

		Topic length v		Researchers			PG Research Students			Services Support Staff			Technical Staff			Gen	UH
		Session Duration >	mins	1 hr*	½ day	1 day	1 hr	½ day	1 day	1 hr	½ day	1 day	1 hr	½ day	1 day		
PLANNING	Introduction to RDM		5														
	RDM Benefits and Penalties		5														
	DMPs		5														
	Project Lifecycle		20														
GETTING STARTED	Get Going Introduction		5														
	Filing Systems		5														
	Metadata: Data about your data		10														
	Software		5														
	Documents		5														
	Best Coding Practice		10														
SAFEGUARDING DATA	Storage		10														
	Keep it safe – back up!		5														
	Remote Access to UH		5														
	Sharing		10														
	Security		10														
FINISHING TOUCHES	Publishing		10														
	Preserving		10														
	Repositories		10														
	Web Publishing		10														
ACTIVITIES	Why should you share data?		10														
	What your data goes through?		10														
	What is data?		10														
	What risks affect your data?		10														
	What happens now you're published?		10														
EG.	Subject examples		1 ea.														

* For seminars, use activities as a section slide with verbal examples instead of an activity so that flow is not interrupted. Use examples relevant to the audience research.