Plan Overview

A Data Management Plan created using DMPonline

Title: Writing a good data management plan (ESRC template)

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Template: ESRC Template

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Project abstract:

This DMP provides some guidance in writing a good DMP using the ESRC template.

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Copyright information:

Writing a good data management plan (ESRC template)

Assessment of existing data

Provide an explanation of the existing data sources that will be used by the research project, with references

This will depend on the project. However DataCite, an organisation which Durham uses to mint / publish DOIs, maintains a large database of published research data. It's probably worth searching the DataCite database for research data which you might be able to re-use or integrate with your dataset. DataCite claims to have 20 million research outputs in their database but only 7.6 million items are datasets.

Provide an analysis of the gaps identified between the currently available and required data for the research

Information on new data

Provide information on the data that will be produced or accessed by the research project

A good way to describe some types of research data is to put various details about the raw and processed data in a table. For example:

Digital output	Output type	Format(s)	Duration or Size	Planned access
Interview recordings	Digital audio data	Waveform Audio Format (.wav). 48 kHz, 24 bits, 2 channels.	30 interviews, 1 hr each. Requires 30 Gb storage.	Data will be used for the duration of the project, and for the production of transcripts.
Interview transcripts	Text documents	Word and PDF format	30 transcripts. Requires 100 Mb storage.	Full transcripts in Word files will be used for the duration of the project. Edited PDF versions will be deposited in the Durham Research Data Repository.
Project web site	HTML	WordPress based website hosted by Durham.	Web site will be publicly available during the whole project lifecycle and 3 years after the project finishes.	Publicly available.
Qualitative data file	Analysis of interviews stored in MAXQDA	We will export the data from MAXQDA in Excel format	Data will be storedwithin MAXQDA during the whole project lifecycle. Requires 2 Gb storage	An edited, anonymised version of the data will be deposited in the Durham Research Data Repository.
Computer software	High-level programming language	Sagemath format (.sage)	1 Mb storage	Software will be deposited in the GitHub.
Fire detection still images	Digital images	PNG format	Approximately 71,000 images. Requires 5.6 Gb storage.	Data will be deposited in the Durham Research Data Repository.
Fire detection video recordings	Digital video data	MP4 format	Approximately 50 videos. Requires 4 Gb storage.	Data will be deposited in the Durham Research Data Repository.
Recordings of lectures	Digital video data	MPEG4	20 recordings, each lasting one hour. Requires 20 Gb storage.	Open access via Durham Research Data Repository

Quality assurance of data

Describe the procedures for quality assurance that will be carried out on the data collected at the time of data collection, data entry, digitisation and data checking.

Please skim the Guidance on data quality control from the UK Data Service.

Backup and security of data

Describe the data security and backup procedures you will adopt to ensure the data and metadata are securely stored during the lifetime of the project.

This question refers to short-term storage only, specifically during the research funding period. Please do not mention long-term storage solutions here.
CIS have developed a Storage Options Tool to help you choose the best storage solution for your research project.

Management and curation of data

Outline your plans for preparing, organising and documenting data.

The question assumes you will be publishing your anonymised research data in an open data repository such as ReShare at UK Data Service or DRO-DATA at Durham.

Difficulties in data sharing and measures to overcome these

Identify any potential obstacles to sharing your data, explain which and the possible measures you can apply to overcome these.

Most funders require research data (ideally both raw data and processed data) to be deposited in an open, data repository within three to twenty-four months of the end of your research funding. However there are valid reasons for withholding research data: ethical reasons, public safety reasons and commercial reasons.
Here you will want to talk about: your consent procedures; your data anonymisation procedures; and any data access restrictions you will have in place, normally involving a Non-disclosure Agreement.

Consent, anonymisation and strategies to enable further re-use of data

Make explicit mention of the planned procedures to handle consent for data sharing for data obtained from human participants, and/or how to anonymise data, to make sure that data can be made available and accessible for future scientific research.

This is similar to the previous question.

Copyright and intellectual property ownership

State who will own the copyright and IPR of any new data that you will generate.

Ownership of research data is defined in the University's Intellectual Property Policy

Responsibilities

Outline responsibilities for data management within research teams at all partner institutions

This is normally the PI