Early Career TESOL Teacher Induction in Vietnam: Unpacking the Dynamics of Teacher Retention and Attrition

A Data Management Plan created using DMPonline.be

Creator: Thu Dao 🅞 https://orcid.org/0000-0001-7059-2193

Affiliation: KU Leuven (KUL)

Template: KU Leuven BOF-IOF

Grant number / URL: ZB/22/015

ID: 197474

Start date: 01-10-2022

End date: 01-10-2026

Project abstract:
Educational quality largely depends on the availability of a sufficient number of qualified teachers. So teacher turnover is an important concern in every educational system. The induction phase (the transition from teacher education into the job, as well as first years of the career) has been found internationally to be particularly vulnerable for teacher attrition. Vietnam is no exception, yet empirical research on the issue remains scarce. This project seeks to analyze the experiences of Vietnamese early career (TESOL) teachers, as the outcome of the meaningful interactions between the individual teachers and the organizational context of the school. Particular attention is paid to the impact of the geographical position of the school (rural/urban). Case-studies combining complementary methods (triangulation) are used to capture the dynamics of contextualized sense-making. Apart from its scientific contribution, the study will identify key factors and strategies for future structural policy and practice interventions to reduce the risk of teacher attrition.

Last modified: 06-03-2023

Early Career TESOL Teacher Induction in Vietnam: Unpacking the Dynamics of Teacher Retention and Attrition

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	
Interview data	Recordings of interviews with 10 early career teachers, 10 managers at their schools, and 5 teacher educators	N	D	S	.mp3	<100GB	
Transcripts of interview data	Transcripts for the abovementioned interviews	N	D	T	.txt, .pdf	<1GB	
Consent forms	Consent forms signed by participants prior to the interviews	N	P				25 paper forms
Field notes	Official regulations documents such as contracts & the Vietnamese national labour laws in the Education and Training sector.	E	D & P	T	.pdf	<1GB	10 printed contracts of early career teachers

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:

Official documents of the Vietnamese national labour laws in the Education and Training sector are extracted from https://moet.gov.vn

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)

The SMEC approval is to be obtained before the second year of the project, as in the first year we conduct a literature review and do not work with any personal data. The SMEC approval number will be updated as soon as it is available.

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)

Personal data will be processed with the following data sets:
- Personal data used for organizing the research (i.e. name, phone number, e-mail address): This data will not be included in the analysis and will be stored separately from the research data.
- Personal data for research purposes: For the interviews participants will be asked to provide their demographics (age, educational background, experience) and subjective experiences/variables. These data will be pseudonymized. Their names on contracts as fieldnotes will not be included in the analysis and will be stored separately from the research data. Ethical approval request is in preparation. The privacy number will be updated as soon as it is available.

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).

For documentation and Metadata purposes, we will make use of:
- At project level:
A README file will be provided for each of the dataset. We will use KU Leuven's template.
- At data level:
For each dataset, a code explanation file will be provided.

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

The KU Leuven RDR metadata format will be followed.

Data Storage & Back-up during the Research Project

Where will the data be stored?

- OneDrive (KU Leuven)
- Shared network drive (J-drive)

OneDrive for Business is a Microsoft cloud solution to securely store documents and files. Multifactor authentication with the KU Leuven authenticator app OR additional encryption
will be activated to ensure the safe storage of (strictly) confidential data.
Data will also be stored in the shared network drive (J-drive) of the research center and only the supervisor and the PhD student can have access to this folder.
The consent forms are stored in a locked cupboard.

How will the data be backed up?

- Standard back-up provided by KU Leuven ICTS for my storage solution
- Personal back-ups I make (specify below)

- Standard back-up provided by KU Leuven ICTS for my storage solution.
- Periodical back-up in the PhD student's KU Leuven One Drive.

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?

Due to the personal nature of OneDrive, files that you do not explicitly share are not accessible to anyone else. As such, a separate folder will be created and encrypted for
the datasets. Only the supervisor and the PhD student will have access to this folder via the encryption key.
The KU Leuven network drives are incorporated within secured KU Leuven environments, are password-protected (including smartphone-based multi-factor identification) and are only accessible
by registered collaborating researchers.
The consent forms are stored in a locked cupboard that only the supervisor and the PhD student have the key.

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

OneDrive for Business is free for staff and students of KU Leuven.
The shared drive is provided by the research center, thus the cost for it is covered by the research center.

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)?

- Shared network drive (J-drive)
- KU Leuven RDR

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

To be updated later.

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)

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

Only the supervisor has the right to access data. Other researchers in the research center who would like to access the data will have to present their motivation, ask for approval from the supervisor and the PhD student, and provide credits to the original data creators.

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

We work with confidential data (e.g., name, sex, age, several subjective perceptions,…)

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.

To be updated at the final phase of the project.

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?

RDR is free for KU Leuven personnel, hence, no costs are expected for data sharing.

Responsibilities

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

The PhD student (Thu Dao) will be responsible for data documentation & metadata, under supervision of the supervisor (Prof. dr. Geert Kelchtermans).

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

Data management, storage and back up will be performed by the PhD student (Thu Dao), under supervision of the supervisor (Prof. dr. Geert Kelchtermans).

Who will manage data preservation and sharing?

The supervisor (Prof. dr. Geert Kelchtermans) will be responsible for ensuring data preservation and sharing.

Who will update and implement this DMP?

The PhD student (Thu Dao) will be responsible for updating this DMP. The supervisor (Prof. dr. Geert Kelchtermans) bears the end responsibility for updating and implementing this DMP.