

Research Data Management Tools: When Talking to Faculty/Students

Laure Perrier
Research Data Management Librarian
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Current Issues

Recent activity,

June 2016

- Tri-Agency (SSHRC, NSERC, CIHR):
Statement of Principles on Digital Data
Management

Source:

<http://www.science.gc.ca/default.asp?lang=En&n=83F7624E-1>

Current Issues

Tri-Agency Statement of Principles on Digital Data Management

- Data Management Plans

“Data management plans are key elements of the data management process”

Current Issues

Tri-Agency Statement of Principles on Digital Data Management

- Data Sharing

“Research data resulting from agency funding should normally be preserved in a publicly accessible, secure and curated repository”

Current Issues

Tri-Agency Statement of Principles on Digital Data Management

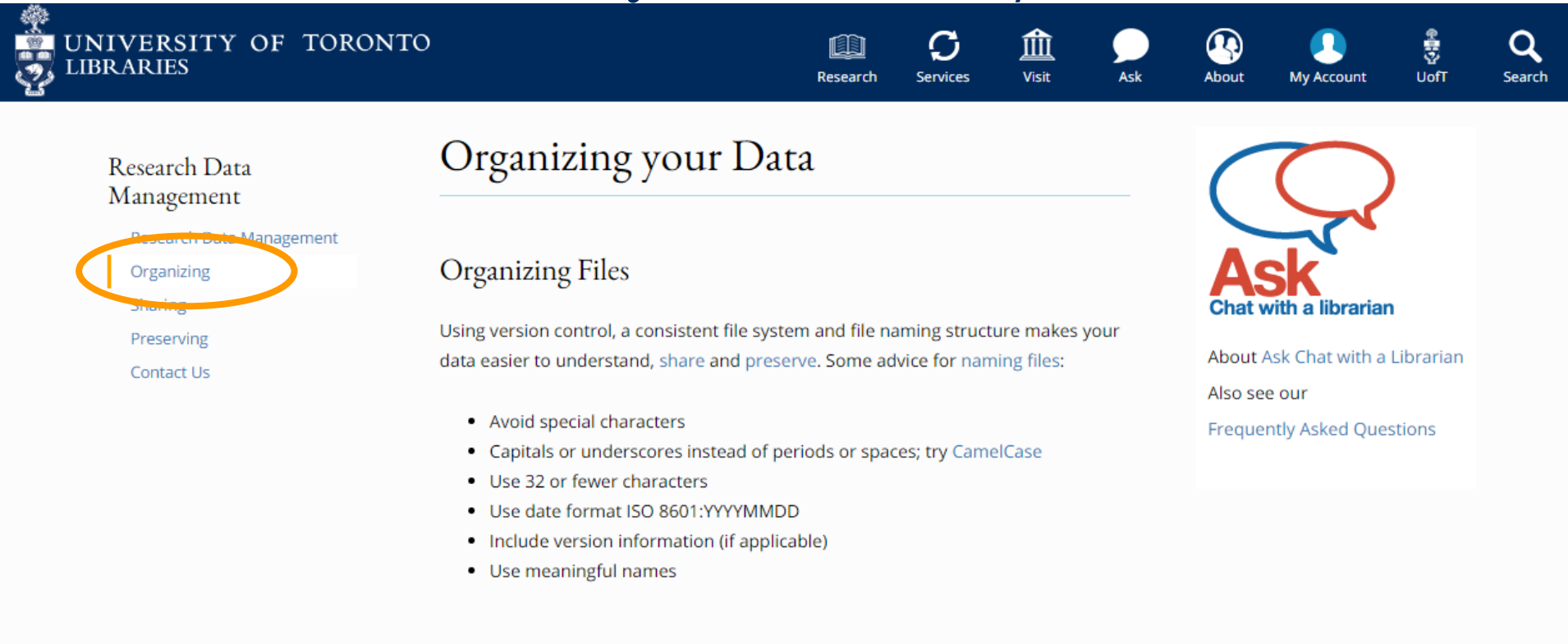
- Metadata

“All research data should be accompanied by metadata that accords...best practices”

Tools: Data Management Plans

■ Website:

onesearch.library.utoronto.ca/researchdata



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Research Data Management

Research Data Management

Organizing

Sharing

Preserving

Contact Us

Organizing your Data

Organizing Files

Using version control, a consistent file system and file naming structure makes your data easier to understand, [share](#) and [preserve](#). Some advice for [naming files](#):

- Avoid special characters
- Capitals or underscores instead of periods or spaces; try [CamelCase](#)
- Use 32 or fewer characters
- Use date format ISO 8601:YYYYMMDD
- Include version information (if applicable)
- Use meaningful names

Ask
Chat with a librarian

About Ask Chat with a Librarian

Also see our

[Frequently Asked Questions](#)

Tools: Data Management Plans



Data Management Plans

A Data Management Plan (DMP) documents your data organization decisions. A DMP is a short document created at the start of your research which addresses how you will work with your data.

Common topics addressed in a DMP include:

- Types of data that will be created
- Policies (funding, legal and institution) that apply to the data
- Who will own, have access to, and be responsible for managing the data
- What equipment and methods will be used to capture, process and document the data
- How the data will be organized and documented
- Where the data will be stored during and after the research
- How the data will be shared and under what provisions

There are free tools available to help draft a DMP:

- [DMPonline](#)
- [DMPTool](#)
- [DMP Assistant](#)

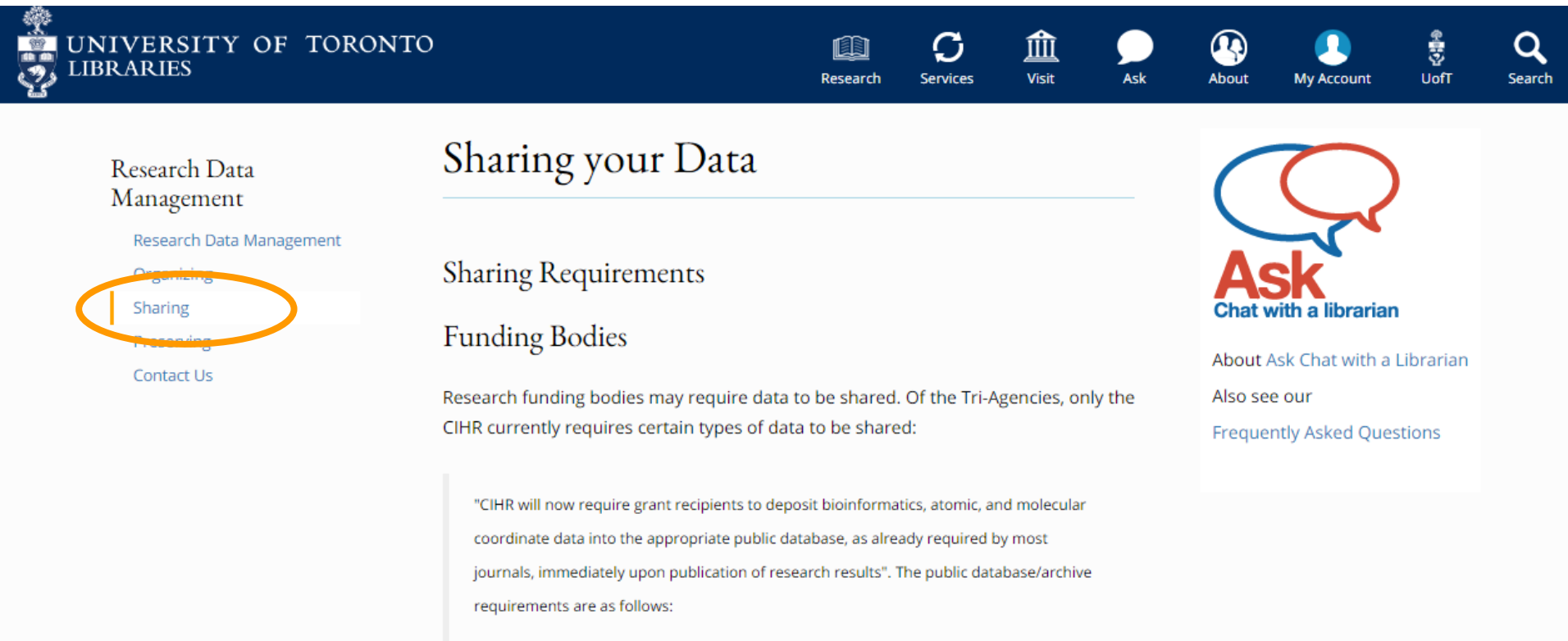
These tools have templates that reflect criteria to meet funding requirements, and can help design a plan that is relevant to data in your research domain. You can also draft your own DMP rather than relying on a template.

Common areas
of a Data Mgmt
Plan

Online Tools

Tools: Data Sharing

- Website:
onesearch.library.utoronto.ca/researchdata



The screenshot shows the University of Toronto Libraries website. The top navigation bar includes the library logo and the text 'UNIVERSITY OF TORONTO LIBRARIES'. To the right of the logo are several icons for 'Research', 'Services', 'Visit', 'Ask', 'About', 'My Account', 'UofT', and 'Search'. Below the navigation bar, the main content area is titled 'Sharing your Data'. On the left side, there is a sidebar menu for 'Research Data Management' with sub-links: 'Research Data Management', 'Organizing', 'Sharing' (highlighted with an orange circle), 'Preserving', and 'Contact Us'. The main content area has three sections: 'Sharing Requirements', 'Funding Bodies', and a quote from CIHR. On the right side, there is a 'Ask Chat with a librarian' widget with a speech bubble icon and links to 'About Ask Chat with a Librarian', 'Also see our', and 'Frequently Asked Questions'.

Research Data Management

- Research Data Management
- Organizing
- Sharing
- Preserving
- Contact Us


Sharing your Data

Sharing Requirements

Funding Bodies

Research funding bodies may require data to be shared. Of the Tri-Agencies, only the CIHR currently requires certain types of data to be shared:

"CIHR will now require grant recipients to deposit bioinformatics, atomic, and molecular coordinate data into the appropriate public database, as already required by most journals, immediately upon publication of research results". The public database/archive requirements are as follows:



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Frequently Asked Questions

Tools: Data Sharing

Topics covered:

- Sharing requirements:
 - Funding agencies
 - Publishers
- Preparing Data to Share
 - Metadata
 - Intellectual Property

Tools: Data Sharing

Topics covered:

- Publishing Data
 - Data repositories
 - Citing data

Tools: Metadata



Research Data Management

Research Data Management

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Metadata

Metadata is used to describe data so that other researchers can find it and use it appropriately. There are many metadata standards available for specific research disciplines or types of data. Since the universe of research data is so diverse, it is impossible to create one standard set of metadata that will be relevant to all datasets. Consider if someone were to present you with a dataset you had never seen before, what questions would you have? Instrumentation used, sampling methodologies, geographical or temporal extent are all potential pieces of information that a data repository might wish you to include in the metadata, to help provide context for future generations of researchers. Your chosen repository should be able to assist with determining what metadata to record. With your metadata you will also include any data documentation you have created while you built your dataset.

Tools: Faculty & Students

- Website:
onereach.library.utoronto.ca/researchdata

The screenshot shows the top navigation bar of the University of Toronto Libraries website. On the left is the University of Toronto Library logo. The navigation menu includes: Research (book icon), Services (refresh icon), Visit (classical building icon), Ask (speech bubble icon), About (group of people icon), My Account (person icon), UoT (U of T crest icon), and Search (magnifying glass icon).

The main content area is titled "Research Data Management". It features a left-hand sidebar with a "Research Data Management" section containing links for "Organizing", "Sharing", "Preserving", and "Contact Us". The main text area contains a welcome message and a list of services: "Organizing your data", "Sharing your data", "Preserving your data", and "Contact us".

On the right side, there is a "Ask Chat with a librarian" section with a speech bubble icon and a "Frequently Asked Questions" button.

At the bottom left, there is a "Share this page" section with icons for email, Facebook, Twitter, Pinterest, and LinkedIn.

Workshop

Workshop: Research Data Management

Date: Monday November 14, 2016

Time: 2:00 – 4:00 PM

Place: Alice Moulton Room, Gerstein

Questions

- Send in questions:
rdm@utoronto.ca

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