



Data management planning

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Economic and Social Data Service

Data management planning

Plan how data will be managed at the start of research

Data management / sharing plans - increasingly required by funders:

- award application
- project deliverables

Example: Rural Economy and Land Use programme - DMP:

- need for access to existing data sources
- datasets planned to be produced
- planned quality assurance and back-up procedures for data
- plans for management and archiving of collected data
- expected difficulties in making data available for re-use
- measures to overcome such difficulties
- who holds copyright and intellectual property rights of data
- data management roles and responsibilities

DCC data management template

Extensive DMP template:

- Introduction and context
- Legal, rights and ethical issues: IPR, copyright, licenses, ethical issues, consent agreements
- Access, data sharing and reuse: how share, access restrictions, potential uses
- Data collection/ development methods, incl metadata, standards, quality assurance
- Data standards: data type, formats, platforms
- Short-term storage and data management, incl. access management, back-up
- Deposit and long-term preservation: where, how, which preparation, which documentation
- Resourcing: roles and responsibilities, costs
- Compliance and review: adherence to DMP, DMP reviews
- Agreement/ratification by stakeholders (if useful)

www.dcc.ac.uk/docs/templates/DMP_checklist.pdf