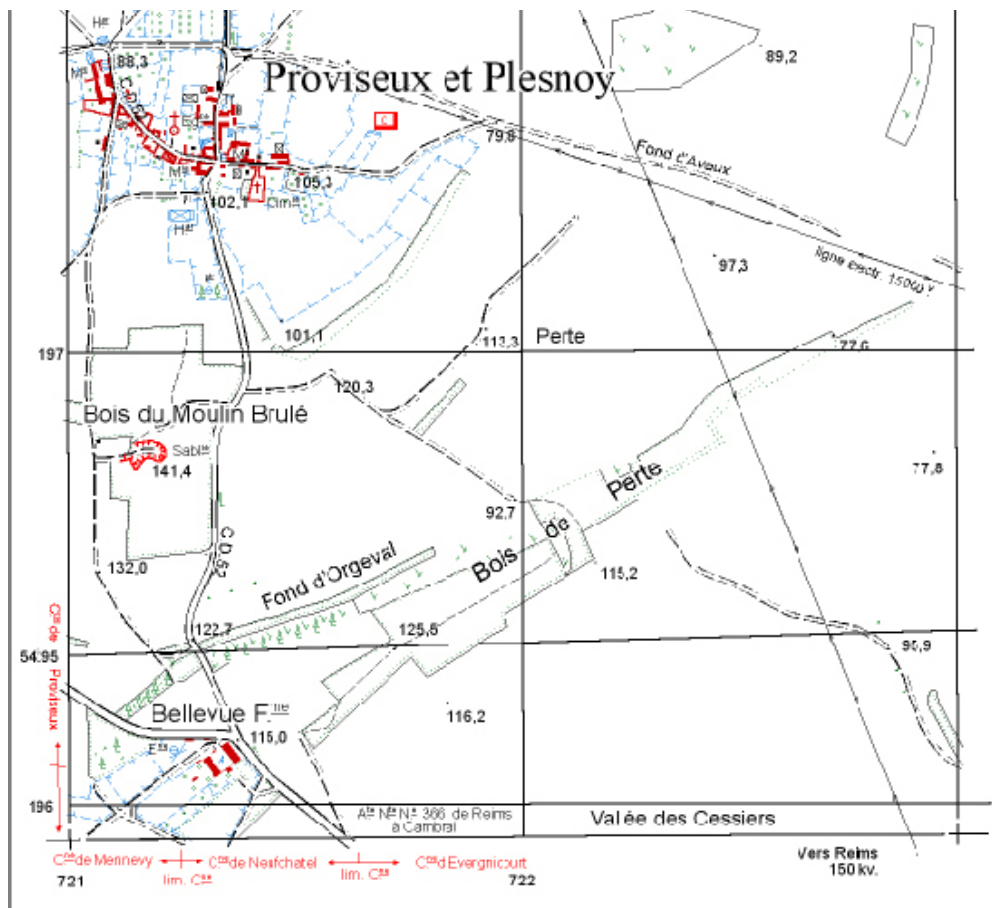
Topography



Names collected in the field,
entered on a names sheet.



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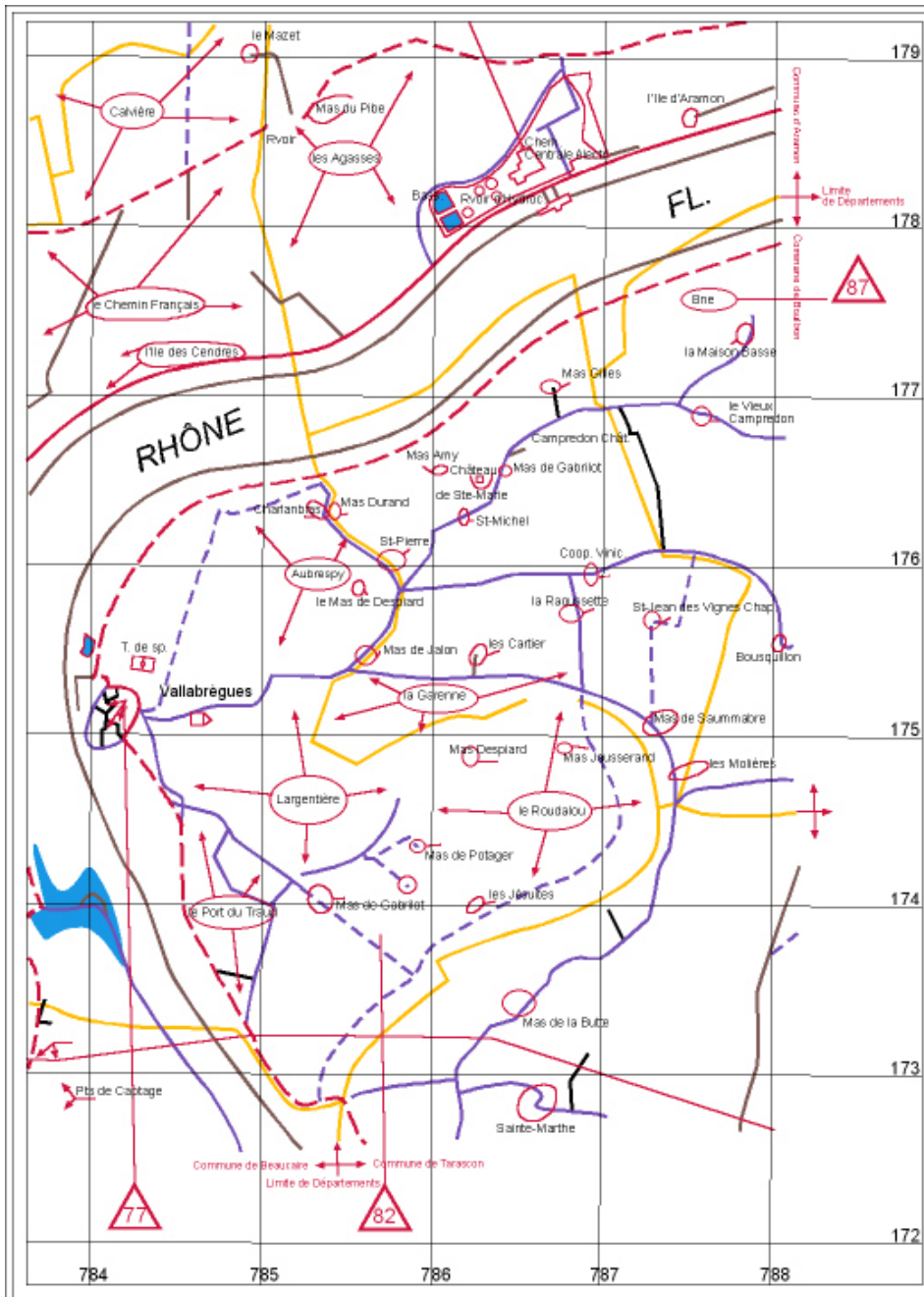
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15. NAMES MODEL - A) FRANCE

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Showing the extent of named objects (IGN, France)

Most geographic names have identification numbers that refer to the corresponding name form.



This names sheet contains the following name categories in different scripts.

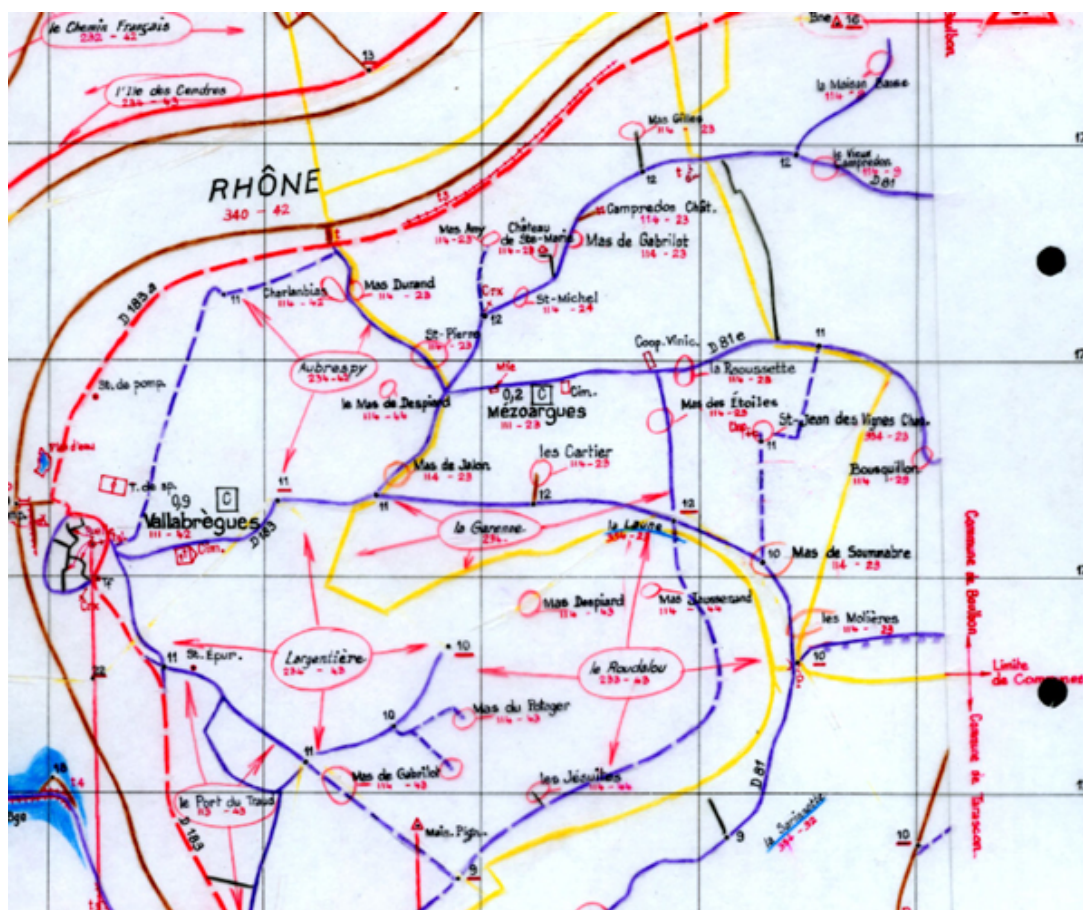
Try to identify them!

- Relief names: Largentière, le Roudalou, la Garenne
- River names: Rhône
- Road numbers: D 183a
- Abbreviations of generics:
 - St. épur. = station de épuration = sewage plant
 - St. de pomp. = station de pompage = pumping station
 - T. de sp. = terrain de sport = sports field
 - Cim. = cimetière = cemetery
 - Crx = croix = cross/chapel

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◦ Coop. Vinic. = cooperation vinicole = wine co-operation

- Names of municipalities: Vallabrègues, Mézoargues
- Names of farms: Mas de Jalon, Mas des Étoiles
- Names of hamlets: les Cartiers
- Names of castles: Château de Ste-Marie
- Terrains highs: 10, 12
- Population numbers for the municipalities: 0,9; 0,2



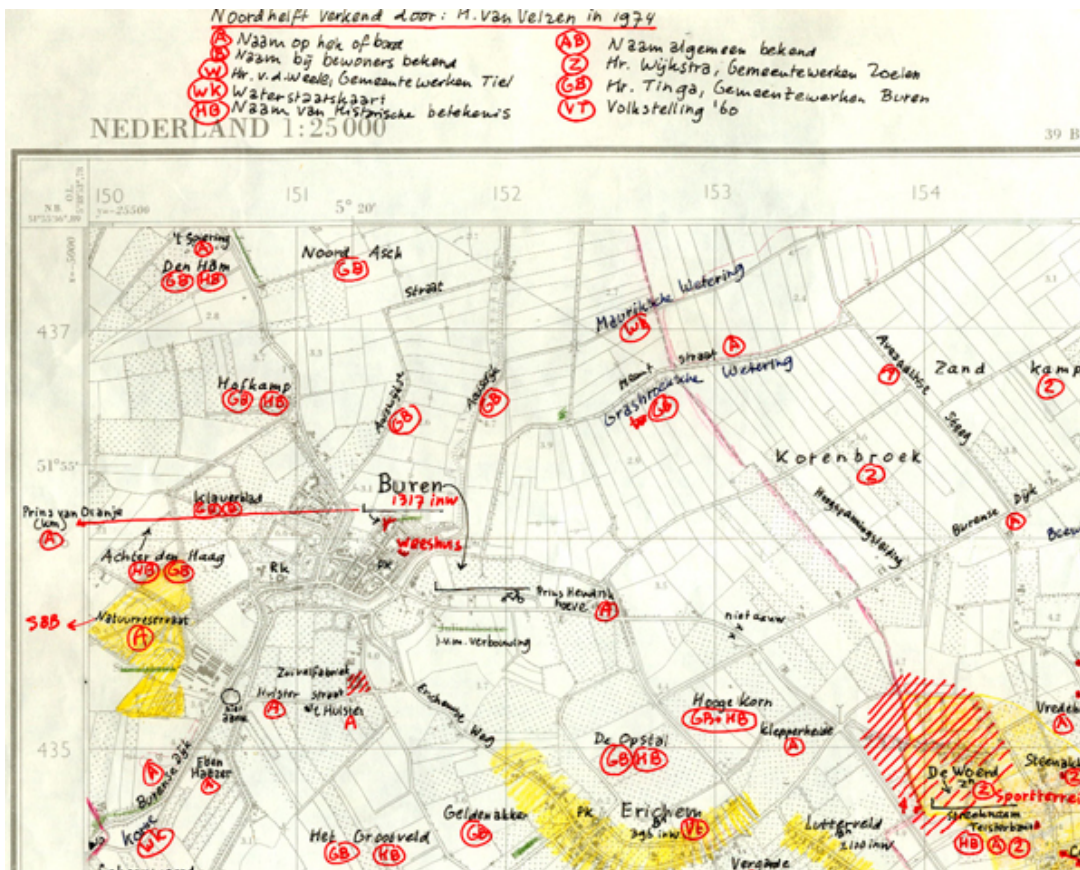
Detail of names sheet (IGN, France)

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15. NAMES MODEL - B) THE NETHERLANDS

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Sample of names sheet from the Netherlands:



Map of the Netherlands, 1 : 25 000 / Sheet Tiel. Surveyed by H. van Velzen / Informants are indicated by red initials.


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16. NAME FORMS

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France:

INSTITUT GEOGRAPHIQUE NATIONAL

CARTE DE FRANCE

Feuille de NIMES N° XXIX - 42
N° de la zone Lambert porté sur la minute 3
Echelle du levé : 1/25 000

ETAT JUSTIFICATIF DES NOMS

COMMUNES (par ordre alphabétique)	PAGE
ABANON	1
BEAUDAIRE	6
BOLBON	9
COMPS	12
DOMAZAN	15
FOURNES	18
JONQUIERES - ST-VINCENT	21
MÉZARGUES	23
MONTERIN	27
TARASCON	32
THÉZIERS	36
VALLABREGUES	42

N° 4

Noms	Nombre	Densité au km ²
Anc. 1/50 000	113	1,57
1/50 000	152	2,10
1/25 000	192	2,65
Anc. 1/25 000	172	2,37

TOPOGRAPHIE

Atelier : Mlle Tessier
du ... au ... 19... M. ...

Terrain : M. de Wulf
Opérateurs M. ...
Chef de Brigade Mr. Aillaud
du 01/04 au 30/09 1981
du ... au ... 19...

Transmis :
par Service Topo. à Bureau Appréhension 15/05/81
par B.T. à Service Réaction 20/05/81
par ... à ... le ...

South Africa:

DOMESTIC GEOGRAPHIC NAME PROPOSAL		Proposed name	
Reason for Proposal: Check appropriate box(es)	Controversial name ☐	Name change ☐	Is name in local use? No ☐ Yes ☐ If Yes, approx. no. of years _____
	Changed application ☐	Other ☐	
Location Latitude _____ ° _____ ' _____ "			

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of Feature	Longitude	0	1	"	Meridian
Brief description of feature:					
MAPS USING PROPOSED NAME		VARIANT SPELLING OR OTHER NAME		MAP SHOWN ON	
Available information as to origin, spelling, and meaning of the proposed name and/or statement concerning nature of difference in usage or application:					
AUTHORITY FOR NAME		ADDRESS		OCCUPATION	

Geographical name data sheet in Northern Canada:

GEOGRAPHICAL NAME DATA SHEET (FIELD-COMPLETED SAMPLE)

NUNA-TOP PROJECT

Native (aboriginal) Name:

Map No.: 34L/B

Syllabics: Δ-ε<Δ< j⁹

Location No.: 26

Transcription: Inujuap Kuunga

Coordinates: Add in office

Word segments: I/nuj/ju/ap Kuu/nga

Translation: Giant Person's River [Initials of translator]

Information:

Entity: river

Official name(s): Innuksuac, Rivière
 (on map, in gazetteer, date of approval)
 Other names: Qallunaap Kuunga*
 Other sources: Saludin d'Anglure 1968, 4-110
 (exact reference to other surveys, historical maps and documents, etc.)

Background:

* "White person's river" referring to the first permanent settlement here (Port Harrison)

Inujjuap Kuunga widely known.

Expert's name: JP Confirmed by: AW
 Interviewer's name: LM
 Place of interview: Inukjuak
 Date of interview: 25 April 1984

(Address and phone number of responsible institution and survey coordinator)

Austria:

Aufnahmeblatt: Dx 63/2-N
 Verifikator: DANHEL
 Gemeinde: GEMING

ERHEBUNG ÜBER SIEDLUNGSNAMEN
 (Gemeinden, Ortschaften u. Ortschaftsbestandteile)

Jahr: 1984
 Erläuterungen siehe Rückseite! Beleg für: Österr. Statist. Zentralamt

Alter Stand (1)	Neu (2)	Nähere Angaben zu geänderten bzw. neuen Namen (3)	Erläuterung (4)
O Reinberg			
OB Eßthal (N)	EBtal (W.)	RICHTIGE SCHREIBWEISE (NACH ORTSANWES. KCHTH. SICH)	
O Kemating			
OB Furth (N)	Furt (W.)	— ■ —	

Die Gemeinde bestätigt die in Spalte 2 bzw. 3 eingetragenen Angaben und wünscht die Berücksichtigung der Änderungen in der Siedlungsevidenz bzw. im Ortsverzeichnis.

Gemeindesiegel: 

Datum: 14.6.1984
 Unterschrift: [Signature]

05/2 - X, 004 00, 89-0

17. COLLECTION PROCEDURES

[<previous](#) - [next>](#)*Look at this cartoon!*

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.

Source: From UNGEGN manual


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18. EXAMPLES - A) SOUTH-AFRICA

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South-Africa: sheet 2630BB (Lochiel, Suid-Afrika 1:50 000, 1990)

Names of cadastral sections are in upper case.



Hill names added, collected during fieldwork of a UNGEGN toponymy course:

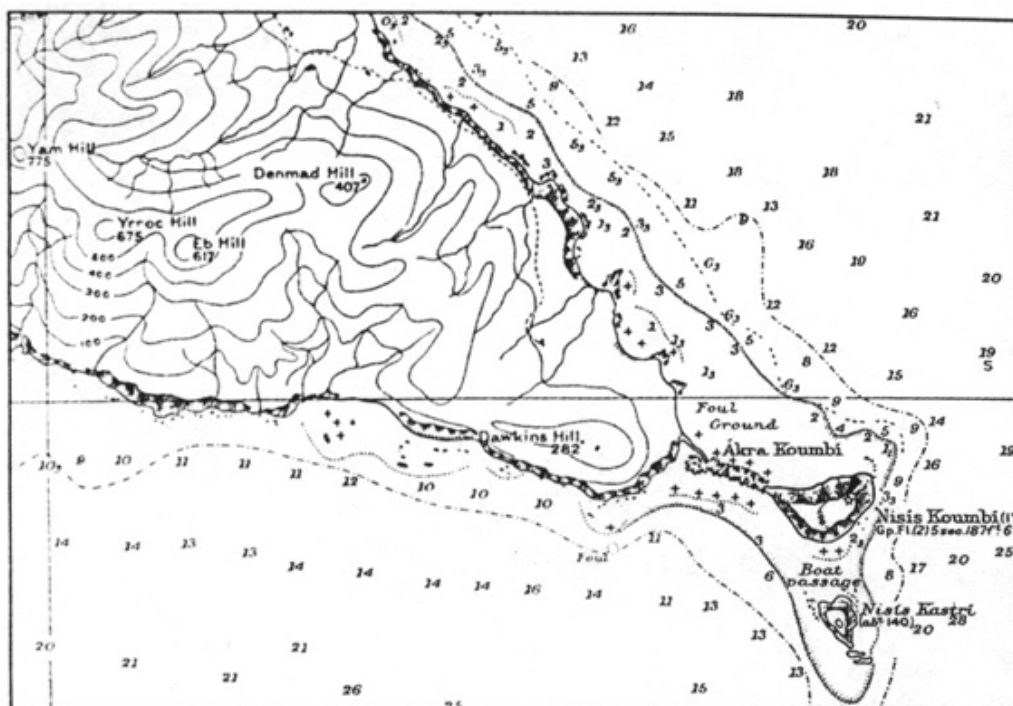

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18. EXAMPLES - B) GREECE

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A historic example from the Mediterranean:



This is a British hydrographic chart showing part of a Greek island. The surveying vessel, under command of Captain *Corry*, sent a party of sailors to the island to survey it. They did not like it, as can be seen from the names of the Hills on their map:

Yam, Yrroc, Eb and Denmad.

If you reverse these names, it says:

May Corry be damned!



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19. DATA

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Fieldwork entries

- Coordinates: with GPS
- Type of named objects: **NATO classification*** may be used for instance
- Old maps
- Attribute data:
 - *settlements*: number of inhabitants, administrative function
 - *roads*: classification type, number of lanes
 - *railways*: number of lanes
 - *rivers, canals*: capacity for shipping
 - *forests*: average height, thickness, density of trees
- Remarks: date of name change, meaning, language

Usage:

- How many informants know the name?
- How many informants can locate it?
- Is it used by all types of people? (young and old, educated, etc.)
- Do people know of other names for the same object?
- Which name version is used more?

* NATO classification used in Gazetteer of the Netherlands:

ADMD	Administrative Division
AF	Airfield
AN	Field name
AQDT	Aqueduct
BLDG	Building
BRDG	Bridge
CEM	Cemetery
CHAN	Channel
CNAN	Canal
DAM	Dam
DIKE	Dike
DIST	District (part of town)
FORT	Fort(ification)
FRST	Forest
HBR	Harbour
HILL	Hill
HTH	Heath
IND	Industrial estate
INL	Inlet
IS	Island
LAKE	Lake
LI	Lighthouse
LOCK	Lock
MISC	Miscellaneous manmade objects
MILL	Mill
MONU	Monument
MTA	Military terrain
PARK	Parking area
PLDR	Polder
POPL	Populated place

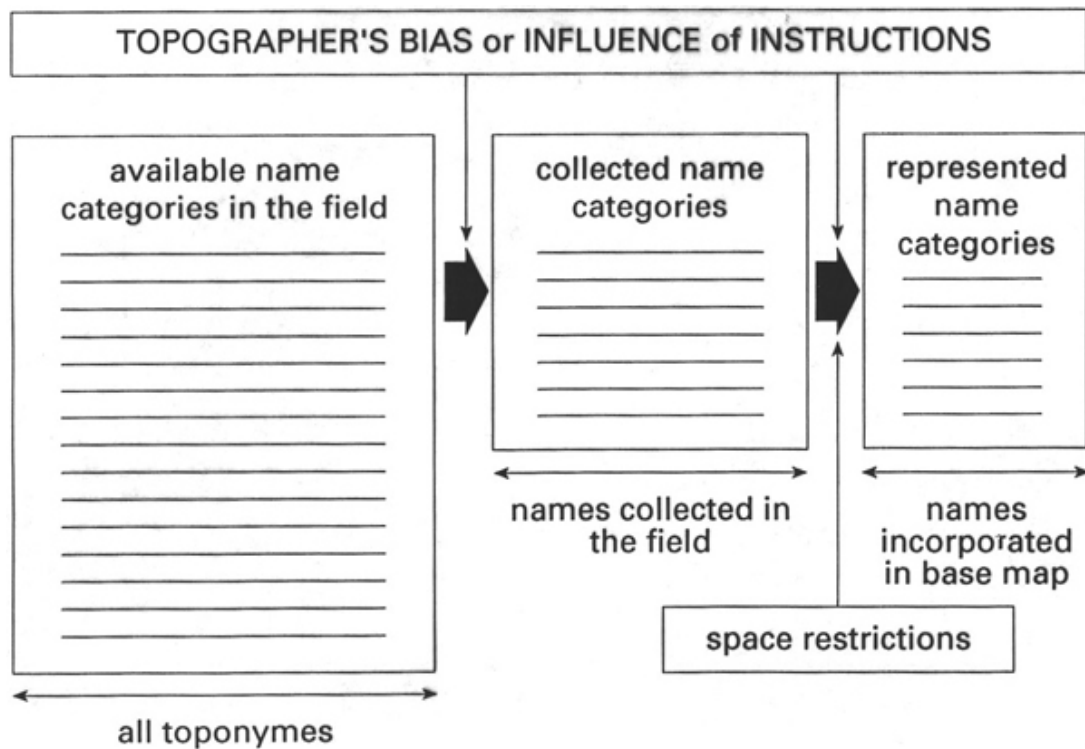
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POWS	Power station
PT	Point, cape
RECR	Recreation object, camping
RI	Roundabout
ROAD	Road, lane, path
SEA	Sea
SHOL	Shoal
STRM	River, creek
TDFL	Tidal flat
TUNN	Tunnel

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20. INFLUENCE OF INSTRUCTIONS

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21. INTERNATIONAL PHONETIC ALPHABET (IPA)

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Have a look at the [official home page of IPA!](#)

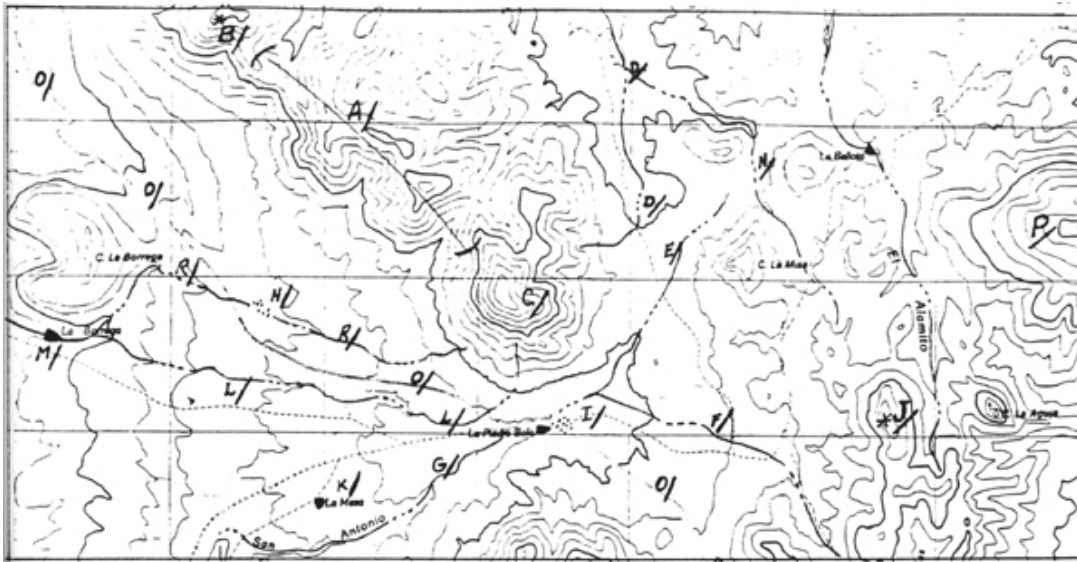
IPA SYMBOL	EXAMPLES
æ	cat, plaid, calf, laugh
eɪ, e	mate, bait, gaol, gauge, pay, steak, skein, weigh, prey
e, er	dare, fair, prayer, where, bear, their
ɑ	bar, ask, cot (a vowel midway in quality between [æ] and [a], used in some regional American speech)
ɑ	dart, ah, sergeant, heart
b	boy, rubber
tʃ	chip, batch, righteous, bastion, structure
d	day, ladder, called
e	many, aesthete, said, says, bet, steady, heifer, leopard, friend, foetid
i	Caesar, quay, scene, meat, see, seize, people, key, ravine, grief, phoebe, city
f	fake, coffin, cough, half, phase
g	gate, beggar, ghoul, guard, vague
h	hot, whom
hw, ʍ	whale
ɪ	pretty, been, tin, sieve, women, busy, guilt, lynch
aɪ	aisle, aye, sleight, eye, dime, pie, sigh, guile, buy, try, lye
dʒ	edge, soldier, modulate, rage, exaggerate, joy
k	can, accost, saccharine, chord, tack, acquit, king, talk, liquor
l	let, gall
m	drachm, phlegm, palm, make, limb, grammar, condemn
n	gnome, know, mnemonic, note, banner, pneumatic
ŋ	sink, ring, meringue
ɑ, ɒ	watch, pot
ou, o	beau, yeoman, sew, over, soap, roe, oh, brooch, soul, though, grow
ɔ	ball, balk, fault, dawn, cord, broad, ought
ɔɪ	poison, toy
au	out, bough, cow
u	rheum, drew, move, canoe, mood, group, through, fluke, sue, fruit
ʊ	wolf, foot, could, pull
p	map, happen
r	rose, rhubarb, marry, diarrhea, wriggle
s	cite, dice, psyche, saw, scene, schism, mass
ʃ	ocean, chivalry, vicious, pshaw, sure, schist, prescience, nauseous, shall, pension, tissue, fission, potion
t	walked, thought, phthisic, ptarmigan, tone, Thomas, butter
θ	thick
ð	this, bathe
ʌ	some, does, blood, young, sun
ju, iu	beauty, eulogy, queue, pew, ewe, adieu, view, fuse, cue, youth, yule
ɜr, ɝ	yearn, fern, err, girl, worm, journal, burn, guerdon, myrtle
v	of, Stephen, vise, flitter
w	choir, quilt, will
j	onion, hallelujah, yet
z	was, scissors, xylophone, zoo, muzzle
ʒ	rouge, pleasure, incision, seizure, glazier
ə	above, fountain, darken, clarity, parliament, cannon, porpoise, vicious, locus
ər, ɝ	mortar, brother, elixir, donor, glamour, augur, nature, zephyr

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24. NOTATION OF NAMES

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This is an example of notation of names collected in the field:

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AVAILABLE EXERCISES

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Exercise 1: Bounded sea areas



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EXERCISE 1: BOUNDED SEA AREAS

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Describe with the help of an atlas within which sea area (bounded by which islands) the names "**Makassar Strait**" (Makassar strasse) and "**Celebes Sea**" (Sulawesi Sea) should be positioned!



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EXERCISE 1: BOUNDED SEA AREAS- ANSWERS

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Makassar Strait is bounded on the west by Borneo, on the north by the shortest connection between Borneo and Celebes, on the east by Celebes, and on the south by the connection between the southeastern point of Borneo and the southwestern point of Celebes.

Celebes Sea is bounded by Mindanao, the islands between Mindanao and Celebes/Sulawesi, the northernmost coast of Celebes, the shortest connection between Celebes and Borneo, Borneo, and the islands between Borneo and Mindanao).

[Answers](#)[<back to exercise 1](#)

DOCUMENTS AND LITERATURE



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Available documents:

- [D05-01](#): Tichelaar, D. (2003). *Field collection of names in multi-lingual and multi-cultural areas*. Pp 79-83 in F.Ormeling e.a. Training Course on Toponymy Enschede, Frankfurt am Main, Berlin 2002. Mitteilungen des BKG Band 28, Frankfurt am Main 2003.
- [D05-02](#): Tichelaar, T. and F.J. Ormeling (2003). *Names collection in the field and the office*. Pp 77-78 in F.Ormeling e.a. Training Course on Toponymy, Enschede, Frankfurt and Berlin 2002. Mitteilungen des BKG 28, Frankfurt am Main 2003.

Handouts:

- Calvarin, E. (2008). *DISCUSSION SUR LES PROBLÈMES CONSTATÉS ET IDENTIFICATION DES QUESTIONS À VÉRIFIER SUR LE TERRAIN*. Course GENUNG 2008. Ouagadougou, Burkina Faso ([pdf](#)).
- Geographical Names Board of NSW (2004). *Field revision*. Powerpoint presentation ([pdf](#)) held by G. Windsor.

Literature:

- Calvarin, E. (2008). *Discussion sur les problèmes constatés et identification des questions à vérifier sur le terrain*. Matériel distribué à Ouagadougou, Cours GENUNG 2008.
- Mittermaier, R. (2006). *Austrian Names Database (Geonam)*. Proceedings UNGEGN Toponymy course Vienna 2006 ([URL](#)).
- Windsor, G. (2004). *Field Expedition*. Toponymy Course, Geographical Names Board of New South Wales. Bathurst 2004.

Online resources:

- Mittermaier, R. (2006). *Austrian Names Database (Geonam)*. Power Point presentation Proceedings UNGEGN Toponymy course Vienna 2006 (on [DGSD](#) website).
- [Type IPA phonetic symbols](#)
- Wikipedia: [International Phonetic Alphabet](#)

The United Nations sell the following publications which also can be downloaded from the [UNGEGN](#) website:

- [Glossary](#) of Terms for the Standardization of Geographical Names (New York 2002) / [pdf](#)
- [Manual](#) for the national standardization of geographical names (UN - Ecosoc, New York, 2006 ST/ESA/STAT/SERM/88 Sales No. E.06.XVII.7 ISBN 92-1-161490-2, available in the 6 UN languages) / [pdf](#)
- [Technical reference manual](#) for the standardization of geographical names (New York, 2007) / [pdf](#)
- [Resolutions](#) adopted at the nine UN Conferences on the standardization of geographical names ([English \(pdf\)](#) / [French \(pdf\)](#))