

# Data Management Plan - EPN2024

All Participants, read and update the Draft VESPA-DMP Document !

EPN-2024-RI VA DMP contact points

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EPN 2024 RI VA Science DMP pages are [here](#)

EPN 2020 RI DMP is [here](#)

To be adapted to Europlanet 2024

Need to include data from TAs + NA2

## Guidelines from OU (DMP Instructions sent to EUROPLANET2020LEADERS)

(extracted from *EPN2020 coord newsletter "Europlanet Update; November 9, 2015": Europlanet2020\_RI\_update\_09112015.pdf*)

### Data management plan (DMP)

As part of WP1, we are committed to write a DMP. WP leaders will be responsible for their own DMP. The EU has provided some guidelines in the document [Guidelines on Data Management in Horizon 2020](#). A handy tool to write a Data Management Plan that meets the Horizon 2020 policy can be found online [DMP Online](#). One can easily sign up for the first time and then use it as a reference.

Whatever tool we decide to use, the general questions to be addressed are:

- Types of data that will be generated
- Data and metadata standards
- Policies for data access and sharing
- Data storage and preservation of access

For example, by using the above DMP online, the following boxes need to be filled in

<b>Data set reference and name</b>	Identifier for the data set to be produced.
<b>Data set description</b>	Description of the data that will be generated or collected, its origin (in case it is collected), nature and scale and to whom it could be useful, and whether it underpins a scientific publication. Information on the existence (or not) of similar data and the possibilities for integration and reuse.
<b>Standards and metadata</b>	Reference to existing suitable standards of the discipline. If these do not exist, an outline on how and what metadata will be created.
<b>Data sharing</b>	Description of how data will be shared, including access procedures, embargo periods (if any), outlines of technical mechanisms for dissemination and necessary software and other tools for enabling re-use, and definition of whether access will be widely open or restricted to specific groups. Identification of the repository where data will be stored, if already existing and identified, indicating in particular the type of repository (institutional, standard repository for the discipline, etc.).  In case the dataset cannot be shared, the reasons for this should be mentioned (e.g. ethical, rules of personal data, intellectual property, commercial, privacy-related, security-related).
<b>Archiving and preservation - including storage and backup</b>	Description of the procedures that will be put in place for long-term preservation of the data. Indication of how long the data should be preserved, what is its approximated end volume, what the associated costs are and how these are planned to be covered

In general, the sample questions to be answered are:

<b>Data types, formats, standards and capture methods</b>	<p>What data outputs will your research generate?</p> <ul style="list-style-type: none"> <li>outline volume, type, content, quality and format of the final dataset</li> </ul> <p>Outline the metadata, documentation or other supporting material that should accompany the data for it to be interpreted correctly.</p> <p>What standards and methodologies will be utilised for data collection and management? State the relationship to other data available in public repositories e.g.</p> <ul style="list-style-type: none"> <li>existing data sources that will be used by the research project</li> <li>gaps between available data and that required for the research</li> <li>the added value that new data would provide in relation to existing data</li> </ul>
<b>Access, data sharing and reuse</b>	<p>What are the further intended and/or foreseeable research uses for the completed dataset(s)?</p> <p>How will you make the resource accessible to potential audience(s): Where will you make the data available?</p> <ul style="list-style-type: none"> <li>How will other researchers be able to access the data?</li> <li>What is the timescale for public release of the data?</li> <li>How will data sharing provide opportunities for coordination or collaboration?</li> </ul>
<b>Short-term storage and data management</b>	<p>Describe the planned quality assurance and back-up procedures [security/storage].</p> <p>Specify the responsibilities for data management and curation within research teams at all participating institutions.</p> <p>Define data management support.</p>
<b>Deposit and long-term preservation</b>	<p>Identify which of the data sets produced are considered to be of long-term value.</p> <p>Outline the plans for preparing and documenting data for preservation and sharing.</p> <p>Explain your archiving/preservation plan to ensure the long-term value of key datasets.</p>

DMP is something new in comparison with previous FP7 projects. Our PM Barbara Pizzileo will also be attending a training course about it this week so will feedback her experiences. OU will be hosting a DM meeting on 10th December, where OU's resident expert in the field will present her experience in designing DMPs. If you wish to attend please let us know (we have already contacted some people).

## Copyrights and licenses for research data.

In Developing our DMP there are several types of copyrights and licenses for research data that we can adopt. These are Creative Commons (CC's) but there are different types as outlined below. We propose that CC BY might be the correct solution for much of Europlanet but certain areas might come under CC BY-ND or even CC BY-NC-ND might be required to protect certain parts. It would be useful to get suggestions from you for your WP as to how you feel the data should be treated.

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## **Links between CC and GPL ?**

<http://creativecommons.org/tag/gpl>

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