

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.