Familiar journeys. Heritage tourism in Belgium as an emotional and embodied experience

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.

Dataset name / ID	Description	New or reuse	Digital or Physical data	Data Type	File format	Data volume	Physical volume
		*Indicate: **N**(ew data) or **E**(xisting data)*	Indicate: **D**(igital) or **P**(hysical)	Indicate: **A**udiovisual **I**mages **S**ound **N**umerical **T**extual **M**odel **SO**ftware Other (specify)		Indicate: <1GB <100GB <1TB <5TB >5TB NA	
1.1 Bibliographic references	Academic articles, books, ... which I used as reference for an argument.	NA	D	T	Zotero database which can be, if needed, exported to many other file formats (such as.bib and .csv).	<1GB	
1.2 Notes and annotations	Annotations to academic articles, books, ... and (daily) notes on my research.	N	D + P	T	.dockx, via Zotero (which can be exported to file formes such as .bib and .csv) and .one (only for notes which are not related to literature)	<1GB	
1.3 Research output	Publications (and drafts), PowerPoints for (guest) lectures or presentations, conference papers, ... that I will make during my research.	N	D	T + A + I	Different file formats: i.e. .docx, .pdf (for publications), .pptx (for PowerPoints), ...	<100GB	
2.1 on-site fieldwork: database	An overview of all the participants and sources I will study in the on-site part of my research (fieldwork).	N	D	N + T	.xslx	<1GB	
2.2 on-site fieldwork: audiorecordings	The recordings of my on-site fieldwork (interviews, so-called 'commented walks', ...)	N	D	A	.mp3	<100GB	
2.3 on-site fieldwork: fieldnotes	Notes taken during my field research	N	D + P	T	.pdf (for scan), I will keep the physical copies in a folder in my office.	<100GB	
2.4 on-site fieldwork: transciptions of 'commented walks', 'organized activities', interviews and focus groups	Transcriptions of the audiorecordings which were made during my fieldwork	N	D	T	to be determined (probably a .txt-format) - I will use Sonix to transcribe my fieldwork	<100GB	

2.5 on-site fieldwork: tracked route	I will track the routes of my participants during the so-called 'commented walk' in my fieldwork	N	D	A	.GPX (this is what most tracking apps such as OutdoorActive provide, but I'm not sure yet; eventually I wil transfer these .GPX-files into .jpeg-files)	<100GB	
2.6 on-site fieldwork: photographs by researchers	Photographs taken during fieldwork by the researcher (both of the participants and of flyers, ... which I will study)	N	D	A	.jpeg	<100GB	
2.7 on-site fieldwork: photographs by participants	Photographs chosen and elicited during fieldwork by the participants	E	D	A	.jpeg	<100GB	
2.8 on-site fieldwork: emotion networks	During the focus groups, I will use the so-called emotion networks as a tool to start discussions	N	D + P	A	.pdf (for scan), I will keep the physical copies in a folder in my office.	<1GB	
3.1 online fieldwork: database	An overview of all the participants and sources I will study in the online part of my research (fieldwork).	N	D	N + T	.xslx	<1GB	
3.2 online fieldwork: audiovisual online outputs	The audiovisual online outputs on 'Instagram' and 'TikTok' that I will study	E	D	A	.jpeg (for images) and .mp4 (for videos)	<100GB	
3.3 online fieldwork: transcriptions	Transcriptions of digital semi-structured interviews	N	D	T	to be determined (probably a .txt-format)	<100GB	
3.4 online fieldwork: online reviews	The online reviews on 'Google Maps' & 'TripAdvisor' that I will study	E	D	T	.docx (I will copy the 75 most recent reviews - at the time of the research - into a Word-document).	<100GB	
3.5 online fieldwork: website	I will analyse the websites of the (heritage) sites that I will study during my research.	E	D	T + A	.jpeg (scans of the websites) and .docx (for the analysis).	<100GB	
4. NVivo	I will analyse the transcriptions of my fieldwork and (selected) audiovisual sources by using NVivo-software (i.e. NVivo 15)	E (software) + N (analyses)	D	S	The analyses within Nvivo are saved as .nvp (NVivo projects). I will save a seperate project for each case study.	<100GB	
5. files related to the fieldwork	These files consist of the informed consent forms (ICF) and documents that are related to the needed ethical approvals (PRET)	N	D + P	T	Because the Informed Consent Forms will be signed physically and on-site, I will keep these (paper) documents in a folder in my office. The approved PRET-applications are accesible through the 'Toetsing Privacy en Ethiek' (PRET)-interface in KU Loket.	<1GB	
6. files related to the research project	These files consist of the Digital Management Plan (DMP) and Digital Scholarship Plan (DSP) (and data table).	N	D	T	.pdf (for the DMP), .docx (for the DSP) and .xslx (for the data table)	<1GB	

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:

I will study existing audiovisual outputs on social media such as 'TikTok' and 'Instagram', existing reviews on 'Google Maps' and 'TripAdvisor', (current) websites and physical tourist guides/flyers. However, I will have to select the specific data and I am therefore not using a database - it is however (at this stage of my research) difficult to provide identifiers of the sources I have I already studied. As mentioned below, I will at the end of my research share a database of the studied sources using KU Leuven's RDR.

Are there any ethical issues concerning the creation and/or use of the data (e.g. experiments on humans or animals, dual use)? If so, refer to specific datasets or data types when appropriate and provide the relevant ethical approval number.

- Yes, human subject data (Provide SMEC or EC approval number below)

Yes, in the following data types: 2.1, 2.2, 2.3, 2.4, 2.5, 2.6, 2.7, 2.8, 3.1, 3.2, 3.3, 3.4.
Ethical approval number: G-2024-8422-R3(AMD) - IMPORTANT: the approval mentioned here is only valid for my first case study. Because each case study differs in its methodological and ethical approach, I will have to go through the PRET application for each of the three case studies.

Will you process personal data? If so, please refer to specific datasets or data types when appropriate and provide the KU Leuven or UZ Leuven privacy register number (G or S number).

- Yes (Provide PRET G-number or EC S-number below)

Yes, in the following data types: 2.1, 2.2, 2.3,2.4, 2.5, 2.6, 2.7, 2.8, 3.1, 3.2, 3.3, 3.4.
Ethical approval number: G-2024-8422-R3(AMD) - IMPORTANT: the approval mentioned here is only valid for my first case study. Because each case study differs in its methodological and ethical approach, I will have to go through the PRET application for each of the three case studies.

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 or 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

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).

I will add a README file with as much information as possible to keep my data understandable and usable - both for myself and others (i.e. regarding my personal annotation system, the metadata of the transcriptions and/or photographs, how I set up the database and my standardized coding schema, how I structured the fieldnotes and how to read them, how to read the scan of the emotion networks, ...).

Will a metadata standard be used to make it easier to find and reuse the data?
If so, please specify which metadata standard will be used.

If not, please specify which metadata will be created to make the data easier to find and reuse.

- Yes

In order to create the databases that provide an overview of the participants in the fieldwork, it is necessary to work with spreadsheets. Because the SMEC asks to anonymize/pseudonize the participants, it is necessary to set up a standardized coding system. The Dublin Core metadata standard can serve as an inspiration, but I will mainly have to set up my own standardized coding scheme to structure the parameters that I collect from the participants, such as age, gender, nationality, work experience, … and link these via a so-called key file to the requested personal data.
Considering Zotero as a database, I will use most of the metadate Zotero itself provides, and which are needed for both end- and footnotes and the bibliography (i.e. via Zotero's browser-plug in). As mentioned in the data table, I am planning to set up a tagging system in Zotero as well.
As I will deposit and share research data via KU Leuven RDR, I will have to use DataCite as a metadata standard there.

Data Storage & Back-up during the Research Project

Where will the data be stored?

- Shared network drive (J-drive)
- Personal network drive (I-drive)
- Sharepoint online

During my research, I store my data on my personal KU Leuven OneDrive for Business-account. This storage space is safe and automatically backed up. I will share some data (i.e. my bibliographical references in Zotero and my participants database) with my supervisor using a shared folder on KU Leuven OneDrive for Business.

How will the data be backed up?

- Standard back-up provided by KU Leuven ICTS for my storage solution

Is there currently sufficient storage & backup capacity during the project?

If no or insufficient storage or backup capacities are available, explain how this will be taken care of.

- Yes

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

My KU Leuven OneDrive for Business-account is only accessible by a unique password. Moreover, my personal laptop has Bitlocker pre-installed for additional protection. When I will have to store physical data (i.e. the ICF's), I will do that in a locked cabinet in my office.

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

There are currently no expected costs for data storage and backup during the research that are not covered by the project funding.

Data Preservation after the end of the Research Project

Which data will be retained for 10 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 preserved for 10 years according to KU Leuven RDM policy

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

- Large Volume Storage (longterm for large volumes)
- KU Leuven RDR

I will purchase Large Volume Storage from the Faculty of Arts' ICT helpdesk. As mentioned below, I will at the same time share some (preselected) data in open access using KU Leuven's RDR.

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

Currently, €500 is planned regarding the archival storage of the data for ten years after the completion of the project. These costs are covered and foreseen within my project funding.

Data Sharing and Reuse

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

- Yes, as open data
- Yes, as restricted data (upon approval, or institutional access only)

OPEN DATA:
Bibliographic references + Annotation and notes: Yes, I will share my Zotero library as a (bibliographic) database after the end of my project, but not the annotations I made.
on-site/online fieldwork: (pseudonymized) database participants (using a standardized coding system - cf. supra) + tracked routes + (scan of) emotion networks: Yes, I will make this data available after a publication for which I had to use these particular

sources.
on-site/online fieldwork: fieldnotes + transcriptions of interviews + photographs (of/by the participants): Yes, although I will have to review these data (according to the SMEC) and eventually delete parts of it if they contain "personal data" of the participants (in order to ensure the privacy of the participants). However, I will share these files only after the publication of an article for which I had to uses these materials.
online fieldwork: audiovisual online outputs on Instagram & TikTok: Yes, as these are all audiovisual outputs that are already public. Nevertheless, in each case I will ask for the permission of the creators/owners of the outputs to publish them in an academic research context as well. However, I will share these files only after the publication of an article for which I had to use these materials. Moreover, the sharing of these materials will also depend on the privacy policy of both platforms and how the KU Leuven/SMEC (will) deal(s) with this issue.
online fieldwork: reviews on Google Maps & TripAdvisor: Yes, as these reviews are already public. Nevertheless, I will anonymise the name(s) of the author(s) of the review(s). However, I will share these files only after the publication of an article for which I had to use these materials.
RESTRICTED DATA:
DMP/DSP: Yes, I will make these data available after the end of the project - but only as 'Restriced data', because these files are related to my research workflow and as such less relevant for future research(ers).

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

My DMP/DSP will only be accessible within KU Leuven. My supervisor (Andreas Stynen) will take care of these data.

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 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.

- KU Leuven RDR (Research Data 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.

- CC-BY 4.0 (data)
- Data Transfer Agreement (restricted data)

Do you intend to add a persistent identifier (PID) to your dataset(s), e.g. a DOI or accession number? If already available, please provide it here.

- Yes, a PID will be added upon deposit in a data repository

The PID is not yet available.

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

There are currently no costs expected for data sharing because I will use KU Leuven's RDR.

Responsibilities

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

The researcher (Jasper Snoeys) will take care of the data documentation and metadata during the research project.

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

The researcher (Jasper Snoeys) will manage data storage and backup during the research project.

Who will manage data preservation and sharing?

The researcher (Jasper Snoeys) will manage data preservation and sharing.

Who will update and implement this DMP?

The researcher (Jasper Snoeys) will update and implement this DMP.