



*Citation for published version:*

Cope, J 2013, 'Developing a Research Data Management website', JISC MRD Closing Workshop, Birmingham, UK United Kingdom, 25/03/13 - 26/03/13.

*Publication date:*

2013

*Document Version*

Publisher's PDF, also known as Version of record

[Link to publication](#)

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# Developing a Research Data Management website

Jez Cope  
Technical data co-ordinator

Research360 project



12 March 2012

- 1 Our approach**
  - Where we started
  - Guiding principles
  - The process
- 2 Other considerations**
  - Support structures
  - Local issues
- 3 What's next?**

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# Where we started



Research Development & Support Office



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## Research Data

- University of Bath Road Map for EPSRC - Compliance with Research Data Management Expectations

### Research Data Management

What types of data are you creating? Who owns the data? What volume of data do you currently have? Where are the data stored? How frequently are your data backed up? Who can access your data? How long do you need to maintain your data?



Research Data Management is organising and preserving research data so that it can be available for future use. Properly managed research data can be better shared among the wider research community, enhancing the long-term value of the work. This webpage has been designed as a central point of information about Research Data Management for researchers at the University of Bath. It utilises resources from other institutions, many of which are outputs from JISC funded projects.

For more information and guidance, contact [research-data@bath.ac.uk](mailto:research-data@bath.ac.uk).

This information should be read in conjunction with the University's [Code of Good Practice in Research](#).

<http://www.bath.ac.uk/rdso/datamanagement.html>

Researching research data from government, business, academia and major funders. These reports set out some of the motivation for this, along with some specific recommendations:

- Royal Society: Science as an Open Enterprise
- OECD Principles and Guidelines for Access to Research Data from Public Funding

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One long page

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Rarely updated

One long page

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Hard to find

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Poorly structured

Hard to find

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# Guiding principles



- Short and sweet

# Guiding principles



- Short and sweet
- Link to external information sources

# Guiding principles



- Short and sweet
- Link to external information sources
- Continual improvement

- Short and sweet
- Link to external information sources
- Continual improvement
- Multiple routes in/through
  - Left-hand navigation: organise by topic
  - Home page: organise by task

## 1 Develop aims & objectives

### Our aims

- Improve researchers' RDM practice
- Give info on planning
- Give advice on keeping data safe
- Flag up support services

- 1 Develop aims & objectives
- 2 Consider audience

## Questions

- What are their needs?
- What are their constraints?
- How do these map to our aims?

- 1 Develop aims & objectives
- 2 Consider audience
- 3 Draw up content plan

## Consider

- Logical structure
- Navigation
- Audience needs



- 1 Develop aims & objectives
- 2 Consider audience
- 3 Draw up content plan
- 4 Prioritise & assign responsibilities

## Who?

- Initially project team
- Transition to support depts

# The process



- 1 Develop aims & objectives
- 2 Consider audience
- 3 Draw up content plan
- 4 Prioritise & assign responsibilities
- 5 Draft and agree on content

# The process



- 1 Develop aims & objectives
- 2 Consider audience
- 3 Draw up content plan
- 4 Prioritise & assign responsibilities
- 5 Draft and agree on content
- 6 Publish

# The process



- 1 Develop aims & objectives
- 2 Consider audience
- 3 Draw up content plan
- 4 Prioritise & assign responsibilities
- 5 Draft and agree on content
- 6 Publish
- 7 Iterate

## Research data

### Research data

[Introduction](#)[Planning for data](#)[Keeping data safe](#)[Sharing & reusing data](#)[Archiving data](#)[Support, advice & training](#)[Policy](#)[Contact us \(email\)](#)

## Research data

Research data is any material collected, observed, or created for the purposes of analysis to generate original research results, irrespective of the format of data. It may be digital, paper based or in other forms.

### Overview of research data management, sharing and archival

Use the links below to find help for particular tasks, or browse the menu on the left by category.

## What to do when...

### ...planning a project

- Write a data management plan
- Find out what your funder expects
- Use tools and templates to write a data management plan
- Request research storage, *Pls only* (BUCS)

### ...working on a project

- Learn how to keep your data safe
- Organise and document your files
- Write or update your data management plan

### ...finishing a project

- Find out what your funder expects
- Select data for archival
- Choose a suitable archive/repository
- Digitise non-digital data

### ...using someone else's data

### ...somebody wants your data

### ...you want to know more

## Research data

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## Research data

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Writing a plan

Planning tools

Funder expectations

Keeping data safe

Sharing &amp; reusing data

Archiving data

Support, advice &amp; training

Policy

Contact us (email)

## Writing a plan

What should a good data management plan look like? You should consider the following issues when planning your data management:

- What new data will you produce? What types/formats? How much?
- What existing data could you reuse?
- How will you store and back up your data?
- How will you organise and describe your data for future use?
- Who will need access to your data and how will you control this?
- What data will you want to archive after the project? Where and for how long?
- Who will archived data be available to and under what license?
- What existing resources are available to meet these needs? What additional resources may be required?
- Who will be responsible for each of these elements?

### See also

- [Tools and templates for developing a data management plan](#)

### More information

- [Quick Data Management Checklist](#) (Digital Curation Centre)
- [How to Develop a Data Management & Sharing Plan](#) (Digital Curation Centre)
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### Contact information

Find people...

Location &amp; maps



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## Training

- For postgraduate students:
  - Face-to-face workshops
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  - <http://immersiveinformatics.org/>
- For research staff:
  - One-to-one advice with specific queries
  - Data management planning workshops

## Single point of contact

- One email address: `research-data@bath.ac.uk`
- Mentioned regularly on the website
- Forwards requests to research data team



- Where should it live?

- Where should it live?
  - Answer:  
<http://www.bath.ac.uk/research/data/>

- Where should it live?
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- How will people find it?

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- What template should it use?
- How will people find it?
- How to manage the single point of contact?

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# Lessons learnt



- Getting content from busy people takes time

# Lessons learnt



- Getting content from busy people takes time
- Up-front planning saves time...



# Lessons learnt



- Getting content from busy people takes time
- Up-front planning saves time...
- ...but don't let it take over

# What's next?



- Scheduled review & update
  - Expand some sections
  - Add new content
  - Add more external links
- Regular link check

# Any questions?



# JISC

<http://bath.ac.uk/research/data/>