

DCC Spring Training: (Reviewing) data management plans

20th May 2021

Pre-reading:

- [Practical Guide to the International Alignment of Research Data Management](#)
 - Researchers: Guidance for Researchers (pages 17-25)
 - Stewards: Guidance for Reviewers (pages 30-49)
- [Data Management Plan](#) (The Turing Way)
- Optional: Examples of Data Management Plans can be found in, for example, the [H2020 Data Management Plans Use Case collection](#) or the [LIBER Data Management Plan catalogue](#)

Agenda:

13:05	 Introduction session / participants
13:20	Explanation break out room exercises / set up break out rooms
13:25	Part 1: Setting up or reviewing a DMP
15 min	 Researchers: Fill out the DMP question  Stewards: Break out room
15 min	 Researchers: Break out room  Stewards: Provide feedback to answers
13:55	 Check feedback / report back (5 min)
	Part 2: Reflection/Feedback
14:00	 Researchers: Check feedback to answers  Stewards: Reflect on giving feedback in Break out room

What data quality control measures will be used? (page 19)

Answer	Feedback	Any comments?

Stewards (Break out room - 15 mins)

- Introduce yourselves (if you haven't met yet)
- Where are you working? When did you start? What do you enjoy most in your work?

You will provide feedback to the answers given to the questions:

- Do you have experience with evaluating DMPs?
 - a. Is this your first time?
 - b. Do you have any concerns/worries?
 - c. Any best practises to share?
- Any questions or comments on the 'guidance for reviewers' chapter?
- Anything else from today that you found helpful or was completely new to you?

Please put **any notes or comments** that you want to share with the whole group here: (optional)

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Researchers (Break out room - 15 mins)

- Introduce yourselves (if you haven't met yet)
 - a. Where are you working/What is your discipline?
 - b. When did you start?
 - c. What do you enjoy most in your work?
- Was this your first time filling out a DMP question?
 - a. Were the questions clear?
 - b. Did you have any issues or doubts filling in the questions?
- Any questions or comments on the 'guidance for researchers' chapter?
- Do you think this was helpful?
- Anything else from today that you found helpful or was completely new to you?

Please put **any notes or comments** that you want to share with the whole group here: (optional)

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Part 2

Stewards (Break out room - 10 mins)

- How was it to provide feedback on the answers?
- Go over some of your feedback and then provide feedback on this (are the comments clear and helpful? Would the researcher understand the feedback?)
 - You can take optional notes below (don't use the table for notes right now)
- After the session: Have a look at the feedback in the 'Any comments?' section of the table.

Notes:

Please put any notes or comments that you want to share with the whole group here:

(optional)

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Researchers in main room

- Go over the feedback that has been given to you and add constructive feedback on your feedback in the 'Any Comments?' section of the table.

Feedback

Name one thing you liked about the session:

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Name one thing you would like to improve about the session:

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Anything else that you would like to share?

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Additional Resources

Please feel free to share additional resources that you are aware of!

Researchers + Stewards

- [Data Management Plans, why and how?](#) (previous Helix workshop on DMPs)
- [The Turing Way - Research Data Management](#)
- [What is a Data Management Plan?](#) (Vrije Universiteit Amsterdam)
- [How can you make research data accessible?](#) (Blog by Esther)
- [H2020 openly available DMPs](#)
- [11 ways to avert a data-storage disaster](#)
- [DMPonline](#)
- [Some Simple Guidelines for Effective Data Management](#) (Borer et al. 2009)
- [Long-term Archiving of Data and Code: 10 things to consider](#) (presentation by Esther)
- [FAIR?](#) (Slides by Esther)
- [Rainbow of Open Science Practices](#)
- Check this [8 step guide](#) on how to set up your file naming convention or [this presentation on file naming](#), or [Stanford's best practices](#)
- [Folder structure template for research repositories](#)
- [Choose an open source license](#)
- [Creative Commons License Chooser](#)
- [Example of a readme txt file](#) for data
- [Example of a readme txt file](#) for software/code
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Stewards

- [RDM policies at universities](#) (may be a bit outdated)
- [Policy for Culture Change: Making data sharing the default](#) (Blogpost by Cameron Neylon)
- [University of Cambridge: Data Management Guide](#)
- [Research Data Mantra](#)
- [UiT Research Data courses](#)

- [Research data management \(RDM\) open training materials](#) (Zenodo Community)
- [DCC checklist for evaluating data repositories](#)
- [Data Management Plan catalogue](#) (LIBER)
- [As a researcher...I'm a bit bloody fed up with Data Management](#) (blog)
- [Essentials 4 Data Support](#)
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