UiT Norges arktiske universitet

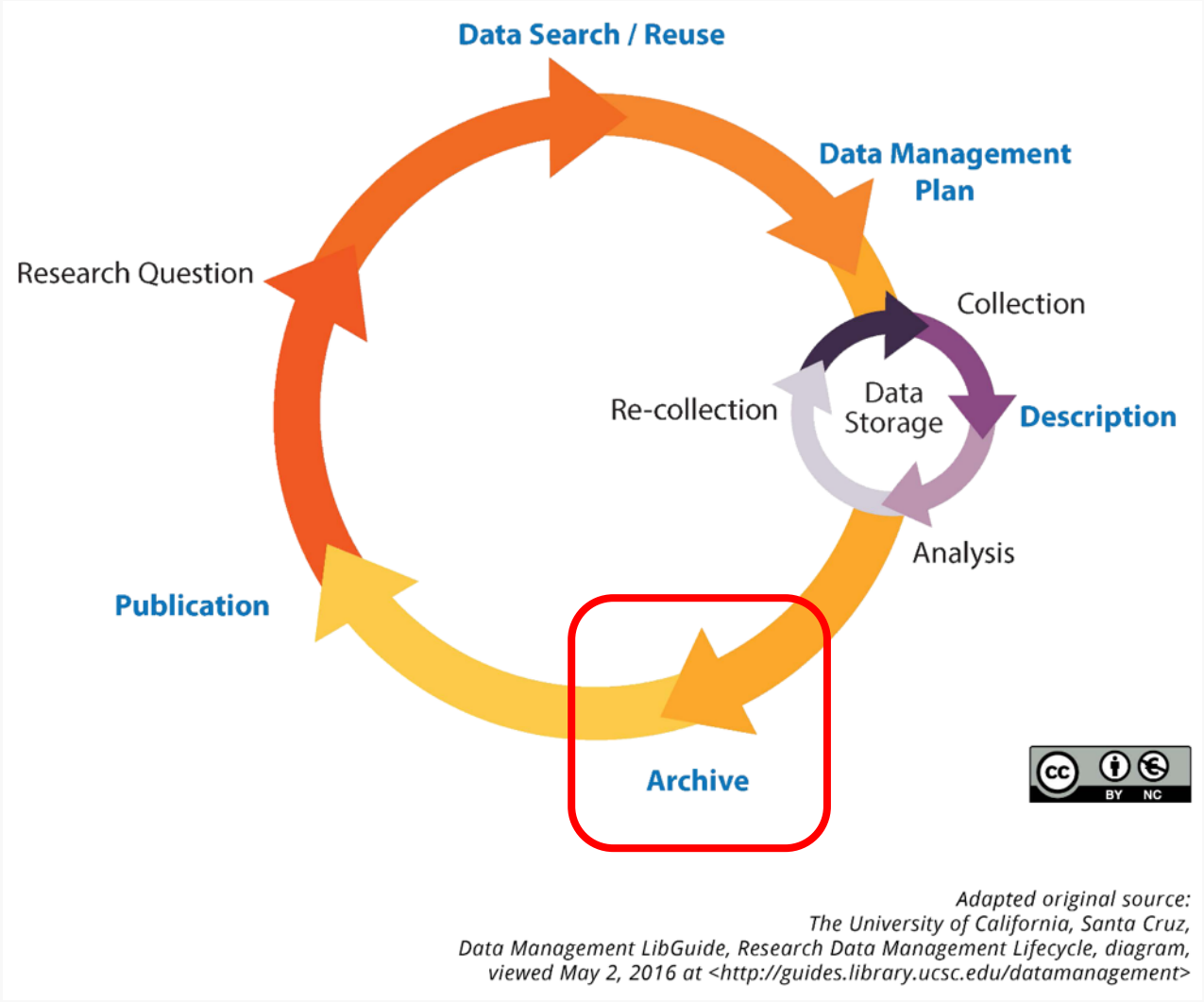
How to archive data in "UiT Open Research Data"

Tromsø, 18. April 2023

University Library

Lars Figenschou, PhD

Research data @ UiT CC BY 4.0



Adapted original source:
The University of California, Santa Cruz,
Data Management LibGuide, Research Data Management Lifecycle, diagram,
viewed May 2, 2016 at <http://guides.library.ucsc.edu/datamanagement>

Learning objectives

- Have a general understanding of the features and basic functionality of UiT Open Research Data.
- Be familiar with the work process:
    - From submission
    - Via curation
    - To publication of the dataset
- Be familiar with the Deposit Guidelines of UiT Open Research Data.
- Know where to get advice when preparing/submitting a dataset.

CC BY

UiT Open Research Data

About the service

- Archiving, reuse and citation of open research data
- Data submission: UiT employees and students (Feide credentials required)
- Data download and reuse: Available to everyone

- Based on the international data platform Dataverse
- Core Trust Seal certified
- Long-term preservation of data

CC BY

UiT Open Research Data

Responsibilities

- User contact, training, data curation: **University Library**
- Access, server management, back-up: **IT department**
- Policy and communication with the UiT board and management: **Research Administration and Quality Education Section (SEFU)**

CC BY

UiT Open Research Data

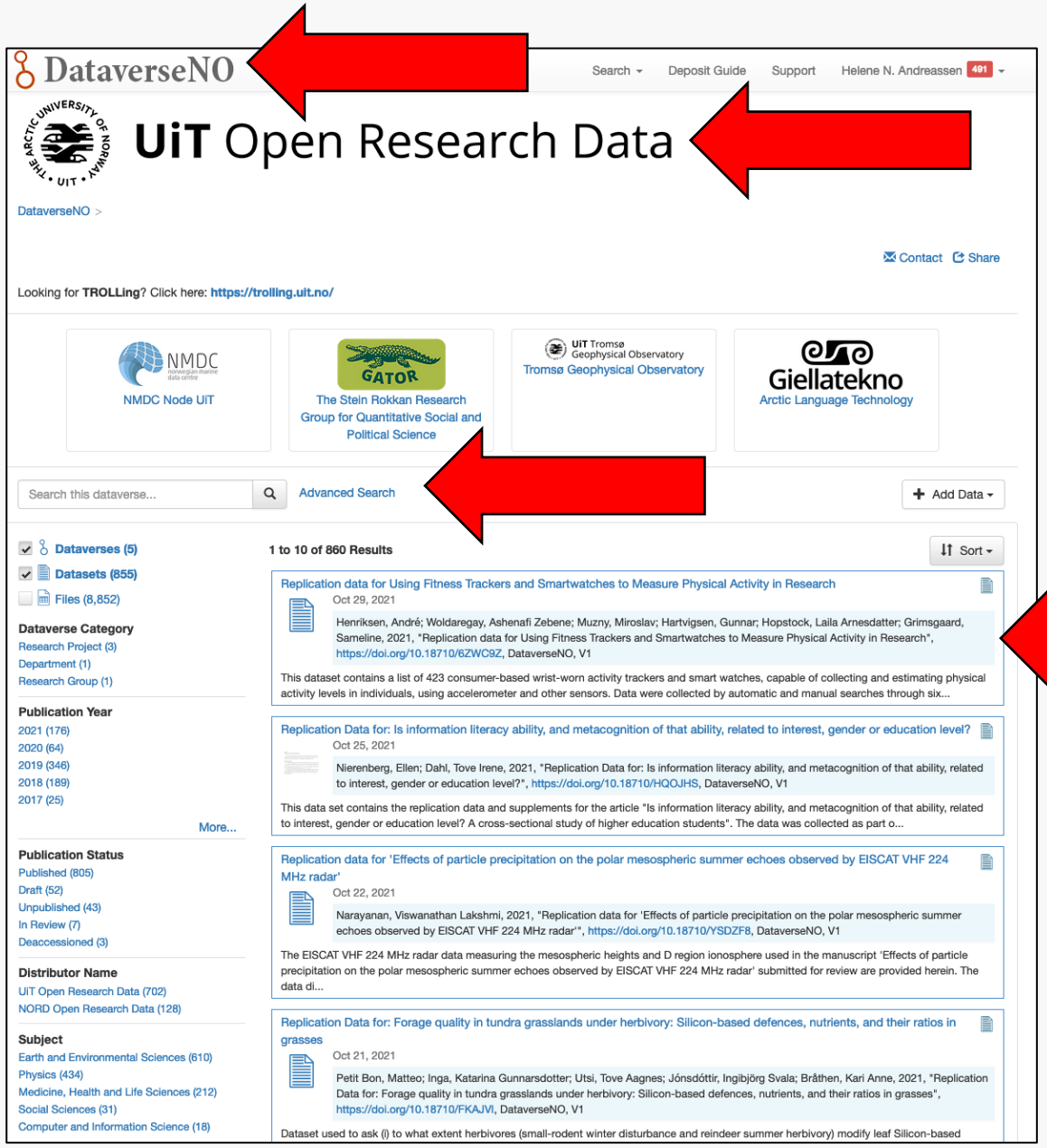
Types of data in UiT Open Research Data

- Archive for open data.
- The researcher is responsible for ensuring that the data uploaded to UiT ORD can be shared openly.
  - GDPR
  - Third-party data
- Embargo allowed, but the final goal should be sharing of all data files.

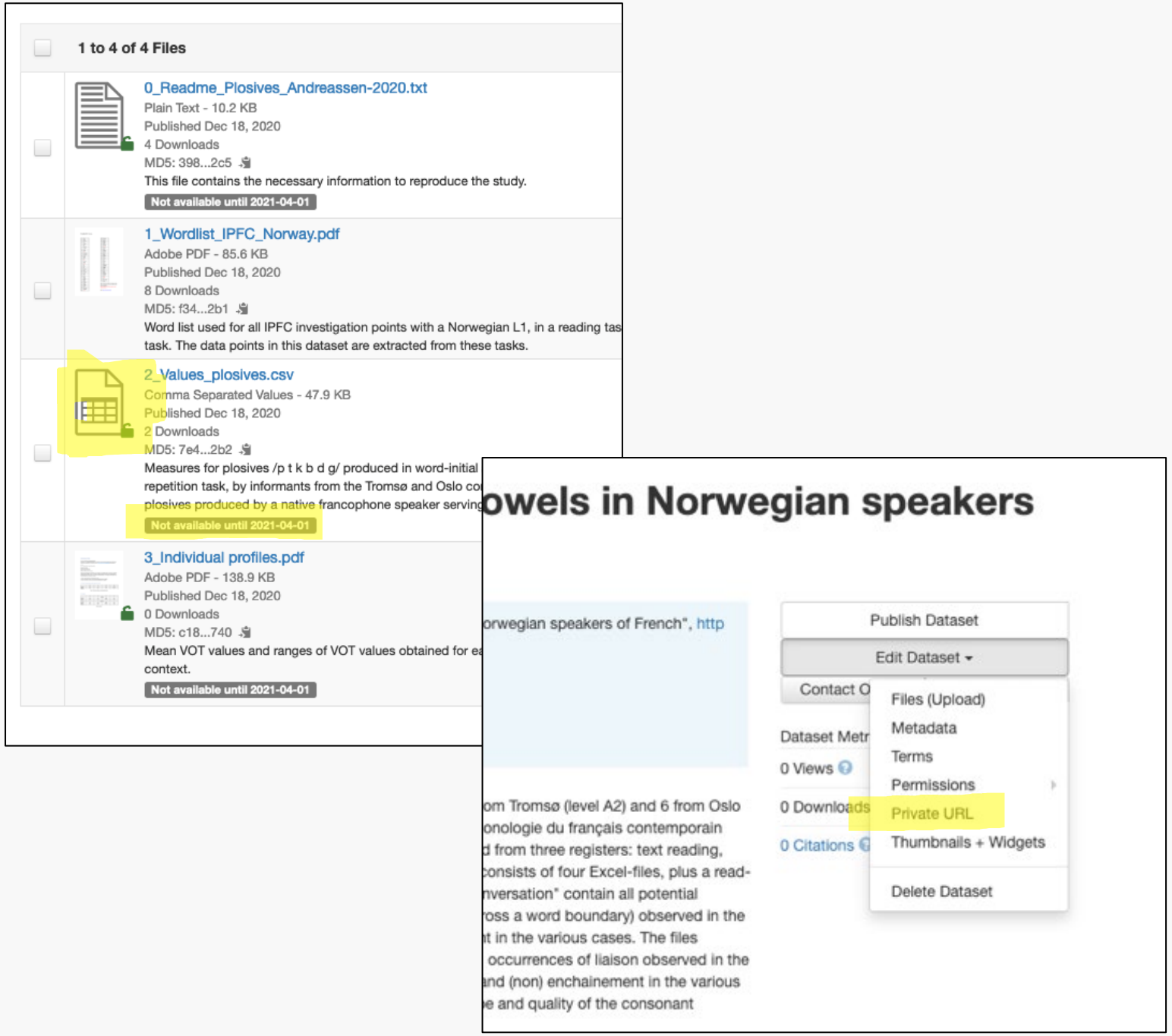
Repository for all kinds of open data

- The researcher is responsible for deciding which data is worthy of preserving.
- Raw data, processed data, data excerpts.

CC BY

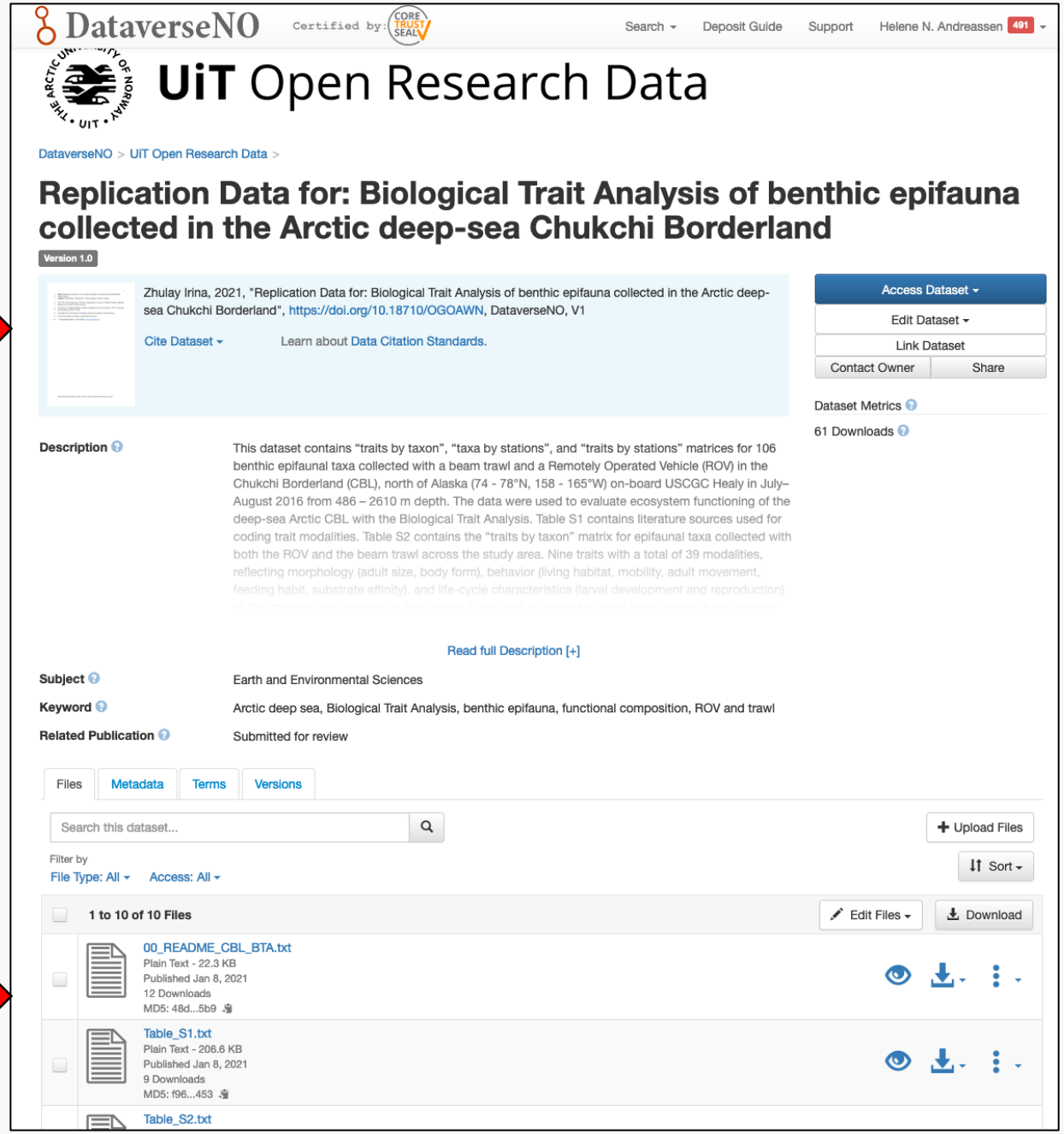


- UiT Open Research Data is part of DataverseNO, a multi-institutional platform for open research data.
- As UiT affiliated you'll be automatically directed to UiT Open Research Data upon signing in to DataverseNO (with Feide).
- The datasets are listed chronologically with the most recent on top.
- When browsing datasets in DataverseNO you can either choose to search in UiT Open Research Data specifically or in the entire DataverseNO.



- Possibility to temporarily restrict access to files (embargo), for example until article has been published
  - *This is something you can administer when uploading your data files.*

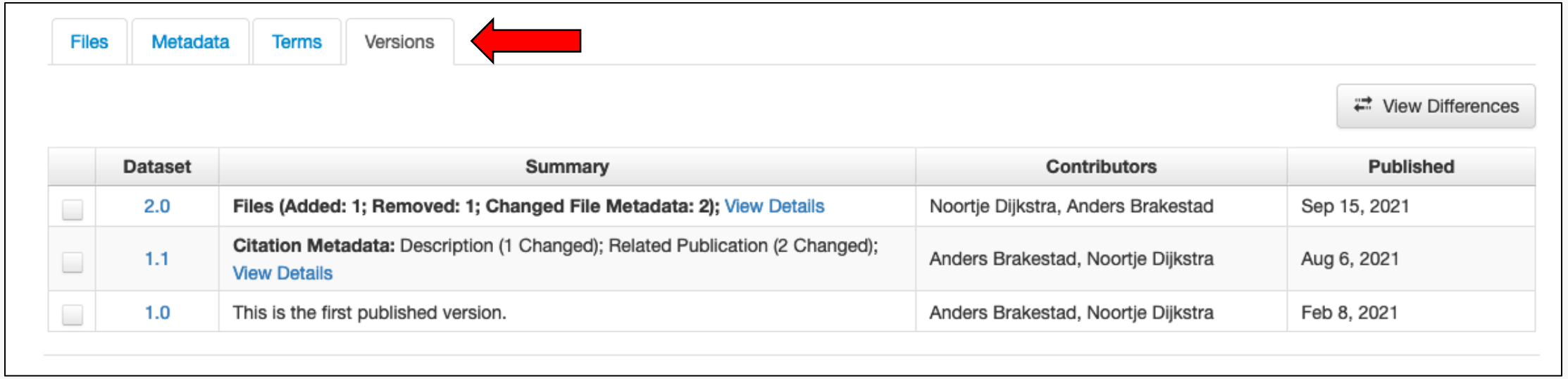
- Possibility to assign pre-publishing reading or editing access, for example to collaborators or peer reviewers
  - *This is something only the data curators can administer, which you can ask for when submitting your dataset.*

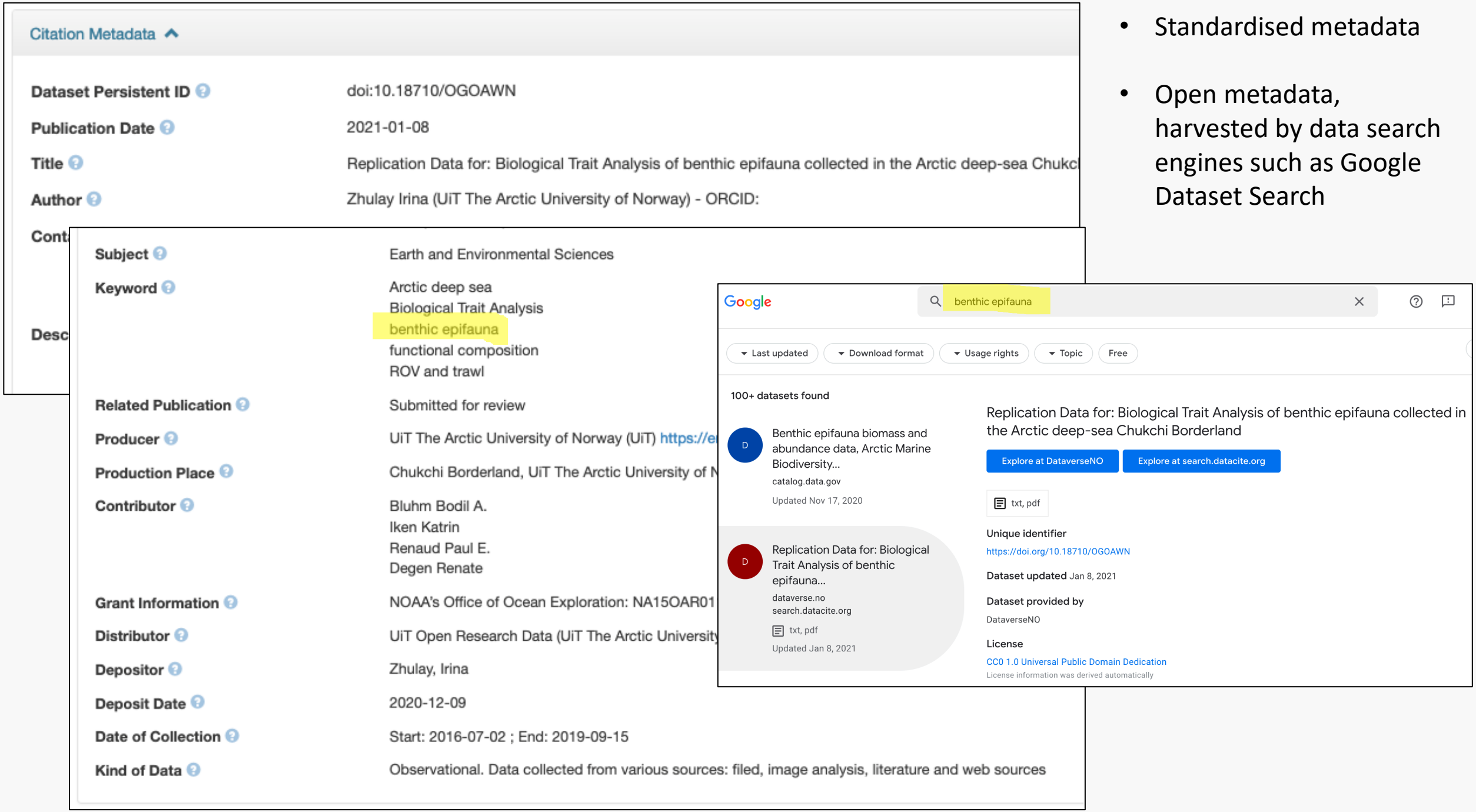


- Automatically generated reference
- Permanent DOI identifier

- Files can be downloaded invidually or as part of a dataset
- Readme file is always on top

- Version control: All previous versions are available

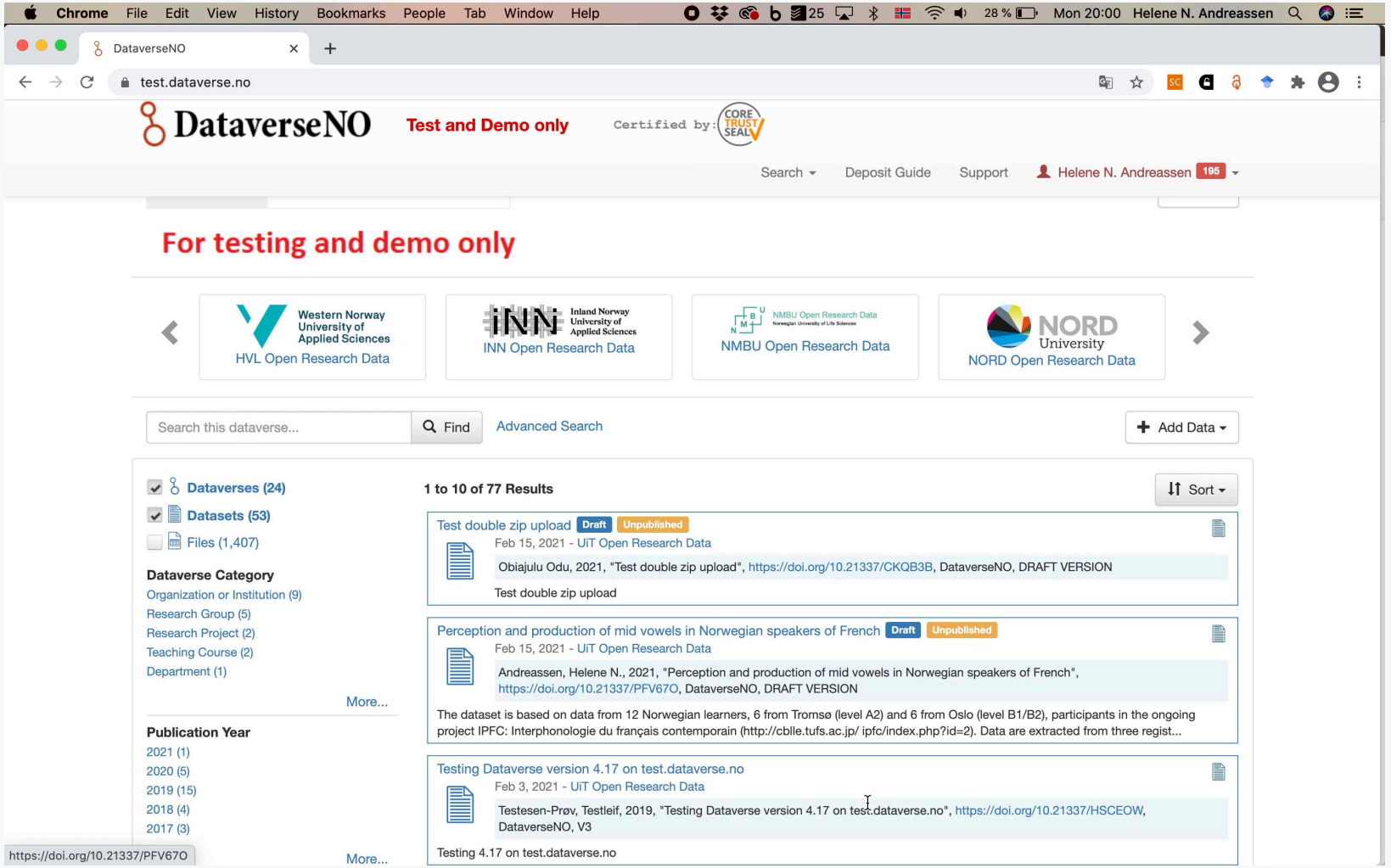




- Standardised metadata
- Open metadata, harvested by data search engines such as Google Dataset Search

Demonstration: Step 1

Create dataset and add obligatory metadata

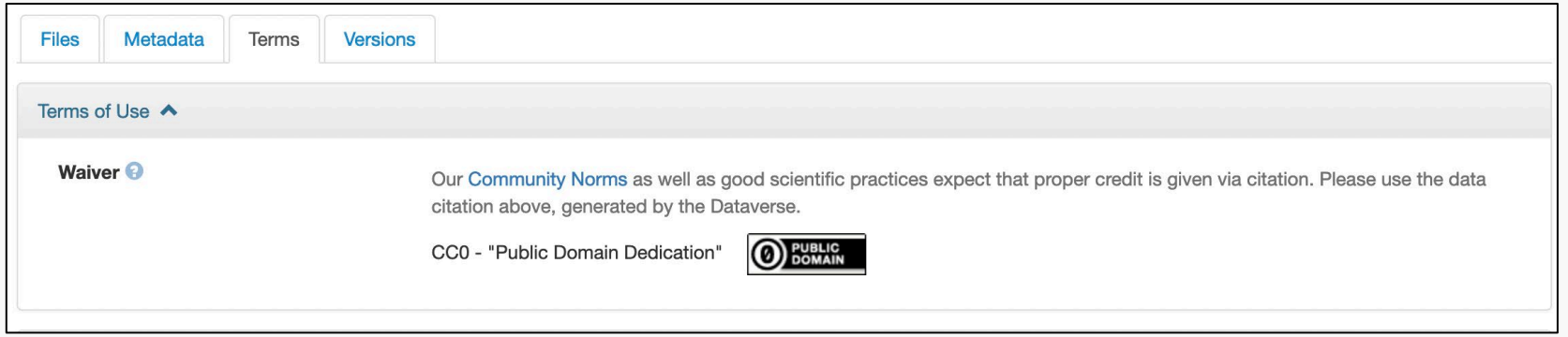


Demonstration: Step 2, 3, …

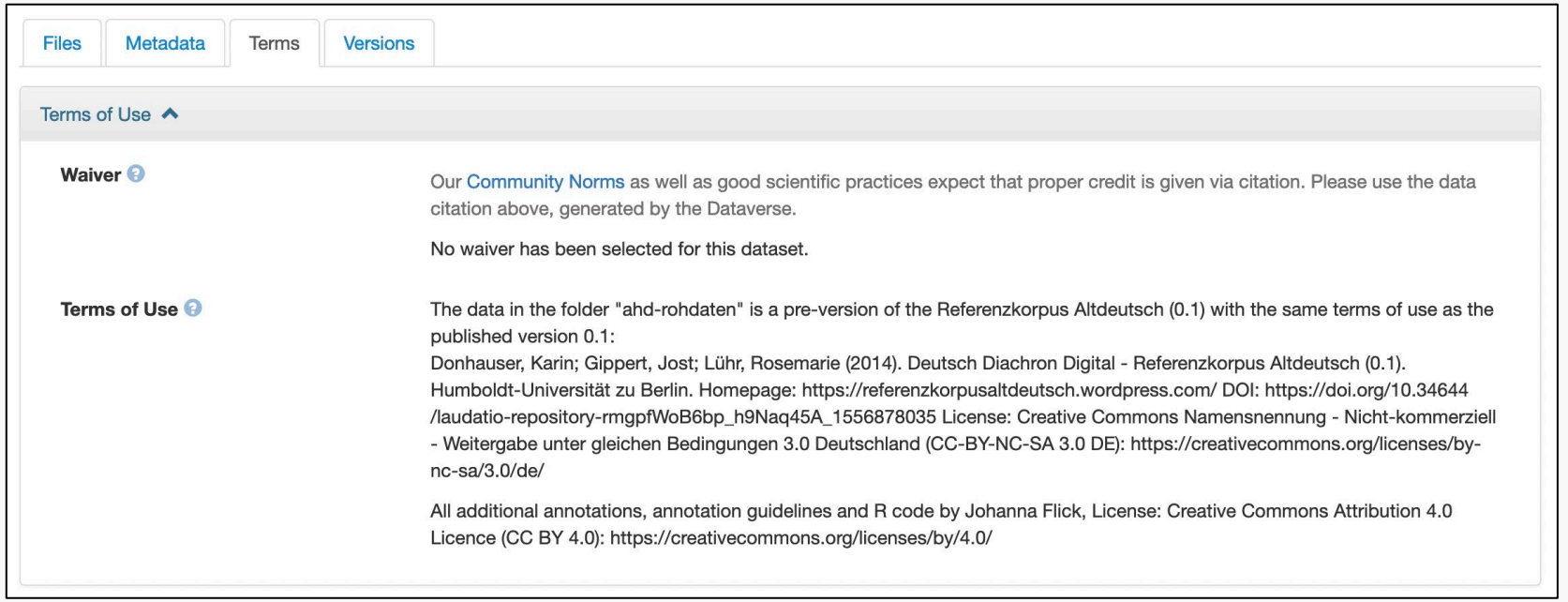
[Let’s go live]

Reuse license

Default



Edit Terms Requirements



Work process

- Deposit Guide
- Write readme file
- License control
- File formatting

- Add metadata
- Submit data files
- If applicable, inform about desired anonymisation of the dataset

- Allow a few days for the data curation process

- Metadata quality control
- File format and readme check
- License control
- Writing of curation report

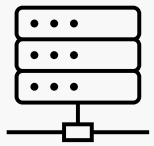
- Make recommended changes
- Alternatively, explain why you don’t agree.
- Re-submit

- If dataset is anonymised, inform when this can be revoked (and the dataset will be published)
- If embargo on files, repeal when possible and re-submit data
- !! Changes made after publication need to be re-submitted

Two important links and one important email address

UiT ORD

opendata.uit.no



User guide

info.dataverse.no

Support

researchdata@hjelp.uit.no

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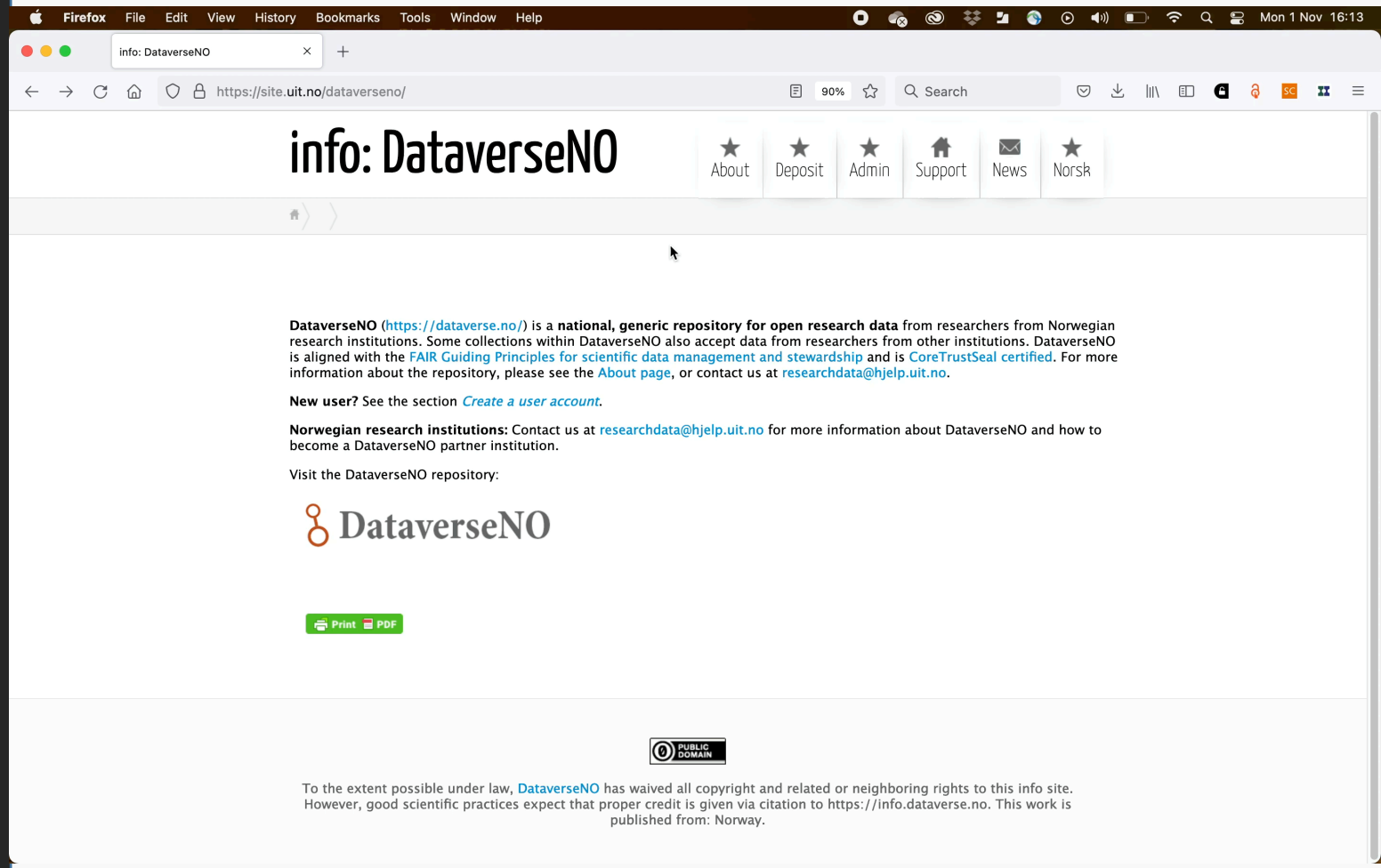
1 important document:

The Readme-file template

info.dataverse.no



Exercise

- Go to info.dataverse.no and click on Deposit → Deposit your data → Enter metadata. Keep this page open throughout the process. (You'll find more info under 'Enter more metadata')
- Go to https://demo.dataverse.no/
- Logg on using your Feide credentials. If you don't have Feide – please contact us. If asked to select institution during login, select UiT (or other, if relevant).
- Create a dataset
    1. Click "add data"
    2. Add mandatory metadata
    3. Save the dataset
    4. Add additional metadata
    5. Upload data files
    6. Save the dataset

Zoom guidelines

Feel free to turn the sound off while working.

If you need assistance, write to us in the chat or unmute.

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Wrap-up

Upcoming RDM webinars

How to search and cite research data

19. APRIL 2023

Research data: Rights and licenses

19. APRIL 2023

CANCELLED: How to use an electronic lab notebook

20. APRIL 2023

How to write a Data Management Plan

20. APRIL 2023

Workshop: Data cleaning/Datavask OpenRefine

25. APRIL 2023

Kick-off-seminar datarøkternettverk (data steward network)

3. MAI 2023

Kick-off seminar data steward network

3. MAI 2023

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More information and help

UiT Research Data Portal: https://uit.no/forskningsdata/

Email: researchdata@hjelp.uit.no

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researchdata@hjelp.uit.no

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