# Recent Homiletical Thought Project

*A Data Management Plan created using DMPTool*

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Project abstract:

Over a period of approximately fifteen years, Dr. Scott Gibson has worked to compile an annotated bibliography of homiletical resources. He approached the University Libraries to determine the viability of creating an online searchable database. Following a meeting with the Director of Data and Digital Scholarship, Joshua Been, and the Theology & Philosophy Librarian, Bill Hair, a prototype using Power BI was developed proved to meet the vision that Dr. Gibson had for the project. Using Power BI provides the Libraries the ability to meet the needs quickly, efficiently and with a minimum of additional resources. All concerned decided that this was the best solution to publish the desired online database.

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### Data Collection

What data will you collect or create?

An annotated list of journal articles, books, and theses/dissertations around the field of homiletics. Each citation will be assigned to at least one of the following topics:

* General Works
* Preaching and Theology
* The Preacher
* The Congregation
* The Setting - Liturgical
* The Setting - Special Occasions
* The Sermon
* Delivery
* History - Individual Preachers
* History - Groups
* History - Periods
* Teaching
* Bibliography

The annotations range from a sentence to a paragraph.

The initial dataset contains 2,370 citations. Anticipated additions are 2,000 new records per year for the next five years.

How will the data be collected or created?

There will be two avenues for data collection:

(1) Baylor Truett Seminary Data Collection

Seminary faculty and assigned students will record data into Excel Online using the OneDrive accounts provided by Baylor University. Three Excel Online files will be created, one for books, one for articles, and one for dissertations/theses. These will be named: RHT Articles.xlsx, RHT Books.xlsx, and RHT Theses and Dissertations.xlsx. The Library's Director of Data & Digital Scholarship will administer and share these Excel Online files.

Each Excel Online file will contain the same structure with a sheet for each topic. Each sheet will contain the following fields:

* KeyID
* AuthorFirstName
* AuthorMiddleName
* AuthorLastName
* Title
* PubCity
* PubState
* Publisher
* PubDate
* Pages
* Annotation

Excel Online provides versioning support and backup capabilities.

(2) Grassroots Data Collection

A fourth Excel Online file, named RHT Contributions.xlsx, will be created for researchers unaffiliated with Truett Seminary to contribute citation data. Once per week, a Truett faculty or assigned graduate student will evaluate these contributed citations. If deemed acceptable, the citations will be added to the appropriate Excel Online file (one of the three described above).

RHT Contributions.xlsx will contain the following fields:

* AuthorFirstName
* AuthorMiddleName
* AuthorLastName
* Title
* PubCity
* PubState
* Publisher
* PubDate
* Pages
* Annotation
* **Type** (data validation set to Book, Journal Article, Thesis/Dissertation)
* **Subject** (data validation set to the topics described above)

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A Python Jupyter Notebook hosted on Google Colab named RHT Processing processes the three Excel files into a single CSV table structured specifically to feed into the publicly available search interface powered by Microsoft Power BI.

https://colab.research.google.com/drive/1XIvX2Sk99mqZEmjEwkmL8jIG7kSPivZs

### Documentation and Metadata

What documentation and metadata will accompany the data?

An accompanying ReadMe.docx file hosted on Word Online via the OneDrive provided by Baylor University will describe each file and the contents of each file.

### Ethics and Legal Compliance

How will you manage any ethical issues?

Question not answered.

How will you manage copyright and Intellectual Property Rights (IP/IPR) issues?

Question not answered.

### Storage and Backup

How will the data be stored and backed up during the research?

Live versions of the files will be hosted using Microsoft's OneDrive accounts provided by Baylor University. Archived copies of the data files will be hosted on the project's public GitHub site.

How will you manage access and security?

Data access will be managed by the Library's Director of Data & Digital Scholarship through permissions on the Excel Online files. As the data is not sensitive, the security provided by Microsoft Online is more than sufficient.

### Selection and Preservation

Which data are of long-term value and should be retained, shared, and/or preserved?

Archived versions of the RHT Articles.xlsx, RHT Books.xlsx, and RHT Theses and Dissertations.xlsx Excel files should be retained for the next 10 years. The Baylor Libraries are committed to managing the files for the next 10 years. After 10 years time (2029), the Libraries and Truett Seminary will evaqluate the program and the datasets to decide how best to proceed.

What is the long-term preservation plan for the dataset?

The files will be stored and shared via a public GitHub account and via the Texas Data Repository.

### Data Sharing

How will you share the data?

The files will be stored and shared via a public GitHub account and via the Texas Data Repository. A searchable version will be available via https://sites.baylor.edu/rht/.

Are any restrictions on data sharing required?

None

### Responsibilities and Resources

Who will be responsible for data management?

The Library's Director of Data & Digital Scholarship will be resposible for implementing this DMP.

What resources will you require to deliver your plan?

OneDrive account