DMP title

Project Name AM3BIT-DMP (C1-C2-IDN DMP) - DMP title

Project Identifier C14/21/017

Grant Title C14/21/017

Principal Investigator / Researcher Monique Snoeck

Description This design science research project addresses the creation of a multi-modelling method for Enterprise Information Systems. Data will be collected in the validation step of this method.

Institution KU Leuven

1. General Information

Name of the project lead (PI)

Monique Snoeck

C1-C2 Project number & title

C14/21/017 AM3BIT: A multi-stakeholder multi-modelling multi-representation based approach to developing information systems

2. Data description

2.1. Will you generate/collect new data and/or make use of existing data?

- Generate new data

2.2. What data will you collect, generate or reuse? Describe the origin, type and format of the data (per dataset) and its (estimated) volume. This may be easiest in a numbered list or table and per objective of the project.

WP4: **Develop a demonstrator for an integrated multi-model and multi-representation modelling tool + validation**

WP	Type	Format	Volume	How created?
WP4 -	observation experiments - 10 participants per experiment	Audio & Video file as mp4 +	10 GB max	Video recording of participant activity
WP4	Post-experiment questionnaire	Text	1 MB mx	Aswers to questionnaire on paper
WP4	Programming Code	Text	10 MB of reused code, 10 MB of added code	Programming

3. Ethical and legal issues

3.1. Will you use personal data? If so, shortly describe the kind of personal data you will use. Add the reference to the file in KU Leuven's Record of Processing Activities. Be aware that registering the fact that you process personal data is a legal obligation.

Videotaping of participants will collected such that the participants are not identifiable.

SMEC-approval will be requested.

3.2. 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, add the reference to the formal approval by the relevant ethical review committee(s).

SMEC approval will be requested.

3.3. Does your research possibly result in research data with potential for tech transfer and valorisation? Will IP restrictions be claimed for the data you created? If so, for what data and which restrictions will be asserted?

Software code could be used for tech transfer and validation.

If software will be released, then under the AGPL 3.0 licence.

LRD still to be consulted.

3.4. Do existing 3rd party agreements restrict dissemination or exploitation of the data you (re)use? If so, to what data do they relate and what restrictions regarding reuse and sharing are in place?

No

4. Documentation and metadata

4.1. What documentation will be provided to enable understanding and reuse of the data collected/generated in this project?

For the observational study, details on the study protocol, i.e. setting of the interviews, the informed consent process, the subjects discussed and the instructions given to interviewers will be documented in a Word document. Also steps taken to remove direct identifiers in the data will be described.

Programming code will be documented inside the code and by means of overview-documents.

4.2. Will a metadata standard be used? If so, describe in detail which standard will be used. If not, state in detail which metadata will be created to make the data easy/easier to find and reuse.

No. Metadata will be described in textual form.

5. Data storage and backup during the C1-C2 project

5.1. Where will the data be stored?

Programming code will be stored on GitLab or Github.

Other data will be stored at FEB's secure environment for private data.

5.2. How will the data be backed up?

GitLab and GitHub have built-in back-up procedures. Additionally, on a regular basis a copy will be downloaded to the university's storage for private data.

FEB's storage for private data has automatic daily backup procedures.

5.3. 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. FEB provides over 50GB storage per user.

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

0 €

5.5. Data security: how will you ensure that the data are securely stored and not accessed or modified by unauthorized persons?

The identifiable data files from this study will be managed, processed, and stored in FEB's secure environment. Access is managed via KULeuvens identity management system.

6. Data preservation after the end of the C1-C2 project

6.1. Which data will be retained for the expected 10 year period after the end of the project? If only a selection of the data can/will be preserved, clearly state why this is the case (legal or contractual restrictions, physical preservation issues, ...).

All project data will be retained.

6.2. Where will these data be archived (= stored for the long term)?

The data will be stored on FEB's research data server (with automatic back-up procedures) for at least 10 years, conform the KU Leuven RDM policy.

6.3. What are the expected costs for data preservation during these 10 years? How will the costs be covered?

0 € (cost carried by FEB).

7. Data sharing and re-use

7.1. Are there any factors restricting or preventing the sharing of (some of) the data (e.g. as defined in an agreement with a 3rd party, legal restrictions or because of IP potential)?

No.

7.2. Which data will be made available after the end of the project?

To be determined.

7.3. Where/how will the data be made available for reuse?

- In an Open Access repository
- In a restricted access repository

The full data is stored in a repository only accessible by the supervisor.
Per publication, the data for that research may be made accessible via Zenodo.

7.4. When will the data be made available?

- Upon publication of the research results

7.5. Who will be able to access the data and under what conditions?

Partial datasets will be uploaded in a cvs format in Zenodo as an open access dataset under a CC-BY license. Therefore, relevant datal be available to anyone for any purpose, provided that they give appropriate credit to the creators.

7.6. What are the expected costs for data sharing? How will these costs be covered?
0 €

8. Responsibilities

8.1. Who will be responsible for the data documentation & metadata?
Monique Snoeck & PhD student Charlotte Verbruggen.

8.2. Who will be responsible for data storage & back up during the project?
Monique Snoeck & PhD student Charlotte Verbruggen.
ICT-departement of FEB.

8.3. Who will be responsible for ensuring data preservation and sharing?
Monique Snoeck & PhD student Charlotte Verbruggen.
ICT-departement of FEB.

8.4. Who bears the end responsibility for updating & implementing this DMP?
The end responsibility for updating and implementing the DMP is with the supervisor (promotor).