

HOW FAIR ARE YOUR DATA?

CHECKLIST

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FINDABLE

F

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

A

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!

- ☒ 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

I

Data, 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

R

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



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