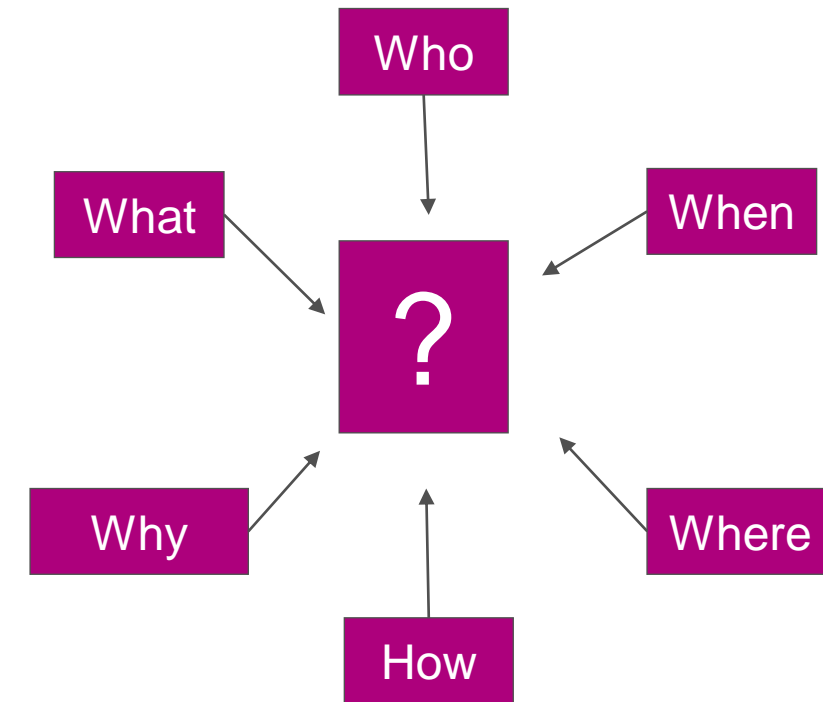# What is a Data Management Plan (DMP)?

A DMP is a structured document describing the intended handling of research data during and after the completion of a research project.

- Which data will be collected and how?
- How will the data be documented?
- Where will the data be stored and who will have access?
- How will the data be secured?
- Which data will be archived and how?
- Will the data be shared openly and how?
- Who will be responsible for data management?
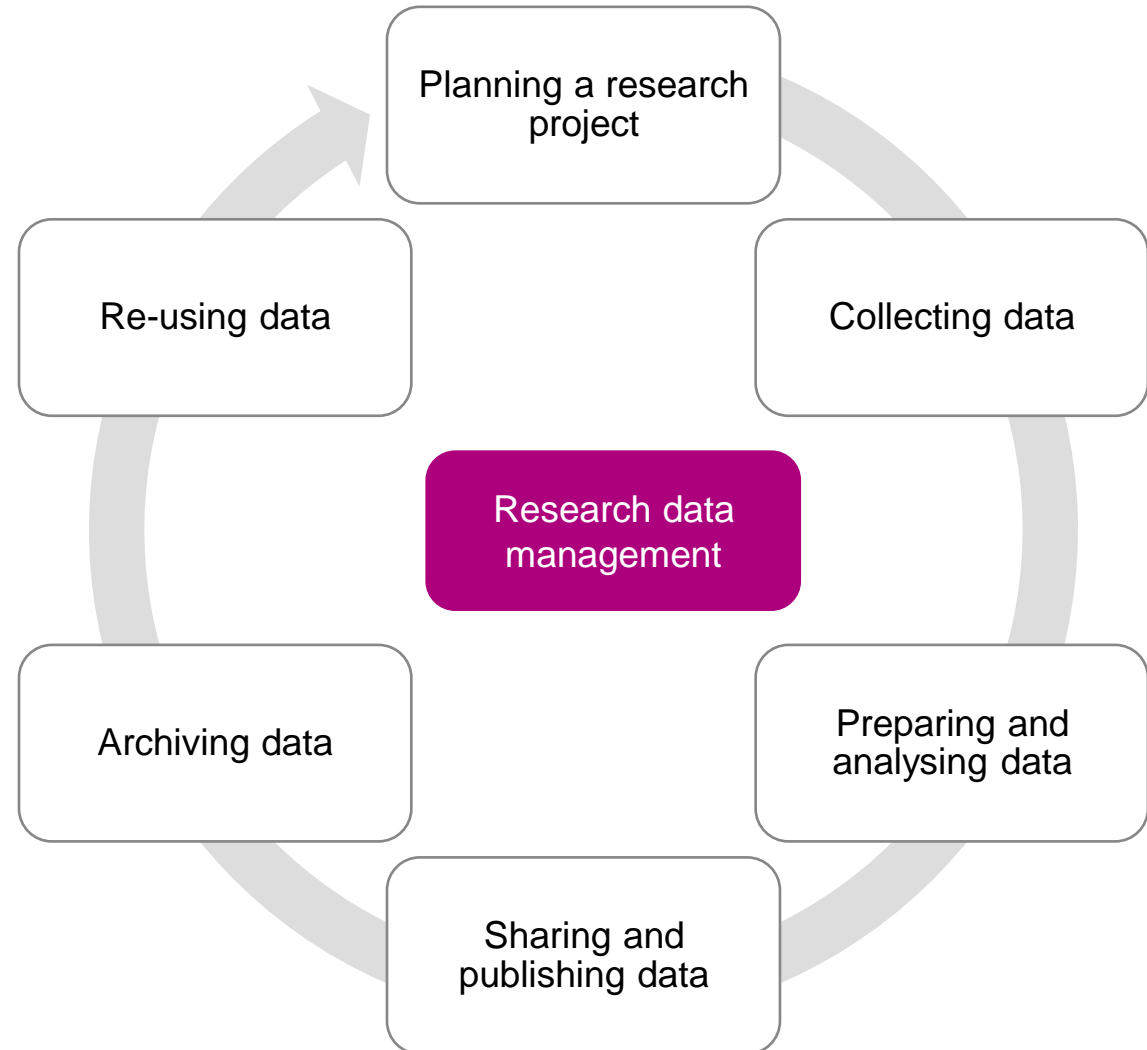
Length: a few paragraphs to several pages

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What is a Data Management Plan (DMP)?

The DMP…

- covers all steps of the data life cycle.
- is a living document.

Tip: think about the process starting at the end:

- Where and how should the data be archived or published?
- What arrangements are necessary for this?

Planning a research project

Collecting data

Preparing and analysing data

Sharing and publishing data

Archiving data

Re-using data

Research data management

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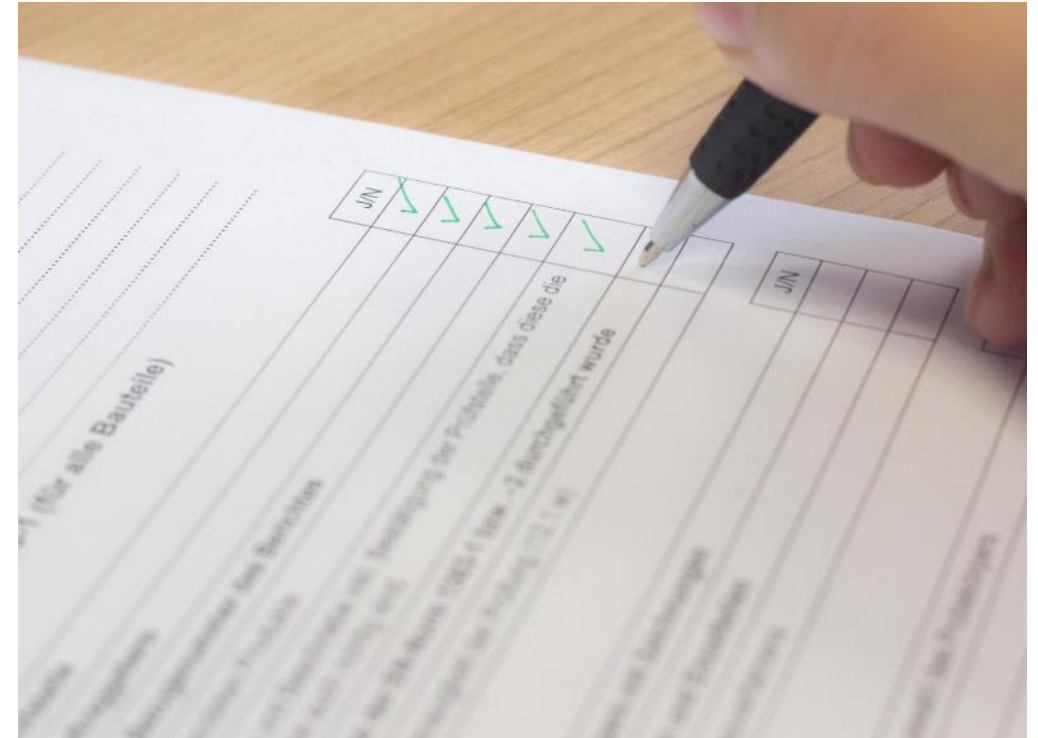
What does a DMP cover?

- Project details: title, primary researcher, duration, project description

- Description of existing data that will be re-used and/or the data to be collected:

  - Data types and data formats

  - Expected storage space requirements

  - Methods of data collection

  - Hardware and software used

- Data preservation (incl. storage and backup)

- Data exchange and access (within the project or with third parties)

What does a DMP cover?

- Documentation: naming conventions, folder structure, standards and metadata

- Legal aspects:

  - Data protection

  - Copyright

  - Licensing and rights of use

- Data publication and re-use

- (Long-term) archiving

- Responsibilities

- Costs/budget

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Research funder requirements for DMPs

BMBF	• Depends on funding programme • Usually "Verwertungsplan" or DMP
DFG	• Information based on the checklist <u>Handling of Research Data</u>
Horizon Europe	• <u>DMP is required</u> • To be submitted within the first six months

DMP – practical support

- Tools for writing DMPs:
  - Online forms with questionnaires for various research funders. Examples:
    - RDMO (Research Data Management Organiser): Questionnaires available for funders in the D-A-CH region as well as EU funding programmes
    - DMPOnline: Questionnaires available for EU funding programmes and others (e.g. NIH, Wellcome Trust, UK funders)

- Checklists and examples:
  - DFG checklist Handling of Research Data
  - Guidance for Researchers in the Practical Guide of Science Europe (2021)
  - Sample plans and collection of examples from HU Berlin

University Library Services

- Local research data management (RDM) team at the University Library.

- We offer advice and support on:
  - external subject-specific RDM services
  - data management plans for funding applications
  - publishing and re-using research data

https://www.uni-augsburg.de/bibliothek/fdm/

forschungsdaten@bibliothek.uni-augsburg.de

Research Data Management Myth? Busted!

Surely some standard formulations will be sufficient for a DMP.

Even if it is tempting - do not fill a DMP with general phrases ("The data will be prepared according to community standards and stored on trustworthy IT systems").
Use the DMP to think about all research data management aspects of your project at an early stage and to define strategies!

PLAN

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www.uni-a.de/to/coffeelectures

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- Canva Free Media (Nutzungsbedingungen): Slide 4, 5

- Colourbox (Nutzungsbedingungen): Slide 8

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- Rex, Jessica, Schröter, Annett, Lang, Kevin (2021). Coffee Lecture Slides: Der Datenmanagementplan. Zenodo, DOI: https://doi.org/10.5281/zenodo.4650347: Slide 2, 4, 5