Plan Overview

A Data Management Plan created using DMPonline.be

Title: How bad turns into worse: Repetitive negative thinking as a vulnerability factor for bodily symptom memory bias.

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Template: FWO DMP (Flemish Standard DMP)

Project abstract:

In the doctor's office, people are often asked to rate their previously experienced symptoms. These ratings are crucial in guiding medical diagnosis, treatment, and health behaviors, so their accuracy is very important. However, research has shown that retrospective symptom ratings are frequently higher than initial ratings. Although numerous studies have explored factors leading to this recall bias, it remains unknown how thinking back about the past can affect the way people remember their bodily symptoms. This project will explore the role of repetitive negative thinking (RNT) in symptom memory bias. RNT refers to thinking over and over again about the past experience, its unpleasant aspects, and its causes, meanings, and consequences. I expect that RNT about the negative aspects and consequences of symptoms will lead to more inaccurate and negative memories, as well as to greater retrospective symptom overreporting. I will also examine if the negative effects of RNT on symptom reporting can be counteracted by training individuals to focus on specific details of the experience instead. Those hypotheses will be tested in three work packages including two laboratory experiments in a healthy population and a diary study in a clinical sample. In doing so, I aim to provide new insights into mechanisms underlying symptom overreporting and provide suggestions for new treatment options.

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How bad turns into worse: Repetitive negative thinking as a vulnerability factor for bodily symptom memory bias.

FWO DMP (Flemish Standard DMP)

1. Research Data Summary

List and describe all datasets or research materials that you plan to generate/collect or reuse during your research project. For each dataset or data type (observational, experimental etc.), provide a short name & description (sufficient for yourself to know what data it is about), indicate whether the data are newly generated/collected or reused, digital or physical, also indicate the type of the data (the kind of content), its technical format (file extension), and an estimate of the upper limit of the volume of the data.

				Only for digital data	Only for digital data	Only for digital data	Only for physical data
Dataset Name	Description	New or reused	Digital or Physical	Digital Data Type	Digital Data format	Digital data volume (MB/GB/TB)	Physical volume
Personal data	Age, gender, race/ethnicity, marital status, education	Generate new data	Digital	Observational	.csv, .txt	< 100MB	
Survey data	Psychological self-report measures (e.g., repetitive negative thinking, negative affectivity, worry) and self-report ratings	Generate new data	Digital	Observational	.csv, .txt	< 100MB	
Physiological data	Heart rate, skin conductance levels, end-tidal CO2, respiratory flow collected through Biopac/ Acqknowledge	Generate new data	Digital	Observational	.acq file transferred to .xslx, .csv	<1TB	
Informed consent, adverse events	Informed consents and adverse events forms	Generate new data	Physical	Observational	NA	NA	1000 sheets of A4 paper
Profiles	Ratings provided in a form of a drawing	Generate new data	Physical	Observational	NA	NA	2000 sheets of A4 paper
Scripts	Code written for analysis pipelines	Generate new data	Digital	Software	.R, .mat	< 100MB	

If you reuse existing data, please specify the source, preferably by using a persistent identifier (e.g. DOI, Handle, URL etc.) per dataset or data type:

NA

Are there any ethical issues concerning the creation and/or use of the data (e.g. experiments on humans or animals, dual use)? Describe these issues in the comment section. Please refer to specific datasets or data types when appropriate.

- Yes, human subject data

Induction of dyspnea in the lab - SMEC approval numbers: G-2019-10-1770, G-2021-4416, G-2021-4417-R2(AMD)
Self-report data concerning physical and mental health - SMEC approval numbers: G-2023-7022-R2(MIN), G-2023-6984-R6(MIN)

Will you process personal data? If so, briefly describe the kind of personal data you will use in the comment section. Please refer to specific datasets or data types when appropriate.

- Yes

Names, email addresses, telephone number, bank account number (for reimbursement), age, gender, racial/ethnic origin, data concerning physical and mental health (e.g., heart rate data, self-reported questionnaires)
SMEC approval numbers: G-2019-10-1770, G-2021-4416, G-2021-4417-R2(AMD), G-2023-7022-R2(MIN), G-2023-6984-R6(MIN)

Does your work have potential for commercial valorization (e.g. tech transfer, for example spin-offs, commercial exploitation, …)? If so, please comment per dataset or data type where appropriate.

- No

Do existing 3rd party agreements restrict exploitation or dissemination of the data you (re)use (e.g. Material/Data transfer agreements/ research collaboration agreements)? If so, please explain in the comment section to what data they relate and what restrictions are in place.

- No

Are there any other legal issues, such as intellectual property rights and ownership, to be managed related to the data you (re)use? If so, please explain in the comment section to what data they relate and which restrictions will be asserted.

- No

2. Documentation and Metadata

Clearly describe what approach will be followed to capture the accompanying information necessary to keep data understandable and usable, for yourself and others, now and in the future (e.g., in terms of documentation levels and types required, procedures used, Electronic Lab Notebooks, README.txt files, Codebook.tsv etc. where this information is recorded).

For each study, we maintain a record of the following (where applicable):

- experimental design and protocol (.dox and .xlsx files)
- Lab notes (.xlsx and .pdf files)
- Steps involved in data analysis and analysis scripts (R, matlab scripts)
- Raw data (.acq, .csv, .txt files)
- Analysed data (.Rda, .csv, .pdf)
- codebook with variable-level information and copies of the survey items (.xlsx and .docx files)

Data will be anonymized and uploaded onto the Open Science Framework (OSF) along with relevant code.

Will a metadata standard be used to make it easier to find and reuse the data? If so, please specify (where appropriate per dataset or data type) which metadata standard will be used. If not, please specify (where appropriate per dataset or data type) which metadata will be created to make the data easier to find and reuse.

- No

3. Data storage & back-up during the research project

Where will the data be stored?

All digital data are stored on the KU Leuven Onedrive server of the researcher and on the lab's Sharepoint back-up folders and will only be accessible by the identified KU Leuven researchers. Data are also stored on researcher's laptop and external drive (password protected and encrypted).
Data in paper format (informed consent forms, adverse events forms, profile drawings) are stored separately in a key-locked cabinet in a dedicated archive room of the research group.

How will the data be backed up?

Standard back-up provided by KU Leuven ICTS for my storage solution
Back-ups on personal KU Leuven OneDrive

Is there currently sufficient storage & backup capacity during the project? If yes, specify concisely.
If no or insufficient storage or backup capacities are available, then explain how this will be taken care of.

- Yes

There is currently sufficient storage at KU Leuven ICTS, both on the personal Onedrive folder and on the lab's Sharepoint folder.

How will you ensure that the data are securely stored and not accessed or modified by unauthorized persons?

Two-factor authentication is used to protect the KU Leuven Onedrive account the data are stored on. Personal laptop and external drive are password-protected and encrypted. Data in paper format (informed consent forms, adverse events forms, profile drawings) will be stored separately in a key-locked cabinet in a dedicated archive room of the research group.

What are the expected costs for data storage and backup during the research project? How will these costs be covered?

External back-up drive has already been purchased. There are no other costs associated with data storage and backing up.

4. Data preservation after the end of the research project

Which data will be retained for at least five years (or longer, in agreement with other retention policies that are applicable) after the end of the project? In case some data cannot be preserved, clearly state the reasons for this (e.g. legal or contractual restrictions, storage/budget issues, institutional policies...).

All data will be retained for the expected 5-year period.

Where will these data be archived (stored and curated for the long-term)?

Digital data will be stored for 10 years on the research centre's secure back-up folder on Sharepoint. Paper data (informed consents, adverse events, profile graphs) will be stored for 10 years in the research centre's archive. Anonymized data will also be uploaded onto the Open Science Framework (OSF) where they can be accessed publicly.

What are the expected costs for data preservation during the expected retention period? How will these costs be covered?

We expect no additional costs in the retention period of 5 years.

5. Data sharing and reuse

Will the data (or part of the data) be made available for reuse after/during the project? In the comment section please explain per dataset or data type which data will be made available.

- Yes, in an Open Access repository

All data used in publications will be made available online. We will aim to share both the raw data and extracted data. The dataset will be anonymized and uploaded to the Open Science Framework.

If access is restricted, please specify who will be able to access the data and under what conditions.

NA

Are there any factors that restrict or prevent the sharing of (some of) the data (e.g. as defined in an agreement with a 3rd party, legal restrictions)? Please explain in the comment section per dataset or data type where appropriate.

- No

Where will the data be made available? If already known, please provide a repository per dataset or data type.

In an Open Access repository.

When will the data be made available?

Upon publication of research results.

Which data usage licenses are you going to provide? If none, please explain why.

Data will be released under a CC-BY 4.0 reuse license.

Do you intend to add a PID/DOI/accession number to your dataset(s)? If already available, you have the option to provide it in the comment section.

- Yes

What are the expected costs for data sharing? How will these costs be covered?

There are no expected costs for data sharing. The Open Science Framework is free of charge.

6. Responsibilities

Who will manage data documentation and metadata during the research project?

The postdoctoral fellow (MW) and administrative/technical staff.

Who will manage data storage and backup during the research project?

The postdoctoral fellow (MW) and administrative/technical staff.

Who will manage data preservation and sharing?

The postdoctoral fellow (MW) and administrative/technical staff.

Who will update and implement this DMP?

The postdoctoral fellow (MW).