

# RD&E Data Management

For GRDC-funded projects

Ngala kwop biddi.  
Building a brighter  
future, together.

GRDC Data Management Workshop - 26<sup>th</sup> September 2023

Presenter: Dr Viet Dang



# Data storage requirements for new GRDC projects

## 9.13 Project Data

- (a) The Research Organisation must:
  - (i) during the Term; and
  - (ii) for at least the Project Data Retention Period thereafter, store the Project Data:
  - (iii) in an Approved Repository; and
  - (iv) otherwise in accordance with the Data Management Plan.
- (b) The Research Organisation must:
  - (i) provide GRDC with Project Metadata in respect of all categories of Project Data captured, generated, produced or otherwise developed by it (or any of its Approved Sub-contractors) promptly upon such Project Data coming into existence;
  - (ii) follow all reasonable directions issued by GRDC regarding the recording or cataloguing of Project Metadata; and
  - (iii) on written request from GRDC, promptly provide GRDC with a copy of the Project Data or any part thereof requested by GRDC.
- (c) Except as expressly permitted under this Contract, the Research Organisation must not:
  - (i) use any Project Data for any purpose; or

# Useful resources

# Useful resources for GRDC-funded projects

- GRDC RD&E Data Capture and Storage Guidelines for Research Partners

[https://grdc.com.au/\\_data/assets/pdf\\_file/0033/584259/GRDC-RD-and-E-Data-Capture-and-Storage-Guidelines-for-Research-Partners.pdf](https://grdc.com.au/_data/assets/pdf_file/0033/584259/GRDC-RD-and-E-Data-Capture-and-Storage-Guidelines-for-Research-Partners.pdf)

- GRDC RD&E Data Management Plan Template

[https://grdc.com.au/\\_data/assets/excel\\_doc/0032/584258/GRDC-RD-and-E-Data-Management-Plan-Template-v1.0-1.xlsx](https://grdc.com.au/_data/assets/excel_doc/0032/584258/GRDC-RD-and-E-Data-Management-Plan-Template-v1.0-1.xlsx)

- General information about contracts and templates

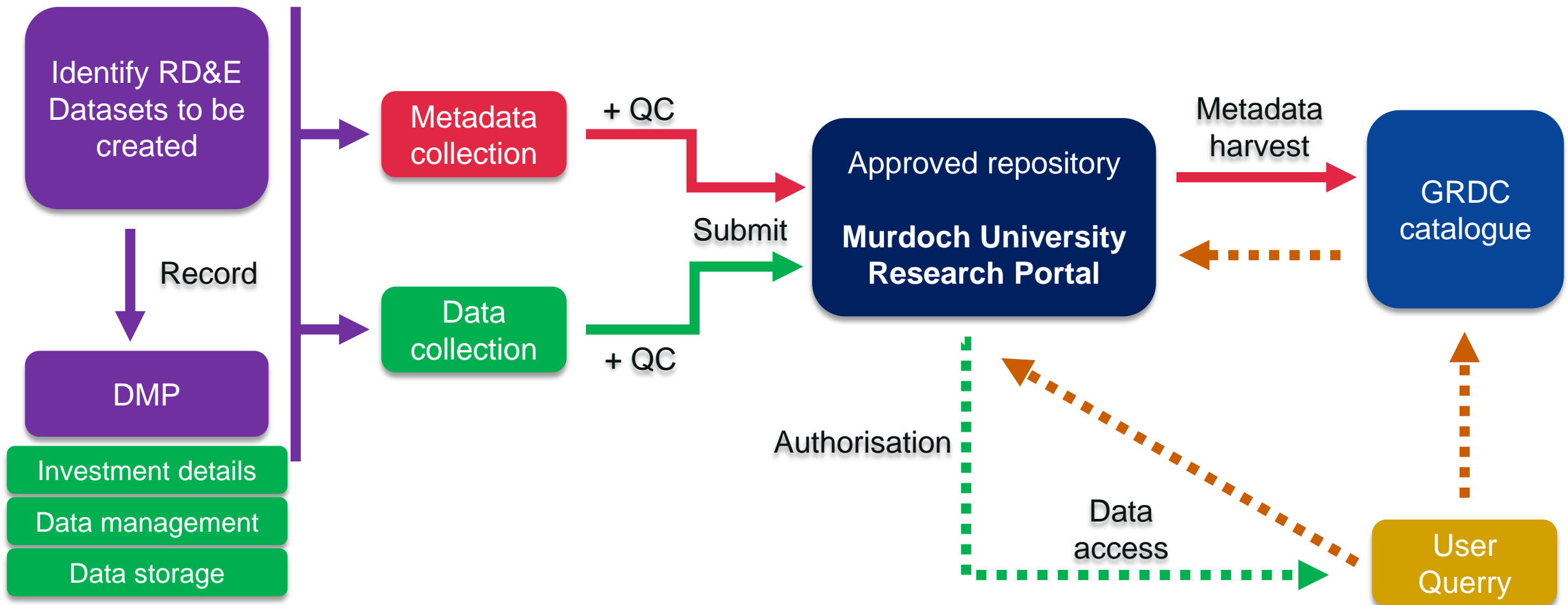
<https://grdc.com.au/research/partnering-in-rde-investment/contract-templates>

# 2

## Project Data and Metadata

# Project Data and Metadata

RD&E Datasets to be created in a GRDC Investment should be identified during contract negotiation or as early as possible in the investment.



# Access conditions for GRDC projects

## Open

Metadata is findable and accessible

RD&E Data are accessible

## Restricted (default)

Metadata is findable and accessible

Data accessible with approval (Data Custodian + GRDC Investment Manager)

## Embargoed

Metadata is findable and accessible

Data closed for a period to allow for publication or commercialization => to restricted

## Closed

Metadata is findable and accessible

Data are not available for use by third parties

# GRDC guideline for describing datasets

## Sharing/access information

- Licenses/restrictions should agree with the GRDC Project IP and Project Outputs (IPPO) Register
- Links/relationships with publications, other datasets, other projects
- Recommended citation

## Data & file overview

- File List: list all files with a brief description
- Additional related Data collected that was not included in the current dataset
- Versioning
- Versioning information (updated date)

## Data-specific information

- Number of variables
- Number of cases/rows
- Variable list/names
- Codes or symbols used for NA / Abbreviations



# GRDC guideline for describing datasets

## Methodological information

- Description of methods used for collection, generation and data processing
- Links or references to publications containing experimental design or protocols used
- Instrument- or software-specific information needed to interpret the data
- Other relevant information

## Environmental conditions

- Any quality-assurance procedures performed?
- People involved with sample collection, processing, analysis, submission
- Any conditions that may affect the interpretation of the data
- Degree to which the listed conditions are expected to affect interpretation of the data

# 3

**Fill in GRDC DMP**

# Investment details

AutoSave GRDC\_RDE\_Data\_Management\_Plan\_Template\_v1.0-3Cedit... Search

File Home Insert Page Layout Formulas Data Review View Automate Help Acrobat Comments Share

A20

	A	B
1	<b>GRDC contract code</b>	XXX2304-001XXX
2	<b>Contract title</b>	<i>The title of your project (investment) as shown on your contract</i>
3	<b>Prepared by</b>	<i>Firstname Lastname (person who completed this template)</i>
4	<b>Date prepared</b>	<i>DD/MM/YYYY</i>
5	<b>Principal Investigator</b>	<i>Firstname Lastname (person responsible for milestone delivery and management of your project)</i>
6	<b>Responsible party</b>	<i>Firstname Lastname (person responsible for implementing this Data Management Plan)</i>
7		
8		
9		
10		

< > Help notes **Investment details** Project data management Data storage +

Ready Accessibility: Good to go 175%

# Project data management

	A	B
1	<b>Data organisation</b>	<i>Document how data will be organised, e.g. file naming conventions, filing system.</i>
2	<b>Ethical, confidentiality or privacy considerations</b>	<i>List any sensitivities associated with the RD&amp;E data to be used, for more info visit <a href="https://ardc.edu.au/resources/working-with-data/sensitive-data/">https://ardc.edu.au/resources/working-with-data/sensitive-data/</a></i>
3	<b>Access and security</b>	<i>Document the measures to be taken to protect sensitive data e.g. name who has access and authority to alter/remove sensitive data.</i>
4	<b>Backup</b>	<i>Outline how your data will be backed up.</i>
5	<b>GRDC Background Data</b>	<i>Identify any existing and related historical RD&amp;E datasets that could be added to the GRDC Data Catalogue.</i>
6		
7		
8		
9		
10		
11		
12		

# Data storage

Dataset Name	Storage location	Milestone No.	Data format	Metadata standard/s	Access permissions
Enter a short descriptive name of the dataset to be managed. This should match the corresponding record in the GRDC IPPO Register.	Identify the Approved Repository where the data will be stored. Find the Approved Repository list in the 'GRDC RD&E Data Capture and Storage Guidelines for Research Partners' on the GRDC website: <a href="https://grdc.com.au/research/partnering-in-rde-investment/contract-templates">https://grdc.com.au/research/partnering-in-rde-investment/contract-templates</a>	Enter the associated contract milestone for the deposition of the dataset in the storage location.	Enter the data format for the dataset. See list below this table for suggested data formats. Proprietary data standards should be avoided.	Describe the metadata standards that have been used to describe the dataset.	Open / closed / embargoed / restricted. Please provide as much detail as possible.
<b>Suggested data formats</b>					
Documents - HTML, TXT, XML, RTF, PDF, MS-Word					
General observational and measurement data - CSV, NetCDF, MS-Excel					
Spatial data - Esri shapefile or geodatabase, GeoTIFF					
Databases - SQLite, MS-Access					
Images - EPS, SVG (for vector images), PNG, TIFF (for images with sharp edges), JPEG (for photographs)					
Audio - WAV or formats with lossless compression where possible					

# Thank you

Ngala kwop biddi.  
Building a brighter  
future, together.

