

**Antónia Correia**  
Universidade do Minho

# Data Management Plans

# Agenda

---

Research Data Management

1

---

Data Management Plans

3

---

Research Data Policies in H2020

2

---

Tools for developing data management plans

4



# Learning objectives

- Understand the importance of research data management;
- Discover how a Data Management Plan (DMP) can help you be more efficient in your research;
- Be aware of the European Comission's requirements on research data;
- Be able to start your own research data management plan.

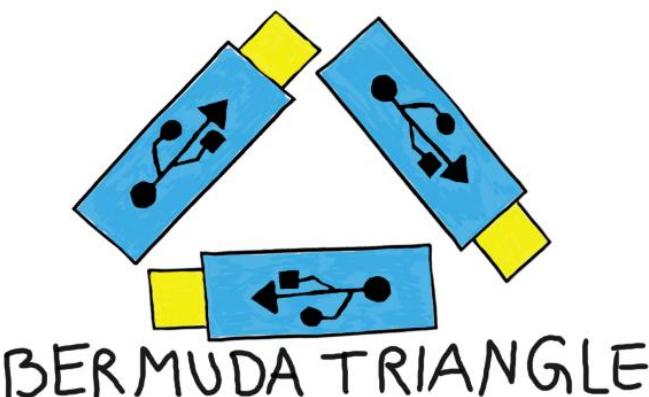
1

# Research Data Management



# Why manage data?

- Make your research easier
- Save data for later
- Avoid accusations of fraud or bad science
- Share your data for re-use
- Get credit for it
- Meet funder/institution requirements
- Prevent data loss

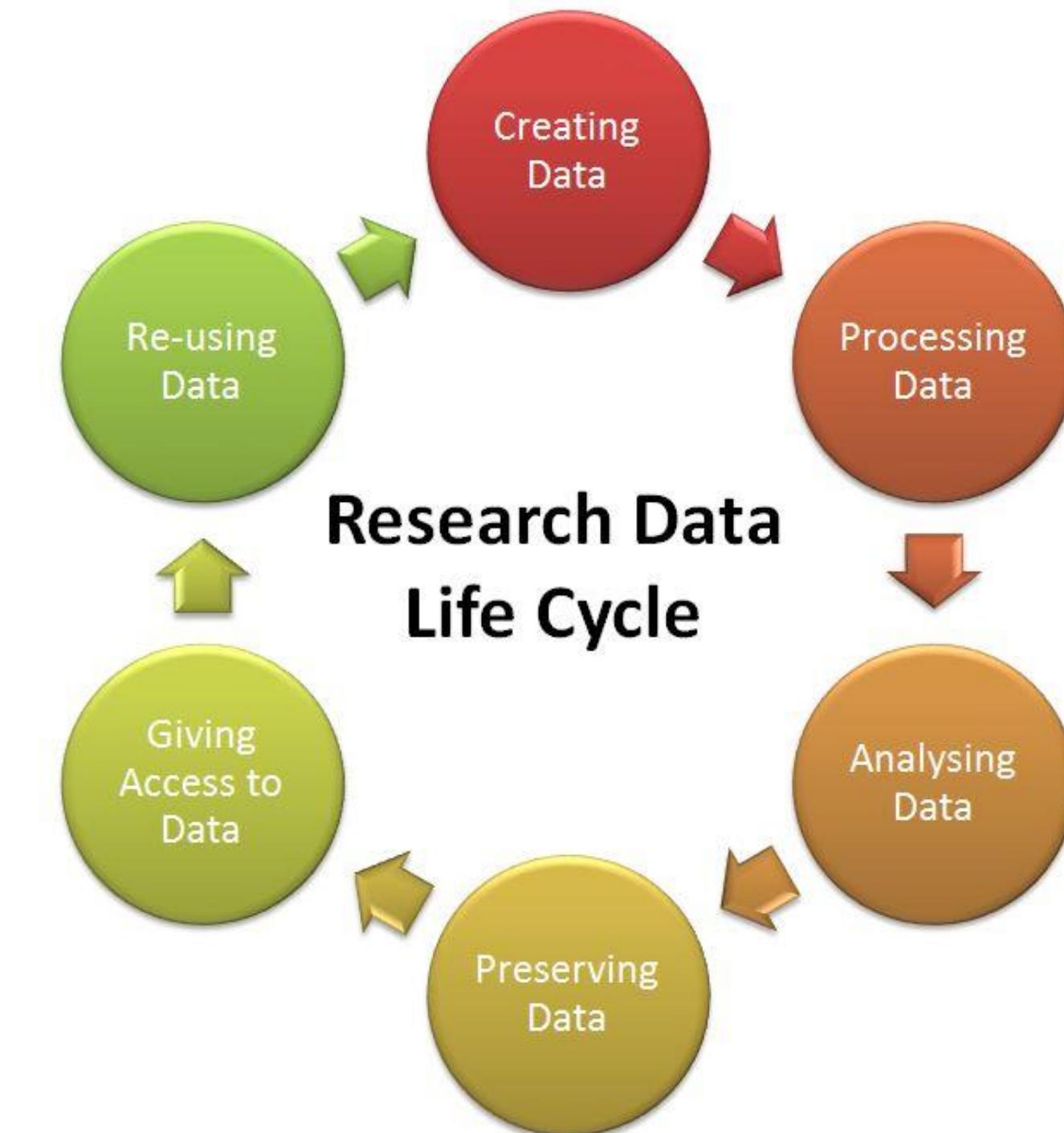


# Data loss – frequent causes

- Natural disaster
- Facilities infrastructure/ storage failure
- Server hardware/software failure
- Format obsolescence
- Legal encumbrance
- Human error/ Malicious attack
- Loss of staffing competencies
- Loss of institutional commitment
- Loss of financial stability
- Changes in user expectations



# Research Data lifecycle



[http://ukdataservice.ac.uk/  
manage-data/lifecycle.aspx](http://ukdataservice.ac.uk/manage-data/lifecycle.aspx)

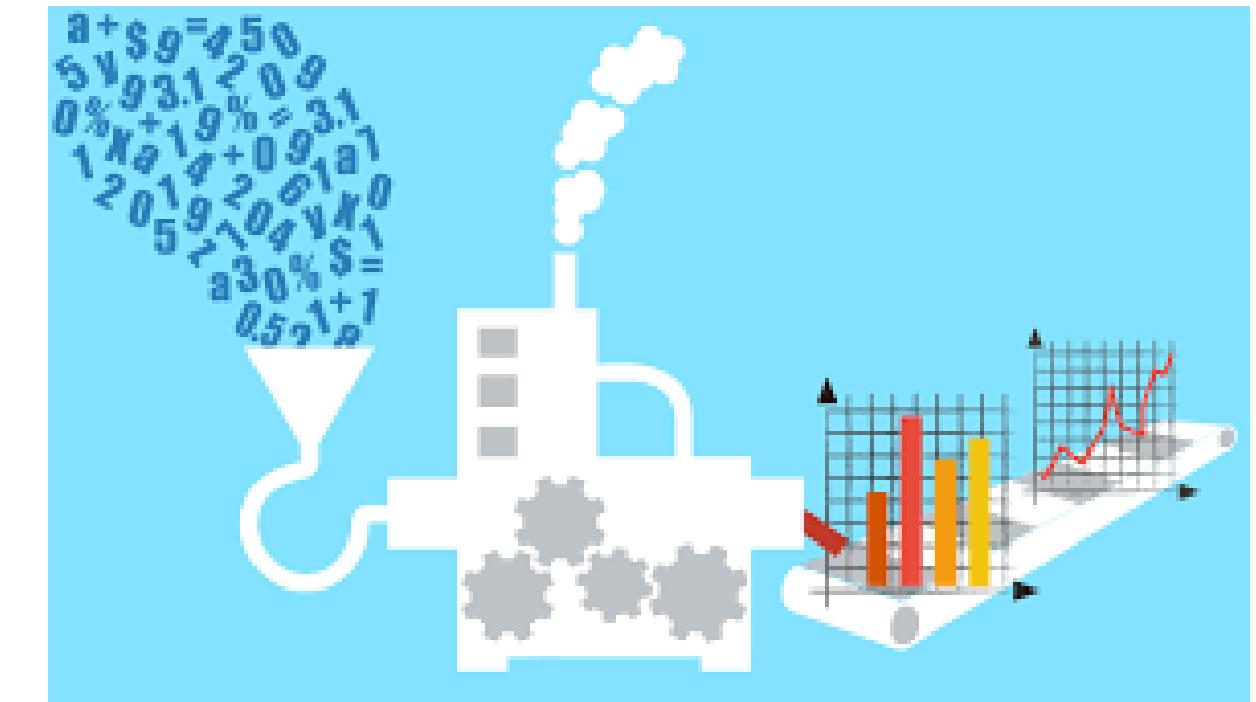
# Creating data

- anticipate what data will be created, involving the whole research team
- develop methodology for data collection, assuring consistency
- choose software and formats that allow reproducibility and long time preservation
- plan consent for sharing – both from human subjects and among the project partners
- locate existing data
- collect data (experiment, observe, measure...)
- capture and create metadata



# Processing data

- enter data, digitise, transcribe, translate...
- Document the methodology to allow reproducibility
- check, validate, clean data
- anonymise data where necessary
- describe data
- manage and store data



# Analysing data

- interpret data
- derive data
- produce research outputs
- author publications
- prepare data for preservation



# Preserving data

- migrate data to the best format
- migrate data to a suitable medium
- back-up and store data: more than one copy, in different media, one offsite
- create metadata and documentation
- archive data in a repository



# Recommended formats for preservation

## File formats/extensions for reusability/preservation:

Type of data	APPROPRIATE	ACCEPTABLE	NOT SUITABLE
Tabular data with extensive metadata	.csv - .hdf5	.txt - .html - .tex - .por	
Tabular data with minimal metadata	.csv - .tab - .ods - SQL	.xml if appropriate DTD - .xlsx	.xls - .xlsb
Textual data	.pdf - .txt - .odt - .odm - .tex - .md - .htm - .xml	.pptx - PDF with embedded forms - .rtf	.doc - .ppt
Code	.m - .R - .py - .iypnb - .rstudio - .rmd - NetCDF	.sdd	.mat - .rdata
Digital image data	.tif - .png - .svg - .jpeg	.jpg - .jp2 - .tif - .tiff - .pdf - GIF - BMP	.indd - .ait - .psd
Digital audio data	.flac - .wav - .ogg	.mp3 - .mp4 - .aif	
Digital video data	.mp4 - .mj2 - .avi - .mkv	.ogm - .webm	.wmv - .mov
Geospatial data	NetCDF, tabular GIS attribute data, .shp - .shx - .dbf - .prj - .sbx - .sbn – PostGIS - .tif - .tfw -GeoJSON	/.mdb/.mif/	
CAD/vector and raster data	.dwg - .dxr - .x3d - .x3dv - .x3db - .pdf - PDF3D		
Generic data	.xml - .json - .rdf		

# Giving access to data

- Different stages = different access options for data (read/edit)
- Myth: all public or all closed - Some datasets can be public, others should remain embargoed (ex: guest books dataverse)
- establish copyright
- Promote data (eg. social media)

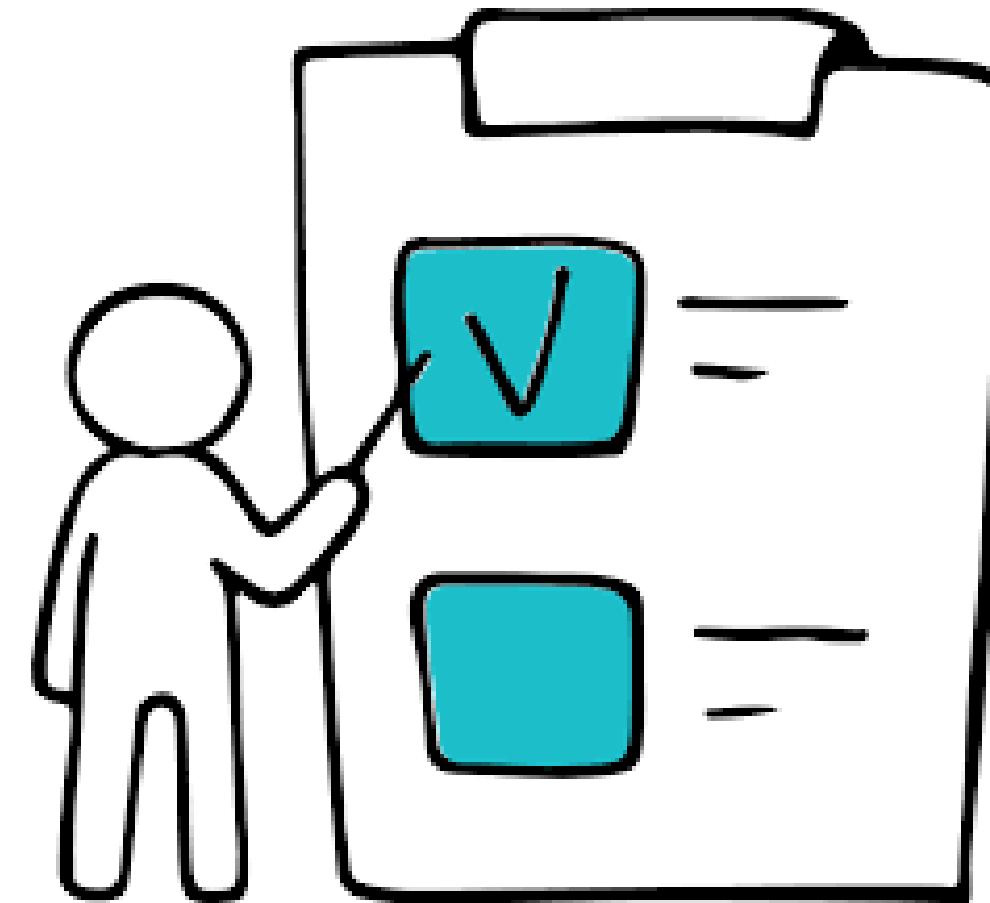
**Consider who else has a say about sharing data:**

- Collaborators
- Research participants
- Commercial partners
- Data repository



# Plan for sharing

- Desirably at data creation
- Identify which bits of personal data will be collected
- Do you really need to collect personal data? (eg. irrelevant questions in questionnaires)
- Consider how will anonymization costs be covered



# Ethics and Research

The kind of research data that would usually be subject to ethical approval includes (but is not necessarily limited to):

- Any recorded interviews (either video or audio)
- Surveys or questionnaires that collect personal information such as date/place of birth or anything else that could identify the participant
- Research where the participant is asked to reveal or reflect on instances from their past (e.g. oral histories, psychology experiments)
- Anything that involves the participation of minors (additional ethical requirements may be in place for such instances)
- Anything in which the participant is asked to reveal something that might cause them or others physical or mental harm or embarrassment if it were to be made public.
- Any research in which the participant is asked to complete tests, or test-like scenarios.

The screenshot shows a web page from the PARTHENOS project. At the top right, there is a navigation bar with links to 'HOME', 'TRAINING MODULES', 'FOR TRAINERS', 'FOR LEARNERS', and 'ABOUT PARTHENOS TRAINING'. The main title 'ETHICS AND RESEARCH' is displayed prominently in a yellow banner. Below the banner, there is a list of learning objectives, a sidebar with a 'BROWSE' section containing various research topics, and a section about participatory research with an image of a person working at a desk.

**PARTHENOS**

HOME TRAINING MODULES FOR TRAINERS FOR LEARNERS ABOUT PARTHENOS TRAINING

**ETHICS AND RESEARCH**

“ By the end of this section, you should be able to...

- know when to consider ethics in your research
- understand the ethical considerations appropriate to your research
- describe what ‘informed consent’ means
- understand and describe the ethical issues that repositories and CHIs have to consider

While the management of data in order to make it more open, accessible and interoperable is of course important, it is equally important to make sure that due ethical consideration has been given to the data. When dealing with data found within the arts and humanities, most of the time this can mean dealing with data about humans. Those working within the social sciences are perhaps more likely to find this to be an issue for consideration than, say, an art historian, but the ethical treatment of data is something that is becoming of greater concern to funding agencies, and is often required as part of a Data Management Plan when submitting a proposal for funding.

When should you consider ethics in research?

There are perhaps two main types of research in Arts, Humanities and Social Sciences, which for the sake of ease we might call ‘Participatory Research’ and ‘Non-Participatory Research’.

Participatory research is the kind of research where you gather new data from participants. This might be through any interviews you conduct for various reasons, anonymous surveys, or testing, or crowd-sourcing for example. The important thing is that your research relies on the input of other individuals in order to

<https://training.parthenos-project.eu/sample-page/manage-improve-and-open-up-your-research-and-data/ethics-and-research/>

BROWSE

- Introduction to Research Infrastructures
- Management Challenges in Research Infrastructures
- Introduction to Collaboration in Research Infrastructures
- Manage, Improve and Open up your Research and Data
- Introduction to Research Data Management
- Managing Cultural Heritage Assets
- Data Management Planning
- Data Quality Assessment
- Ethics and Research**
- Open Data, Open Access and Open Science
- Research Infrastructures and Data Policy
- Module Credits – Manage, Improve and Open Up Your Research Data
- Formal Ontologies: A complete novice’s guide
- Digital Humanities Research Questions and Methods
- Citizen Science in the (Digital) Arts and Humanities

# Informed consent

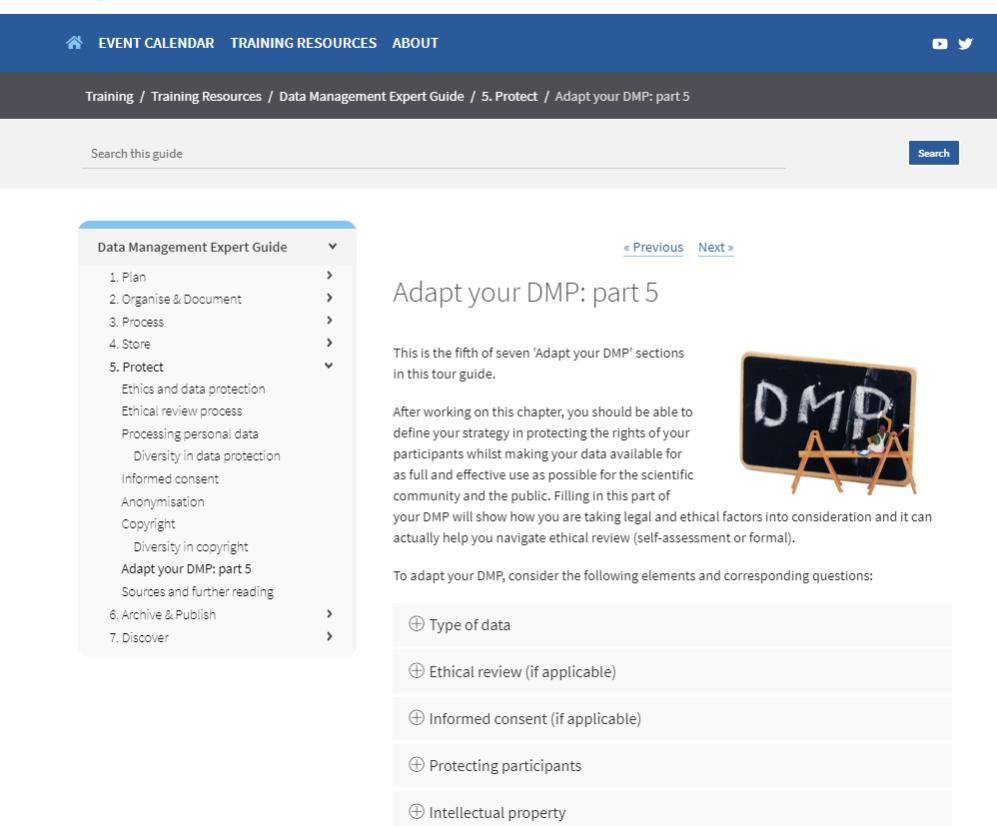
“Informed consent is the process by which a researcher discloses appropriate information about the research so that a participant may make a voluntary, informed choice to accept or refuse to cooperate.” (as defined in the CESSDA Expert Tour Guide RDM)

- When creating consent forms, researchers should make sure to:
  - inform participants about their rights
  - introduce relevant aspects of the research in an understandable, transparent, and precise way
  - explain data protection measures that will be taken
  - be clear about plans for data sharing in the consent form - both during the life of your project and after it ends

Examples: <https://www.ukdataservice.ac.uk/manage-data/legal-ethical/consent-data-sharing/consent-forms>

# More Resources

## □ CESSDA training



The screenshot shows a navigation bar with links for 'EVENT CALENDAR', 'TRAINING RESOURCES', and 'ABOUT'. Below this, a breadcrumb trail indicates the current page: 'Training / Training Resources / Data Management Expert Guide / 5. Protect / Adapt your DMP: part 5'. A search bar is present. On the left, a sidebar lists sections: 1. Plan, 2. Organise & Document, 3. Process, 4. Store, 5. Protect (selected), 6. Archive & Publish, 7. Discover. The main content area is titled 'Adapt your DMP: part 5' and includes a sub-section 'Protecting personal data'. It features a cartoon character writing 'DMP' on a chalkboard. Below this, a list of elements to consider for adapting a DMP is provided.

- 1. Plan
- 2. Organise & Document
- 3. Process
- 4. Store
- 5. Protect
- Ethics and data protection
- Ethical review process
- Processing personal data
- Diversity in data protection
- Informed consent
- Anonymisation
- Copyright
- Diversity in copyright
- Adapt your DMP: part 5
- Sources and further reading
- 6. Archive & Publish
- 7. Discover

Adapt your DMP: part 5

This is the fifth of seven 'Adapt your DMP' sections in this tour guide.

After working on this chapter, you should be able to define your strategy in protecting the rights of your participants whilst making your data available for as full and effective use as possible for the scientific community and the public. Filling in this part of your DMP will show how you are taking legal and ethical factors into consideration and it can actually help you navigate ethical review (self-assessment or formal).

To adapt your DMP, consider the following elements and corresponding questions:

- + Type of data
- + Ethical review (if applicable)
- + Informed consent (if applicable)
- + Protecting participants
- + Intellectual property

<https://www.cessda.eu/Training/Training-Resources/Library/Data-Management-Expert-Guide/5.-Protect>

## □ FOSTER course On Data Protection and Ethics

[www.fosteropenscience.eu/learning/data-protection-and-ethics](http://www.fosteropenscience.eu/learning/data-protection-and-ethics)

### Introduction

This course covers data protection in particular and ethics more generally. It will help you understand the basic principles of data protection and introduces techniques for implementing data protection in your research processes. Upon completing this course, you will know:

- what personal data are and how you can protect them
- what to consider when developing consent forms
- how to store your data securely
- how to anonymise your data

### Data protection and ethics



### Data Protection

Considering aspects of data protection is crucial for your research, particularly if you are planning to share your research data. Protecting research data means protecting the rights of humans involved in the research process.

### Key elements

- As a responsible researcher, you should become familiar with:
- the legal requirements that need to be respected when sharing data
  - securing informed consent
  - selecting appropriate anonymisation strategies
  - securely storing and transferring data

Remember - data protection should start at the earliest stages of the research process!

### What are personal data?

Click the plus sign to expand the text box.

#### + What are personal data?

- From the outset of your research project, try to include measures for data protection in each step. Below are some actions you should take when starting each new project:
- Discuss whether you actually need to collect personal data to carry out your research.
  - Consider collecting data anonymously if possible.
  - Identify which personal data which will be included in your research.
  - Include aspects of data protection in your data management plan (DMP).
  - Create and use consent forms. Find more information on consent forms below.
  - Find the appropriate anonymisation strategy for your research. You will find more information on anonymisation strategies below.
  - Securely store, control access, and transfer your data.

CESSDA provides some useful tips on adapting your DMP to cover data protection here. Data cleaning and anonymising data can be very costly. It's a good idea to use the data management planning process as a way to identify any anonymisation activities that will incur additional costs and to request these in your grant application.



- Legal requirements - EU General Data Protection Regulation (GDPR)
- Legal requirements - GDPR research exemptions

# Re-using data

- Your own or other's, you need context! DMPs are a great help
- follow-up research/ do new research
- FAIR data maximizes reuse of data



# Data selection

## □ Five steps to follow

1. Could this data be re-used
2. Must it be kept as evidence or for legal reasons
3. Should it be kept for its potential value
4. Consider costs – do benefits outweigh cost?
5. Evaluate criteria to decide what to keep

5 steps to decide what data to keep

[www.dcc.ac.uk/resources/how-guides/five-steps-decide-what-data-keep](http://www.dcc.ac.uk/resources/how-guides/five-steps-decide-what-data-keep)

2

# Research Data Policies in H2020



# Open Science



Results

Publications  
Research data  
Software

...

Processes  
Tools  
Infrastructures  
...

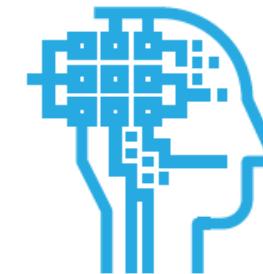


Methods

# Open Science – Why?



Accelerate research



Get credit and citations



Safeguard data



Avoid malpractice or  
unethical behaviour



Share data and allow  
reuse



Fulfill funder's mandates

# Open Science: Scientific progress - Emergency science

**OXFORD**  
UNIVERSITY PRESS

Journals

About Us | Careers | Contact Us | Help | 中文 | English

View Basket | Sign In / Register

Search articles...  Advanced Search

Journals A-Z | Arts & Humanities | Law | Medicine & Health | Science & Mathematics | Social Sciences Academic Books & Online Resources

You are here: Home > Our Journals > Medicine & Health > Free access to OUP resources on *Aedes aegypti* and Zika virus research



**Special Collection**  
on *Aedes Aegypti* and Zika Virus research

Free access to OUP resources on *Aedes aegypti* and Zika virus research

In response to the recent outbreak of Zika virus disease in Brazil, we are providing free access to our resources on *Aedes aegypti*, freely available online. Learn more about the mosquito that transmits the virus.

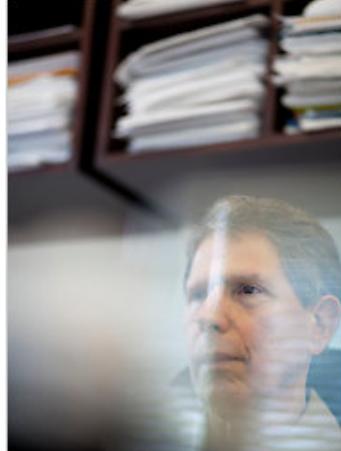
Browse all Medicine & Health titles

Sharing of Data Leads to Progress on Alzheimer's

By GINA KOLATA  
Published: August 12, 2010

In 2003, a group of scientists and executives from the [National Institutes of Health](#), the [Food and Drug Administration](#), the drug and medical-imaging industries, universities and nonprofit groups joined in a project that experts say had no precedent: a collaborative effort to find the biological markers that show the progression of [Alzheimer's disease](#) in the human brain.

[Enlarge This Image](#)



Now, the effort is bearing fruit with a wealth of recent scientific papers on the early diagnosis of Alzheimer's using methods like PET scans and tests of spinal fluid. More than 100 studies are under way to test drugs that might slow or stop the disease.

And the collaboration is already serving as a model for similar efforts against Parkinson's disease. A \$40 million project to look for biomarkers for the disease by the [Michigan Alzheimer's Disease Research Center](#) will study subjects with memory loss and other symptoms.

[www.nytimes.com/2010/08/13/health/research/13alzheimer.html?pagewanted=all&\\_r=0](http://www.nytimes.com/2010/08/13/health/research/13alzheimer.html?pagewanted=all&_r=0)

عربي 中文 Eng

**World Health Organization**

centre Publications Countries Programmes Governance About WHO

**Bulletin of the World Health Organization**

**Zika Open**

These papers are posted in the open access section of the Bulletin of the World Health Organization. International Concern declared by the World Health Organization 1 February 2016.

The data in these papers are freely available for reuse and reproduction in any medium, provided the original author(s) and source are indicated by the Creative Commons license (CC BY IGO 3.0).

If you wish to submit a manuscript, please contact the editor.

**EDITORIAL**

Data sharing in public health emergencies  
- Christopher Dye, Kidist Bartolo  
Posted: 4 February 2016  
<http://dx.doi.org/10.2471/BLT.16.188111>



A ministry of health official visits a family in Guatemala City to help control the mosquitoes that transmit Zika virus.

Science AAAS

Home News Journals Topics Careers

Latest News ScienceInsider ScienceShots Sifter From the Magazine About News Quizzes

SHARE

Facebook Twitter Google+ LinkedIn

A plea for open science on Zika

# Open Science: Validate, Correct Results, Combat fraud

## The error that could subvert George Osborne's austerity programme

The theories on which the chancellor based his cuts policies have been shown to be based on an embarrassing mistake

Charles Arthur and Phillip Inman

The Guardian, Thursday 18 April 2013 21.10 BST



George Osborne says that Ken Rogoff, the man whose economic error has been uncovered, has strongly influenced his thinking. Photograph: Stefan Wermuth/PA

**nature** International weekly journal of science

[nature news home](#) [news archive](#) [specials](#) [opinion](#) [features](#) [news blog](#) [nature](#)

[comments on this story](#)

Published online 1 November 2011 | *Nature* 479, 15 (2011) | doi:10.1038/479015a  
Updated online: 1 November 2011  
Updated online: 8 December 2011

**News**

### Report finds massive fraud at Dutch universities

Investigation claims dozens of social-psychology papers contain faked data.

Ewen Callaway

When colleagues called the work of Dutch psychologist Diederik Stapel too good to be true, they meant it as a compliment. But a preliminary investigative report ([go.nature.com/tqmp5c](http://go.nature.com/tqmp5c)) released on 31 October gives literal meaning to the phrase, detailing years of data manipulation and blatant fabrication by the prominent Tilburg University researcher.

"We have some 30 papers in peer-reviewed journals where we are actually sure that they are fake, and there are more to come," says Pim Levelt, chair of the committee that investigated Stapel's work at the university.

Stapel's eye-catching studies on aspects of social behaviour such as power and stereotyping garnered wide press coverage. For example, in a recent *Science* paper (which the investigation has not identified as fraudulent), Stapel reported that untidy environments encouraged discrimination ([Science 332, 251–252; 2011](#)).



Diederik Stapel.  
*Persbureau van Eijndhoven*

## Retraction Watch

### Raw files help fix 2003 figure by heart researcher accused of fraud

without comments

A researcher accused of misconduct [by an anonymous Japanese blogger](#) has corrected a 2003 paper in *Circulation Research*, after providing a university investigation with the original source files.



Allegations of fraud have dogged [Shohei Kim-Mitsuyama](#) for years, and even caused him to step down from his position as editor in chief at another journal. However, Kim-Mitsuyama and his colleagues call the latest correction a "mistake," which didn't affect any of the paper's conclusions.

We've unearthed a total of five publications co-authored by [Kim-Mitsuyama](#) that have earned corrections, the [latest of which](#) cites an investigation by the university:

[Read the rest of this entry »](#)

Share this:

[Email](#) [Facebook](#) [Twitter](#)

Written by Shannon Palus  
April 21st, 2016 at 2:00 pm

Posted in [am i physio](#) [heart circ phys](#) [American Heart Association](#) [cardiology retractions](#) [cardiovascular research](#) [circulation research](#) [corrections](#) [erroneous data](#) [hypertension research](#) [japan retractions](#) [misconduct investigations](#) [nature publishing group](#) [plos](#) [plos one](#) [scientific reports](#) [society journal retractions](#)

### Authors retract, replace highly cited JAMA Psych paper for "pervasive errors"

with 4 comments

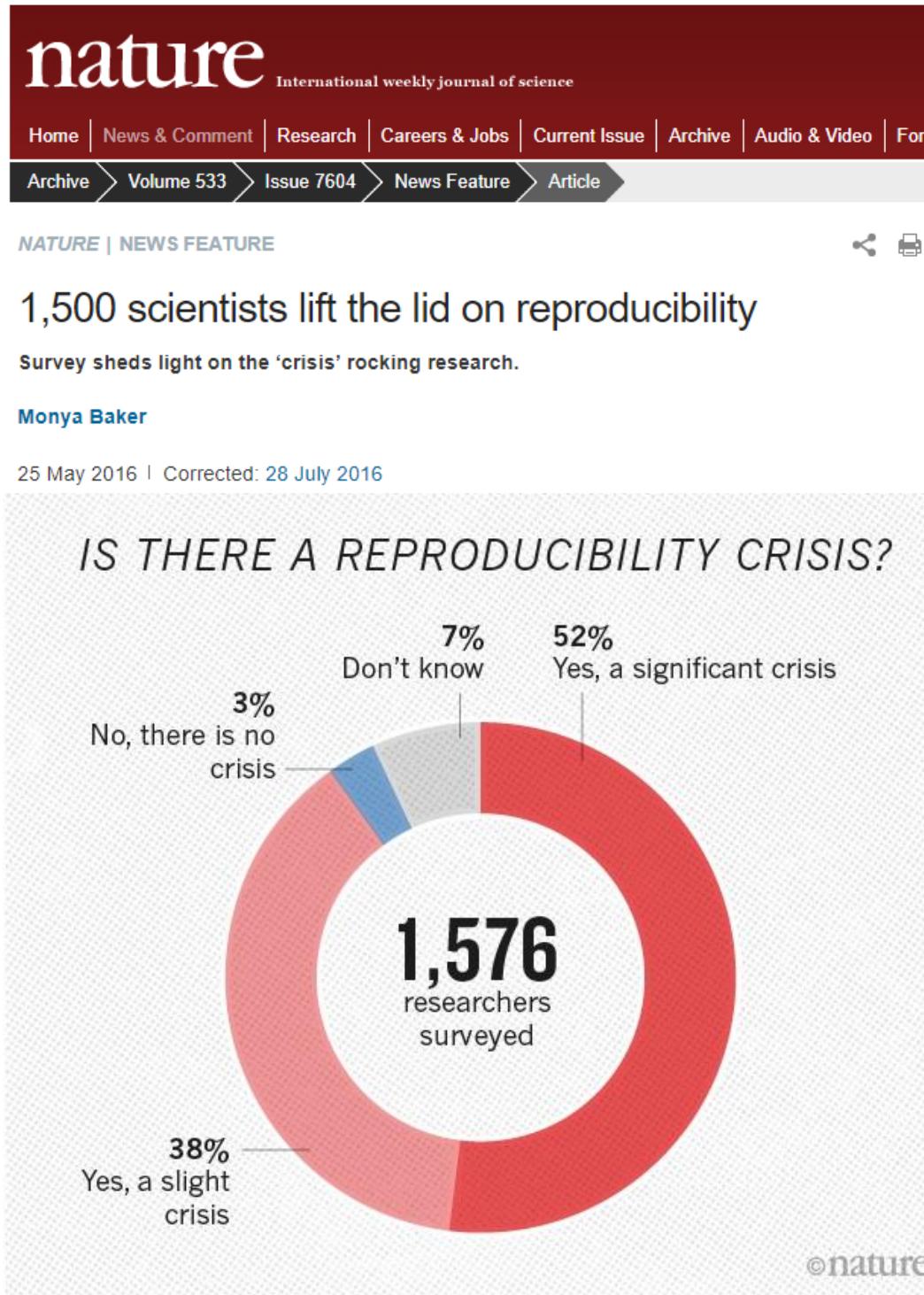
Authors have retracted a highly cited *JAMA Psychiatry* study about depression after failing to account for some patient recoveries, among other mistakes.

**JAMA Psychiatry**

It's a somewhat unusual notice — it explains that the paper has been retracted and replaced with a new, corrected version.

The study, which included 452 adults with major depressive disorder, concluded that cognitive therapy plus medication works better to treat depression than pills alone. But after it was published, a reader pointed out that some of the numbers in a table were incorrect. The authors reviewed the data and redid their analysis, and discovered "a number of pervasive errors."

# Open Science: improve and promote reproducibility



You are viewing the new design. [Leave feedback](#)

nature.com > nature > comment > article > table

a natureresearch journal

MENU ▾ nature International journal of science

Search E-alert Submit Login

Table 1: Reproducibility of research findings Preclinical research generates many secondary publications, even when results cannot be reproduced.

From: [Raise standards for preclinical cancer research](#)

Journal impact factor	Number of articles	Mean number of citations of non-reproduced articles*	Mean number of citations of reproduced articles
>20	21	248 (range 3–800)	231 (range 82–519)
5–19	32	169 (range 6–1,909)	13 (range 3–24)

Results from ten-year retrospective analysis of experiments performed prospectively. The term 'non-reproduced' was assigned on the basis of findings not being sufficiently robust to drive a drug-development programme.

\*Source of citations: Google Scholar, May 2011.

©nature

Advanced search

Home | News & Comment | Research | Careers & Jobs | Current Issue | Archive | Audio & Video | For Authors

News & Comment > News > 2017 > November > Article

NATURE | NEWS

Over half of psychology studies fail reproducibility test

Largest replication study to date casts doubt on many published positive results.

Monya Baker

27 August 2015

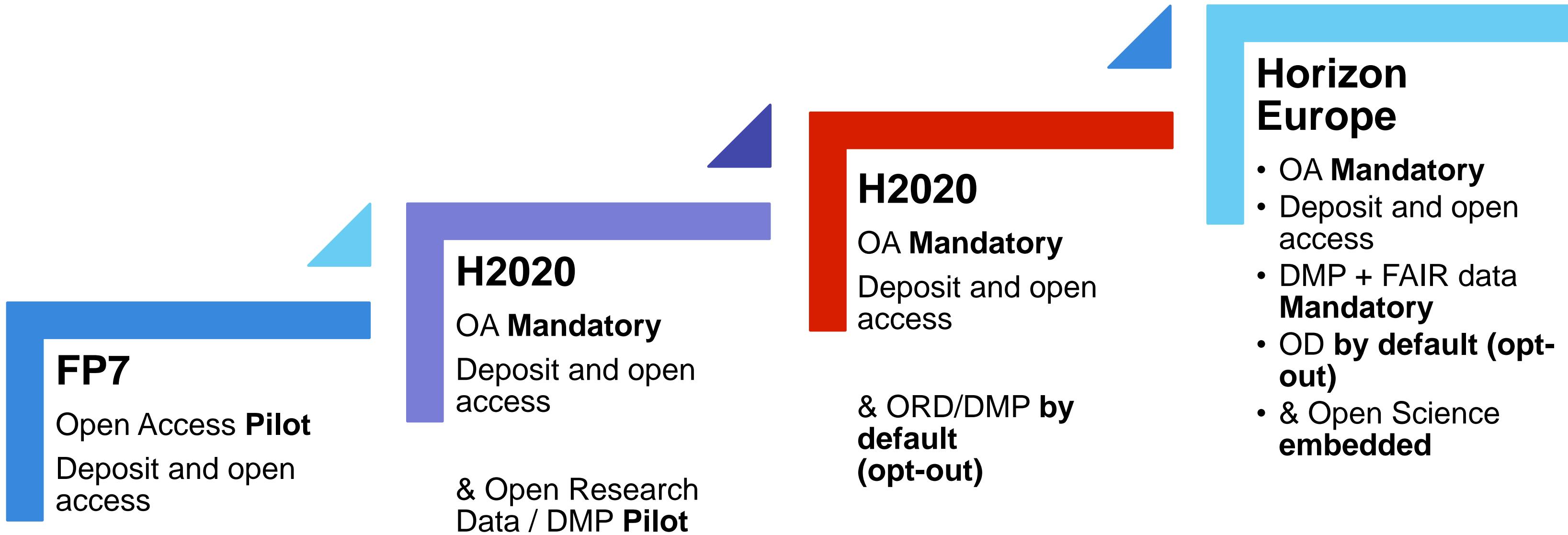
E-alert RSS Facebook Twitter

Bee business

The bitter battle over the world's most popular insecticides

Begley, C. G. & Ellis, L.  
M. *Nature* **483**, 531–533 (2012).

# The background: evolution of the EU funding programmes for R&I





**Open Science is here to stay:  
the sooner we embrace its  
principles, the better.**

*Lennart Martens, Paola Masuzzo (2017)*

“

**“The question is no longer „if“ we  
should have open access. The  
question is about „how“ we should  
develop it further and promote it.”**

*Neelie Kroes (2011)*

”

”

**Open Innovation, Open Science, Open to the World**

*Carlos Moedas (2015)*

# H2020 Open Research Data Pilot: aims

To make the research data generated by Horizon 2020 projects accessible with as few restrictions as possible, while at the same time protecting sensitive data from inappropriate access.

*Information already paid for by the public should not be paid for again. Open data is data that is free to access and reuse*

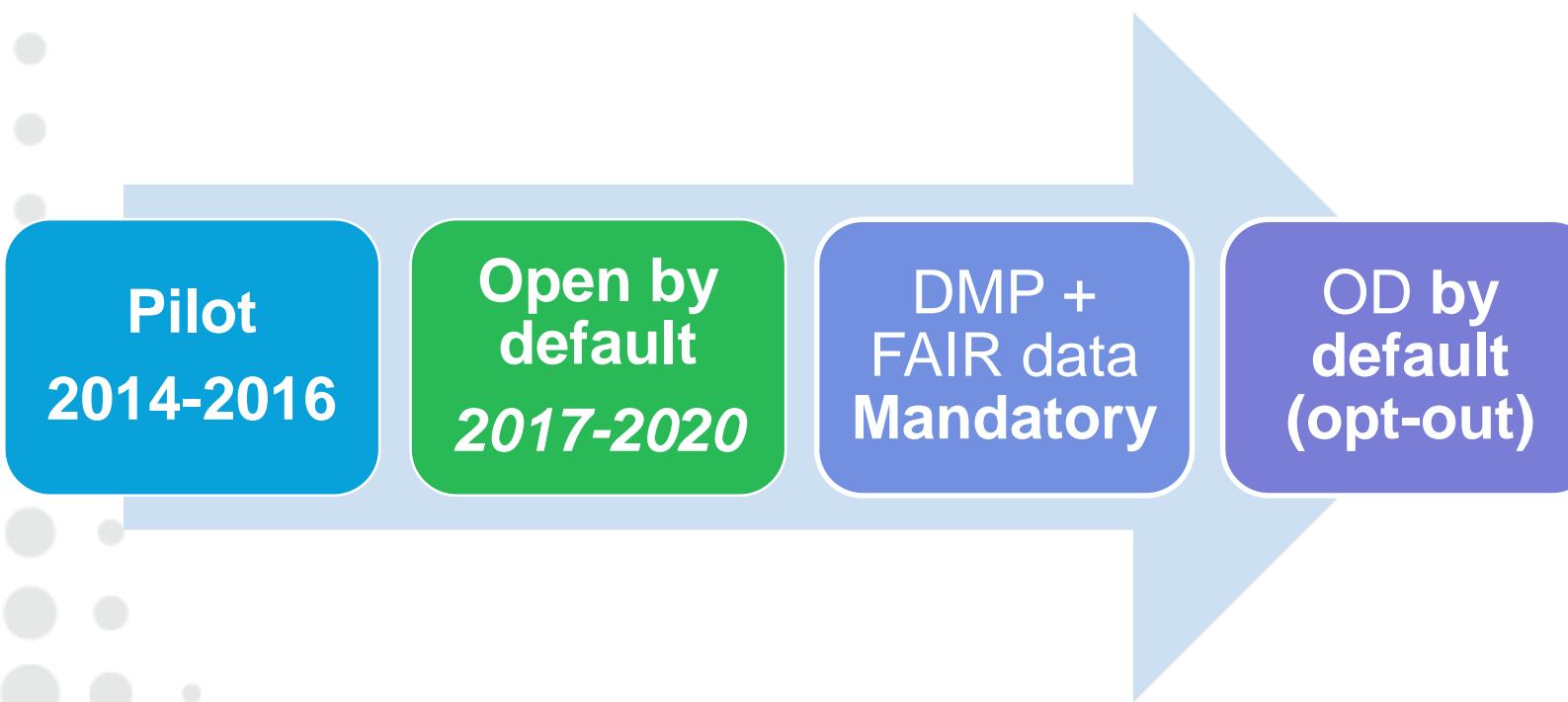
”

EC

”



# *From January 2017 research data is open by default*



Horizon 2020 already mandates open access to **all scientific publications**



From 2017,  
**research data** is  
**open by default**,  
with possibilities to **opt out**

# Multi-beneficiary General Model Grant Agreement

## 29.2 Open access to scientific publications

## 29.3 Open access to research data

[http://ec.europa.eu/research/participants/data/ref/h2020/grants\\_manual/amga/h2020-amga\\_en.pdf](http://ec.europa.eu/research/participants/data/ref/h2020/grants_manual/amga/h2020-amga_en.pdf)



H2020 Programme

AGA – Annotated Model Grant Agreement

Version 4.1  
26 October 2017

**Disclaimer**  
This guide is aimed at assisting beneficiaries. It is provided for information purposes only and is not intended to replace consultation of any applicable legal sources. Neither the Commission nor its executive Agencies (or any person acting on their behalf) can be held responsible for the use made of this guidance document.

# From the Model Grant Agreement

## 29.3 Open Access to research data

### 29.3 Open access to research data

*[OPTION for actions participating in the open Research Data Pilot: Regarding the digital research data generated in the action ('data'), the beneficiaries must:*

- (a) deposit in a research data repository and take measures to make it possible for third parties to access, mine, exploit, reproduce and disseminate — free of charge for any user — the following:
  - (i) the data, including associated metadata, needed to validate the results presented in scientific publications as soon as possible;
  - (ii) other data, including associated metadata, as specified and within the deadlines laid down in the data management plan (see Annex I);
- (b) provide information — via the repository — about tools and instruments at the disposal of the beneficiaries and necessary for validating the results (and — where possible — provide the tools and instruments themselves).

*This does not change the obligation to protect results in Article 27, the confidentiality obligations in Article 36, the security obligations in Article 37 or the obligations to protect personal data in Article 39, all of which still apply.*

*As an exception, the beneficiaries do not have to ensure open access to specific parts of their research data if the achievement of the action's main objective, as described in Annex I, would be jeopardised by making those specific parts of the research data openly accessible. In this case, the data management plan must contain the reasons for not giving access.]*

*[OPTION: not applicable]*

# Open Research Data policy requirements

DATA, including metadata,  
needed to validate the results in  
scientific publications.



Other data, including metadata,  
as specified in the Data  
Management Plan.

*Horizon 2020 grantees are encouraged to also share datasets beyond publication*

## STEP 1

WRITE A DMP



Update at

- 6 months
- Periodic evaluation
- Final review

## STEP 2

FIND REPOSITORY

Matches data needs



Data Repositories

- discipline/institutional
- [www.re3data.org](http://www.re3data.org)
- Zenodo

## STEP 3

DEPOSIT DATA

(Open) Data

Metadata

Other tools



## SUPPORT

Supporting infrastructure  
and information



- EC guidelines
- OpenAIRE.eu
- peers

# Where to find a repository?



More information:

<https://www.openaire.eu/opendatapilot-repository>

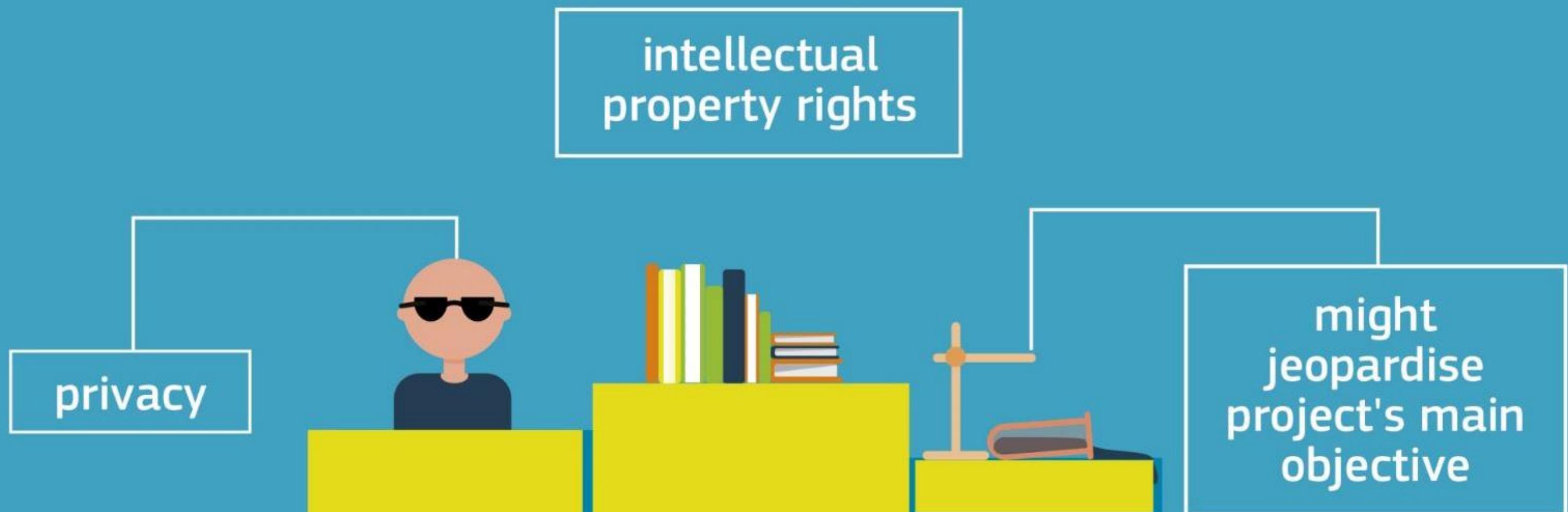
Zenodo: <http://www.zenodo.org>

Re3data.org: <http://www.re3data.org>

# AS OPEN AS POSSIBLE, AS CLOSED AS NECESSARY

.....

Grantees have the right to **opt-out**, but need to say **why**



# Reasons for total or partial opting out



- ✓ Incompatible with the Horizon 2020 obligation to protect results if they can reasonably be expected to be commercially or industrially exploited;
- ✓ Incompatible with the need for confidentiality in connection with security issues;
- ✓ Incompatible with existing rules concerning the protection of personal data;
- ✓ If the project will not generate / collect any research data;
- ✓ If there are other legitimate reasons to not take part in the Pilot

# 50 shades of “No”

- Too expensive
- There's no business case
- There's no commercial value
- It's private
- It's secret
- It's our data
- We have invested a lot of money in this
- Link enough data and one will arrive at sensitive private information
- It's not data, it's information
- It will never work
- We don't know how to do this
- We don't have the right people to do this
- We need the money
- It's not ours, and we don't know who's data it is
- No idea what the quality of the data is
- We don't know where to find it
- It's not our job
- It isn't in the right format
- I am not authorized
- Who is going to use this anyway
- People are going to misuse it
- (...)

# Exercise 1: Open Data Excuse Bingo

Terrorists will use it	People may misinterpret the data	We'll get spam	I don't mind, but someone else might
We will get too many enquiries	It's not very interesting	Lawyers want a custom License	Data Protection
Thieves will use it	We might want to use it in a paper	There's already a project to...	It's too big
What if we want to sell it later	Poor Quality	It's too complicated	There's no API

# Open Data Excuse Bingo

The "Open Data Excuse" Bingo lists common arguments used by researchers when explaining why they can't share their data

- Role playing: in groups of 4, for 10 minutes the groups discuss these excuses - half the participants give reasons for sharing, half give reasons not to
- Then individually choose your favorite excuse – or the one that applies to you – and explain.

3

# Data management plans



# What is a Data Management Plan?

A data management plan is a document outlining **how the research data collected or generated will be handled during a research project**, and after it is completed, describing **what data will be collected / generated and following what methodology and standards, whether and how this data will be shared and/or made open, and how it will be curated and preserved (...)** The use of a detailed data management plan covering individual datasets is required for funded projects participating in the Open Research Data Pilot.

# Benefits of DMPs

DMPs help researchers to:

- Make informed decisions to anticipate & avoid problems
- Avoid duplication, data loss and security breaches
- Develop procedures early on for consistency
- Ensure data are accurate, complete, reliable and secure

# Create a DMP



Handling of data during and after project



Living document: update

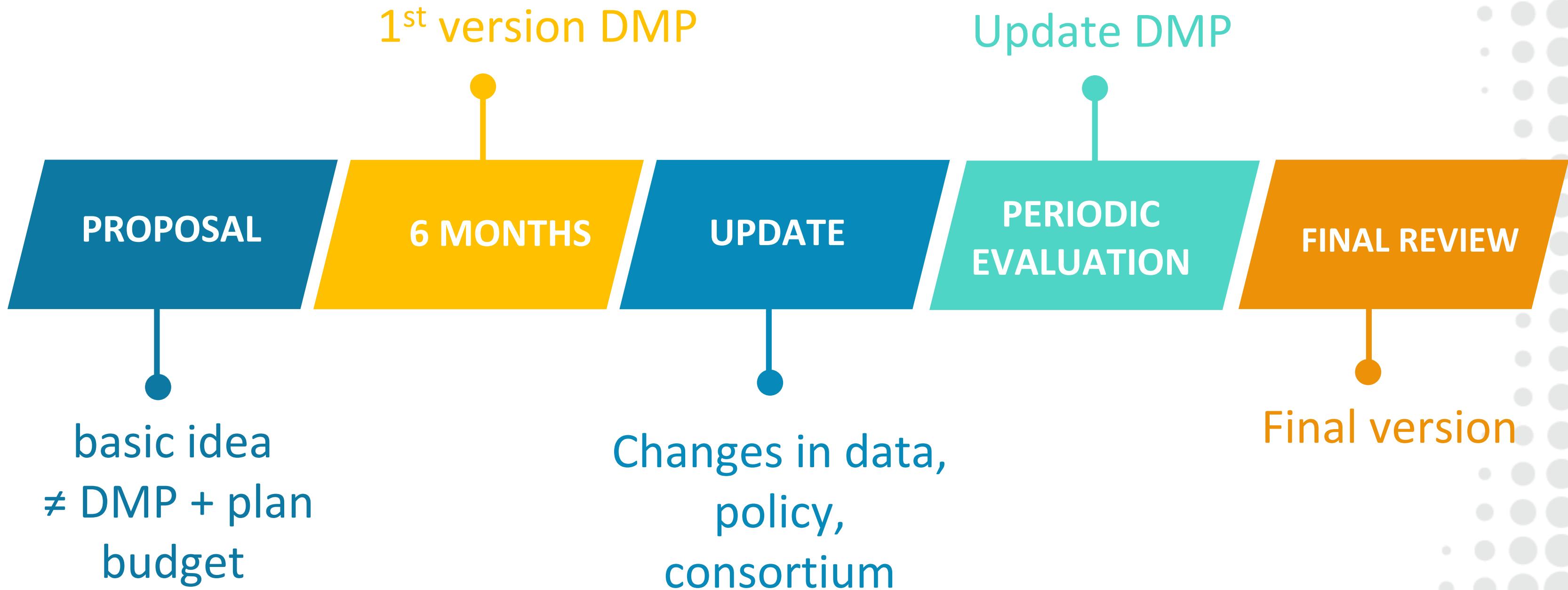


Reflects on curation, preservation,  
sustainability and security



What parts will be open  
and how?

# Timeline



## RCUK Common Principles on Data Policy

[Home](#) > [Research](#) > [RCUK Common Principles on Data Policy](#)

Making research data available to users is a core part of the Research Councils' remit and is undertaken in a variety of ways. We are committed to transparency and to a coherent approach across the research base. These RCUK common principles on data policy provide an overarching framework for individual Research Council policies on data policy.

### Principles

- Publicly funded research data are a public good, produced in the public interest, which should be made openly available with as few restrictions as possible in a timely and responsible manner.
- Institutional and project specific data management policies and plans should be in accordance with relevant standards and community best practice. Data with acknowledged long-term value should be preserved and remain accessible and usable for future research.
- To enable research data to be discoverable and effectively re-used by others, sufficient metadata should be recorded and made openly available to enable other researchers to understand the research and re-use potential of the data. Published results should always include information on how to access the supporting data.
- RCUK recognises that there are legal, ethical and commercial constraints on release of research data. To ensure that the research process is not damaged by inappropriate release of data, research organisation policies and practices should ensure that these are considered at all stages in the research process.
- To ensure that research teams get appropriate recognition for the effort involved in collecting and analysing data, those who undertake Research Council work may be entitled to a limited period of privileged use of the data they have collected to enable them to publish the results of their research. The length of this varies by research discipline and, where appropriate, is discussed further in the published policies of individual Research Councils.
- In order to recognise the intellectual contributions of researchers who generate, preserve and share key research datasets, all users of research data should acknowledge the sources of their data and abide by the terms and conditions under which they are accessed.
- It is appropriate to use public funds to support the management and sharing of publicly-funded research data. To maximise the research benefit which can come from limited budgets, the mechanisms for these activities should be both efficient and cost-effective in the use of public funds.

 National Institutes of Health  
Office of Extramural Research

**Grants & Funding**  
NIH's Central Resource for Grants and Funding Information

Entire Site  eRA | Glossary & Help

[HOME](#) | [ABOUT GRANTS](#) | [FUNDING](#) | [POLICY & COMPLIANCE](#) | [NEWS & EVENTS](#)

[Home](#) » [Policy & Compliance](#) » [Policy & Guidance](#) » [NIH Data Sharing Policy and Implementation Guidance](#)

**Policy & Compliance**

[NIH Grants Policy Statement](#)  
[Notices of Policy Changes](#)  
[Compliance & Oversight](#)  
[Select Policy Topics](#) +

**NIH Data Sharing Policy and Implementation Guidance**  
(Updated: March 5, 2003)

This guidance provides the National Institutes of Health (NIH) policy statement on data sharing and additional information on this policy.

- Goals of Data Sharing
- Applicability
- Implementation
  - Timeliness of Data Sharing
  - Human Subjects and Privacy Issues
  - Proprietary Data
  - Methods for Data Sharing
  - Data Documentation
  - Funds for Data Sharing
  - Review Considerations

## THE ROYAL SOCIETY

### Data sharing and mining

#### Open data policy

To allow others to verify and build on the work published in Royal Society journals, it is a condition of publication that authors make available the data, code and research materials supporting the results in the article.

Datasets and code should be deposited in an appropriate, recognised, publicly available repository. Where no data-specific repository exists, authors should deposit their datasets in a general repository such as [Dryad](#) or [Figshare](#).

To encourage best practice in data sharing, *Biology Letters*, *Proceedings B* and *Royal Society Open Science* have Dryad data deposition integrated into the journal submission system. For all its science journals, the Society will cover the cost of depositing up to 20GB of data with Dryad. In addition, we deposit all supplementary material into the Figshare repository on the author's behalf.

Exceptions to the sharing of data, code and materials may be granted at the discretion of the editor, especially for sensitive information such as human subject data or the location of endangered species. Authors must disclose upon submission of the manuscript any restrictions on the availability of data, code and research



## Policy on data, software and materials management and sharing

As a charity, Wellcome works to ensure that the results of the research we fund are applied for the public good. This includes creating an environment that enables and incentivises researchers to maximise the value of their research outputs, including data, software and materials.

We expect our researchers to manage research outputs in a way that will achieve the greatest health benefit. This may involve making outputs widely available or using intellectual property (IP) as a tool to help protect and commercialise an original idea, product or technology.

There is international consensus on the need to share and preserve research datasets in a way that maximises their long-term value. Key documents such as the [UK concordat on open research data \(2016\)](#) articulate this.

# Which other funders require a DMP?

● Full Coverage ○ Partial Coverage ○ No Coverage

Research Funders	Policy Coverage		Policy Stipulations					Support Provided			
	Published outputs	Data	Time limits	Data plan	Access/sharing	Long-term curation	Monitoring	Guidance	Repository	Data centre	Costs
AHRC	●	●	●	●	●	○	○	●	○	●	○
BBSRC	●	●	●	●	●	●	●	●	●	●	●
CRUK	●	●	●	●	●	●	●	●	●	●	●
EPSRC	●	●	●	○	●	●	●	●	○	●	●
ESRC	●	●	●	●	●	●	●	●	●	●	○
MRC	●	●	●	●	●	●	○	●	●	●	●
NERC	●	●	●	●	●	●	●	●	●	●	○
STFC	●	●	●	●	●	●	●	●	●	●	●
Wellcome Trust	●	●	●	●	●	●	●	●	●	●	●

[www.dcc.ac.uk/resources/policy-and-legal/ overview-funders-data-policies](http://www.dcc.ac.uk/resources/policy-and-legal/ overview-funders-data-policies)

# Data Management Plans Requirements - general

- Description of data to be collected / created (i.e. content, type, format, volume...)
- Standards / methodologies for data collection & management
- Ethics and Intellectual Property (highlight restrictions on data sharing e.g. embargoes, confidentiality)
- Plans for data sharing and access (i.e. how, when, to whom)
- Strategy for long-term preservation



# Elements required by H2020 grant

## 1. Dataset description

- How data will be collected and, or how existing data will be reused
- What kinds of data (ex. types, formats, volume) will be collected or produced

## 2. Documentation and data quality

- Which metadata and documentation will accompany the data (ex. Data collection methodology)
- Which control, quality measures will be put in place?

# Elements required by H2020 grant

## 3. Backup and storage

- How will metadata be stored during the research process?
- How will data and sensitive data be secured during research?

## 4. Ethical requirements and code of conduct

- How will the personal and sensitive data legislation be addressed?
- How will intellectual property rights be addressed?
- How will other ethical issues be addressed? Will there be a code of conduct?

# Elements required by H2020 grant

## 5. Data sharing and long time preservation

- How /will datasets be shared in open access? Will there be embargo periods or restrictions?
- How will datasets be selected for long time preservation? Which repositories will be chosen?
- Which software tools will be necessary to access and reuse data?
- How will persistent IDs be assigned?

## 6. Responsibilities and resources in data management

- Who (eg. Role, position adnd institution) will be responsible fpr data management?
- Which resources (eg. financial, time) will ne dedicated to research data management and to make efforts to render them FAIR?

# H2020 template

1. **Data summary**
2. **FAIR data**
  1. **Making data findable, including provisions for metadata**
  2. **Making data openly accessible**
  3. **Making data interoperable**
  4. **Increase data re-use (through clarifying licences)**
3. **Allocation of resources**
4. **Data security**
5. **Ethical aspects**
6. **Other issues**

# RESEARCH DATA - OPEN BY DEFAULT

---





EUROPEAN COMMISSION  
Directorate-General for Research & Innovation

H2020 Programme

Guidelines on  
FAIR Data Management in Horizon 2020

Version 3.0  
26 July 2016



# FAIR Data Management guidelines

- ✓ Notes the extension of the pilot
- ✓ Clarifies concept of FAIR data
- ✓ Explains what a DMP is and when they should be updated
- ✓ Notes what happens at proposal, submission and evaluation stage
- ✓ Explains costs are eligible
- ✓ Provides a DMP template

# FAIR DATA PRINCIPLES

## Findable:

- F1. (meta)data are assigned a globally unique and persistent identifier;
- F2. data are described with rich metadata;
- F3. metadata clearly and explicitly include the identifier of the data it describes;
- F4. (meta)data are registered or indexed in a searchable resource;

## Interoperable:

- I1. (meta)data use a formal, accessible, shared, and broadly applicable language for knowledge representation.
- I2. (meta)data use vocabularies that follow FAIR principles;
- I3. (meta)data include qualified references to other (meta)data;



## Accessible:

- A1. (meta)data are retrievable by their identifier using a standardized communications protocol;
  - A1.1 the protocol is open, free, and universally implementable;
  - A1.2. the protocol allows for an authentication and authorization procedure, where necessary;
- A2. metadata are accessible, even when the data are no longer available;

## Reusable:

- R1. meta(data) are richly described with a plurality of accurate and relevant attributes;
  - R1.1. (meta)data are released with a clear and accessible data usage license;
  - R1.2. (meta)data are associated with detailed provenance;
  - R1.3. (meta)data meet domain-relevant community standards;

# Open Access to Research Data

## HOW IT WORKS



# What makes a good DMP?

- Does the plan show data and Open RDM awareness?
  - Is the focus on the data or on publications?
  - A publication that describes the data =/= depositing the data.
  - Is Openness on the author's mind?
  - Does the plan distinguish between storing and archiving?
- Does the plan show that data management has many stakeholders? IT department, ethics committee, long-term repository...
- Overall approach to DMPlanning
  - Is the plan specific, or mainly intentional?
  - “should”, “possibly”, “where suitable/ appropriate/ relevant”...
  - Is the whole project team involved?
  - (When) will the DMP be evaluated and updated?

# Tips to share: writing DMPs

- Keep it simple, short and specific
- Seek advice - consult and collaborate
- Base plans on available skills and support
- Make sure implementation is feasible
- Justify any resources or restrictions needed

Also see: <http://www.youtube.com/watch?v=7OJtiA53-Fk>

# DMPs revision

---

- **DMPs are a deliverable**, checked primarily by project officers and in some cases external reviewers too;
- **Guidelines** are being developed to give reviewers pointers on what to check. These are based on the template;
- The reviewer has access to the full project documentation;
- Process is only just evolving so feedback may be variable initially.

## Data management costing tool and checklist

[www.ukdataservice.ac.uk/media/622368/costingtool.pdf](http://www.ukdataservice.ac.uk/media/622368/costingtool.pdf)

UK Data Service

ukdataservice.ac.uk/manage-data



### UK Data Service - Data management costing tool and checklist

The UK Data Service has prepared this costing tool and checklist to help formulate research data management costs in advance of research starting, for example for inclusion in a data management plan or in preparation for a funding application.

This tool considers the additional costs - above standard planned research procedures and practices - that are needed to preserve research data and make them shareable beyond the primary research team. The checklist indicates the activities to consider and cost to enable good data management. Such additional activities may require extra researcher or administrative staff time input, equipment, software, infrastructure or tools.

There are no hard and fast rules for costing data sharing requirements, as some research projects will pay more attention to detailed data documentation, organisation and formatting than others as part of routine fieldwork or preparation before analysis. Much also depends on the long-term storage, preservation and publication plans beyond the duration of the research itself. When data are deposited with a professional data centre or repository, such as the UK Data Archive, data preservation and dissemination activities are covered by the data centre/repository.

**How to use this costing tool**

**Step 1:**  
Check the data management activities in the table and tick those that may apply to your proposed research.

**Step 2:**  
For each selected activity, estimate the additional time and/or other resources needed and cost this, e.g. people's time or physical resources needed such as hardware or software. Find out which resources, e.g. for data storage and backup, are available to you from your institution. Consider whether you need a dedicated data manager.

**Step 3:**  
Add these data management costs to your research application. Coordinate resourcing and costing with your institution, research office and institutional IT services.

**Step 4:**  
Plan the data management activities in advance to avoid them competing with the need to focus on research excellence.

**Caution:**  
Remember that when your research project nears the end you do not want these additional data management activities to compete with delivery of your planned outputs, writing of publications and the timely delivery of your project. At this later stage the costs of preparing data for sharing may be significantly higher.

**Reuse of this tool**

We encourage sharing and reuse of these materials under the terms of the Creative Commons licence below. To cite:

UK Data Service (2013). Data management costing tool. UK Data Archive, University of Essex.

	This work is licensed under the Creative Commons Attribution-NonCommercial-ShareAlike 3.0 Unported Licence. To view a copy of this licence, visit <a href="http://creativecommons.org/licenses/by-nc-sa/3.0/">http://creativecommons.org/licenses/by-nc-sa/3.0/</a>
---	---

September 2015

# Digital Curation Center

## Checklist for a Data Management Plan

[http://www.dcc.ac.uk/sites/default/files/documents/resource/DMP/DMP\\_Checklist\\_2013.pdf](http://www.dcc.ac.uk/sites/default/files/documents/resource/DMP/DMP_Checklist_2013.pdf)



### Checklist for a Data Management Plan, v4.0

Please cite as: DCC. (2013). *Checklist for a Data Management Plan*. v.4.0. Edinburgh: Digital Curation Centre. Available online: <http://www.dcc.ac.uk/resources/data-management-plans>

DCC Checklist	DCC Guidance and questions to consider
<b>Administrative Data</b>	
ID	A pertinent ID as determined by the funder and/or institution.
Funder	State research funder if relevant
Grant Reference Number	Enter grant reference number if applicable [POST-AWARD DMPs ONLY]
Project Name	If applying for funding, state the name exactly as in the grant proposal.
Project Description	<b>Questions to consider:</b> <ul style="list-style-type: none"><li>- What is the nature of your research project?</li><li>- What research questions are you addressing?</li><li>- For what purpose are the data being collected or created?</li></ul> <b>Guidance:</b> <p>Briefly summarise the type of study (or studies) to help others understand the purposes for which the data are being collected or created.</p>
PI / Researcher	Name of Principal Investigator(s) or main researcher(s) on the project.
PI / Researcher ID	E.g ORCID <a href="http://orcid.org/">http://orcid.org/</a>
Project Data Contact	Name (if different to above), telephone and email contact details
Date of First Version	Date the first version of the DMP was completed
Date of Last Update	Date the DMP was last changed
Related Policies	<b>Questions to consider:</b> <ul style="list-style-type: none"><li>- Are there any existing procedures that you will base your approach on?</li><li>- Does your department/group have data management guidelines?</li><li>- Does your institution have a data protection or security policy that you will follow?</li><li>- Does your institution have a Research Data Management (RDM) policy?</li><li>- Does your funder have a Research Data Management policy?</li><li>- Are there any formal standards that you will adopt?</li></ul> <b>Guidance:</b> <p>List any other relevant funder, institutional, departmental or group policies on data management, data sharing and data security. Some of the information you give in the remainder of the DMP will be determined by the content of other policies. If so, point/link to them here.</p>
<b>Data Collection</b>	
What data will you collect or create?	<b>Questions to consider:</b> <ul style="list-style-type: none"><li>- What type, format and volume of data?</li><li>- Do your chosen formats and software enable sharing and long-term access to the data?</li><li>- Are there any existing data that you can reuse?</li></ul> <b>Guidance:</b> <p>Give a brief description of the data, including any existing data or third-party sources that will be used, in each case noting its content, type and coverage. Outline and justify your choice of format and consider the implications of data format and data volumes in terms of storage, backup and access.</p>
How will the data be collected or created?	<b>Questions to Consider:</b> <ul style="list-style-type: none"><li>- What standards or methodologies will you use?</li><li>- How will you structure and name your folders and files?</li><li>- How will you handle versioning?</li><li>- What quality assurance processes will you adopt?</li></ul> <b>Guidance:</b> <p>Outline how the data will be collected/created and which community data standards (if any) will be used. Consider how the data will be organised during the project, mentioning</p>

# FAIR data checklist

- **How FAIR is your data? Checklist**

<https://zenodo.org/record/1065991>

- **FAIR data does not equal open data**

- Data can remain closed
- Open access data may not be FAIR (e.g. if they lack documentation or don't have a license explaining conditions for reuse.

## How FAIR are your data?

### Findable

It should be possible for others to discover your data. Rich metadata should be available online in a searchable resource, and the data should be assigned a persistent identifier.

- A persistent identifier is assigned to your data
- There are rich metadata, describing your data
- The metadata are online in a searchable resource e.g. a catalogue or data repository
- The metadata record specifies the persistent identifier

### Accessible

It should be possible for humans and machines to gain access to your data, under specific conditions or restrictions where appropriate. FAIR does not mean that data need to be open! There should be metadata, even if the data aren't accessible.

- Following the persistent ID will take you to the data or associated metadata
- The protocol by which data can be retrieved follows recognised standards e.g. http
- The access procedure includes authentication and authorisation steps, if necessary
- Metadata are accessible, wherever possible, even if the data aren't

### Interoperable

Data and metadata should conform to recognised formats and standards to allow them to be combined and exchanged.

- Data is provided in commonly understood and preferably open formats
- The metadata provided follows relevant standards
- Controlled vocabularies, keywords, thesauri or ontologies are used where possible
- Qualified references and links are provided to other related data

### Reusable

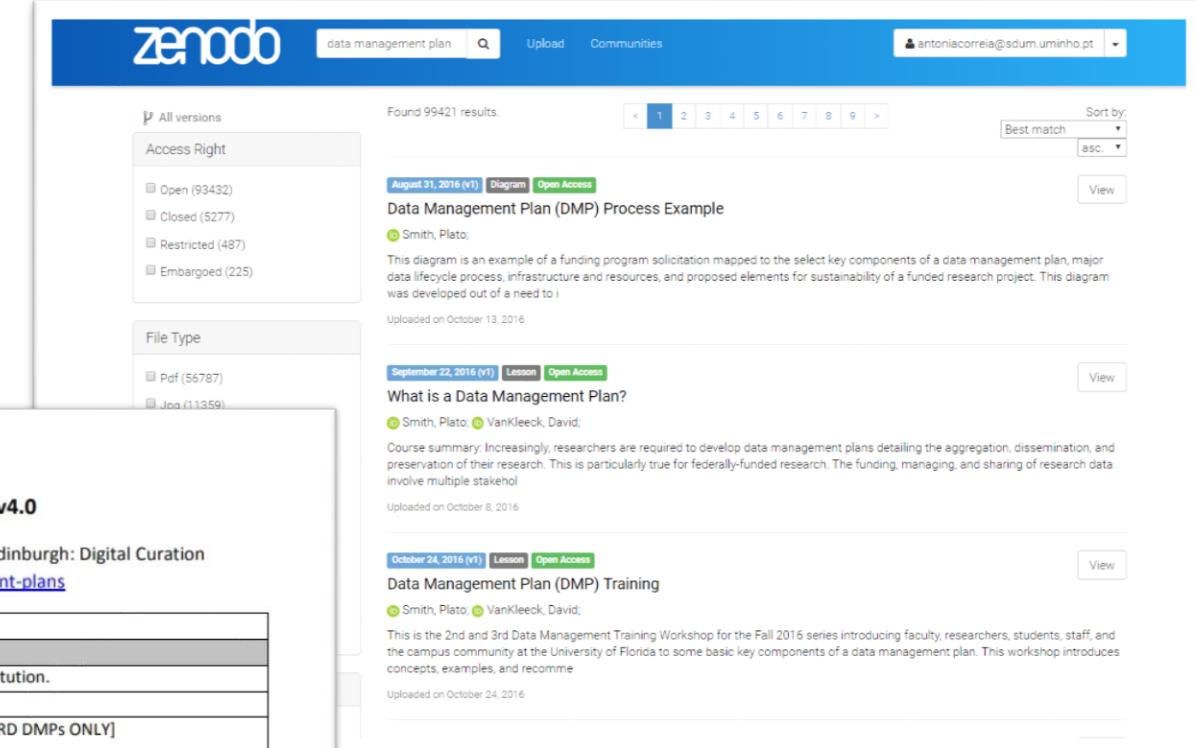
Lots of documentation is needed to support data interpretation and reuse. The data should conform to community norms and be clearly licensed so others know what kinds of reuse are permitted.

- The data are accurate and well described with many relevant attributes
- The data have a clear and accessible data usage license
- It is clear how, why and by whom the data have been created and processed
- The data and metadata meet relevant domain standards



'How FAIR are your data?' checklist, CC-BY by Sarah Jones & Marjan Grootveld, [EUDAT](#). Image CC-BY-SA by [SangyaPundir](#)

# Guidance



The screenshot shows the Zenodo search interface with the query "data management plan". Three results are displayed:

- Data Management Plan (DMP) Process Example** (August 31, 2016)  
A diagram illustrating the components of a DMP, including major data lifecycle process, infrastructure and resources, and proposed elements for sustainability.
- What is a Data Management Plan?** (September 22, 2016)  
A course summary explaining the requirements for developing DMPs, detailing aggregation, dissemination, and preservation of research data.
- Data Management Plan (DMP) Training** (October 24, 2016)  
A workshop introduction for faculty, researchers, students, staff, and campus community, covering basic key components of a DMP.

**Checklist for a Data Management Plan, v4.0**

Please cite as: DCC. (2013). *Checklist for a Data Management Plan*. v.4.0. Edinburgh: Digital Curation Centre. Available online: <http://www.dcc.ac.uk/resources/data-management-plans>

DCC Checklist	DCC Guidance and questions to consider
ID	A pertinent ID as determined by the funder and/or institution.
Funder	State research funder if relevant
Grant Reference Number	Enter grant reference number if applicable [POST-AWARD DMPs ONLY]
Project Name	If applying for funding, state the name exactly as in the grant proposal.
Project Description	<b>Questions to consider:</b> <ul style="list-style-type: none"><li>- What is the nature of your research project?</li><li>- What research questions are you addressing?</li><li>- For what purpose are the data being collected or created?</li></ul> <b>Guidance:</b> <p>Briefly summarise the type of study (or studies) to help others understand the purposes for which the data are being collected or created.</p>
PI / Researcher	Name of Principal Investigator(s) or main researcher(s) on the project.
PI / Researcher ID	E.g ORCID <a href="http://orcid.org/">http://orcid.org/</a>
Project Data Contact	Name (if different to above), telephone and email contact details
Date of First Version	Date the first version of the DMP was completed
Date of Last Update	Date the DMP was last changed
Related Policies	<b>Questions to consider:</b> <ul style="list-style-type: none"><li>- Are there any existing procedures that you will base your approach on?</li><li>- Does your department/group have data management guidelines?</li></ul>

<https://zenodo.org/>

<http://www.dcc.ac.uk/resources/data-management-plans>

# 4

# Tools for developing data management plans



# Tools – DMP Online

- DMP Online is a free tool developed by the Digital Curation Centre
- Relies on templates based on funding agencies for describing the data
- Generic DMP template for those not in a project
- Guidance
- Different versions for different stages of the project
- Allows sharing and exporting

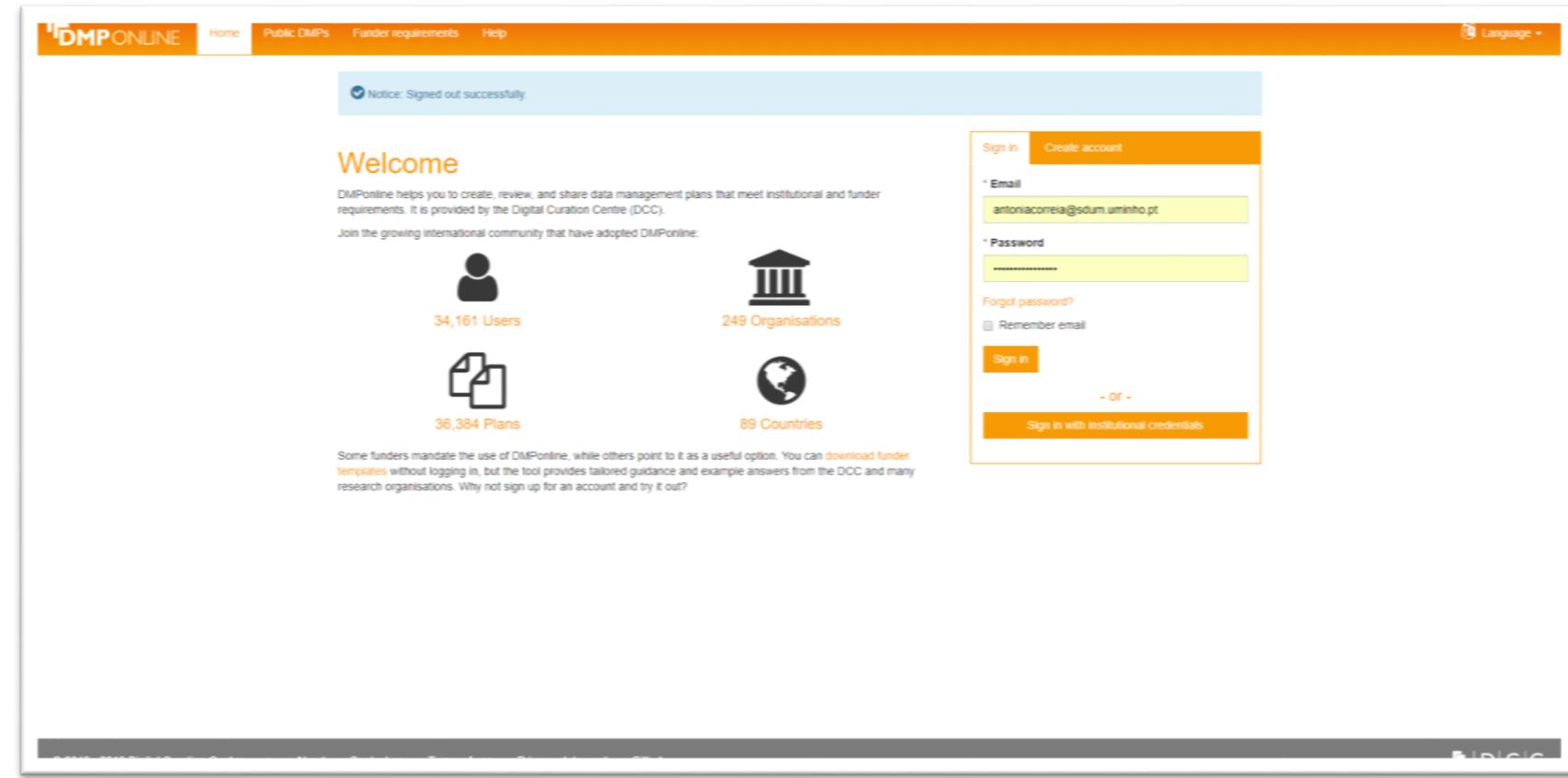


<https://dmponline.dcc.ac.uk>

**Public DMPs**

[https://dmponline.dcc.ac.uk/public\\_plans](https://dmponline.dcc.ac.uk/public_plans)

# DMP Online register



The screenshot shows the DMP Online sign-in page. At the top, there's a navigation bar with links for Home, Public DMPs, Funder requirements, Help, and Language. A message "Notice: Signed out successfully." is displayed. The main area has a "Welcome" heading and a brief description of what DMPOnline does. It features four statistics with icons: 34,161 Users (person icon), 249 Organisations (building icon), 36,384 Plans (document icon), and 89 Countries (globe icon). To the right is a sign-in form with fields for Email (filled with "antoniacoreia@sdum.uminho.pt") and Password, and options for Remember email and Sign in. Below the form is a note about funder mandates and templates. At the bottom, there's a "DCC" footer.

<https://dmponline.dcc.ac.uk>

# DMP Online template H2020 - create

The screenshot shows the 'Create a new plan' page of the DMP Online platform. At the top, there's a navigation bar with links for 'My Dashboard', 'Create plans', 'Reference', 'Help', 'Language' (set to English), and a user profile for 'Antonia Correia'. Below the navigation, it says 'Universidade do Minho (Portugal)' and 'Admin'. The main section starts with 'Create a new plan' and a sub-instruction: 'Before you get started, we need some information about your research project to set you up with the best DMP template for your needs.' There are three required fields marked with asterisks:

- \* What research project are you planning? (A text input field with a placeholder and a checkbox for 'mock project for testing, practice, or educational purposes').
- \* Select the primary research organisation (A dropdown menu showing 'Universidade do Minho (Portugal)' with a delete icon, followed by '- or -' and a checkbox for 'No research organisation associated with this plan or my research organisation is not listed').
- \* Select the primary funding organisation (A dropdown menu showing 'Horizon' at the top, then 'European Commission (Horizon 2020)', with a delete icon. A tooltip says 'Please select a valid funding organisation from the list. or my funder is not listed'. Below the dropdown are 'Create plan' and 'Cancel' buttons).

At the bottom, there's a footer with links for 'About', 'Contact us', 'Terms of use', 'Privacy statement', and 'Cookie policy'. The footer also features the logo 'DMP ONLINE'.

# DMP Online template H2020 - versions

The screenshot shows the DMPOnline interface for a user named Antonia Correia. The top navigation bar includes links for 'My Dashboard', 'Create plans', 'Reference', 'Help', 'Language' (set to English), and 'Antonia Correia'. Below the header, it displays 'Universidade do Minho (Portugal)' and 'Admin' status.

The main content area is titled 'Antonia's Plan' and specifically 'Horizon 2020 DMP'. It provides a brief description of the template, mentioning its use by the European Commission and the Open Research Data Pilot (ORD pilot). It also notes the requirement for projects to submit a first version of the DMP within the first 6 months of the project, with updates needed whenever significant changes arise. Further details are referred to the 'Guidelines on FAIR Data Management in Horizon 2020' (v.3, 26 July 2016).

Below this text, there are three expandable sections:

- Initial DMP (6 sections, 9 questions)
- Detailed DMP (9 sections, 31 questions)
- Final review DMP (9 sections, 31 questions)

The footer contains links for 'About', 'Contact us', 'Terms of use', 'Privacy statement', and 'GitHub', along with the DLIC logo.

# DMP Online template H2020 – detailed plan

The screenshot shows the DMPOnline interface for 'Universidade do Minho (Portugal)'. The top navigation bar includes links for 'My Dashboard', 'Create plans', 'Reference', 'Help', 'Language' (set to English), 'Antonia Correia', and 'Admin'. The main title 'Antonia's Plan' is displayed above a navigation bar with tabs: 'Project Details', 'Plan overview', 'Initial DMP', 'Detailed DMP' (selected), 'Final review DMP', 'Share', and 'Download'. Below this is a progress bar showing '0/31 answered'. The main content area lists numbered sections with their status: 1. Data summary (0 / 7), 2.1 Making data findable, including provisions for metadata [FAIR data] (0 / 6), 2.2 Making data openly accessible [FAIR data] (0 / 5), 2.3 Making data interoperable [FAIR data] (0 / 2), 2.4 Increase data re-use (through clarifying licenses) [FAIR data] (0 / 5), 3. Allocation of resources (0 / 3), 4. Data security (0 / 1), 5. Ethical aspects (0 / 1), and 6. Other (0 / 1). Each section has a '+' sign to its right.

# DMP Online template H2020 - FAIR

The screenshot shows the DMP Online template H2020 - FAIR interface. At the top, there is a navigation bar with links for My Dashboard, Create plans, Reference, Help, Language, and User profile (Antonia Correia). Below the navigation bar, the page title is "Universidade do Minho (Portugal)" and the user status is "Admin". The main content area is titled "Antonia's Plan". It features a navigation menu with tabs: Project Details, Plan overview, Initial DMP, Detailed DMP (which is selected), Final review DMP, Share, and Download. Below the menu, there are sections for "1. Data summary (0 / 7)" and "2.1 Making data findable, including provisions for metadata [FAIR data] (0 / 6)". A note states: "In general terms, your research data should be 'FAIR' that is findable, accessible, interoperable and re-usable. These principles precede implementation choices and do not necessarily suggest any specific technology, standard or implementation-solution." There are sections for "Outline the discoverability of data (metadata provision)" and "Outline the identifiability of data and refer to standard identification mechanism. Do you make use of persistent and unique identifiers such as Digital Object Identifiers?". On the right side, there are "Guidance" and "Comments" sections, and a "Metadata & documentation" section with a "Save" button. At the bottom, there is a "Comments" section and a "Add comments to share with collaborators" section.

# Activity 2

---

- Start elaborating a Data Management Plan using the DCC checklist for a Data Management Plan and DMP Online
- Check the public DMPs for inspiration
- Point out your 3 main difficulties



ARGOS  
Create, Link, Share Data Management Plans



[argos.openaire.eu](http://argos.openaire.eu)

## Functionalities:

- Collaborative creation of DMPs
- Specific or adaptative DMP templates for funders or institutions
- Dataset-based description
- DMP export to several formats
- REST web services to allow integration with research infrastructures
- Public roadmap for implementation tracking here:  
<https://trello.com/b/x49lylnK/argos>



 ARGOS

HOME >

SEARCH... 

Log in

GENERAL

-  Home
-  About

PUBLISHED

-  Published DMPs
-  Published Dataset Descriptions

Welcome to ARGOS  
Create, Link, Share Data Management Plans



DMPs 1   
VIEW ALL

Dataset Descriptions 1   
VIEW ALL

Grants 1   
VIEW ALL

Related Organizations 2   
VIEW ALL

**What is ARGOS?**

ARGOS is an open extensible service that simplifies the management, validation, monitoring and maintenance and of Data Management Plans. It allows actors (researchers, managers, supervisors etc) to create actionable DMPs that may be freely exchanged among infrastructures for carrying out specific aspects of the Data management process in accordance with the intentions and commitment of Data owners.

**DATA MANAGEMENT PLANS**  
1 DMPs 

 **DMP For NEANIAS Project**  
just a summary

**HORIZON 2020**

**DATASETS**  
1 Dataset Descriptions 

 **Horizon 2020 Dataset Description**

argos.openaire.eu



# References

- [CESSDA Data Management Expert Guide](#)
- [Digital Curation Center](#)
- [Guidelines on Open Access to Scientific Publications and Research Data in Horizon 2020](#)
- [Guidelines on Data Management in Horizon 2020](#)
- [Parthenos training](#)
- [Research Data MANTRA – Edina](#)
- [UK Data Archive](#)

# Thank you!

-  [www.openaire.eu](http://www.openaire.eu)
-  [@openaire\\_eu](https://twitter.com/openaire_eu)
-  [facebook.com/groups/openaire](https://facebook.com/groups/openaire)
-  [antoniacorreia@sdum.uminho.pt](mailto:antoniacorreia@sdum.uminho.pt)