MAKING ROOM FOR AUTISM AT WORK

A Data Management Plan created using DMPonline.be

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Grant number / URL: C14/23/074

ID: 205925

Start date: 01-10-2023

End date: 30-09-2027

Project abstract:
Finding and keeping a job is challenging for people on the autism spectrum, due to employee-workplace misalignment related to daily work routines and interpersonal communication. How the built work environment affects autistic employees is rarely considered, and is the focus of this project. By adopting a mixed-methods approach, it will offer insights into (1) differences and similarities in how autistic and comparison employees experience the built work environment, (2) how different spatial aspects (e.g., indoor environment and its sensory qualities, spatial layout, location) support or hinder autistic employees' work activities and social interactions, and (3) how they deal with environmental (dis)comfort and (un)supportive spatial aspects. Project results will be particularly valuable for organisations and architects/designers, while contributing methodologically to future research on autism and workplace design.

Last modified: 29-03-2024

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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.

Designing workplaces with autistic people's experiences in mind requires gaining insights from two angles: from the person perspective (i.e., 'bottom-up' understanding through insights into how autistic people experience, use, and adapt their work environment) and from the building design perspective (i.e., 'top-down' understanding of how the design of the built work environment affects their work experiences). Thus in this research project, we adopt a two-track research strategy to gain insights into autistic individual-workplace alignment:

- **Autistic people track** (**Research Track 1**, different individuals, different work environments), which investigates how different spatial aspects in the built work environment (e.g., interior design, spatial layout, location) support or hinder autistic people in their everyday work activities and interactions.

- **Built work environment track** (**Research Track 2**, different individuals, same work environment), which investigates differences and similarities in how autistic people and their co-workers experience the IEQ within a specific work environment.

The below datasets are structured following this two-track research design.

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	
WP2. Identification and selection of participants and workplaces (Research Track 1&2)							
Track1&2_ICFs	Informed consent forms	New data	Physical	Textual	NA	NA	<250 paper sheets
Track1&2_Recruitment	Notes and documents related to participant recruitment (e.g., MS Forms survey results)	New data	Digital	Textual	.txt .docx .pdf .xlsx	<1GB	
WP3. Data collection							
WP3.1 Research track 1 (Autistic people track) data collection							
Interviews	Audio recordings	New data	Digital	Sound	.mp3	<100GB	
Interviews	Notes	New data	Physical	Textual	NA	NA	Research diary
Interviews	Notes	New data	Digital	Textual	.docx .pdf	<1GB	
Interviews	Transcriptions	New data	Digital	Textual	.docx .pdf	<1GB	

Interviews	Emails	New data	Digital	Textual	.pdf	<1GB	
Interviews	Video recordings	New data	Digital	Audiovisual	.mp4	<100GB	
Preparation interview: Photovoice	Photographs printed to use during interview	New data	Physical	Image	NA	NA	
Preparation interview: Photovoice	Photographs	New data	Digital	Audiovisual	.jpg .png .raw	<100GB	
Preparation interview: Videovoice	Video recordings	New data	Digital	Audiovisual	.mp4	<100GB	
Preparation interview: Drawings	Drawings	New data	Physical	Image	NA	NA	
Preparation interview: Drawings	Drawings digitalized	New data	Digital	Image	.jpg .png .raw	<100GB	
Preparation interview: Poems	Poems	New data	Physical	Textual	NA	NA	
Preparation interview: Poems	Poems digitalized	New data	Digital	Textual	.docx .pdf	<1GB	
Preparation interview: Diaries	Diaries	New data	Physical	Textual	NA	NA	Notebook
Preparation interview: Diaries	Diaries digitalized	New data	Digital	Textual	.docx .pdf	<100GB	
Building plans	Building plans (if applicable)	Reuse	Digital	Image	.pdf	<100GB	
WP3.2 Research Track 2 (Built work environment track) data collection							
Background questionnaire	Questionnaire	New data	Physical, digital	Textual	.pdf	<1GB	1 document (3 sheets of paper) per participant
Sensory sensitivity questionnaire	Questionnaire	New data	Physical, digital	Textual	.pdf	<1GB	1 document (2 sheets of paper) per participant
Experience sampling method	Questionnaire	New data	Digital	Textual	.csv	<1GB	
Preparation for experience sampling method	Guide, presentation	New data	Digital	Textual, Image	.docx .pdf .pptx	<1GB	
Sensor Testo 160 IAQ	IEQ sensor	New data	Digital	Textual, Numerical	.csv	<1GB	
HOBO Pro v2	IEQ sensor	New data	Digital	Textual, Numerical	.csv	<1GB	
Sound and illumination sensors	IEQ sensor	New data	Digital	Textual, Numerical	.csv	<1GB	
Comfort meters	IEQ sensors, consisting of Testo 400 universal meter (0560 0400), CO2 probe including temperature and humidity sensor (0632 1552), Globe probe diameter 150 mm (0602	New data	Digital	Textual, numerical	.csv	<1GB	

	0743), Air velocity probe (0628 0152), IAQ datalogger for long running tests (0577 0400), Tripod (0554 1591).						
Interviews with primary participants	Audio recordings	New data	Digital	Audio	.mp3	<100GB	
Interviews with primary participants	Notes	New data	Physical	Textual	NA	NA	Research diary
Interviews with primary participants	Notes	New data	Digital	Textual	.docx .pdf	<1GB	
Interviews with primary participants	Transcriptions	New data	Digital	Textual	.docx .pdf	<1GB	
Interviews with primary participants	Emails	New data	Digital	Textual	.pdf	<1GB	
Interviews with secondary participants	Audio recordings	New data	Digital	Audio	.mp3	<100GB	
Interviews with secondary participants	Notes	New data	Physical	Textual	NA	NA	Research diary
Interviews with secondary participants	Notes	New data	Digital	Textual	.docs .pdf	<1GB	
Interviews with secondary participants	Transcriptions	New data	Digital	Textual	.docx .pdf	<1GB	
Interviews with secondary participants	Emails	New data	Digital	Textual	.pdf	<1GB	
Building plans	Building plans (if applicable)	Reuse	Digital, physical	Image	.pdf	<1GB	1 copy per participant
Workplace photos	Photographs	New data	Digital	Image	.jpg .png .raw .png	<100GB	
WP4. Data analysis							
WP4.1 Research track 1 (Autistic people track) data analysis							
Data analysis in NVivo	Qualitative data analysis documents in NVivo	New data	Digital	Observational	.nvp	<1GB	
Notes	Notes during analysis	New data	Digital, physical	Observational	.docx .pdf	<1GB	Research diary
WP4.2 Research Track 2 (Built work environment track) data analysis							
R scripts for Experience sampling method	R scripts for statistical analysis	New data	Digital	Models	.R .csv	<1GB	
R scripts for analyzing data from IEQ sensors	R scripts for statistical analysis	New data	Digital	Models	.R .csv	<1GB	
Data interpretation in Ladybug	Ladybug-rhino library in Rhinoceros CAD	New data	Digital	Models	.json .3dm .csv	<100GB	
Data interpretation in Honeybee	Honeybee-rhino library in Rhinoceros	New data	Digital	Models	.json .3dm .csv	<100GB	

	CAD						
Data interpretation in Grasshopper	Grasshopper-rhino library in Rhinoceros CAD	New data	Digital	Models	.GH .3dm .csv	<100GB	
Data analysis in NVivo	Qualitative data analysis documents in NVivo	New data	Digital	Observational	.nvp	<1GB	
Notes	Notes during analysis	New data	Digital, physical	Observational	.docx .pdf	<1GB	Research diary
WP5. Quality assurance							
PAUR data	Participatory autism research (Notes, meeting minutes related to participatory autism research aspects (e.g., user/expert panel discussions)	New data	Digital, physical	Textual	.txt .docx .pdf	<1GB	Descriptive and reflective hand-made notes; relevant notes will be digitalized .pdf format
WP6. Dissemination							
Information formats	Personas with scenarios and/or design recommendations	New data	Digital	Textual, Images	.pdf .docx .indd .ai .psd	<100GB	

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:

We do not envisage reusing existing data at this moment.

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)

We have received approval for GDPR and ethical compliance from the KU Leuven Social and Societal Ethics Committee (SMEC) for **Research Track 1 (Autistic people track)**—G-2023-7542-R2(MIN). The application for **Research Track 2 (Built work environment track)** has been submitted—G-2024-7716. We envisage the same data protection measures for research data within Research Track 1 to be implemented for Research Track 2.

The research project 'Making room for autism at work' involves participation of different participant groups as human data subjects (more details in the subsequent question). Autistic participants in particular are considered as vulnerable data subjects due to the sensitive issues of (non)disclosure of autism condition in their workplace. To ensure participants' privacy and disclosure status in line with their preferences, the project's data collection methods and procedure for processing and storing participants' data have been carefully considered. Furthermore, potential risks and mitigation strategies will be regularly monitored and adjusted throughout the project.
Specifically:

- All participants receive an information letter and an informed consent form. These documents provide more details about the research (aims), what participation entails (e.g., methods, expected duration), what data is collected and how it is processed and protected. They also explicitly state that participation is voluntary, and participants can refuse or withdraw at any time without consequences. If signed on paper: the original documents will be kept under lock in the researcher(s) office. If signed digitally: they will be stored on one of

the KU Leuven password protected servers. All documents signed on paper will be digitalized and equally stored on the KU Leuven server.

- All personal data will be protected with a pseudonymization method, where participant identification information will be replaced with a code in all relevant research datasets; original documents will be deleted. This applies in all cases in Research Track 2. In Research Track 1, the participants are also offered the option to remain identifiable, if preferred. They are informed of all related risks of this option as well as that they can express their desire to switch to pseudonymous status at any moment. The secure storage procedure applies equally in both Research Track 1 and 2, and independently of the chosen (de)identification option.

These aspects refer to datasets:

- WP2. Identification and selection of participants and workplaces (Research Track 1&2)
- WP3.1 Research track 1 (Autistic people track) data collection
- WP3.2 Research Track 2 (Built work environment track) data collection
- WP4.1 Research track 1 (Autistic people track) data analysis
- WP4.2 Research Track 2 (Built work environment track) data analysis
- WP5. Quality assurance

In cases when the participants (co-)create visual and/or textual material as part of the data collection methods within Research Track 1 and 2, we envisage that to use these materials, permission will be sought from their author(s), on the basis of authorship and/or intellectual property rights.
This relates to the datasets:

- Within WP3.1 Research track 1 (Autistic people track) data collection for datasets preparation interview: Photovoice, Videovoice, Drawings, Poems, Diaries.
- Within WP3.2 Research Track 2 (Built work environment track) data collection for datasets Building plans and Workplace Photos.

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)

This research project involves collecting, storing, and processing personal data of different groups of research participants—aligned with the research design of each Research Track.

Within **Research Track 1 (Autistic people track)**, we will process personal data of the following groups: (1) autistic participants as primary participants, and as secondary participants (2) their co-workers, (3) their housemates (in case of individuals with a home office), (4) their (job) coaches if applicable, (5) their managers/employers if applicable, and/or (6) HR personnel.
The personal data of the *primary participants* (1) that will be processed includes:

- Identification data: names, addresses, email addresses, telephone numbers
- Personal details: age, sex/gender (identity), birth date, nationality
- Psychological details (personality, character traits that may help to identify a person)
- Leisure activities and interests
- Education and training
- Lifestyle and habits
- Characteristics of individuals' home
- Occupation and professional activities: position, company/organization, characteristics of company (e.g. sector, number of employees), work experience
- Building plans, drawings/mappings, and photographs of the workplaces and home-offices

The special category data of primary participants includes:

- *Data concerning (physical and/or mental) health*.
  The researcher(s) will collect data about the interaction between a participant and the built work environment and their work experiences. Health plays a role, and participants are recruited based on their autism diagnosis, self-identification, or the fact that they are seeking/awaiting a diagnosis of autism. However, the aim is to better understand how the built (work) environment hampers or supports their work life. Health-related information (e.g., on autism condition and mental health such as stress) is expected to result from interviews and other qualitative data collection methods described above. It is essential to note that the

researcher(s) will not access and will not ask for any files or documents that relate to participants' diagnoses or mental health.
- *Data revealing racial or ethnic origin*
- *Data revealing religious or philosophical beliefs*
- *Data related to sexual orientation.*
  The inclusion of data related to sexual orientation is interesting for autism research due to its high prevalence. Intersectionality theory further demonstrates that the experiences encountered by participants may arise not only from their autism diagnosis but also from factors such as sexual orientation, family background, race, education, gender, age, and more. While the data related to racial and ethnic origin and data revealing religious or philosophical beliefs will not be the central focus of the research, these data may be uncovered during interviews and other qualitative data collection methods and in the light of the intersectionality theory, could potentially be a relevant aspect to consider in data analysis.

The personal data of the *secondary participants* (2), (3), (4), (5), (6) that will be processed includes:
- Identification data: names, addresses, email addresses, telephone numbers
- Personal details: age, birth date, nationality
- Psychological details (personality, character traits that may help to identify a person)
- Occupation and professional activities: position, company/organization, characteristics of company (e.g. sector, number of employees), work experience
- Building plans, drawings/mappings, and photographs of the workplaces and home-offices

Privacy Registry Reference for **Research Track 1 (Autistic people track): G-2023-7542-R2(MIN) (approved)**

Within **Research Track 2 (Built work environment track)**, we will process personal data of the following groups: (1) autistic individuals, (2) their co-workers, (3) managers/employers, (4) (job) coaches, and (5) HR personnel. In this Track 2, primary participants are autistic individuals and their co-workers, whereas managers/employers, (job) coaches and HR personnel are secondary participants.

The personal data of the *primary participants* (1) autistic individuals, (2) their co-workers that will be processed include:
- Identification data: names, email addresses, telephone numbers
- Personal details: age, nationality, gender, sex assigned at birth, highest achieved education, and details concerning work.
- Occupation and professional activities: position, company/organization, characteristics of company (e.g. sector, number of employees), work experience
- Momentary feelings and experiences shared through experience sampling method
- Location (within the workplace)
- Annotation on building plans, drawings/mappings, and photographs of the workplaces, that researcher will bring to the interviews

The special category data for primary participants include:
- *Data concerning (physical and/or mental) health.*
  The researcher(s) will collect data about the interaction between a participant and the built work environment and their work experiences. Health plays a role, and participants are recruited based on their autism diagnosis, self-identification, or the fact that they are seeking/awaiting a diagnosis of autism. However, the aim is to better understand how the built (work) environment hampers or supports their work life. Health-related information (e.g., on autism condition and mental health such as stress) is expected to result from interviews and other qualitative data collection methods described above. It is essential to note that the researcher(s) will not access and will not ask for any files or documents that relate to participants' diagnoses or mental health.
- *Data revealing racial or ethnic origin,*
- *Data revealing religious or philosophical beliefs*
- *Data related to sexual orientation.*
  The inclusion of data related to sexual orientation is interesting for autism research due to its high prevalence. Intersectionality theory further demonstrates that the experiences encountered by participants may arise not only from their autism diagnosis but also from factors such as sexual orientation, family background, race, education, gender, age, and more. While the data related to racial and ethnic origin and data revealing religious or philosophical beliefs will not be the central focus of the research, these data may be uncovered during interviews and other qualitative data collection methods and in the light of the intersectionality theory, could potentially be a relevant aspect to consider in data analysis.

The personal data of the *secondary participants*, (3) managers/employers, (4) (job) coaches, and (5) HR personnel, that will be processed my include:

- Identification data: names, email addresses, telephone numbers
- Personal details: age, nationality, gender, sex assigned at birth, work status, and information related to your work experiences.
- Occupation and professional activities: position, company/organization, characteristics of company (e.g. sector, number of employees), work experience
- Annotation on building plans, drawings/mappings, and photographs of the workplaces, that researcher will bring to the interviews

Privacy Registry Reference for **Research Track 2 (Built work environment track): G-2024-7716 (submitted)**

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.

- Yes

Dataset WP6 Dissemination>Information formats includes a collection of personas with scenarios and/or design recommendations that will be developed based on the research data (datasets within WP3, WP4, and WP5). This dataset delineates the characteristics of fictional autistic individuals and their interactions within the built work environment, along with recommendations to enhance positive experiences for autistic individuals in the workplace. This dataset has the potential for valorization through Scenario-Based Design as well as to inform material to facilitate discussions of inclusive workplaces for autistic people. In this case, the LRD will be contacted to offer guidance.

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.

- Yes

All research data (collected and generated) is owned by the researchers involved in the project, with the exception of participant-made visual and/or text-based material (in Research Track 1) and participant-researcher co-created visual material (in Research Track 2). In the case of exception, in the light of authorship and intellectual property rights, permission will be sought from the author(s) to use these visual and/or text-based materials (e.g., for dissemination activities).

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).

README.txt files will be included within each dataset directory to provide an overview of the dataset's contents, format, and any specific instructions or considerations for use. This will include, among other information, the details of the study setting and the informed consent process. The README files will also include contact information for the researchers responsible for the dataset, enabling users to seek clarification or assistance if needed. In addition, steps taken to remove direct identifiers in the data will also be described.

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.

- No

In the context of the research group Research[x]Design (co-chaired by the project's co-PI Ann Heylighen), steps have been taken during 2020 and 2021 to build up an inventory with different datasets, attaching keywords and categories to each of them. As the present study progresses, as well as in its completion, for the data produced by KU Leuven we will order and categorize the data sets according to how the group has done it. This way data sets will be findable, accessible, and reusable.
Where it concerns camera captures, video- or audio-recordings, a readme file will be added outlining the basic features of the device (e.g. brand or when it was purchased (if known)) and/or other contextual factors considered relevant. For some recording devices, a metadata file is created automatically. The metadata file will be stored on the same folder as the recording(s). For safety and ethical reasons, recordings will not be stored in the device itself, but on one of KU Leuven's password protected servers (I and/or J Drive).

DATA STORAGE & BACK-UP DURING THE RESEARCH PROJECT

Where will the data be stored?

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

All collected data will be kept in a shared folder managed by the ICTS of KU Leuven— J:\SET-DEP-ARCH-LEU-AIDA-Projects-AE0008\Autism-at-Work-0030. The folder is accessible only to the involved researchers Jasmien Kinnaer, Maria Lackovicova, Lan Phuong Nguyen (and other researchers in the future who are granted access by the project (co)PIs) and supervisors prof. Andrea Jelić (project PI), prof. Ann Heylighen (project co-PI), and prof. Dirk Saelens. Because the network drive is password-protected, no one other than the research team has access to the data. Temporary working files of datasets WP4 and WP6 will be kept on a personal I-drive of the researchers, which are managed by the ICTS service of KU Leuven. Paper data (such as notes, physical visual and text-based materials,…) will be stored in the office of the researchers in a locked drawer or cupboard that can only be accessed by the researchers.

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

The Department of Architecture has a 2 TB storage capacity + 5 TB for archiving available. This capacity can be extended, if needed.

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

All research data will be stored on encrypted KU Leuven network drives: the project's J-drive folder and researchers' personal I-drive storage, which are managed and secured by the ICTS of KU Leuven. Because the network drive is password-protected, no one other than the research team has access to the data.
Data collected from the research participants will be pseudonymized (unless participant opts to remain identifiable in Research Track 1). Only the researchers collecting the data and their supervisors will have access to the pseudocodes files linking the pseudonymized data to identifiable persons. These password-protected files will be stored in a separate folder within the project's J-drive folder. Paper data (such as notes, physical visual and text-based materials,…) will be stored in the office of the researchers in a locked drawer or cupboard that can only be accessed by the researchers.

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

We do not expect extra costs for data storage. In case we need to extend the storage capacity, costs will be covered by the budget of the project.

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

After 10 years the researchers will decide whether it is necessary to store the (personal) data for a longer time. If it is necessary to keep the data, a reminder date will be set at which the researchers will again decide whether the data still need to be kept. When further storage is no longer necessary the (personal) data will be deleted.

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

- Shared network drive (J-drive)
- Other (specify below)

As stated before, the Department of Architecture has a 5 TB archiving capacity. This capacity can be extended, if needed. The physical data will be stored in a lockable cabinet in the office of the research team in KU Leuven up for 10 years after the project.

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

We do not expect extra costs for data storage.

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 restricted data (upon approval, or institutional access only)

All research data will only be made available for follow-up research within the Research[x]Design group and/or Building Physics and Sustainable Design Section after approval by project (co)PIs prof. Andrea Jelić and prof. Ann Heylighen.

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

Prof. Andrea Jelić, prof. Ann Heylighen, prof. Dirk Saelens, researchers Jasmien Kinnaer, Maria Lackovicova, Lan Phuong Nguyen, and other researchers and students under the supervision of prof. Andrea Jelić and/or prof. Ann Heylighen, who, as part of their study curriculum (PhD, master thesis, course activities), conduct research related to this project will access and reuse all datasets after/during the project. The participating researchers and students will be added as involved KU Leuven researchers and the same ethical considerations agreed upon for the project will apply to collaborating researchers/students, including compliance with the confidentiality rules for the given 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.

- Yes, privacy aspects
- Yes, ethical aspects
- Yes, intellectual property rights

The research data within the datasets listed below contain privacy sensitive information and therefore, due to privacy and ethical aspects, they cannot be shared widely. Moreover, the research data is subject to ownership and/or intellectual property rights belonging to the researchers.

- WP2. Identification and selection of participants and workplaces (Research Track 1&2)
- WP3.1 Research track 1 (Autistic people track) data collection
- WP3.2 Research Track 2 (Built work environment track) data collection
- WP4.1 Research track 1 (Autistic people track) data analysis
- WP4.2 Research Track 2 (Built work environment track) data analysis
- WP5. Quality assurance

The research data within the datasets listed below is subject to ownership and/or intellectual property rights belonging to the researchers. These data might be shared with the researchers' permission.

- WP6. Dissemination>Information formats

The research data within the datasets listed below involve the ownership and/or intellectual property rights belonging to the participants, as these are participant-made materials (within Research Track 1) and participant-researcher co-created materials (within Research Track 2). Accordingly, permission to share/use/publish certain fragments/documents will be sought from their author(s).

- Within WP3.1 Research track 1 (Autistic people track) data collection for datasets preparation interview: Photovoice, Videovoice, Drawings, Poems, Diaries
- Within WP3.2 Research Track 2 (Built work environment track) data collection for datasets Building Plans and Workplace Photos.

Where will the data be made available?

If already known, please provide a repository per dataset or data type.

- Other (specify below)

Due to the nature of the data collected, they will not be made publicly available in an unrestricted manner. The data that can be reused internally within the Research[x]Design group and/or Building Physics and Sustainable Design section will be made available to future collaborating researchers and students within the secured J-drive storage and only with permission of project (co)PIs prof. Andrea Jelić and prof. Ann Heylighen, as described above.

When will the data be made available?

- Other (specify below)

Not applicable due to the privacy and ethical aspects described above.

Which data usage licenses are you going to provide?

If none, please explain why.

- Other (specify below)

None. Data is shared with the future collaborating researchers and students only after approval by the project (co)PIs prof. Andrea Jelić and prof. Ann Heylighen, as described above.

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.

- No

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

There are no expected costs for data sharing. The data sharing costs through granted access to the project's J-drive storage is covered by KU Leuven.

RESPONSIBILITIES

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

For research data related to Research Track 1 (Autistic people track), the PhD researcher Jasmien Kinnaer will be the main responsible, supervised by prof. Ann Heylighen and prof. Andrea Jelić.
For research data related to Research Track 2 (Built work environment track), the PhD researcher Maria Lackovicova will be the main responsible, supervised by prof. Andrea Jelić and prof. Dirk Saelens.
For the research data related to the whole project, the PI (prof. Andrea Jelić) and co-PI (prof. Ann Heylighen) will be responsible for data documentation and metadata.

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

For research data related to Research Track 1 (Autistic people track), the PhD researcher Jasmien Kinnaer will be the main responsible, supervised by prof. Ann Heylighen and prof. Andrea Jelić.
For research data related to Research Track 2 (Built work environment track), the PhD researcher Maria Lackovicova will be the main responsible, supervised by prof. Andrea Jelić and prof. Dirk Saelens.
For the research data related to the whole project, the PI (prof. Andrea Jelić) and co-PI (prof. Ann Heylighen) will be responsible for data storage management.
The data backup on shared network drives (I/J) is ensured by ITCS service of KU Leuven.

Who will manage data preservation and sharing?

The PI (prof. Andrea Jelić) and co-PI (prof. Ann Heylighen) will be responsible for data preservation and reuse after the end of the project.

Who will update and implement this DMP?

The PI (prof. Andrea Jelić) and co-PI (prof. Ann Heylighen) bear the end responsibility of updating and implementing this DMP.