



<b>Organization</b>	ELIXIR Norway
<b>Created by</b>	Even Birkeland ( <a href="mailto:even.birkeland@uib.no">even.birkeland@uib.no</a> )
<b>Based on</b>	RI gap analysis, 0.0.1 (elixir.no:ri-elixir-norway:0.0.1)
<b>Project Phase</b>	Before Submitting the Proposal
<b>Created at</b>	11 Mar 2021

## I. Administrative details

### Report

#### Indications

Answered (current phase)	4 / 4
Answered	15 / 18

#### Metrics

*No metrics for this chapter.*

### Questions

#### 1 Contributors

Each person contributing to creating or executing the data management plan should be added as a contributor. A project probably should have a Contact Person, and a Data Curator.

Tags: *maDMP, Science Europe DMP*

#### Answers

##### 1.b.1 Name

Tags: *maDMP, Science Europe DMP*

✓ *Even Birkeland*

##### 1.b.2 E-mail address

Tags: *maDMP, Science Europe DMP*

✓ *even.birkeland*

##### 1.b.3 ORCID Identifier

Tags: *maDMP, Science Europe DMP*

✗ **This question has not been answered yet!**

##### 1.b.4 Affiliation

Tags: *Science Europe DMP*

✓ *Proteomics Unit University of Bergen*

### 1.b.5 Role

Roles in a project should be given as they are defined by [datacite](#).

You should specify at least one "Contact Person". If your project has a work package for data management, identify the leader of that work package as "Data Curator".

Tags: *maDMP, Science Europe DMP*

✓ *a. Contact Person*

## 2 RI

Add each of the project(s) that are you will be working on and for which the data and work are described in this DMP. Give each project a small identifying name for yourself.

Tags: *maDMP, Science Europe DMP*

### Answers

#### 2.b.1 RI name

Tags: *maDMP, Science Europe DMP*

✓ *Proteomics UiB*

#### 2.b.2 Project short discription

Tags: *maDMP, Science Europe DMP*

✓ *Proteomics projects analysed at PROBE*

#### 2.b.3 Date the RI will started

Tags: *Science Europe DMP, maDMP*

✓ *01.01.2020*

#### 2.b.4 Date the RI funding will end

Tags: *Science Europe DMP, maDMP*

✗ **This question has not been answered yet!**

#### 2.b.5 Funding

Add all the funding that are part of this project.

Tags: *maDMP, Science Europe DMP*

### Answers

#### 2.b.5.b.1 Funder

Specify the name of the funder that you ask for funding for your project. If the funder is not present in the suggested list, please specify a complete URL to the funder web site.

Tags: *Science Europe DMP, maDMP*

✓ *NFR, UiB, Helsevest, Sintef*

### 2.b.5.b.2 Funding status

Tags: *Science Europe DMP, maDMP*

✓ *b. Applied*

### 2.b.5.b.3 Grant number

Tags: *maDMP, Science Europe DMP*

✗ **This question has not been answered yet!**

## 3 To execute the DMP, is additional specialist expertise required?

Tags: *Science Europe DMP*

✓ *b. Yes, we will be training existing staff*

### 3.b.1 What kind of training?

Tags: *Science Europe DMP*

✓ *Traning will be given in general data management.*

## 4 Do you require hardware or software in addition to what is currently available in the participating institutions?

✓ *a. No*

## II. Re-using data

Before you decide to embark on any new study, it is nowadays good practice to check all options to re-use existing available data, either collected or generated by yourself in an earlier project, or data from others (Barend Mons calls this "Other PEople's Data And Services" or OPEDAS). This can include reusable data that have been created for an earlier study, and also so-called "reference data" which is used by many projects.

It is not because we can generate massive amounts of data that we always need to do so. Creating data with public money is bringing with it the responsibility to treat those data well and (if potentially useful) make them available for re-use by others. And the circle is only complete if such data is actually re-used.

## Report

### Indications

Answered (current phase)	6 / 6
Answered	17 / 20

### Metrics

*No metrics for this chapter.*

## Questions

### 1 Describe the utility of data produced at the RI; to whom might it be useful?

✓ *The data produced at PROBE will be useful in a range of applications. Generating databases for diseases, validation of external datasets etc.*

### 2 Is there pre-existing data?

Are there any data sets available in the world that are relevant to your planned research?

- Tags: *maDMP, Science Europe DMP*
- Data Stewardship for Open Science: [atq](#)

✓ *b. Yes*

### 2.b.1 Will you be using any pre-existing data (including other people's data)?

Will you be referring to any earlier measured data, reference data, or data that should be mined from existing literature? Your own data as well as data from others?

- Tags: *maDMP, Science Europe DMP*
- Data Stewardship for Open Science: [ezi](#)

✓ *b. Yes*

#### 2.b.1.b.1 What reference data will you use?

Much of today's data is used in comparison with reference data. You may be comparing your own data with a "standard set" which is maintained as a collection by someone else. Or you could be determining differences to a standard (in bioinformatics, a genome is often compared with a reference genome to identify genomic variants). If you use reference data, there are several other issues that you should consider. What are the reference data sets that you will use?

- Tags: *Science Europe DMP*
- Data Stewardship for Open Science: [quc](#)

### Answers

#### 2.b.1.b.1.b.1 Source of reference data set

Give the name of the data set. You will be shown suggestions of data bases from FAIRSharing, but you can also type the name of a data set that is not in FAIRsharing

- Tags: *Science Europe DMP*

✓ *PRoteomics IDentifications database*

 <https://fairsharing.org/bsg-d000325>

#### 2.b.1.b.1.b.2 What are the conditions of use for this data sets?

- Tags: *Science Europe DMP*

✓ *b. They are freely available with obligation to quote the source (e.g. CC-BY)*

#### 2.b.1.b.1.b.3 Do you know in what format the reference data is available?

Do you know the data format of the reference data? Is this suitable for your work? Does it need to be converted?

- Data Stewardship for Open Science: [jxb](#)

✓ *a. I can directly use it*

#### 2.b.1.b.1.b.4 Is the reference data resource versioned?

Many reference data sets evolve over time. If the reference data set changes, this may affect your results. If different versions of a reference data set exist, you need to establish your "version policy".

- Tags: *Science Europe DMP*
- Data Stewardship for Open Science: [rgy](#)

✓ a. No

**2.b.1.b.1.b.5** How will you make sure the same reference data will be available to reproduce results of your users?

Will the reference data in the version you use be available to others?

✓ a. I will keep a copy and make it available with my results

**2.b.1.b.2** Will you use non-reference data sets?

Tags: *Science Europe DMP*

✓ b. No

**2.b.1.b.3** Will you couple existing (biobank) data sets?

✓ b. Yes

**2.b.1.b.3.b.1** Will you use deterministic couplings?

Data sets that have exactly identical fields that are well filled can be coupled using deterministic methods. Will you be using such methods?

✓ a. No

**2.b.1.b.3.b.2** Will you be using a trusted third party for coupling?

What will be the procedure that is followed? Where will what data be sent? Did a legal advisor look at the procedures?

✗ This question has not been answered yet!

**2.b.1.b.3.b.3** Is consent available for the couplings?

✓ b. Yes

**2.b.1.b.3.b.4** How will you check whether your coupled data are representative of your goal population?

Sometimes, through the nature of the data sets that are coupled, the coupled set is no longer representative for the whole population (e.g. some fields may only have been filled for people with high blood pressure). This can disturb your research if undetected. How will you make sure this is not happening?

✗ This question has not been answered yet!

**2.b.1.b.3.b.5** What is the goal of the coupling?

✓ a. More data about the same subjects (intersection)

**2.b.1.b.3.b.6** What variable(s) will you be using for the coupling?

✗ This question has not been answered yet!

**2.b.1.b.3.b.7** Will you use probabilistic couplings?

Data sets that have similar but not identical fields or with identical fields that are not consistently filled can be coupled using probabilistic methods. Will you be using such methods?

✓ *a. No*

#### 2.b.2 Do you need to harmonize different sources of existing data?

If you are combining data from different sources, harmonization may be required. You may need to re-analyse some original data.

☰ Data Stewardship for Open Science: [wht](#)

✓ *a. No*

#### 2.b.3 Will you be using data that needs to be (re-)made computer readable first?

Some old data may need to be recovered, e.g. from tables in scientific papers or may be punch cards.

☰ Data Stewardship for Open Science: [pth](#)

✓ *a. No*

## III. Creating and collecting data

We will make sure that we know what data will be generated at the RI and when it will be generated. We also need to make sure that there will be adequate storage space to deal with it, and that all the responsibilities have been taken care of.

### Report

#### Indications

Answered (current phase)	10 / 20
Answered	10 / 31

#### Metrics

Metric	Score
Interoperability	1

### Questions

#### 1 What data formats/types will you/your users be using?

Have you identified types of data that you will use that are used by others too? Some types of data (for example "images" or "tables") are used by many different projects. For such data, often common standards exist (in our example "PNG" and "CSV") that help to make these data reusable. Are you using such common data formats?

You should make sure also to list the formats used in any data sets that you are re-using.

🔖 Tags: *Science Europe DMP*

☰ Data Stewardship for Open Science: [njy](#)

### Answers

#### 1.b.1 Data format/type

🔖 Tags: *Science Europe DMP*

✓ *.raw (Thermo)*

**1.b.2 Is this a standard data format used by others in this field?**

Tags: *Science Europe DMP*

**X This question has not been answered yet!**

**1.b.3 Does this data format enable sharing and long term archiving?**

Complicated (binary) file formats tend to change over time, and software may not stay compatible with older versions. Also, some formats hamper long term usability by making use of patents or being hampered by restrictive licensing.

Tags: *Science Europe DMP*

**X This question has not been answered yet!**

**1.b.4 What volume of data of this type will you be working with?**

Tags: *Science Europe DMP*

**X This question has not been answered yet!**

**1.c.1 Data format/type**

Tags: *Science Europe DMP*

✓ *mz Markup Language*

 FAIRsharing

<https://fairsharing.org/bsg-s000112>

**1.c.2 Is this a standard data format used by others in this field?**

Tags: *Science Europe DMP*

**X This question has not been answered yet!**

**1.c.3 Does this data format enable sharing and long term archiving?**

Complicated (binary) file formats tend to change over time, and software may not stay compatible with older versions. Also, some formats hamper long term usability by making use of patents or being hampered by restrictive licensing.

Tags: *Science Europe DMP*

**X This question has not been answered yet!**

**1.c.4 What volume of data of this type will you be working with?**

Tags: *Science Europe DMP*

**X This question has not been answered yet!**

**1.d.1 Data format/type**

Tags: *Science Europe DMP*

✓ *mz peptide and protein Identification Markup Language*

**1.d.2 Is this a standard data format used by others in this field?**

Tags: *Science Europe DMP*

**✗ This question has not been answered yet!**

**1.d.3 Does this data format enable sharing and long term archiving?**

Complicated (binary) file formats tend to change over time, and software may not stay compatible with older versions. Also, some formats hamper long term usability by making use of patents or being hampered by restrictive licensing.

Tags: *Science Europe DMP*

**✗ This question has not been answered yet!**

**1.d.4 What volume of data of this type will you be working with?**

Tags: *Science Europe DMP*

**✗ This question has not been answered yet!**

**1.e.1 Data format/type**

Tags: *Science Europe DMP*

✓ *mz Quantitative Markup Language*

**1.e.2 Is this a standard data format used by others in this field?**

Tags: *Science Europe DMP*

**✗ This question has not been answered yet!**

**1.e.3 Does this data format enable sharing and long term archiving?**

Complicated (binary) file formats tend to change over time, and software may not stay compatible with older versions. Also, some formats hamper long term usability by making use of patents or being hampered by restrictive licensing.

Tags: *Science Europe DMP*

**✗ This question has not been answered yet!**

**1.e.4 What volume of data of this type will you be working with?**

Tags: *Science Europe DMP*

**✗ This question has not been answered yet!**

**2 Will you/your users be using new types of data?**

Sometimes the type of data you collect can not be stored in a commonly used data format. In such cases you may need to make your own, keeping interoperability as high as possible.

 Data Stewardship for Open Science: [ikk](#)

**✘ This question has not been answered yet!**

### 3 How will you/your users be storing metadata?

For the re-usability of your data by yourself or others at a later stage, a lot of information about the data, how it was collected and how it can be used should be stored with the data. Such data about the data is called metadata, and this set of questions are about this metadata.

[SEEK](#) is a webtool to store (meta)data and provenance. The public global instance [FAIRDOMHub](#) is free to users in Norway. SEEK can be integrated with the data storage and analysis platform for users in Norway [NeLS](#).

 Data Stewardship for Open Science: [rhm](#)

 External Links: [SEEK](#)

**✘ This question has not been answered yet!**

### 4 Please specify what data you will acquire using measurement equipment

You can use any name for the data set, make sure that it identifies the data set to yourself.

 Tags: *Science Europe DMP*

#### Answers

#### 4.b.1 Who will do the measurements? And where?

 Tags: *Science Europe DMP*

**✘ This question has not been answered yet!**

#### 4.b.2 Instruments used for data collection

Specify what technical instruments you are using to collect the data.

 Tags: *Science Europe DMP*

**✘ This question has not been answered yet!**

#### 4.b.3 Is the equipment completely standard and well described?

If the technology is very much under development, you may want to come back later to understand exactly how the measurements have been made. Is the measurement equipment and protocol sufficiently standard that you will be able to explain how it is done or refer to a standard explanation?

 Tags: *Science Europe DMP*

**✘ This question has not been answered yet!**

#### 4.b.4 Is special care needed to get the raw data ready for processing?

Where does the data come from? And who will need it? Sometimes the raw data is measured somewhere else than where the primary processing is taking place. In such cases the ingestion or transport of the primary data may take special planning. You also need to make sure that data is secure and that data integrity is guaranteed.

**✘ This question has not been answered yet!**

#### 4.b.5 Will you be using quality processes?

Tags: *Science Europe DMP*

✗ This question has not been answered yet!

5 Do you have any non-equipment data capture?

Does the data you collect contain non-equipment captured data such as questionnaires, case report forms, electronic patient records?

Tags: *Science Europe DMP*

Data Stewardship for Open Science: [ybw](#)

✓ a. No

6 Is there a data integration tool that can handle and combine all the data types you are dealing with in your RI?

✓ a. No

6.a.1 Can all data be brought into the same format?

✓ b. Yes

7 Will you be storing physical samples?

Data Stewardship for Open Science: [kuz](#)

✓ b. Yes

You might want to contact [Biobank Norway](#) for advice

8 Will you need consent for any newly collected personal data?

Tags: *maDMP, Science Europe DMP*

External Links: [NSD Information and consent](#), [REC Informed consent](#)

✗ This question has not been answered yet!

9 How is the ownership of the collected data arranged?

Tags: *Science Europe DMP*

✗ This question has not been answered yet!

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## IV. Data sensitivity

Ethical and legal issues

adapted from 2019 version of [NSD DMP tool](#) and [Trygve Checklist on ELSI issues and GDPR compliance](#)

### Report

#### Indications

Answered (current phase)	4 / 4
Answered	5 / 6

#### Metrics

## Questions

### 1 Will you collect or generate data about people?

✓ a. Yes

#### 1.a.1 Will you collect and/or process personally identifiable data?

What is personally identifiable data?

Personal data is any information that can be connected to a person e.g. name, address, phone number, e-mail address, IP-address, car registration number, images, fingerprints, iris patterns, head shape (for facial recognition) and birth number, or through a combination of background information. Information about behavioral patterns may also be considered as personal data.

Sensitive personal data is information relating to racial or ethnic origin, political, philosophical or religious beliefs, that a person has been suspected, charged or convicted of a crime, health, sex life, and union membership.

Read more about personal and sensitive data at the [Data Inspectorate](#) and at the [NSD - Data Protection Services](#).

Sensitive data has to be stored and analysed using appropriate measures and infrastructure. (such as [TSD](#)) - You can apply for quotas through: [contact@bioinfo.no](mailto:contact@bioinfo.no)

✓ b. No

#### 1.a.2 Other comments regarding processing of personal data

✓

### 2 Will the RI follow any institutional policies, codes of conducts or other ethical guidelines?

Each researcher has an independent responsibility for making sure that the research is being carried out in accordance with general scientific and ethical principles and guidelines. For an overview of general and subject-specific research ethics guidelines, see the [Norwegian National Research Ethics Committees](#). Note that in multidisciplinary projects it may be relevant to look to guidelines for several subject areas. In addition, the [Research Ethics Act](#) applies to all research in Norway. Also, check which guidelines apply to your institution.

✓ a. Yes

#### 2.a.1 Provide names and links below.

✓ All samples used from persons will be carried out in accordance to Norwegian National Research Ethics Committees

### 3 Other ethical / legal issues.

✗ This question has not been answered yet!

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## V. Processing data

In the processing phase, the data will be undergoing the mostly automated steps for processing, before the analysis and interpretation.

### Report

#### Indications

Answered (current phase)	25 / 25
Answered	61 / 63

## Metrics

Metric	Score
Accessibility	0.2
Reusability	0.76
Good DMP Practice	0.27

## Questions

### 1 Will you be providing the data to the user through a shared working space ?

Will you be using a working space that is shared between all the people working on the data in the project? Sometimes such a system is called a *Virtual Research Environment*.

Tags: *Science Europe DMP*

✓ *b. Yes*

*ELIXIR Norway offers [NeLS](#) a multi tiered shared storage for collaborating on data sets*

#### 1.b.1 Will this work space be run by dedicated specialists?

If your work space is run and maintained by specialists, e.g. the ICT department of one of the institutes involved in the projects, this means that backup and restore as well as access management is properly addressed.

✓ *b. Yes*

#### 1.b.2 How will you/your users work with the data?

There are several questions regarding the dynamics of the data in the working area, who works with it, the software that is run on it, etc.

Tags: *Science Europe DMP*

✓ *a. Explore*

##### 1.b.2.a.1 What kind of data will you/your users have in the work space?

When making the work space, it helps to know whether you expect to work with very many small files, a few very large files, whether you will use a (SQL) database to store most of the data. Maybe your data is suitable for a system like Hadoop? Such information can be collected here.

✓ *Software needed for analysis will be provide by PROBE. I.e PD, Maxquant, Spectronaut, Skyline,*

##### 1.b.2.a.2 Do you/your users need the work space to be close to the compute capacity?

If you have large volumes of data that are intensely and repeatedly used by the computing work flow, it may be needed to keep the storage in the same place as where the computing takes place.

Data Stewardship for Open Science: [wia](#)

✓ *b. Yes*

##### 1.b.2.a.3 Will you/your users be working with your data in another form than the way it will be archived?

Archival and working with data have different requirements. You want archived information to be in a form that others could read and in a format that is also understandable in a number of years. When working with the data, you need to be able to address it efficiently. If the two differ, you need to plan for conversions.

✓ *b. Yes, archival will require a conversion step*

**1.b.2.a.4 How does the storage need change over time?**

To perform capacity planning, it is important to know what the need for storage capacity at the beginning and the end of the project will be.

Tags: *Science Europe DMP*

- ✓ *a. Storage needs will be the same during the whole RI runtime*

**1.b.2.a.5 Will you need to temporarily archive data sets (e.g. to tape)?**

Usually, data sets will be archived if it is unlikely you need them in the short term, but it would be hard to create them again, and/or they are essential for reproducing your work. Archival storage of large volumes can be significantly cheaper than keeping it in the working area for an extensive period.

- ✓ *a. No*

**1.b.2.a.6 How will your first data come in?**

- ✓ *a. No special planning is needed for the initial data*

**1.b.2.a.7 How will the RI partners/ the users access the work space?**

- ✓ *a. Explore*

**1.b.2.a.7.a.1 Who will arrange access control?**

- ✓ *c. The work space should be connected to a single-sign-on system*

**1.b.2.a.7.a.2 Will the work space storage need to be remote mounted?**

- ✓ *e. Yes, for actual computations, requiring high performance*

**1.b.2.a.7.a.3 Will data be copied out and in to the workspace storage by remote users?**

- ✓ *a. No, this should not be allowed*

**1.b.3 How available/reliable should must the work space be?**

There are a number of questions that can help you to decide whether your work space will be reliable enough for your project.

Tags: *Science Europe DMP*

- ✓ *a. Explore*

**1.b.3.a.1 How do you prevent a total loss of data in the work space?**

Tags: *Science Europe DMP*

- ✓ *b. All essential data is also stored elsewhere*

**1.b.3.a.1.b.1 Is there software in the work space? Can it also be restored quickly?**

Data Stewardship for Open Science: [cbq](#)

- ✓ *a. There is no software*

**1.b.3.a.2 Can you/your users handle it when the work space is off line for a while?**

- ✓ *a. We could handle a few days of offline time per year*

**1.b.3.a.3 How long can you/your users wait for a restore if the storage fails?**

- ✓ *c. No waiting is possible, a hot copy must be ready to take over*

**1.b.3.a.4 How long can you wait for a restore if you accidentally damage a file?**

- ✓ *c. Any user needs to be able to restore an old copy instantaneously*

**1.b.3.a.5 Will you make backup copies of your/your users data that is not in the work space?**

Are there any data files e.g. on laptops of project members? Also: supercomputing centers and other high performance computer centers often write in their terms of use that you need to take care of your own backups

Tags: *Science Europe DMP*

- ✓ *d. We make (automated) backups of all data stored outside of the working area*

**1.b.4 How will access control to the work space be controlled?**

Tags: *Science Europe DMP*

- ✓ *a. Only RI members have read/write access to the data*

**2 Data storage systems and file naming conventions**

It is a good idea to pre-define how data will be organised in the project work space, and to set conventions for how any data files and folders will be named.

Tags: *Science Europe DMP*

- ✓ *a. Explore*

**2.a.1 Are you using a filesystem with files and folders?**

Are some of the data in the project stored in a filesystem with files and folders?

Tags: *Science Europe DMP*

- ✓ *b. Yes*

**2.a.1.b.1 Will you use a folder for each sample/subject?**

Tags: *Science Europe DMP*

- ✓ *a. No*

**2.a.1.b.2 Will you use a (sub)folder for each (repeated) analysis?**

Tags: *Science Europe DMP*

- ✓ *a. No*

**2.a.1.b.3 Will you use a (sub)folder for each step in the analysis workflow?**

Tags: *Science Europe DMP*

✓ *b. Yes*

**2.a.1.b.3.b.1 What are the naming conventions for these folders?**

What appointment have you made for the naming of the folders? Make sure names are relatively short, and avoid spaces and special characters.

✓ *The name of the folder will be related to the user, date, method and instrument used to generate the data.*

**2.a.1.b.4 What appointments have you made about the naming of files?**

Make sure names are relatively short, and avoid spaces and special characters. You can use underscore characters, and consider using unique identifiers for the samples/experiments. You can consider to add versioning using the date in YYYYMMDD format.

Tags: *Science Europe DMP*

✗ **This question has not been answered yet!**

**2.a.2 Will you be storing data in an "object store" system?**

Tags: *Science Europe DMP*

✓ *a. No*

**2.a.3 Will you use a relational database system to store project data?**

Tags: *Science Europe DMP*

✓ *a. No*

**2.a.4 Will you use a graph database for data in the project?**

Tags: *Science Europe DMP*

✓ *a. No*

**2.a.5 Will you be storing data in a triple store?**

Tags: *Science Europe DMP*

✓ *a. No*

**3 Workflow development**

It is likely that you will be developing or modifying the workflow for data processing. There are a lot of aspects of this workflow that can play a role in your data management, such as the use of an existing work flow engine, the use of existing software vs development of new components, and whether every run needs human intervention or whether all data processing can be run in bulk once the work flow has been defined.

✓ *a. This has been arranged*

**4 How will you make sure to know what exactly has been run?**

✓ *a. Explore*

**4.a.1 Will you keep results together with all processing scripts or workflows including documentation of the versions of the tools that have been run?**

✓ *b. Yes*

**4.a.2 Will you make use of the metadata fields in your output data files to register how the data was obtained?**

File formats like VCF (for genetics) and TIFF (for images) have possibilities to document metadata in the file header. It is a good idea to use work flow tools that use these fields to document what was done to obtain the data.

✓ *b. Yes*

**4.a.3 Will you use a central repository for all tools and their versions as used in your RI/for each user project?**

Especially if analysis and processing of data in the project is done on multiple different computers by different people, it is a good idea to have your own repository of tools and their blessed versions.

📖 Data Stewardship for Open Science: [pzzq](#)

✓ *b. Yes*

**4.a.4 Will you use a central repository for reference data used at your RI?**

Especially if analysis and processing of data in the project is done on multiple different computers by different people, it is a good idea to have your own repository of reference data versions.

📖 Data Stewardship for Open Science: [pzzq](#)

✓ *b. Yes*

**4.a.5 Will you make use of standard workflow engines and automatic workflows for all data analysis at your RI?**

It is much easier to guarantee consistency and reproducibility if all data processing is done using automated work flows, especially if the workflow engine automatically keeps adequate provenance data.

✓ *a. No*

**4.a.6 Are all software tools in the workflow professionally maintained, with version control?**

Will you be able to find and reproduce exactly which version was used for any analysis? Not only for the major tools in the workflows, but also for all 'glue' code and small tools you created especially for the project?

✓ *b. Yes*

**5 How will you validate the integrity of the results?**

✓ *a. Explore*

**5.a.1 Will you run a subset of your jobs several times across the different compute infrastructures you are using?**

There are surprisingly many complications that can cause (slight) inconsistencies between results when workflows are run on different compute infrastructures. A good way to make sure this does not bite you is to run a subset of all jobs on all different infrastructure to check the consistency.

✓ *a. No*

**5.a.2 Will you be instrumenting the tools into pipelines and workflows using automated tools?**

Surrounding all tools in your data processing and analysis workflows with the 'boilerplate' code necessary on the computer system you are using is tedious and error prone. Especially if you are using the same tools in multiple different work flows and/or on multiple different computer architectures. Automated instrumentation, e.g. by using a workflow management system, can prevent many mistakes.

✓ *b. Yes*

**5.a.3 Will you use independently developed duplicate tools or workflows for critical steps to reduce or eliminate human errors?**

Validation of results without a golden standard is very hard. One way of doing it is to develop two solutions for a problem (two independent workflows or two independently developed tools) to check whether the results are identical or comparable.

✓ *b. Yes*

**5.a.4 Will you run part of data sets repeatedly to catch unexpected changes in results?**

Running a small subset of the data repeatedly can be useful to catch unexpected problems that would otherwise be very hard to detect.

📖 Data Stewardship for Open Science: [egv](#)

✗ **This question has not been answered yet!**

**6 Do you need to do compute capacity planning?**

If you require substantial amounts of compute power, amounts that are not trivially absorbed in what you usually have available, some planning is necessary. Do you think you need to do compute capacity planning?

✓ *a. No*

**7 Is the risk of information loss, leaks and vandalism acceptably low?**

There are many factors that can contribute to the risk of information loss or information leaks. They are often part of the behavior of the people that are involved in the project, but can also be steered by properly planned infrastructure.

📖 Tags: *Science Europe DMP*

✓ *a. Explore*

**7.a.1 Do RI members store data or software on computers in the lab or external hard drives connected to those computers?**

When assessing the risk, take into account who has access to the lab, who has (physical) access to the computer hardware itself. Also consider whether data on those systems is properly backed up

📖 Tags: *Science Europe DMP*

✓ *b. Yes*

**7.a.2 Do RI members carry data with them?**

Does anyone carry project data on laptops, USB sticks or other external media?

📖 Tags: *Science Europe DMP*

✓ *b. Yes*

**7.a.2.b.1 Are all data carriers encrypted? Are accounts on the laptop password protected?**

Tags: *Science Europe DMP*

✓ *b. Yes*

7.a.2.b.1.b.1 **How will encryption keys be managed?**

✓

7.a.3 **Do RI members store project data in cloud accounts?**

Think about services like Dropbox, but also about Google Drive, Apple iCloud accounts, or Microsoft's Office365

✓ *a. No*

7.a.4 **Do RI members send project data or reports per e-mail or other messaging services?**

✓ *b. Yes*

7.a.5 **Do all data centers where RI data is stored carry sufficient certifications?**

Tags: *Science Europe DMP*

✓ *a. No*

7.a.6 **Are all RI web services addressed via secure http (https://)?**

Tags: *Science Europe DMP*

✓ *a. No*

7.a.7 **Have RI members been instructed about the risks (generic and specific to the project)?**

RI members may need to know about passwords (not sharing accounts, using different passwords for each service, and two factor authentication), about security for data they carry (encryption, backups), data stored in their own labs and in personal cloud accounts, and about the use of open WiFi and https

Tags: *Science Europe DMP*

✓ *a. No*

7.a.8 **Did you consider the possible impact to the RI or organization if information is lost?**

Tags: *Science Europe DMP*

✓ *a. No*

7.a.9 **Did you consider the possible impact to the RI or organization if information leaks?**

Tags: *Science Europe DMP*

✓ *a. No*

7.a.10 **Did you consider the possible impact to the RI or organization if information is vandalized?**

Tags: *Science Europe DMP*

✓ *a. No*

### 7.a.11 Are personal data sufficiently protected?

Tags: *Science Europe DMP*

✓ *b. Yes, all personal information will be processed in pseudonymized form only*

#### 7.a.11.b.1 How is pseudonymization handled?

Tags: *Science Europe DMP*

✓ *a. We pseudonymize inside the RI, only limited people can access the keys*

### 8 Do you have a contingency plan?

What will you do if the compute facility is down?

✓ *b. We have an alternative*

### 9 Will you version datasets?

[SEEK](#) which is used in [FAIRDOMHub](#) and can be used together with [NeLS](#) supports versioning by default.

[NeLS](#) can also be used with [Git Large File Storage \(LFS\)](#)

External Links: [FAIRDOMHub](#), [SEEK](#), [NeLS](#), [Git Large File Storage \(LFS\)](#)

✓ *a. Yes*

## VI. Interpreting data

The interpretation of the data consists of the last steps of processing (often with manual interventions), visualisation, and data integration. In this chapter many questions about data interoperability will come up.

### Report

#### Indications

Answered (current phase)	5 / 8
Answered	20 / 24

#### Metrics

Metric	Score
Interoperability	0.5
Reusability	0.5
Good DMP Practice	1

### Questions

#### 1 How will you be doing the integration of different data sources?

✓ *a. Explore*

#### 1.a.1 List the data formats you will be using for data integration

Answer some questions for each

#### Answers

**1.a.1.b.1 Data format:**

✓ *mz Markup Language*



<https://fairsharing.org/bsg-s000112>

**1.a.1.b.2 How is the data structured in general?**

✗ **This question has not been answered yet!**

**1.a.1.c.1 Data format:**

✓ *mz Quantitative Markup Language*



<https://fairsharing.org/bsg-s000003>

**1.a.1.c.2 How is the data structured in general?**

✗ **This question has not been answered yet!**

**1.a.1.d.1 Data format:**

✓ *mz peptide and protein Identification Markup Language*



<https://fairsharing.org/bsg-s000002>

**1.a.1.d.2 How is the data structured in general?**

✗ **This question has not been answered yet!**

**1.a.2 Will you/your users be using a workflow for data integration, e.g. with tools for database access or conversion?**

☰ Data Stewardship for Open Science: [qgb](#)

✓ *a. No*

**1.a.3 Will you/your users use a 'linked data' approach?**

🔗 External Links: [Linked data \(wikipedia\)](#)

✓ *b. Yes*

**1.a.3.b.1 Are your data sources using linked data?**

✓ *b. Partly*

**1.a.3.b.2 Will you provide your results as semantically interoperable linked data?**

☰ Data Stewardship for Open Science: [fxm](#)

✓ *a. No*

**2 Will you/your users be using common or exchangeable units?**

✗ This question has not been answered yet!

**3 Will you/your users be using common ontologies?**

✓ *b. Yes*

*Choose the ontologies before you start*

**4 Will there be potential issues with statistical normalization?**

✓ *b. Yes*

**5 Will you/your users be integrating different data sources to get more samples or more data points?**

✓ *b. Yes*

**5.b.1 Have these been collected with sufficiently identical protocols?**

✓ *b. Yes*

**6 Will you/your users be integrating different data sources in order to get more information for each sample or data point?**

✓ *b. Yes*

**6.b.1 Did you already select the variables on which you will join the data sets?**

✓ *a. No*

**6.b.2 Will you make sure that you do not inadvertently create a biased subset?**

Some parameters you select on may have been collected only for a subset of the subjects or data points. An obvious example is if you match on secondary education type, you will bias to people over 18 years old because younger people do not have this field. In many cases the selection bias may be a lot less obvious and special measures exist to verify that the diversity of the sample is not reduced by the integration step.

✓ *b. Yes*

**6.b.3 Could the coupling of data create a danger of re-identification of anonymized privacy sensitive data?**

✓ *a. No*

**6.b.4 Did you make a conscious decision to be either accurate or complete?**

If the coupling parameters are lenient, you will find more connections than when they are strict. But you may find that they are less accurate. This is a balance.

✓ *b. We can balance the two*

**7 Do you/your users have all tools to couple the necessary data types?**

✓ *b. Yes*

## 8 Will you/your users be doing (automated) knowledge discovery?

Data Stewardship for Open Science: [bzu](#)

✓ a. No

## VII. Preserving data

In this chapter, issues regarding data publication and long term archiving are addressed.

### Report

#### Indications

Answered (current phase)	10 / 11
Answered	47 / 54

#### Metrics

Metric	Score
Findability	1
Accessibility	0.86
Reusability	0.97
Good DMP Practice	1

### Questions

#### 1 Will you /your users be archiving data (using so-called 'cold storage') for long term preservation already during the RI runtime/project?

Much of the raw data you have will need to be archived for your own later use somewhere. This is often done off-line on tape, not on the disks of the compute facility. Please note that this does not refer to the data publication.

Data Stewardship for Open Science: [kjp](#)

✓ b. Yes

##### 1.b.1 Is the archived data changing over time, needing re-archival?

Data Stewardship for Open Science: [tgk](#)

✓ a. No

##### 1.b.2 Will the archive be stored on disk or on tape?

Data stored though [StoreBioinfo](#) and [NIRD](#) is backedup on disk.

External Links: [NeLS](#), [NIRD](#)

✓ b. Tape

##### 1.b.3 Will the archive be stored in a remote location, protecting the data against disasters?

Data stored though [StoreBioinfo](#) or [NIRD](#) is geo replicated.

External Links: [NeLS](#), [NIRD](#)

✓ b. Yes

**1.b.4 Will the archive need to be protected against loss or theft?**

✓ *b. Yes*

**1.b.4.b.1 Will the archive be encrypted?**

✓ *c. Yes*

**1.b.4.b.1.c.1 Is it clear who has access to the key? Also in case of a required data restore?**

✓ *b. Yes*

**1.b.4.b.2 Is it clear who has physical access to the archives?**

✓ *b. Yes*

**1.b.5 Will your project require the archives to be available on-line?**

☰ Data Stewardship for Open Science: [ybd](#)

✓ *b. Yes*

**1.b.5.b.1 Will data integrity be guaranteed?**

If the 'master copy' of the data is available on line, it should probably be protected against being tampered with.

✓ *b. Yes*

**1.b.5.b.2 Is there an interface and a defined process for people to request access to the data?**

Manual processes should be avoided. The process for people in the projects to access the archive should be documented and not depend to individuals.

✓ *b. Yes*

**1.b.6 Has it been established who has access to the archive, and how fast?**

✓ *b. Yes*

**1.b.6.b.1 Has it been established who can ask for a restore?**

✓ *b. Yes*

**1.b.6.b.2 Is the data voluminous?**

✓ *a. Yes*

**1.b.6.b.2.a.1 If the data is voluminous, will your RI/the users be able to cope with the time needed for a restore?**

✓ *a. Yes*

**1.b.6.b.3 Has authority over the data been arranged for when the RI/or a user project is finished (potentially long ago)? Is there a data access committee?**

Consider who would decide on this when people or the PI leaves the project/institute.

✗ **This question has not been answered yet!**

**1.b.7 Has it been established how long the archived data need to be kept? For each of the different parts of the archive (raw data / results)?**

Deposition repositories can be an option for storage of these.

📖 Data Stewardship for Open Science: [kdp](#)

✓ *a. No*

**1.b.8 Will the data still be understandable after a long time?**

See also all questions about keeping metadata and data formats. Make sure the metadata is kept close to the data in the archive, and that community supported data formats are used for all long term archiving.

📖 Data Stewardship for Open Science: [zmu](#)

✓ *b. Yes*

**2 Specify details of data types which will be produced at your RI**

It is useful to think about a data types as some collection of data that will be ending up in the same place.

🔖 Tags: *maDMP, Science Europe DMP*

**Answers**

**2.b.1 Data type:**

Consider one data set as a collection of data from one set of samples.

🔖 Tags: *maDMP, Science Europe DMP*

✓ *Raw data from mass spectrometry*

**2.b.2 Description of the data type**

Examples could be "Field observations", "raw instrument data", "genomic variants".

🔖 Tags: *Science Europe DMP, maDMP*

✓ *Raw data from mass spec, processed data,*

**2.b.3 Identifier of the data type**

Please add all "formal" identifiers you have for this data set: these can be handles or DOIs or any other type. One important purpose of these identifiers is to be able to find the dataset back.

A good identifier is *persistent* (i.e. it does not change, and also the same identifier will never be used for another data set), *globally unique* (nobody else uses the same identifier for a different data set) and *resolvable* (you can actually locate the data set if you only know the identifier).

🔖 Tags: *Science Europe DMP, maDMP*

**Answers**

**2.b.3.b.1 What type of identifier?**

Which type of identifier is this?

✓ *e. Other*

**2.b.3.b.1.e.1 What is the identifier type?**

✓ *raw (thermo scientific)*

#### 2.b.3.b.2 The actual identifier

✓ *raw*

#### 2.b.4 Will this data types be published?

Will you publish the data set somewhere? Note that this does not necessarily mean that the data set becomes openly available, conditions for access and use may apply.

Tags: *maDMP, Science Europe DMP*

✓ *b. Yes*

#### 2.b.4.b.1 Specify where you will distribute this data from

Add each of the locations where this data set will be made available. Give each of these a short name that identifies it to yourself.

Tags: *Science Europe DMP, maDMP*

### Answers

#### 2.b.4.b.1.b.1 What repository will this data be stored in?

Domain repositories often have the best functionality to make the data findable and reusable. Many of them are listed in <https://fairsharing.org/>

If a repository offers to give your data set a DOI it is a good idea to use that option.

Tags: *Science Europe DMP*

External Links: [FAIRSharing](#), [Registry of Research data Repositories](#), [ELIXIR deposition repositories](#), [BioImage Archive](#)

✓ *a. A domain-specific repository*

#### 2.b.4.b.1.b.1.a.1 What repository?

Tags: *Science Europe DMP*

✓ *PRoteomics IDEntifications database*

 <https://fairsharing.org/bsg-d000325>

#### 2.b.4.b.1.b.1.a.2 Will you contact the repository beforehand?

Contacting the repository early may be useful to establish conditions, formats, and metadata requirements for submission. It may also be necessary to establish whether the repository can accommodate your data

Tags: *Science Europe DMP*

✓ *a. No, this submission is routine both for us and the repository*

#### 2.b.4.b.1.b.2 Who will the data in this place be shared with?

Tags: *maDMP, Science Europe DMP*

✓ *a. Open: The data will be shared with anyone, as long as they obey conditions of the license*

### 2.b.4.b.1.b.3 Licenses under which this distribution of the data set will be available

Please add each license that this data set will be available as. For each license you will be able to specify when it starts being applicable, so that you can e.g. specify that the data is restricted for a few months and open afterwards.

Tags: *Science Europe DMP, maDMP*

#### Answers

### 2.b.4.b.1.b.3.b.1 Under what license will the data set be made available?

Tags: *maDMP, Science Europe DMP*

External Links: [Guide from the Digital Curation Centre \(UK\) on licenses for research data](#), [Guide from the Open Data Institute on licenses for research data](#)

✓ *b. They will be freely available with obligation to quote the source (e.g. CC-BY)*

### 2.b.4.b.1.b.3.b.2 Starting date

From which date will data be available under this license?

Tags: *Science Europe DMP, maDMP*

✗ **This question has not been answered yet!**

### 2.b.4.b.2 Will you be adding a reference to the published data to at least one data catalogue?

Data is sometimes difficult to locate, especially if it is not in a domain-specific repository. Data catalogues may increase findability.

Tags: *Science Europe DMP*

✓ *b. Yes*

### 2.b.5 How long will this data set be kept?

For optimum reusability data needs to be available for as long as possible. There may be financial reasons why you can't keep the data any longer; there may be legal reasons requiring you to delete the data.

Tags: *Science Europe DMP*

✓ *a. As long as technically possible*

### 2.b.6 Will the metadata be available even when the data no longer exists?

This is a one of the FAIR principles.

Tags: *Science Europe DMP*

✓ *b. Yes*

### 2.b.7 Does the data usually contain personal data?

Is there anything in this dataset that could be tied to a person? This could be a physical characteristic, but also behavior of a person, movements, communications. Note that e.g. readouts about the performance of an airplane are considered to contain personal data of the pilot!

Tags: *Science Europe DMP, maDMP*

✓ *a. No*

**2.b.8 Does this data contain sensitive information?**

Personal information can be sensitive if it is for instance about the health, sexual orientation, religion of a person. But there are also other classes of sensitive information: e.g. locations of rare species in biodiversity could be sensitive and should not leak to poachers.

Tags: *Science Europe DMP, maDMP*

✓ *a. No*

**2.b.9 Do you make use of persistent and unique identifiers such as Repository specific Identifiers or Digital Object Identifiers for this ?**

✓ *a. Yes*

**3 Will any of the repositories you use charge you/your users for their services?**

Tags: *Science Europe DMP*

✓ *a. No*

**4 Did you budget for the time and effort it will take to help user to prepare the data for publication?**

Tags: *Science Europe DMP*

✓ *b. Yes*

**5 Will you be making sure that blocks of data deposited by you or by the users in different repositories can be recognized as belonging to the same study?**

✓ *b. Yes, all data sets will have links to the related data*

**6 Are there any recurring fees to keep data or documents available?**

Are you using any commercially licensed products to keep data, software or documents available, for which a regular fee must be paid?

✓ *b. Yes*

*Make sure this will be kept running by the department or institute. It is best to also have a backup plan, being able to move data and documents to a different place if a service is discontinued. For this, you may need to arrange permission from all project partners beforehand.*

**7 Will you be archiving your data after the RI runtime in 'cold storage'?**

Will you be storing (in cold storage) copies of your own data for a longer period after the project has ended? Possibly as a continuation of archival as part of data storage strategy during the project? Data archival is distinct from data publishing, an archive is usually limited in who can access the data.

Data Stewardship for Open Science: [\*fxe\*](#)

✓ *b. Yes*

**7.b.1 Will data formats of data in cold storage be upgraded if they become obsolete?**

✓ *a. No*

**7.b.2 Will data be migrated regularly to more modern storage media (e.g. newer tapes)?**

✓ *b. Yes*

**8 Will you also publish data if the results of your study are negative/inconclusive or unpublishable?**

Even if you do not obtain the results you had foreseen from your own study, the data can still be valuable for reuse in another context. Also, publishing the data can avoid that someone else collects a similar data set with a similar negative result.

✓ *b. Yes*

**9 Specify a list of software packages you will be publishing**

Specify a short name for each software package.

✗ **This question has not been answered yet!**

**10 How will you be making sure there is good provenance of the data (and analysis)?**

Data analysis is normally done manually on a step-by-step basis. It is essential to make sure all steps are properly documented, otherwise results will not be reproducible.

🔖 Tags: *Science Europe DMP*

✓ *b. We use an electronic lab notebook*

**11 Will reference data be created?**

Will any of the data that you will be creating form a reference data set for future research (by others)?

📖 Data Stewardship for Open Science: [rbz](#)

✗ **This question has not been answered yet!**

**12 How will you document your/the user data?**

For reusability, the data should be well documented. In this section of the questionnaire you can specify what kinds of documentation you will be providing.

🔖 Tags: *Science Europe DMP*

✗ **This question has not been answered yet!**

**13 Will you do systems biology modeling (for users)?**

✗ **This question has not been answered yet!**

**14 Will you do structural modeling?**

✗ **This question has not been answered yet!**

---

## VIII. Giving access to data

This chapter deals with the information needed by people who will re-use your data, and with the access conditions they will need to follow.

### Report

### Indications

Answered (current phase)	11 / 15
Answered	21 / 26

## Metrics

Metric	Score
Findability	0.3
Accessibility	0
Good DMP Practice	1
Openness	0.33

## Questions

1 Will you be working with the philosophy 'as open as possible' for your data/your users data?

Tags: *Science Europe DMP*

Data Stewardship for Open Science: [jvm](#)

✓ *b. Yes*

2 Are there potential copyright and Intellectual Property Rights (IPR) issues?

✓ *a. Yes*

2.a.1 How will you manage copyright and Intellectual Property Rights (IPR) issues?

✓ *Referencing*

3 Can all of your data at your RI become completely open immediately?

Tags: *maDMP, Science Europe DMP*

✓ *a. No*

3.a.1 Are there legal reasons why (some of your) data can not be completely open?

Tags: *maDMP, Science Europe DMP*

✓ *b. Yes*

3.a.1.b.1 Are there privacy reasons why data can not be open?

Tags: *maDMP*

✓ *b. Yes*

3.a.1.b.1.b.1 Are there restrictions on where the data need to be stored?

Tags: *maDMP*

✓ *a. No*

3.a.1.b.1.b.2 Could pseudonymization be used to make the data more openly available?

Legally, pseudonymous data (which means that someone has the key to reverse the process) is still considered privacy sensitive information. However, the EU is working on special cases where the data can still be opened as long as the key availability is sufficiently limited.

Tags: *maDMP*

✓ *b. Yes*

**3.a.1.b.1.b.2.b.1 Can you make use of an existing 'trusted third party' for pseudonymization?**

Making use of the same pseudonymization for different studies makes it possible to integrate information later. Obviously it also raises the risk of re-identification

✓ *b. Yes*

**3.a.1.b.1.b.3 Could anonymization be used to make the data more openly available?**

Different anonymization techniques exist. Disadvantage of anonymization is that data integration becomes virtually impossible, but it may be the only way to open up your data for other research

Tags: *maDMP*

✓ *b. Yes*

**3.a.1.b.1.b.4 Could you use data aggregation to make the data openly available?**

Aggregated data, where typically at least 15 individuals are in any data point, are considered sufficiently anonymous. This is an alternative way of making data openly available for future research

Tags: *maDMP*

✓ *b. Yes*

**3.a.1.b.2 Are there IP reasons why data can not be open?**

✓ *a. No*

**3.a.1.b.3 Will you/your users be allowing authenticated access to the data?**

Tags: *Science Europe DMP*

✓ *b. Yes*

**3.a.1.b.3.b.1 Where will the data be stored?**

External Links: [The European Genome-phenome Archive \(EGA\)](#)

✓ *b. In a national or institutional repository that arranges restricted access*

**3.a.1.b.3.b.2 Who will take care of authentication of potential users?**

✓ *b. We will use a single sign-on system such as FEIDE or ELIXIR-AAI*

**3.a.1.b.3.b.3 Who will take care of authorization of potential users?**

Tags: *Science Europe DMP*

✓ *d. We will make other arrangements*

**3.a.1.b.3.b.3.d.1 What other arrangements?**

Tags: *Science Europe DMP*

✗ **This question has not been answered yet!**

**3.a.1.b.3.b.4** Are the criteria for application to access the data openly available (e.g . are there well described conditions for access (i.e. a machine readable license)?

✓ *a. No*

**3.a.1.b.3.b.5** Has auditing for the re-use been arranged?

✓ *a. No*

**3.a.2** Are there business reasons why (some of) the data at your RI can not be completely open?

Tags: *Science Europe DMP*

✓ *c. Yes, other business reasons*

**3.a.2.c.1** What other business reasons are there not to open all data immediately?

Tags: *Science Europe DMP*

✗ **This question has not been answered yet!**

**3.a.3** Are there other reasons why (some of) the data at your RI can not be completely open?

Tags: *Science Europe DMP*

✓ *c. Yes, other reasons*

**3.a.3.c.1** What other reasons are there not to open all data immediately?

Tags: *Science Europe DMP*

✗ **This question has not been answered yet!**

**3.a.4** Will you use a limited embargo?

Tags: *Science Europe DMP*

✓ *a. No, some restricted data will be embargoed indefinitely*

**3.a.4.a.1** What is the maximum embargo period?

✗ **This question has not been answered yet!**

**4** Will there be valorization or translational returns of the data generated at your RI?

✗ **This question has not been answered yet!**