

Exercise 2: How to support researchers with data management planning

Read the short case studies and discuss the merits of each approach

- Which approach do you favour?
- What may be feasible to implement at your institution?
- Are there other types of support you would consider providing?

Guidance & training at the University of Edinburgh

The University of Edinburgh provides guidance webpages on research data management.¹ The data management planning page outlines what a DMP is and the kind of information that should be included. A checklist is also provided to help researchers make sure they've considered and addressed all the necessary aspects.

Online training materials were also provided through the MANTRA project.² The data management plans module outlines funder requirements and other reasons to develop a DMP. It gives practical guidance through videos, exercises and a satirical example plan!

MANTRA
Research Data Management Training

Home | Software practicals | Project overview | University of Edinburgh guidance | Acknowledgements | Feedback

Online learning units

- Introduction to the course
- Research data explained
- Data management plans**
- Organising data
- File formats & transformation
- Documentation & metadata
- Storage & security
- Data protection, rights & access
IN DEVELOPMENT
- Preservation, sharing & licensing
IN DEVELOPMENT
- Recommended resources

Data management plans
Video: data management plan for NSF proposals

Preparing
DATA MANAGEMENT PLANS
for
NSF GRANT APPLICATIONS

Science Libraries
UNIVERSITY OF CALIFORNIA, BERKELEY

YouTube

Full sized version (Opens a new browser tab or window)

THE UNIVERSITY OF EDINBURGH | iS | IAD INSTITUTE FOR ACADEMIC DEVELOPMENT | EDINA | JISC

¹ www.ed.ac.uk/is/data-management

² <http://datalib.edina.ac.uk/mantra>

DMP Online & the DMP Tool

The DCC provides DMP Online³ to assist researchers to produce data management plans. It has a several templates to meet the specific requirements of key research funders. Associated guidance is provided and can be tailored to meet disciplinary and institutional needs. Plans can be exported in a number of formats for inclusion in grant applications or reports.

The screenshot shows the DMP Online interface. At the top, there is a navigation bar with the DCC logo and the tagline "because good research needs good data". The main header includes the "DMPonline" logo and the text "The DCC Data Management Planning Tool". A user is logged in as "sjones" with links for "Admin", "Logout", "Privacy Statement/Terms of Use", and "Help". A secondary navigation bar contains links for "Front Page", "About", "Instructions", "Future plans", "News", "Documents", and "My Home".

The main content area is a form with three tabs: "ESRC WORDINGS", "EQUIVALENT DCC CLAUSES", and "YOUR INPUT". The "YOUR INPUT" tab is active, showing a question: "8 Responsibilities for data management and curation". Below this, there is a table with two columns. The left column contains question 8.1: "Responsibilities for data management and curation within research teams at all participating institutions". The right column contains question 7.1: "Outline the staff/organisational roles and responsibilities for implementing this data management plan." The text area for 7.1 contains the input: "the PI is responsible but will draw support from RAs and support services at the uni". A tooltip on the right side of the text area provides additional guidance: "This could include: data management time allocations; project management of technical aspects; training requirements; storage and backup; contributions of non-project staff, etc. Individuals should be named where possible. Continue in an Annex if necessary." At the bottom of the form, there is a green button labeled "ADD ANOTHER QUESTION".

The US DMP Tool⁴ has been customised to various institutional contexts. The guidance points to local contacts for advice, and in some cases suggested text is provided that details what level of service is provided by an institution.

The screenshot shows the US DMP Tool interface. On the left, there is a "Progress" section with a list of sections: "Plan description", "1. Types of data produced", "2. Data and metadata standards", "3. Policies for access and sharing", "4. Policies for re-use, redistribution", and "5. Plans for archiving & preservation". The "5. Plans for archiving & preservation" section is highlighted.

The main content area is a form with two tabs: "Suggested answer text" and "Help". The "Suggested answer text" tab is active, showing the text: "The data generated under this project and information supporting preservation and reuse will be deposited in IDEALS (Illinois Digital Environment for Access to Learning and Scholarship), the campus digital repository at <http://www.ideals.illinois.edu>. IDEALS is designed to collect, disseminate, and provide persistent and reliable, long term open access to the research and scholarship of faculty, staff, and students at the University of Illinois. IDEALS is managed by the University Library in partnership with the Office of the CIO at UIUC." The "Help" tab is also visible, showing the text: "This portion of the Data Management Plan asks the researcher to provide a long-term strategy for archiving and preserving the data from the research described in the proposal. Consider these questions: What is the long-term strategy for maintaining, curating and archiving the data? Which archive/repository/database have you identified as a place to deposit data? What procedures does your intended long-term data storage facility have in place for preservation and backup? How long will/should data be kept beyond the life of the project?"

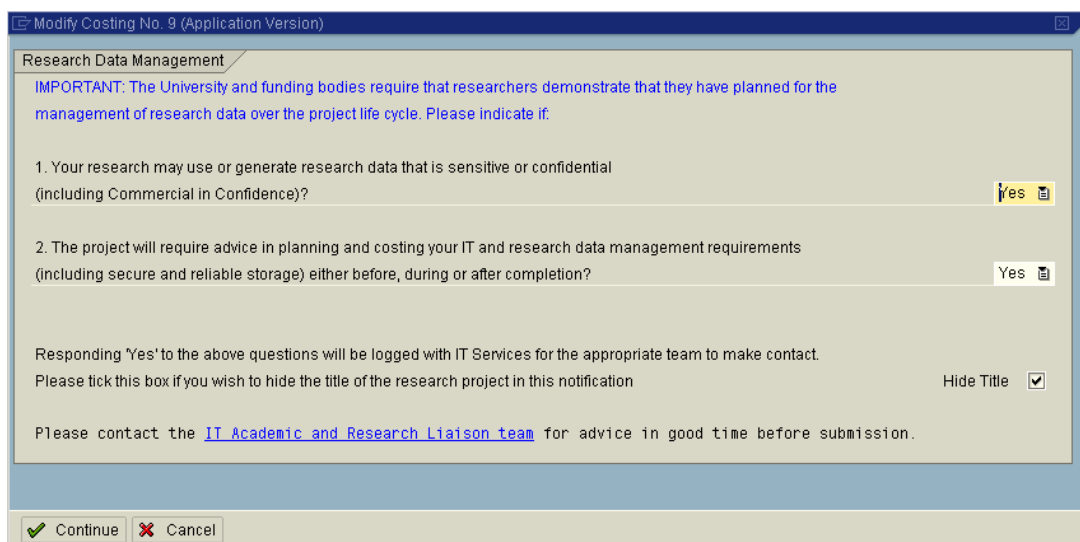
³ <https://dmponline.dcc.ac.uk>

⁴ <https://dmp.cdlib.org>

Embedding data management into grant application processes at Leicester

The University of Leicester has embedded aspects of data management planning into its grants application system to assist with resource planning.⁵ Researchers are asked to check boxes if they are planning to generate or use sensitive research data and/or if they require assistance in planning and costing for research data management (including storage and collaboration).

These flags alert relevant service providers to offer advice and ensure plans are appropriate. It also allows additional resources to be costed into grant proposals and maps requirements across the institute which makes the case for internal institutional investment.



Modify Costing No. 9 (Application Version)

Research Data Management

IMPORTANT: The University and funding bodies require that researchers demonstrate that they have planned for the management of research data over the project life cycle. Please indicate if.

1. Your research may use or generate research data that is sensitive or confidential (including Commercial in Confidence)? Yes

2. The project will require advice in planning and costing your IT and research data management requirements (including secure and reliable storage) either before, during or after completion? Yes

Responding 'Yes' to the above questions will be logged with IT Services for the appropriate team to make contact.
Please tick this box if you wish to hide the title of the research project in this notification Hide Title

Please contact the [IT Academic and Research Liaison team](#) for advice in good time before submission.

Consultation at Monash University, Australia

Monash University Library has a Data Management Coordinator, who works with subject librarians to provide consultations, advice and referrals. Consultations are often jointly undertaken with staff from the Monash eResearch Centre, who coordinate access to data storage and a range of technical solutions for organising, documenting and sharing data.

A data planning checklist for Higher Degree by Research students is used by the Library as the basis for 2-hour training seminars and one-on-one consultations.⁶ The checklist is used as a self-assessment and communications tool, and provides links to key resources and contacts for follow-up. Some kind of data plan may be included in the confirmation of candidature process in future.



In 2012-13, a more formal data planning process is likely to be trialled with the recipients of new grants from the Australian Research Council (ARC). Australia's two major research funders - the Australian Research Council and the National Health and Medical Research Council - encourage data sharing but do not mandate data plans as part of the funding application process. In this context, institutional data planning consultations are most likely to take place post-award, within a similar timeframe to the production of collaboration agreements and human ethics approvals.

⁵ <http://www2.le.ac.uk/offices/itservices/about/news/old-news/2010/July/lucre-08-07-10>

⁶ <http://www.researchdata.monash.edu.au/resources/datahdrchecklist.doc>