# 

# Course Outline

Research Data Management Techniques

## 16 December 2015 | 1.1

## Introduction

This workshop runs for two to three hours and comprises slide-based background material, discussion and hands-on activities to have participants walk away with the basis for a future research data management plan.

Attendees will leave with a strategy for identifying data management roadblocks, and tips for taking practical steps to address them.

## Summary

This module is targeted at participants who:

* May have heard about research data management and want to know more
* Want to know how research data management will support project success
* Are interested in research data management services and support available at their institution

## Description

Research data management is increasingly required by grant funders. This course is designed to equip participants with tools needed to implement research data management within their projects.

Good data management practice ensures that data is able to be used during a project and also facilitates reuse after project completion. Data management provides support throughout the research process – from collecting, organising, storing and documenting data, to dealing with legal and ethical issues, to licensing and publishing.

The course begins with an overview of funder requirements for research data management, and covers the main topics that are likely to have an impact on research project success. Where am I at with research data management? What have I got covered, and what are the gaps that I need to address?

## 

## 

## Possible Uses

The potential uses for material covered in this course are:

* Development of a plan for managing data within a research project
* Avoid possible data management roadblocks that may affect project success
* Learn how to publish research data and make it citable, raising researcher profile

## What will be covered?

Participants will learn how to address data management issues covering:

* Funder requirements
* Roles and responsibilities
* Collecting, storing, organising, converting, transmitting and encrypting data
* Data security
* Quality assurance and validation
* File formats, data documentation and metadata
* Using third party data
* Collaboration, ownership and access control
* Legal and ethical issues
* Making data citable
* Licensing, publishing and reusing data
* Archiving and disposing of data
* Costing data management