Research data management guideline – what’s up?

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Open Science
Research Data Management
Library UniBE
Outline

• Background:
  o Support at UniBE
  o Initiation of the Research Data Management (RDM) guideline
• Purpose and scope of the RDM guideline
• Description of guide content
• Support options
Data Stewards Support in Research Data Management

Open Science, University Library of Bern, University of Bern
Training and Support

How to publish & license research data

How to store research data

How to efficiently document research data?

How to comply with the Open Research Data funding agencies requirements

How to write and update a Data Management Plan

How to pre-register a study

How to manage research data ethically

How to organize research data
Data Documentation Guideline

Background

**Initiation:** Scientific Integrity, confidentiality, and documentation. Institute of Tissue Medicine and Pathology (IGMP) and Data Stewards, Open Science Team

- Scientific integrity (e.g., falsification, fabrication, plagiarism)
- Scientific confidentiality (e.g., unpublished data)
- Research data management and scientific documentation
- Research involving data and bio-samples from patients, and experimental animals
- Hand-over of notebooks, protocols, bio samples and critical reagents at the end of the contract
- Addendum (information for the student needs to be aware of)
  - Research data and projects publication (e.g., Data Management Plan, data repository)

[Recommendation on research data documentation from the Open Science Team (PDF, 141KB)]
The purpose of this guideline is to assist researchers across various disciplines at the University of Bern and Insel Hospital in managing their research data effectively throughout the entire project life cycle.
Research Data Management Life Cycle

Scope

Planning
- Ethics
- Data Management Plan

Collection
- Type
- Format
- Size
- File convention
- Description
- Documentation
- Readme_Template_EN.txt (3KB)
- Recommendation (PDF, 141KB)

Processing
- Tools
- Software
- Code

Standards
- Metadata
- Controlled vocabularies

Storage
- Access
- Timeline

Sharing
- Distribution
- Reuse
- Data Transfer and Use Agreement

Publishing
- Data Access
- License
- Monitor
- DMP final
- Code
- Protocol
- Open-Source-Software

Research Data Management Guideline (PDF, 157KB)
Research Data Management Guideline

Content

1. Planning of Research Data Management
2. Data collection and processing
3. Data documentation and metadata
   - Readme_Template_EN.txt (3KB)
   - Recommendation on research data documentation (PDF, 141KB)
4. Data storage, security and backup
5. Ethical, legal and security issues
6. Publication of Research Data, Programming Code and Software
7. Annexes: On Support, Tools, Resources
Research Data Management Guideline

Annexes

Annex A: Support at the University of Bern
Annex B: Data documentation
Annex C: Tutorials for SNSF Data Management Plans (DMPs)
Annex D: Data Management Plan (DMP) tools
Annex E: Other Research Data Management online sources / tools

Research Data Management Guideline (PDF, 157KB)
Research Data Management Guideline

Annex A: Support at the University of Bern

A1. Open Science Research Data Management
A2. Legal Services Office
A3. IT Security (IT Security Officer CISO)
A4. IT-Service at the University of Bern
A5. Unitectra
Annex A: Support at the University of Bern

A6. Animal welfare Office
A7. Research Management Office (RMO)
A8. Research Integrity and Ethics
A9. Insel Hospital, Directorate for Teaching and Research (DLF, DE)
A10. Clinical Trial Unit (CTU)
Drafted DMPs can be offline template or made using Web based DMP tools. DMP Tools containing templates and providing guidance. Some allow collaboration and/or tracking progress. Something to consider while choosing a DMP Tool:
- Check what DMP tool is recommended or provided by your funding agency.
- Check what DMP tool is recommended or provided by your institute.
- Make sure that the tool you choose includes the DMP template that you need.

To produce a machine-readable/actionable DMP, make sure the tool allows exporting to formats such as JSON, rather than only as a PDF document.
The Research Data Management toolkit for Life Sciences RDMkit

Useful links to some tools and resources

The Open Science Data Stewards Team recommendation for the tools in Research Data Management (Link RDM)

Specific DMP Tools:

- **Tool 1:** DMP Canvas Generator: [DMP Generator (vital-it.ch)](vital-it.ch)
- **Tool 2:** DMP online: [DMPonline (dcc.ac.uk)](dcc.ac.uk)
  - Training: Search results - TeSS (Training eSupport System) (elixir-europe.org)
- **Tool 3:** Argos: [Argos (openaire.eu)](openaire.eu)
  - Training: Argos - User Guide (openaire.eu)
Service and Support

Webpage: Research Data Management Support

Newsletter: http://www.unibe.ch/ub/osnews

Survey: Yours suggestions http://tiny.cc/rdmsurv
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Thanks for your attendance

Next Coffee Lectures, slides and screencasts:

http://bib.unibe.ch/scimed

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Thanks for your attendance

Now there is time for...

Questions & Discussion

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