DATA MANAGEMENT PLAN FOR DH TRAINING

This template contains questions and additional information relevant only to researchers at the Faculty of Arts of KU Leuven. Use this template for the DH training of the Faculty of Arts, and for submitting a DMP with progress reports to the doctoral school of the Faculty of Arts. If you need to submit a DMP elsewhere, for example, to a funder like the FWO, find the funder's DMP template at http://dmponline.kuleuven.be and simply copy your answers from this template.

ADMINISTRATIVE INFORMATION

Project name: Surfacing the Submarine Myth. An Intermedial, Myth-Critical and Cultural-Critical Analysis of Submarine Narratives
Principal investigator/researcher: Lieven Raymaekers
Supervisor: Bart Philipsen
Overarching research project, if any: NA
Institution: KU Leuven

Project summary: This project will critically examine the neglected genre of submarine fiction (in literary and visual media) in order to shed new light on the entanglement of political and cultural imaginaries. As soon as the submarine was first introduced as a weapon of war, it became the object of mystification, not in the least because of its unique ability to remain invisible under water and attack out of the blue. Fiction has contributed to what can be called a 'submarine myth' – a popular understanding of how submarines work, and how work and life aboard are organized. This research project will examine how the narrative, metaphorical, visual and rhetorical elements of this myth have been (re-)actualized in German and Anglophone culture from World War II until present. With great attention for diachronic shifts, this project will show that submarine narratives form one of the central discourses through which fundamental aspects of modern politics have been articulated. How is the submarine imagined as a micro-society? With what internal, external and (in-)visible risks is it confronted? What structures and techniques are deployed to protect it? By zooming in on the theme of security, understood as the obsession with control over and protection from (real or imagined) threats, this project will yield a nuanced and historically informed insight in the various ways submarine fiction has reflected the shifts in the (bio-)political imaginary typical of postwar Western societies.

SECTION 1. DATA DESCRIPTION

What data will you collect or create? Fill out the table below and/or describe.
Tip: Consider your research process step by step, and describe all the materials you use or create. For hints on these columns, see the RDM guide. You can add columns if you want to describe additional properties of your materials (copyright, storage location, …).
My corpus comprises textual (novels) as well as multimedial (movies and videogames) data, both digital (digitized or born-digitally) and analogue that are purchased with the project's funding. Occasionally, that is: when relevant to the project, digital visual images of art works will be added. The file formats (except

for the .pdf files and video files) are proprietary formats, which can be assumed to remain accessible and reusable for long after the end of the project.

All digital data will be stored on a laptop bought through the ICTS-services of the Faculty of Arts of the KU Leuven and on an external hard drive. The laptop will have OneDrive for Business pre-installed which offers 2TB of storage free of charge and includes automatic backup. That way, if something happens to my physical devises or if I don't have access to them, my data will remain accessible and safe.

The analogue data will be preserved by the KU Leuven Libraries (Artes), who will include it in their library collection. Access will be provided via the library's catalogue limo.libis.be.

Moreover, the primary output that I will generate with this data (e.g. notes, journal articles, monograph, …) will be written in non-proprietary formats and, possibly, published in analogue and/or digital form. The non-proprietary format allows for a broader and easier sharing of the data and is strongly recommended or even required by many repositories (like KU Leuven's RDR).

Type of data	Format	Volume	How created?
Analogue textual data (novels)	Print	NA	Purchased with project funding
Analogue multimedial data (movies)	DVD	NA	Purchased with project funding
Digital textual data (novels)	EPUB, .pdf	Up to 25GB	Purchased with project funding. Scanned by library and/or external party
Digital multimedial data (movies and videogames)	.flv / .mp4 / .wma (movies); Steam (videogames)	100-250GB	Purchased with project funding
Images of art works	.jpg	1GB – 10GB	Received from various parties
Notes	non-proprietary	Up to 5GB	LibreOffice
Journal articles	non-proprietary	Up to 5GB	LibreOffice
Monograph	non-proprietary	Up to 5GB	LibreOffice

Do you intend to reuse existing data?

Tip: this question is here to ensure that you consider possible copyright restrictions associated with existing data. If you use existing data from multiple sources, these may have different copyright licenses that you could describe here. For RDM purposes, academic literature used for reference purposes is not considered "existing data", so you don't need to mention literature here.

As (images of) art works have specific copyright regulations, I will contact the specific owner of each art work to ensure I do not infringe copyright regulations. The novels, movies, and videogames I cite and/or show the cover or scenes from, have specific copyright regulations, too. Not only will I ask my supervisors

and colleagues of the Research Group, who have ample experience in this matter, how I can cite and, possibly, show pictures, without infringing copyright regulations, but also the Copyright Portal of my institution.

Do you use personal data (i.e. all data possibly identifying an individual)?
I will not collect and/or use personal data.

SECTION 2. METADATA AND DOCUMENTATION

Tips: A README file is usually a good tool to add documentation to your data, if you don't have other plans already. See the RDM guide for more info. Adding structure to your data with metadata can greatly expand what you can do with your research materials, but the best tools and methods for using metadata often depend on your project. If you're uncertain about metadata, simply note down whatever possibilities you're considering and discuss this in more detail during the workshop or a consultation with an RDM expert afterward.

Describe the documentation that will be created for the data. This section deals with the way in which you will document how the dataset was created and subsequently processed.
Each document containing research data will receive a transparent, uniform file name. I will add a project-level documentation that describes the data gathering process and the structure of the file collection: a README.txt file contained in my laptop, based on the template README.txt provided by the research support staff at KU Leuven and adapted to the needs of my project and discipline.
This documentation will be stored on my laptop and saved on my OneDrive as well, as the OneDrive folder on my laptop automatically synchronizes my files to the cloud storage space.

Describe the metadata for the data. This section deals with metadata: information contained in your dataset that adds structure to the research data.
Next to the metadata that LibreOffice automatically assigns to the research data files, I will add 'Tags' (a set of keywords drawn from the MLA Thesaurus controlled vocabularies) to allow for easier access and reuse.
I will also add metadata to references using *Zotero* and I will add metadata to image files using *Tropy*. *Tropy* will be especially useful to add metadata to screenshots from the movies or videogames I am working with. This will save me time when I want to insert this data into my dissertation or into journal articles.
When sharing the data, the Dublin Core standard will be used to ensure optimal interoperability.

SECTION 3. ETHICAL, LEGAL AND PRIVACY ISSUES

Tips: Do not answers these questions with just "yes" or "no", but briefly explain your answers. If you use personal data, make sure to talk about your PRET review or plans for a PRET review.

Are there any ethical issues concerning the creation and/or use of the data?

I have used the research ethics flowchart provided by KU Leuven (https://www.kuleuven.be/english//research/ethics) to verify that there are no potential ethical issues associated with my data.

Did you consider all issues about copyrights and IPR?
I use existing data, namely digital as well as analogue textual and multimedial data. As this is standard practice in literary studies, I will ascertain that the copyright licenses associated with this data permit me to use it in the ways I intend. To avoid any uncertainty about who holds the copyright in the data used in the project, I plan to take measures to ensure that data not created by me can always be distinguished from data created by me, and this throughout the research process. Should I encounter problems or questions, I will contact the Copyright Portal, my supervisor and/or colleagues of the Research Group, who have ample experience relevant for my research.

Are the collected data considered to be "data containing personal information" and are all the requirements about the collection of these data met?
My data do not contain personal information.

SECTION 4. DATA STORAGE AND BACKUP DURING THE RESEARCH

Tips: The Faculty of Arts recommends using KU Leuven OneDrive for Business to store data during research. This storage solution gives you 2TB of storage for free, includes automatic backups, and can be used to store sensitive data (provided that you enable multifactor authentication or enable Conditional Access). If you need to keep sensitive data on a PC, you can use Bitlocker to add additional security. See the RDM guide for details, and contact the ICT help desk of the Faculty of Arts for help with and recent info about storing and securing data.

How and where will the data be stored during research?
During the research, all my research data will be stored on my laptop bought through the ICTS-services of the Faculty of Arts of the KU Leuven. This laptop will have OneDrive for Business pre-installed which offers 2TB of storage free of charge and includes automatic backup. That way I will always have access to the data, even if I don't have access to my personal devices in a given moment.
Next to that, my data will also be stored on an external hard drive.
Books and movies that are purchased with the project's funding will be stored in the Artes Library and will be made accessible through the library's catalogue limo.libis.be.

Which backup procedures are in place?
The KU Leuven OneDrive for Business includes automatic backups. Moreover, I will make backups of my data on an external hard drive at least on the first of every month.

Describe the data security procedures and who has access to the data.
During the research, I, as well as my supervisors, will have access to the data. As I do not collect sensitive, personal data during this research project, the multi factor authentication on my KU Leuven

laptop will suffice as protection. Moreover, the laptop bought through the ICTS-services of the Faculty of Arts of the KU Leuven will have BitLocker pre-installed. This program automatically encrypts all data on the laptop and requires a numerical password to gain access to the laptop's hard drive.

SECTION 5. DATA SELECTION AND PRESERVATION AFTER THE RESEARCH

Tips: In RDM terms, reliable long-term preservation of data can only happen through the use of tools that are specifically designed to store (academic) data for long periods of time. In practice, you have two options: 1) using KU Leuven archive storage (current cost for Faculty of Arts researchers: 100€/500GB, or 20 cents/GB per year) and/or 2) uploading the data to a dedicated academic data repository (usually free). Cloud services like OneDrive, or personal devices, are not suitable for long-term preservation of data.

What is the long-term preservation plan for these dataset(s)?
After the end of the project, I will store my data on the KU Leuven archive storage for the required number of years according to KU Leuven regulations applicable then (https://www.kuleuven.be/rdm/en/rdm-policy/core-principles-of-research-data-management-at-ku-leuven#principle4). I will ensure that all relevant data is preserved by a selection that is based on what has to be kept regarding publications and what legally must be destroyed. The projected costs for storing the data for the required number of years after the project is 10*0.20*300=600 euros. The storage costs will be paid from the project's funding. All analogue books and movies that are purchased with the project's funding will be stored in the Artes library.

Which data will have long time value for the research and will be preserved?
All data that is relevant regarding publications will be preserved.

SECTION 6. DATA SHARING

Tips: The DMP is asking about your plans to publish your materials via dedicated tools for sharing academic research data as openly and reliably as possible, like a data repository. You can talk about your plans to share data in more informal ways (website, social media, etc.), so long as you make it clear that you also plan to share data via a data repository or tool with similar functionality for sharing research data. See the RDM guide for your options if you can't or don't want to share data openly.

Are there any restrictions for sharing the data?
I cannot share data with underlying copyright restrictions.

If there are no restrictions, which mechanisms will be in place to assure that the data are discoverable, accessible and intelligible?
I will apply the FAIR principles as thoroughly as possible when sharing my data. I will ensure the data is findable by sharing it using a solution, like Zenodo, that gives the data a DOI. I will ensure the data is accessible by clearly indicating how others can get access to the data. I will ensure the data is

interoperable by using non-proprietary file formats (as described in the first section) and standards whenever possible. I will ensure the data is reusable by connecting it with an appropriate license and documentation.

How will you share the data?
I will share data via an appropriate repository, namely *Zenodo.* Throughout my project, I will seek the advice of my research support staff/IT support staff/legal support staff to share my data in accordance with the FAIR principles.

With whom will the data be shared?
I will share my data using the general data depository *Zenodo* to ensure the broadest possible way of sharing my data.

SECTION 7. RESPONSABILITIES AND RESOURCES

Who is responsible for Data Management during the project? This will be the person who might receive questions on the data management aspects of the research project.
During the research, the principal investigator (Lieven Raymaekers – lieven.raymaekers@kuleuven.be) is responsible for implementing the research data management. The supervisor (Bart Philipsen – bart.philipsen@kuleuven.be) is responsible for ensuring that the principal investigator implements the research data management. After the end of the research project, preservation of data is the responsibility of the supervisor. The supervisor needs the permission of the principal investigator for any reuse of the data that exceeds the scope of the licenses attached to the data.

Which additional resources are needed for the execution of the Data Management Plan?
At this point, it is unclear whether additional resources will be needed. Should any questions or problems arise, I will contact the research data management team.

Did you read the KU Leuven Research Data Management Policy? (find the link to the policy in the guidance).
I read the KU Leuven Data Management Policy linked at https://www.kuleuven.be/rdm/en/rdm-policy/policy.

SECTION 8. PUBLISHING AND OPEN ACCESS

Do you intend to publish your research result in Open Access? If no, why? If yes, would you opt for Green or Gold OA?
I intend to publish my research results in Open Access. Green OA will be the starting point, as this is the default option thanks to the LIRIAS depository of the KU Leuven. However, whenever possible, I will also – in cooperation with my supervisor, colleagues of the research department, and the Open Access Department of the KU Leuven – search for ways to publish in Gold OA without author fees or in Gold OA

with non-profit author fee. This author fee will be paid through the project's funding. In order to publish the possible monograph at the end of the project by Leuven University Press, I will apply for funding from the KU Leuven Fund for Fair OA; the remaining publication's fee will be paid through the project's funding.

Do you have any other plans to openly disseminate your research results (e.g. blogs, platforms, etc.)?
At this moment it is unclear whether I will also disseminate my research results on a blog or website. I will discuss this matter with my supervisor and colleagues of the research department.