

DATA MANAGEMENT PLANS

This brief guide will give you the basic information about DMPs. More resources for DMPs can be found on the [Portage website](#).

WHAT IS A DATA MANAGEMENT PLAN (DMP)?

A DMP is a formal document that details the strategies and tools you will implement to effectively manage your data both *during* your research project and *after* its completion.

WHY CREATE A DMP?

Efficiency - identify both strategies and potential challenges in advance; develop sound data practices for your research team; prepare data for effective use during your project.

Research Quality - ensure reliability and accuracy of data through careful documentation of your data collection, handling and stewardship practices.

Reusability and Impact - Improve discoverability, accessibility, and reusability of your data by planning for sharing in a repository; increase the potential impact of your research!

Compliance - With funder and institutional policies, DMPs may be required by specific granting agencies or even your own institution.

COMPONENTS OF A DMP

English version

- *Data collection*: data types, file formats, naming and version control
- *Documentation*: ensure data can be read and interpreted
- *Data storage and backup throughout the research*
- *Data preservation strategy for long-term access*
- *Provisions for sharing and reuse*

- *Data management responsibilities and resources*
- *Ethical and legal compliance*

French version

- *Collecte de données* : type de données, format, nommage et gestion des fichiers
- *Documentation* : permettre la compréhension et l'interprétation des données
- *Stockage et sauvegarde pendant la recherche*
- *Stratégies de conservation et d'accès à long terme*
- *Dispositions pour le partage et la réutilisation*
- *Partage des responsabilités et ressources nécessaires*
- *Conformité à l'éthique et aux lois*

HOW DO I CREATE MY OWN DMP?

The Portage *DMP Assistant* is a freely available, web-based bilingual tool for preparing DMPs. Key features include:

- Designed for Canadian researchers
- Provides guidance and examples
- Allows you to share, revise, and export your DMP

Access the DMP Assistant at <https://assistant.portagenetwork.ca>



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Portage Network | portage@carl-abrc.ca | portagenetwork.ca