

## **FINDABLE**

1. **A persistent identifier is assigned to your data:**  
We have successfully assigned a persistent identifier to our data, ensuring it has a unique and permanent reference, making it easy for others to locate and access.
2. **There are rich metadata, describing your data:**  
We have meticulously documented our data with comprehensive metadata, providing detailed information about its content, source, structure, and other relevant attributes to enhance its usability and understanding.
3. **The metadata are online in a searchable resource (e.g., a catalog or data repository):**  
Our metadata records are readily available and accessible online through a searchable resource, such as a data catalog or repository. We have chosen to store our data on both Zenodo and GitHub repositories, ensuring widespread accessibility and redundancy for data users. This approach makes it convenient for users to discover and explore our data from multiple sources.
4. **The metadata record specifies the persistent identifier:**  
Each metadata record associated with our data explicitly references the persistent identifier, ensuring a clear and unambiguous connection between the descriptive information and the data itself, facilitating proper attribution and citation.

## **ACCESSIBLE**

1. **Following the persistent ID will take you to the data or associated metadata:**  
We have ensured that when someone uses the persistent identifier we assigned to our data, they will be directed to either the data itself or the detailed metadata describing it, making it easy for users to access the information they need.
2. **The protocol by which data can be retrieved follows recognized standards (e.g., HTTP):**  
We have adopted recognized data retrieval standards, such as HTTP, to ensure that users can access our data using a well-established and widely supported method.
3. **The access procedure includes authentication and authorization steps, if necessary:**  
While our data are not public, we have implemented authentication and authorization steps to control access, ensuring that only authorized individuals, such as those within our university (Buas), can access the data. This helps protect sensitive or restricted information.
4. **Metadata are accessible, wherever possible, even if the data aren't:**  
We have made the metadata describing our data accessible even when the data itself is not public. This allows users to gain insights into the data's content and relevance, even if they do not have access to the data itself, promoting transparency and facilitating data discovery.

## **INTEROPERABLE**

1. **Data is provided in commonly understood and preferably open formats:**  
We have ensured that the data we are sharing is in formats that are widely recognized and, whenever possible, in open formats.
2. **The metadata provided follows relevant standards:**  
Our metadata adheres to relevant and established standards, ensuring consistency and interoperability with other datasets and information systems. This makes it easier for users to understand and integrate our data with their research or projects.

3. **Controlled vocabularies, keywords, thesauri, or ontologies are used where possible:**  
To enhance data discoverability and consistency, we have employed controlled vocabularies, keywords, or other standardized terminology whenever applicable in our metadata. This practice assists users in finding and understanding our data more effectively.
4. **Qualified references and links are provided to other related data:**  
We have included qualified references and links within our metadata to connect our data with related datasets or additional sources of information. This helps users explore related content and fosters a broader understanding of the context in which our data should be interpreted.

## **REUSABLE**

1. **The data are accurate and are well described with many relevant attributes:**  
Our collected survey data is not only accurate but also comprehensively described, including multiple relevant attributes that provide context and understanding of the information collected.
2. **The data has a clear and accessible license to use the data:**  
Our survey data is for our use only and we have obtained clear consent from participants. This ensures that the use of data is consistent with the terms agreed during the survey, respecting participants' privacy and data rights.
3. **It is clear how, why, when, and by whom the data have been created and processed:**  
We have provided clear documentation explaining the purpose, methodology, timeline, and responsible parties involved in creating and processing the survey data. This transparency helps users understand the context and reliability of the data.
4. **The data and metadata meet relevant domain standards:**  
Our data and the information about our data (metadata) follow the rules and guidelines that are commonly used in our field. This makes our data easy for other researchers and professionals in our area to understand and work with.