

Data Management Questionnaire

Please be as specific and detailed as possible, as this will help us prepare the course.

Name: _____

Email: _____

1. Please provide information on all computers that you use in your research.

	Location (e.g. home/office/ field/other [please specify])	Type (e.g. desktop/laptop/ tablet)	PC/Apple	Operating System (e.g. Windows/ Mac OS/ Linux /other [please specify])
A				
B				
C				

2. In the field, how did you/do you intend to take notes?

A. Handwritten in notebook

B. Word processor

C. Other

Please specify _____

3. What back-up methods did you/will you adopt?

A. Photocopying E. Online back up

B. CD-roms/DVDs Please specify _____

C. USB memory F. Other

D. External hard drive Please specify _____

4. Have you ever lost digital files or found it hard to locate the right ones on your computer?

Yes

No

5. Have you ever encountered problems using old computer files (e.g. obsolete formats)?

Yes

No

6a. Are you aware of data centre services?

Yes (please go on to question 6b)

No (please go on to question 7)

6b. If Yes, which? Please specify

7. What kind of data do you anticipate working with, or do you usually work with?

- A. Participant observation/interaction D. Audio
B. Text E. Video
C. Image F. Other

Please provide more detail _____

8a. Do you use/intend to use any software to organise and analyse data?

- Yes (please go on to question 8b) No (please go on to question 9)

8b. What software do you use/intend to use?

9a. Do you use/intend to use any digital platforms for collaboration or dissemination of your research?

- Yes (please go on to question 16b) No (please go on to question 17)

9b. What platforms do you use/intend to use for that purpose (e.g. blogs, mailing lists)?

Please specify _____

10. Are there any sensitivity or confidentiality restrictions that might affect other people using your data?

- Yes No

11. Are there any areas of concern regarding equipment and methods of data collection and management that you would like to be discussed in the seminar?

12. Would you be available to share your knowledge of research technologies during the seminar, e.g. by giving a short presentation? If yes, please specify what area/tool you would like to focus on.

Thank you for filling out this questionnaire. Please return it to the course organiser.