Data Management Plan – *Episodic Decision Making Study (Mnemonic Confidence)*

* PsychoPy data (labeled with participant ID and study ID) will be collected on computers in the experiment room. Data is initially stored on the local computer but will subsequently be copied onto a password-protected flash drive. Once data is copied to flash drive it will be deleted from computer and the participant ID column will be redacted from the data file in the flash drive. The flash drive will then be stored in a key-locked drawer and the data will be transferred to lab storage space on the RC cluster after data collection is complete.
* The Enrollment Log (linking study IDs with identifying information) is password protected and stored on a password-protected external flash drive – stored in a locked cabinet in the experimenter’s office. Identifying information will be deleted once the study has ended.
* The consent forms (containing participant names only) data will be collected in person and stored in a locked cabinet in the experimenter’s office.
* Other paper forms (labeled with participant ID number only) will be stored in binders in a locked cabinet in the experiment room.