



**Carleton**  
UNIVERSITY

Canada's Capital University

# **RDM and the Tri-Council**

**Jane Fry**

**MacOdrum Library**

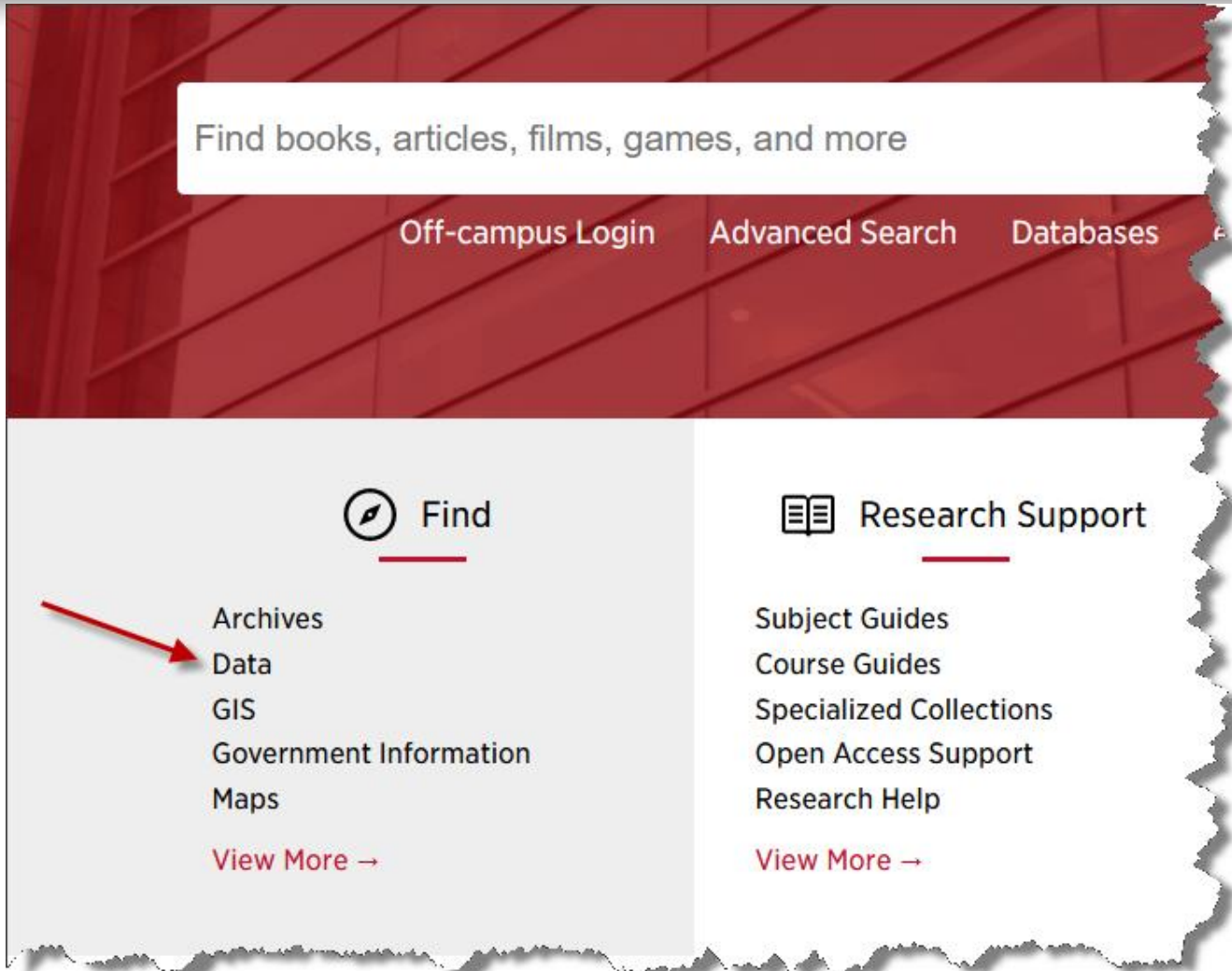
**November 10, 2020**



- **Why the Library**
  
- **What is**
  - | Metadata
  - | A data lifecycle
  - | RDM
  - | An RDMP




- **Research data management**
  - | aka RDM
  - | aka data management
    - *aka DM*
  
- **Research data management plan**
  - | aka RDMP
  - | aka data management plan
    - *aka DMP*




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# Data

## Need Canadian data?

 in Anywhere 

**Need more search options?** Visit the [<odesi> website](#) for full access. **Need help?** See [How to use <odesi>](#).

## Need international data? Start here

Search **ICPSR** or [access ICPSR resources](#).

**Research Data Management:**  
**Manage your data**

**Dataverse:**  
**Store your data**

## Contact

Data Services

[email](#)

## Related Links

## Related Help

[Citing Data and Statistics](#)

[Postal Code Conversion File \(PCCF\)](#)

[Statistical Literacy Tutorial](#)

[Surveys: Which survey is right for you?](#)



- **Research partner**
- **Support the research endeavor**
- **RDM expert**
- **Partner with CU Research Office**
- **The scholarly life-cycle**
- **Discipline-agnostic**



- **Our role**

- | Information
- | Consultation

- **Challenge**

- | Determine how we can help researchers advance their research



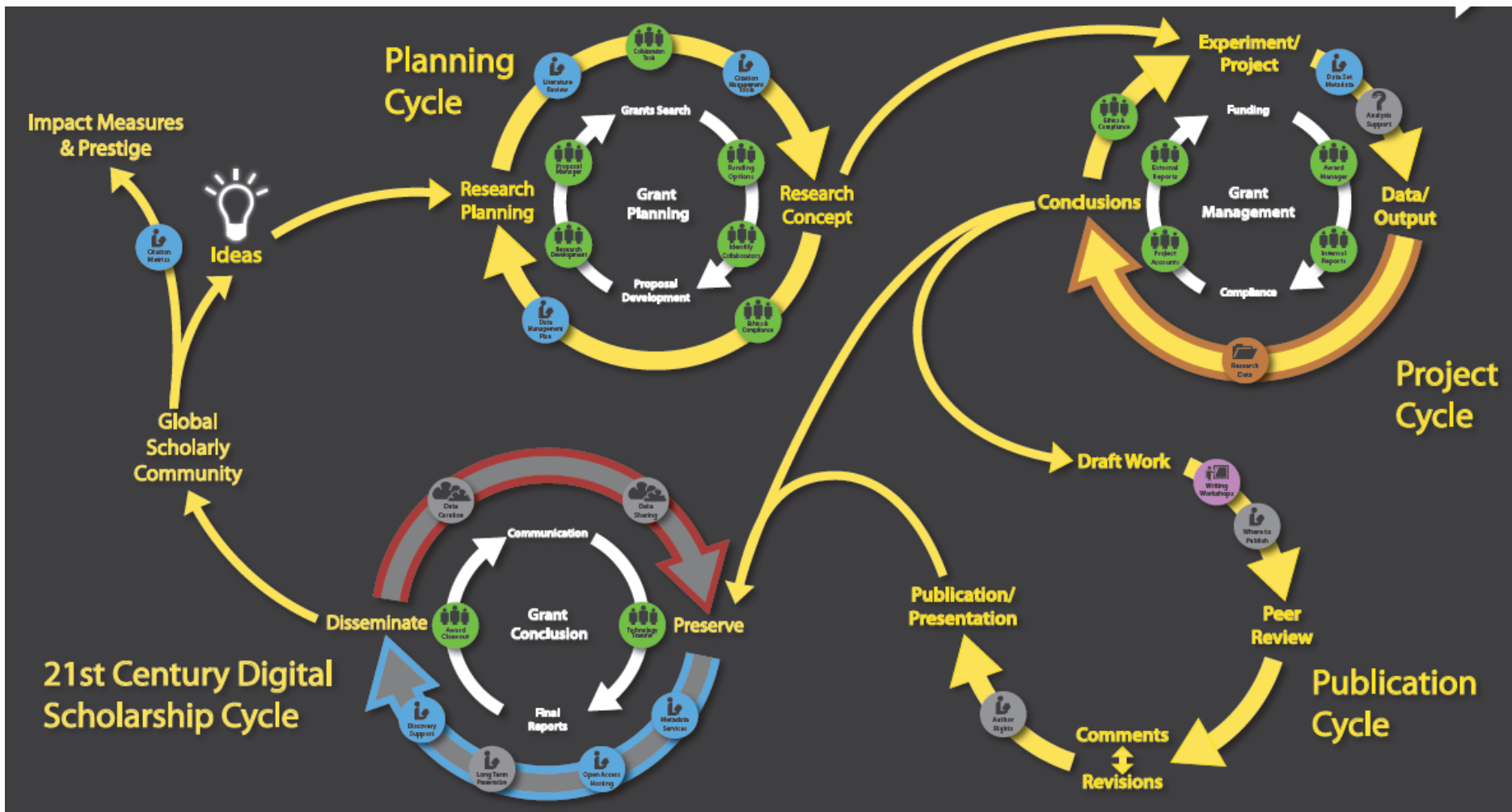
- **What is it**
- **Explains ...**
- **Why is it important**
- **Who enters it**

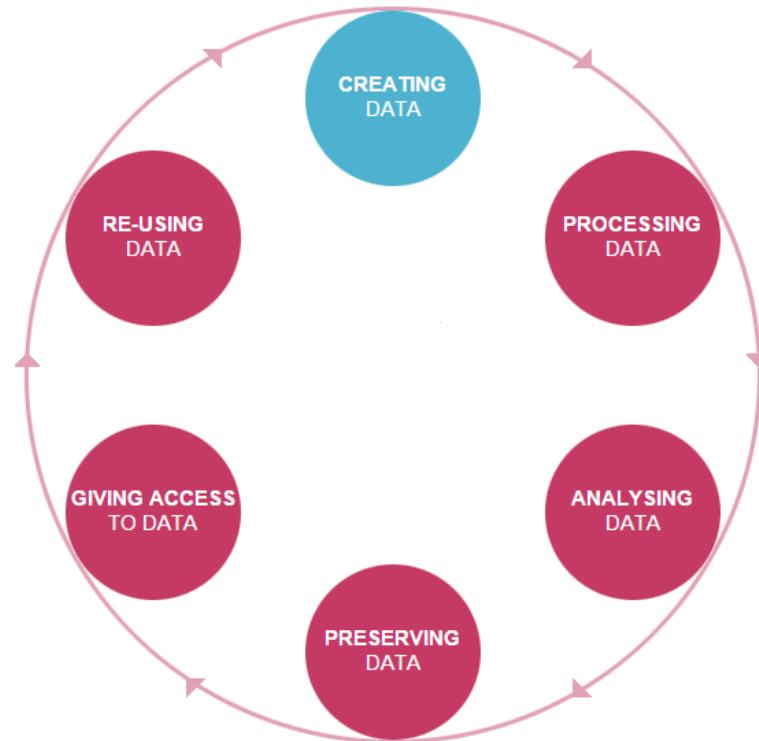






- [ICPSR 101: What are Metadata \(and why are they so important\)?](#)





Source: UK Data Archive

## ■ What is RDM?

| “...describes the activities researchers perform as they create and save their research data.”

- Source: <http://researchdata.library.ubc.ca/learn/>

## ■ Includes

- | Sound practices
- | Data curation
- | Data stewardship



- **Confirmation of original findings**
- **Further research**
- **Planning follow-up studies**
- **Bonus ...**

- **Requirement by funders**
  - | Tri-Council (SSHRC, CIHR and NSERC)
  - | CFI
  - | Genome Canada
  
- [Tri-Agency Statement of Principles on Digital Data Management](#)
  
- We should be ahead of the curve in this
  
- You are at the beginning of a research career



## ■ Policy Objective

The objective of this policy is to support Canadian research excellence by promoting sound data management and data stewardship practices.

## ■ Policy Statement

This policy applies to grant recipients and to institutions administering tri-agency funds. It does not apply to scholarship, fellowship or Chair holders.



## ■ Compliance with Policy

By accepting agency funds, institutions and researchers accept the terms and conditions as set out in the agencies' policies, agreements and guidelines. In the event of an alleged breach of agency policy, agreement or guideline, the agency may take steps outlined in accordance with the [Tri-Agency Framework: Responsible Conduct of Research](#) to deal with the allegation.

- **Researchers**
- **Data Management Plans**

**All grant proposals submitted to the agencies should include methodologies that reflect best practices in research data management. The agencies encourage grant applicants to complete data management plans (DMPs) as an essential step in research project design. For specific funding opportunities, the agencies may require DMPs to be submitted to the appropriate agency at time of application; in these cases, the DMPs may be considered in the adjudication process.**

- .....

- **The content and length of DMPs depend on the research project. Generally, DMPs describe:**
  - how data will be collected, documented, formatted, protected and preserved;
  - how existing datasets will be used and what new data will be created over the course of the research project;
  - whether and how data will be shared; and
  - where data will be deposited.
  
- ...



- **DMPs also indicate who is responsible for managing the project's data, describe the succession plans in place should that person leave the research team, and identify the data-related roles and responsibilities of other team members where appropriate. Finally, DMPs outline ethical, legal and commercial constraints the data are subject to, methodological considerations that support or preclude data sharing, and which data repository has been selected for data deposit (if applicable).**

- **Need a DMP**
  
- **Why a DMP**
  - | Safety
  - | Efficiency
  - | Quality
  
- **If no DMP?**
  - | Potential problems



# portage

Shared stewardship of research data

DMP Assistant is a bilingual tool for preparing data management plans (DMPs). The tool follows best practices in data stewardship and walks researchers step-by-step through key questions about data management.

Step 1

Sign up with DMP Assistant

Step 2

Sign in and select a template under Organizations. The Portage template is the default.

Step 3

Answer the questions that are relevant to your work. Guidance and examples are provided.

Step 4

Revisit the tool throughout your research to review or revise your answers.

- **Portage DMP Assistant**
  - | Data Collection
  - | Documentation and Metadata
  - | Storage and Backup
  - | Preservation
  - | Sharing and Re-use
  - | Responsibilities and Resources
  - | Ethics and Legal Compliance





- **Anyone**
- **Step-by-step**
- **The length**
- **Different agencies**
- **Remember ...**

## ■ MacOdrum Library's Research Data Management Plan Template

- | 2-page word document
- | Same types of questions as the DMP Assistant
- | Living document
- | Filling it in easy
  - *Request a consultation*
  - *Fill it in and then email for feedback*

## Research Data Management Plan Template

### PROJECT INFORMATION

**Name of Researcher:** [Click here to enter text.](#)

**Project Title:** [Click here to enter text.](#)

**Funding Sources (if any):** [Click here to enter text.](#)

### DATA MANAGEMENT PLAN

- **Data Description:** Provide a brief description of the information to be gathered -- the nature, scope, and scale of the data that will be generated or collected.

[Click here to enter text.](#)

- **Metadata Description:** What types of metadata will you produce to support the data? Will a metadata standard be used?

[Click here to enter text.](#)

- **Intellectual/Property Rights:** Who will hold intellectual property rights for the data and other information created by the project?

[Click here to enter text.](#)

- **Ethics and Privacy:** If applicable, how will you handle informed consent with respect to communicating to respondents that the information they provide will remain confidential when data are shared or made available for secondary analysis?

[Click here to enter text.](#)

- **Format:** Specify the anticipated submission, distribution, and preservation formats for the data and related files (note that these formats may be the same).

[Click here to enter text.](#)

- **Archiving and Preservation:** How will you ensure that data are preserved for the long term?

[Click here to enter text.](#)

- **Storage and Backup:** How and where will you store copies of your research files to ensure their safety? How many copies will you maintain and how will you keep them synchronized?



Click here to enter text.

- **Security:** How will you ensure that the data are secure?

Click here to enter text.

- **Responsibility:** Who will act as the responsible steward for the data throughout the data life cycle?

Click here to enter text.

- **Existing Data:** Are there existing data with a focus similar to the data that will be produced? If so, list what they are and explain why it is important to collect new data.

Click here to enter text.

- **Selection and Retention Periods:** Indicate how data will be selected for archiving, how long the data will be held, and what your plans are for eventual transition or termination of the data collection in the future.

Click here to enter text.

- **Access and Sharing:** Indicate how you intend to archive and share your data and why you have chosen that particular option. (eg. Institutional Repository like CURVE, self-archiving with deposit after a time period, dedicated website, domain repository)

Click here to enter text.

- **Audience:** Describe the audience for the data you will produce.

Click here to enter text.

- **Data Organization:** Indicate how the data will be managed during the project, with information about version control, naming conventions, etc.

Click here to enter text.



# Some tips

- **Mark it down!**
- **It is not written in stone!**
- **Easy!**



- Data Sharing and Management Snafu in 3 Short Acts

- **You are now able to:**
  - | Understand the role of the library in research
  
  - | Define
    - *Metadata*
    - *A data lifecycle*
    - *RDM*
  
  - | Create an RDMP



# Questions







- **RDM at Carleton**

<https://library.carleton.ca/services/research-data-management>

- **Portage DMP Assistant**

<https://portagenetwork.ca/>

- **Research Data Lifecycle (UK Data Archive)**

<http://www.data-archive.ac.uk/create-manage/life-cycle>

- ***Tri-Agency Statement of Principles on Digital Data Management***

<http://www.science.gc.ca/default.asp?lang=En&n=547652FB-1>



# References

- **Rambo, Neil (October 22, 2015). “Research data management roles for Libraries” .**

<http://www.sr.ithaka.org/publications/research-data-management/>

- **Shorish, Yasmeen (November 23, 2015). “The Library as Research Partner”. ACRL TechConnect Blog.**

<http://acrl.ala.org/techconnect/post/the-library-as-research-partner>



# Thank you!

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**<http://www.library.carleton.ca/find/data>**