Writing a good Data Management Plan: a workshop for research-active staff & PGRs

Organised by the Durham Research Methods Centre and the University Library

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http://doi.org/ddn5

Session plan

What is data management planning? 50:00 [1]

Try writing a DMP 50:00 [2]

Feedback 25:00 [3]

Brief summary 5:00 [4]

What is research data?

One definition: Anything which can be used to validate or replicate a research conclusion, or enrich understanding of the research process

How does the University classify information?

Information Security Classification and Handling Standard

Public

Internal

Confidential - Personal

Confidential - Commercial

Secret

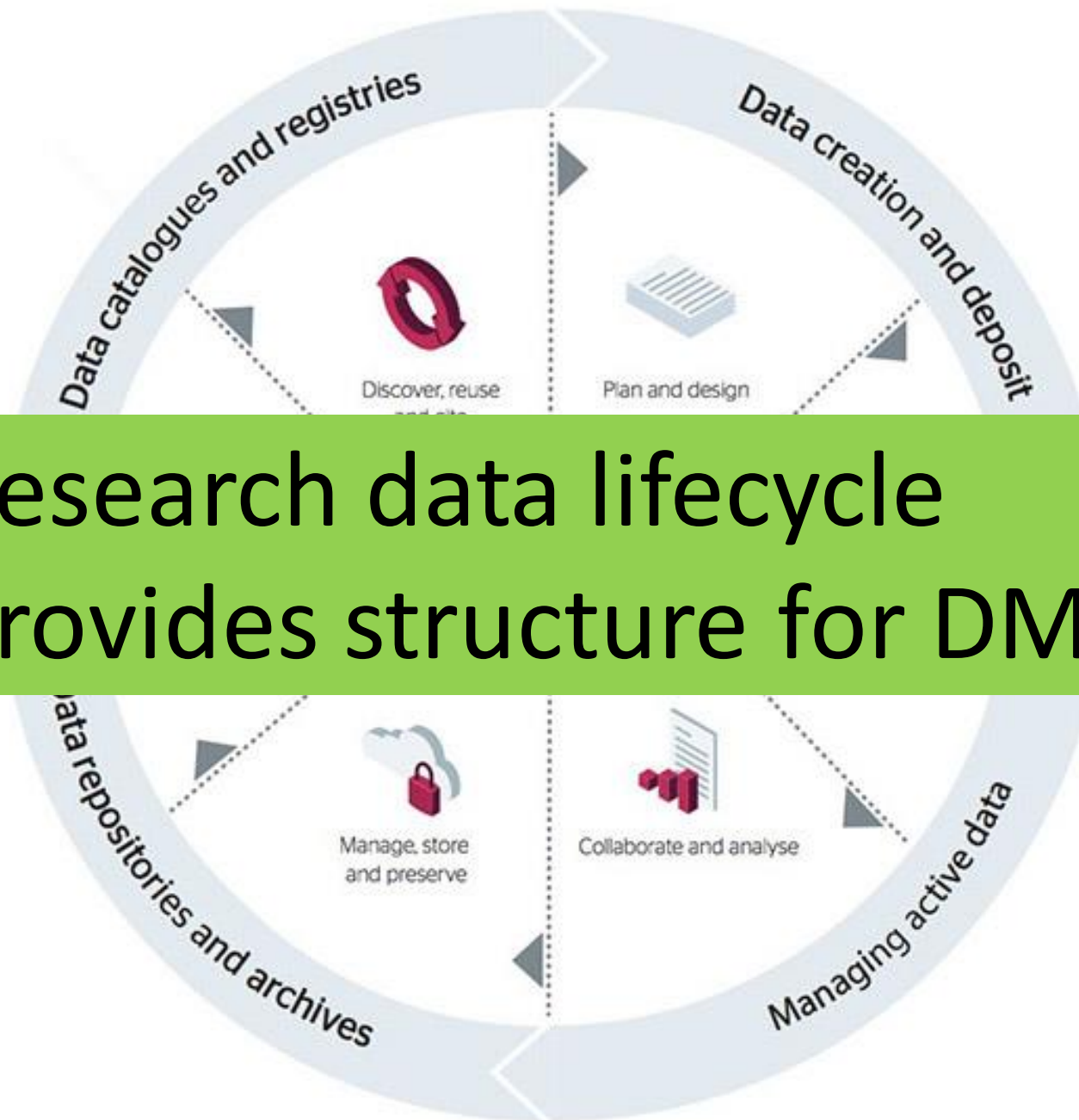General Data Protection Regulation
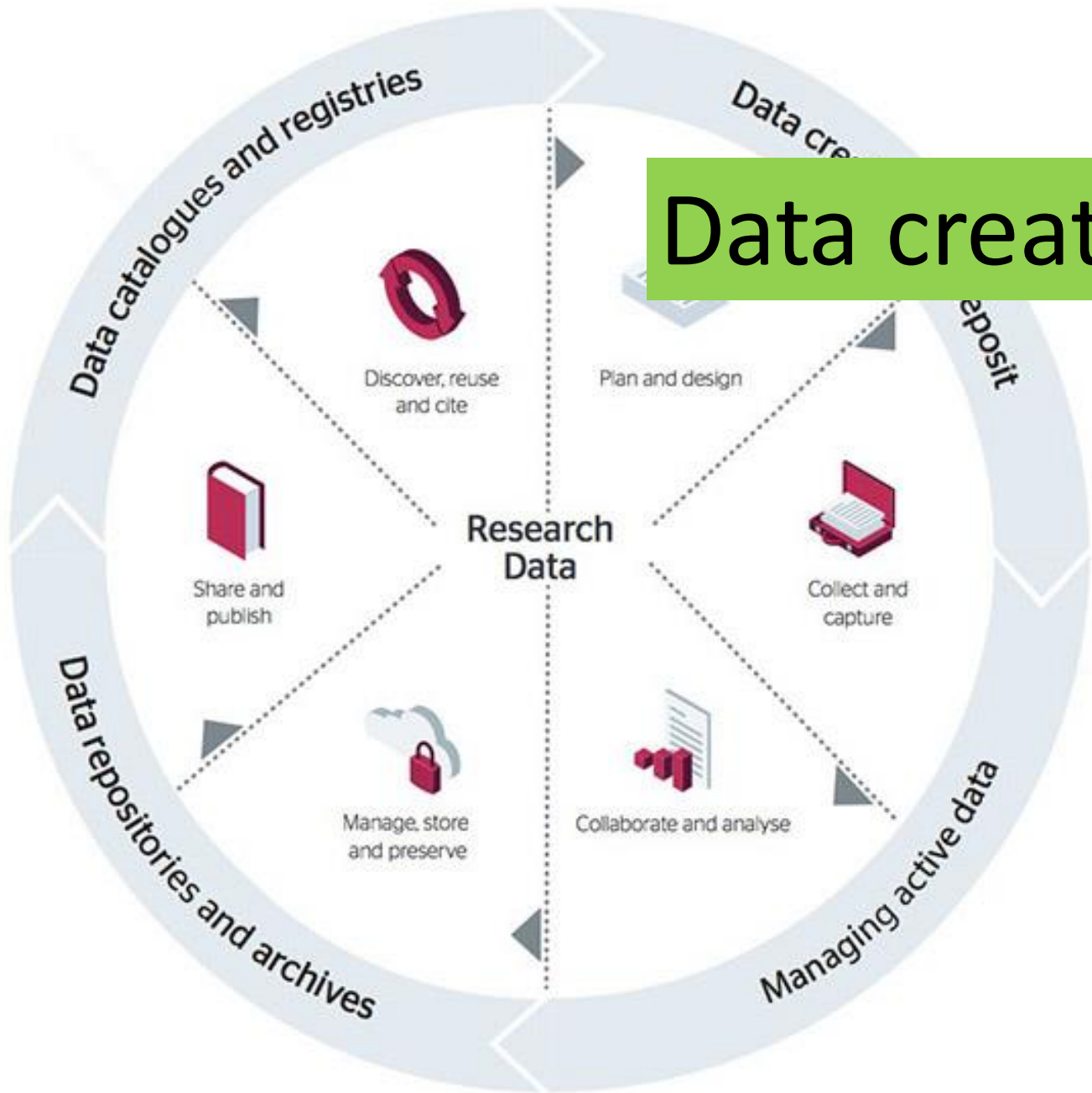
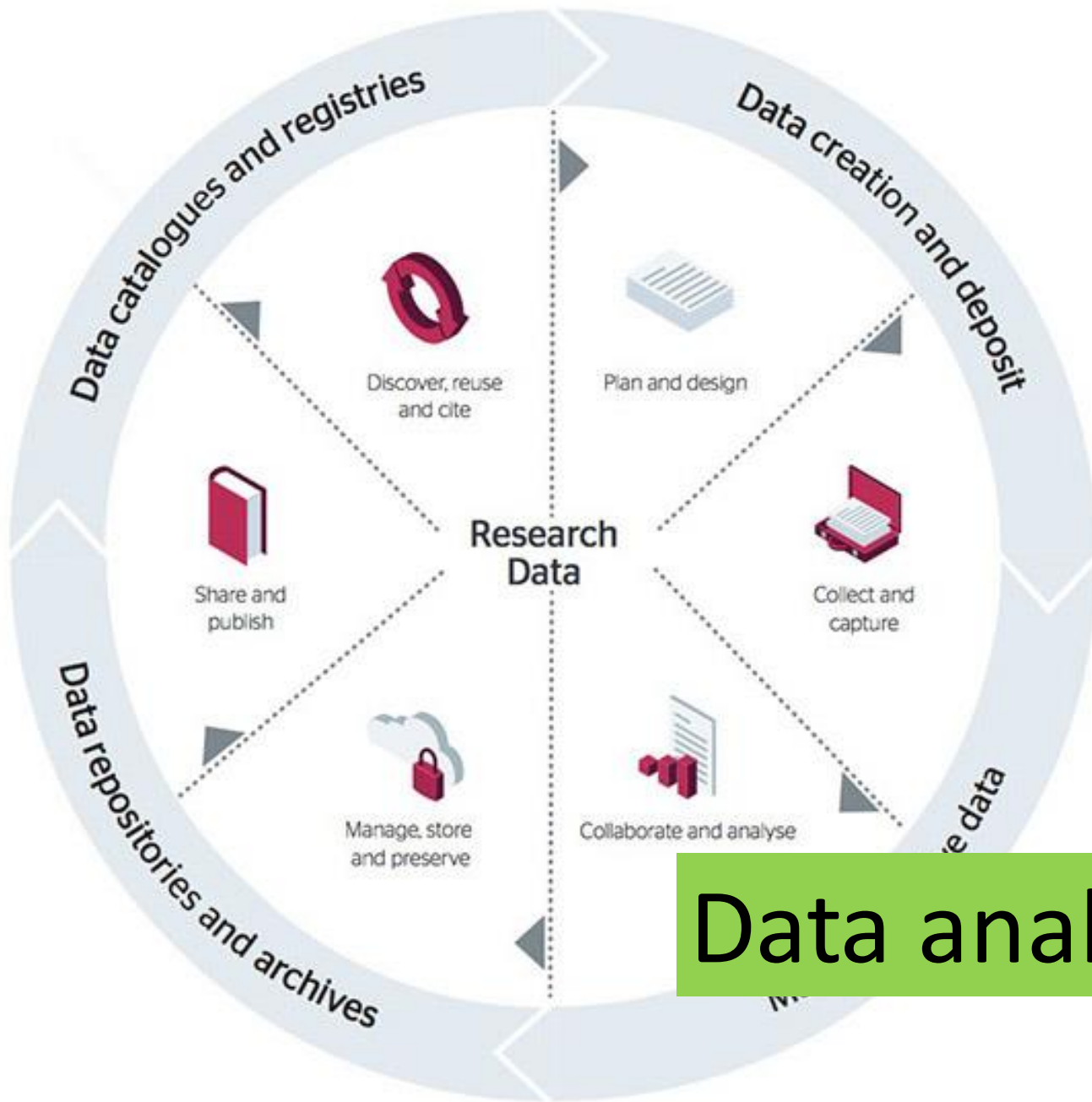Ethics and governance toolkit

Working with personal data

Part one:

WHAT IS DATA MANAGEMENT PLANNING?

Research data lifecycle provides structure for DMP

Diagram by Jisc is licenced under CC BY 4.0

Data creation

Data catalogues and registries — Data cre... / ...eposit — Managing active data — Data repositories and archives

Discover, reuse and cite

Plan and design

Share and publish

Research Data

Collect and capture

Manage, store and preserve

Collaborate and analyse

Data catalogues and registries

Data creation and deposit

Discover, reuse and cite

Plan and design

Share and publish

Research Data

Collect and capture

Data repositories and archives

Manage, store and preserve

Collaborate and analyse

Data analysis

Research Data

Discover, reuse and cite

Plan and design

Share and publish

Collect and capture

Manage, store and preserve

Collaborate and analyse

Data catalogues and registries

Data creation and deposit

Managing active data

Data deposit

Data dissemination

Data creation and deposit

Data repositories and archives

Managing active data

Discover, reuse and cite

Plan and design

Share and publish

Research Data

Collect and capture

Manage, store and preserve

Collaborate and analyse
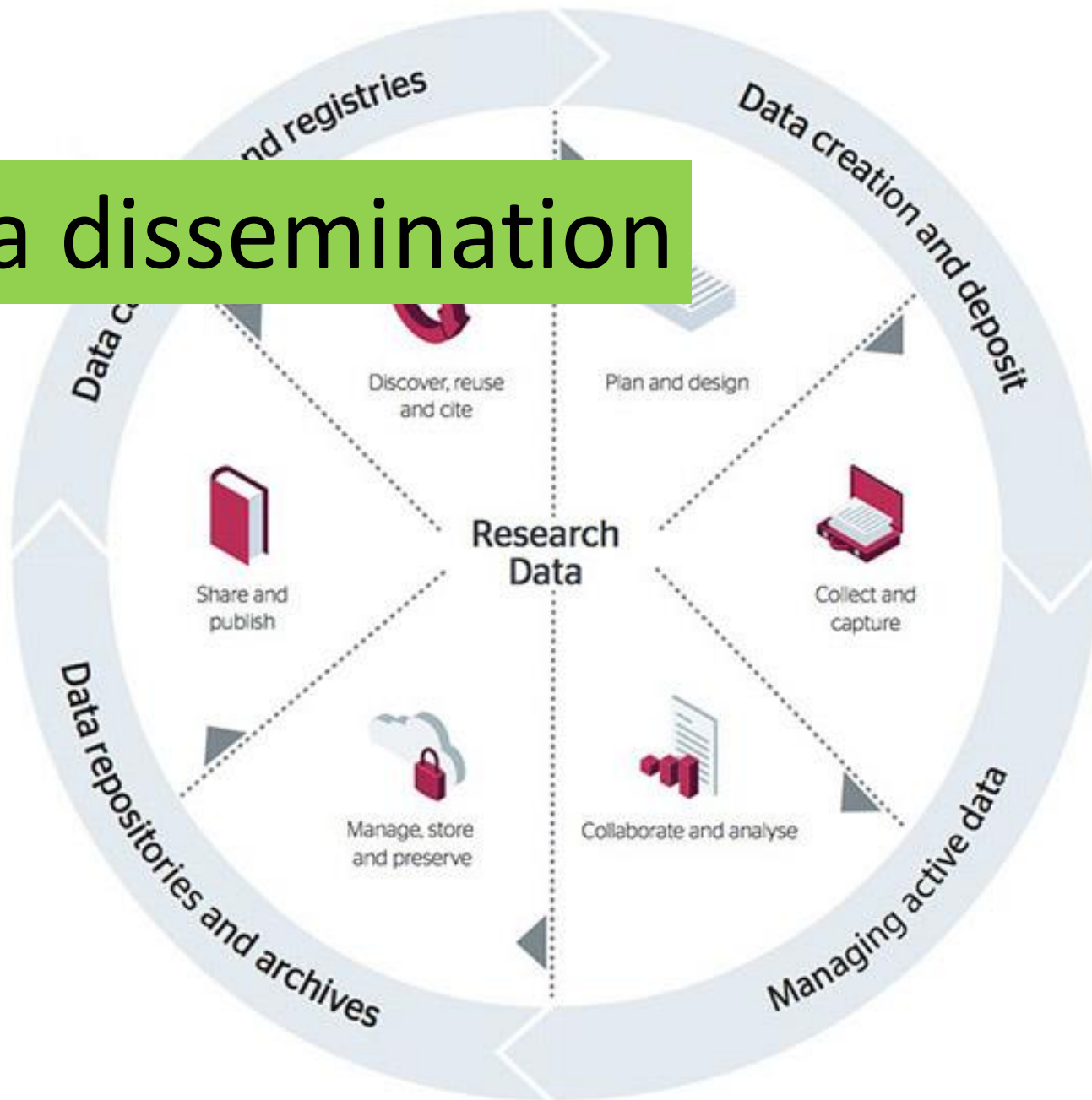
DMP document: a communication tool

Objectives

Maximise
RE-USE
potential of
data

Keep personal,
sensitive
& confidential

data SAFE

PRESERVE
research data for longer

UKRI COMMON PRINCIPLES
ON DATA POLICY

Principle 1.
Publicly funded research data are a public good, produced in the public interest, which should be made **openly available** with as few restrictions as possible in a timely and responsible manner.

Principle 2.

Institutional and project specific data management policies and **plans** should be in accordance with relevant standards and community **best practice**. Data with acknow-ledged **long-term value** should be **preserved** and remain **accessible** and **usable** for future research.

Principle 3.
To enable research data to be **discoverable** and effectively **re-used** by others, sufficient **metadata** should be recorded and made openly available to enable other researchers to **understand** the research and **re-use** potential of the data. Published results should always include information on how to **access** the supporting data.

Principle 4:

UKRI recognises that there are **legal, ethical and commercial constraints** on release of research data. To ensure that the research process is not damaged by inappropriate release of data, research organisation policies and practices should ensure that these are considered at all stages in the research process.

Principle 5.

To ensure that research teams get appropriate **recognition** for the effort involved in collecting and analysing data, those who undertake Research Council funded work may be entitled to a **limited period of privileged use** of the data they have collected to enable them to publish the results of their research. The length of this period varies by research discipline and, where appropriate, is discussed further in the published policies of individual Research Councils.

Principle 6.

In order to recognise the intellectual contributions of researchers who generate, preserve and share key research datasets, all users of research data should **acknowledge the sources of their data** and abide by the terms and conditions under which they are accessed.

Principle 7

It is **appropriate to use public funds** to support the management and sharing of publicly funded research data. To maximise the research benefit which can be gained from limited budgets, the mechanisms for these activities should be both efficient and cost-effective in the use of public funds.

TEN RULES FOR A GOOD DMP

1. Determine FUNDER requirements

2. IDENTIFY
the data to be collected

Types of data

Methods of data collection

Volume of data in bytes

File formats: open preferred

3. State how data will be ORGANISED

4. Explain how data will be

DOCUMENTED

5. Describe how data QUALITY will be assured

6. Provide a solid STRATEGY for short-term data storage and long-term data preservation

7. Define the project's data POLICIES

Data (and software) licencing

Plans for sharing. Embargo?

Management of personal data

8. Describe how data will be DISSEMINATED

9. Assign ROLES and RESPONSIBILITIES

10. Prepare a realistic
B U D G E T

Durham University

Public DMPs

Public DMPs are plans created using funder guidelines.

🔍 [   ]

1. Choose funder template

2. Write detailed plan

3. Share plan

Project Title	Template	Organisation	Owner	Download
Measuring understanding of biological data models.	University of Manchester Generic Template	University of Manchester	Yo Yehudi	📄
Charters for Better Work Better Lives: An Indian Partner Network	University of Manchester Generic Template	University of Manchester	Wendy Olsen	📄
Pentoxifylline for sepsis in preterm infants	Data management ZonMw-template 2019	Other	sinno simons	📄
Identifying Mechanisms of Failure of Cartilage Repair Surgery	University of Manchester Generic Template	University of Manchester	Gwenllian Tawy	📄
Simulating tourism water consumption with stakeholders (SIMTWIST)	Data Management Plan NWO (English)	Wageningen University and Research Centre (Netherlands)	Bas Amelung	📄

Business for Peace: Conflict Prevention and the Private Sector in South and Central Asia

Project Details **Plan overview** **Write Plan** **Share** **Download**

expand all | collapse all

16/16 answered

Data Summary (1 / 1)

Data Collection (1 / 1)

Short-term Data Storage (2 / 2)

Guidance

3. How will the data be stored in the short term?

B *I* | ☰ ▾ | ☷ ▾ | 🔗 | ⊞ ▾

Data collected by commissioned projects will be stored in secure locations - paper datasets will be stored in locked filing cabinets in secure offices, and electronic data on encrypted harddrives. Electronic data will also be backed up to Durham University's GDPR-compliant Box cloud.

Save

Answered 1 month ago by nicholas.syrotiuk@durham.ac.uk

Guidance **Comments**

AHRC DCC **DU**

Storage & security

Please familiarise yourself with the University's infomation security web pages. In particular you should become familiiar with Durham's Information Security Classsification and Handling Standard.

If you are planning to use **Shared Research Storage (SRS),** please include an estimate for research data storage costs in your grant

DMPTool
Build your Data Management Plan

My Dashboard   Create plan

Public DMPs

Public DMPs are plans created using the DMPTool service and shared publicly by their owners. They are not vetted for quality, completeness, or adherence to funder guidelines.

[🔍 _____] [Search]

Project Title ⬍	Template ⬍	Organization	Owner	Download
USGS CDR/ECV DMP	NSF-AGS: Atmospheric and Geospace Sciences	Non Partner Institution	Calli Jenkerson	📄
A unified approach to preserving cultural software objects and their development histories	NEH-ODH: Office of	University of	DMP	📄
Atmospheric CO2 Concentration				📄
Daymet Follow-On: Surface Weather Data with Uncertainty Quantification for Terrestrial Ecosystem Process Models	NSF-AGS: Atmospheric and Geospace Sciences	University of California, Office of the President (UCOP)	DMP dmpcurator	📄
Multimedia Text Annotation for Students	NEH-ODH: Office of Digital Humanities	University of California, Office of the President (UCOP)	DMP dmpcurator	📄
CAREER: Parietal Cortex and the Transformation of Spatial Cognition into Action	NSF-BIO: Biological Sciences (2013-2015) OBSOLETE	University of California, Office of the President (UCOP)	DMP dmpcurator	📄

https://dmptool.org
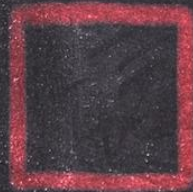
Live

Demonstration

Part two:

TRY WRITING A DMP

padlet

🏀 Nick Syrotiuk   • 1m

Feedback on trying to write a DMP
Please provide some reflections on your efforts to write a good DMP.

Feedback

+

https://padlet.com/sefnyn/dmp

Tool:
https://dmponline.dcc.ac.uk

Feedback:
https://padlet.com/sefnyn/dmp

Part three:

FEEDBACK: WHAT WERE THE CHALLENGES?

Nick Syrotiuk · 1m

Feedback on trying to write a DMP

Please provide some reflections on your efforts to write a good DMP.

Feedback

+

https://padlet.com/sefnyn/dmp

Part four:

BRIEF SUMMARY

Summary

Durham guidance, policies & support

UKRI common principles

Ten rules for writing good DMPs

Guidance within DMPonline

Thank you

Nicholas Syrotiuk

 @DurhamRdm

 http://doi.org/ddn5

References:

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DOI: https://doi.org/10.1371/journal.pcbi.1004525

Piwowar, H. A., Day, R. S., & Fridsma, D. B. (2007): "Sharing detailed research data is associated with increased citation rate," PLoS ONE 2(3): e308.
DOI: https://doi.org/10.1371/journal.pone.0000308