FAIR checklist

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The FAIR principles serve as guidelines to ensure data is Findable, Accessible, Interpretable, and Reusable, enhancing data sharing and analysis effectiveness.

# Findable:

During data collection, both qualitative and quantitative data are assigned a Response ID or interviewee ID for clear referencing. Survey metadata (e.g., duration, date, location) is automatically recorded, while manual or voice recorder entries are made during interviews. A codebook containing this metadata is accessible on our GitHub. The data will be stored and shared on the GitHub repository for those involved.

# Accessible:

During data collection, each entry is assigned a Response ID for clarity, with metadata automatically recorded. All data and metadata will be stored and shared on our GitHub repository, accessible to authorized parties as outlined in the Data Management Plan in the appendix. Security protocols, including password protection, are in place to safeguard access via laptops and Qualtrics. The GitHub repository access is managed by the educational institute's administrators, restricting it to our team and lecturers. This setup allows for seamless access to data and metadata, fostering effective data sharing and analysis in accordance with management plans of BUas.

# Interpretable:

Survey responses utilize the Likert Scale format, while other data columns adhere to universally recognized formats. The metadata follows all relevant standards and is comprehensively described in the Data Management Plan (DMP) following BUas-issued templates. The codebook includes controlled vocabularies and keywords for clarity and consistency. All interlinked data undergoes verification in accordance with management plans of BUas, ensuring integrity and reliability.

# Reusable:

The data is accurate and comprehensively described in the codebook. To access the data, users log into Qualtrics via a BUas account. The data was created and processed using Qualtrics, with timestamps indicating creation and processing dates. Respondents are responsible for supplying the data, which is anonymized if they choose not to participate in the giveaway. If they do participate, the data is later non-anonymized when choosing a winner. The survey data serves the purpose of addressing specific research inquiries. Only pertinent data is utilized, while irrelevant information (For example: ResponseID) is removed during the cleaning process. The data and meta data all meet relevant domain standards as well.