Borrowing Iconic Words: Loss, Transfer, and Reinvention of Depiction
DPIA

DPIA

Have you performed a DPIA for the personal data processing activities for this project?

- Not applicable

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GDPR

GDPR

Have you registered personal data processing activities for this project?

- Not applicable

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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
		Please choose from the following options: • Generate new data • Reuse existing data	*Please choose from the following options:* • Digital • Physical	*Please choose from the following options:* • Observational • Experimental • Compiled/aggregated data • Simulation data • Software • Other • NA	*Please choose from the following options:* • .por, .xml, .tab, .csv,.pdf, .txt, .rtf, .dwg, .gml, … • NA	*Please choose from the following options:* • <100MB • <1GB • <100GB • <1TB • <5TB • <10TB • <50TB • >50TB • NA	
Depicticon	General database that consists of transformed collection of iconic lexicons.	new data based on existing data	digital	Compiled and enhanced	.csv, .txt, .xlsx	< 1 GB	
R models	R models	new data	digital	observational	.Rds, .Rmd	< 1 GB	
Maps	maps linking iconic lexicons to borrowing data	new data	digital	aggregated	.png	< 1 GB	

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:

The accompanying bibliographic document can be found at the following OSF repository https://osf.io/zrq56/ .

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.

- No

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.

- No

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).

/1/ Documentation sheets for the project as a whole. These encompassing documents sum up the work flow and methodology of the project, the types of data used, where these can be found (plus document name), and what the relation between these data types is.

Amongst others, the following documentation sheets will be created:

- Sheet with descriptive information: the project title, the main contributors, the start and end date of the project, the funding for the project
- Sheet with methodological information for the project as a whole: the aims and research questions, the design, the final sample (subcorpus), the software used for data collection and data analyses, the types of data gathered, a summary of the analyses and results, references to publications or other means of dissemination.
- Sheet with administrative data: rights management, technical information concerning formats, i.e., a README file.

/2/ Methodology reports will be created, in the form of notebooks such as R markdown files, Quarto documents or Jupyter notebooks.

These allow for replicable analyses, and can be shared in repositories in the future. Furthermore, they are accompanied by comments detailing certain steps.

/3/ For all documents, special care is awarded to the document names and folder structure. Consistent and straightforward names will be selected for the documents. Additionally, readme-files are included in every folder to guide the reader to the relevant overview documents containing documentation to increase accessibility and usability of the data.

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.

- Yes

Data to be shared and reused will be uploaded to the Open Science Framework, which will take care of the metadata standard.

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

Where will the data be stored?

- OneDrive (KU Leuven)
- Other (specified below)

During the project, we will store data on OneDrive (provided by KU Leuven). Afterwards, we will use repositories like RDR (https://www.kuleuven.be/rdm/en/rdr) or OSF (https://osf.io/).

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 yes, specify concisely.
If no or insufficient storage or backup capacities are available, then 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?

Data are stored on devices that are secured with Bitlocker provided by KU Leuven, as well as in OneDrive, which is secured through 2FA via KU Leuven.

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

The size of the data will not exceed what has been provided through KU Leuven in terms of OneDrive or personal computers protected by bitlocker.

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 preserved for 10 years according to KU Leuven RDM policy

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

The Open Science Framework (OSF).

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

This scientific repository has been funded and is free of charge.

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

The accompanying bibliographic document can be found at the following OSF repository https://osf.io/zrq56/ .

- The Depicticon that is generated based on the reused data (see that OSF link) will be made available, also in the same OSF repository.
- R models that are useful will be made available in output-specific repositories.
- Maps that are drawn based on the data will be made available in output-specific repositories.

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

Careful attention will be devoted to present data as academic fair use. This follows, among others, from the substantive reanalysis that will be applied to existing data (data transformation) and homogeneization of the data during the project. Additionally, commercial usage will be discouraged through appropriate licencing.

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

Repositories from the Open Science Framework (OSF). Apart from the repository at https://osf.io/zrq56/ , other repositories specific to dissemination output will be created and made avaialable.

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.

The data will be shared with either a CC-BY 4.0 licence or CC-BY-NC-4.0 licence.

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

Yes, PIDs and DOIs will be added as appropriate to each output and dataset. This is done to encourage reuse of the data.

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

No costs, the repositories are well funded and free of charge.

6. Responsibilities

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

Thomas Van Hoey (the PI)

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

Thomas Van Hoey (the PI)

Who will manage data preservation and sharing?

Thomas Van Hoey (the PI)

Who will update and implement this DMP?

Thomas Van Hoey (the PI)