OPEN SCIENCE DALLA A ALLA Z 6 - EOSC, FAIR, DMP



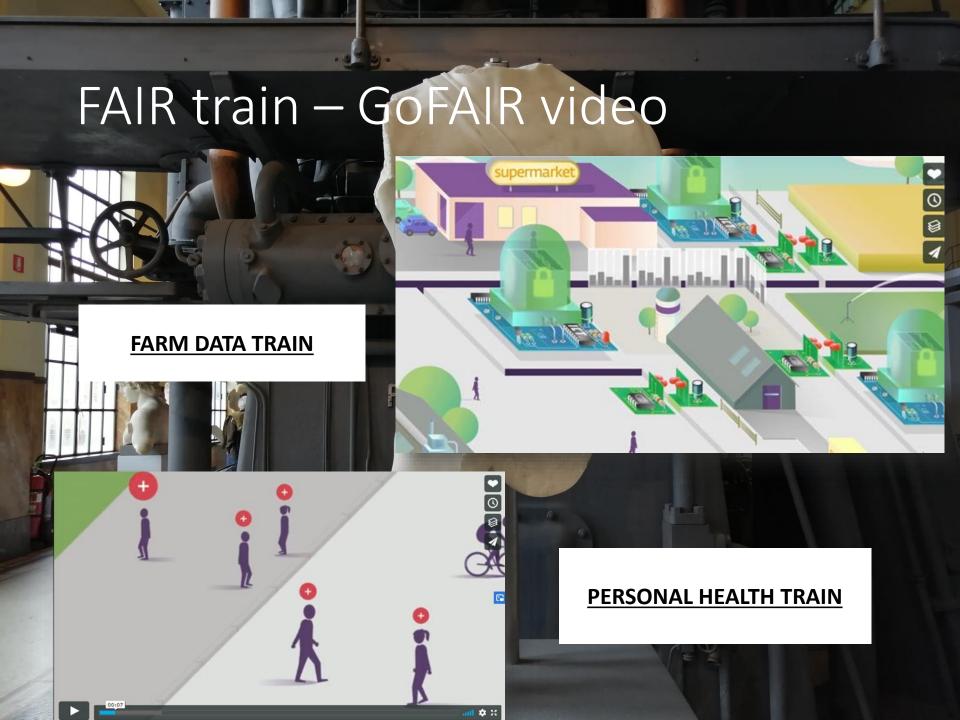
- Impareremo in questo modulo 1.Cosa significa FAIR nella ricerca quotidiana
- 2. come scrivere un DMP

MESSAGGI CHIAVE

- FAIR è il futuro (se no si resta tagliati fuori)
- È più facile di quanto sembri, basta provarci
- DMP online è pronto all'uso, basta fare pratica

Dati FAIR





...FAIR SIGNIFICA [anche e-soprattutto per le macchine]

FINDABLE

- IDENTIFICATIVI
 - METADATI

INTEROPERABLE

- STANDARDS
- ONTOLOGIE

SCIENTIFIC DATA

We'd like to understand how you use our websites in order to imp

Open Access | Published FAIR guide, Nature, March 2016
The FAIR Guiding Principles for scientific data management and stewardship

Mark D. Wilkinson, Michel Dumontier, [...] Barend Mons ™

ACCESSIBLE

- DOVE SONO CONSERVATI E A QUALI CONDIZIONI DI ACCESSO
 - NON SIGNIFICA «OPEN»
 - FORMATI APERTI

REUSABLE

- LICENZE D'USO
- DOCUMENTAZIONE
- LEGGIBILI DALLE MACCHINE

FAIR software

Towards FAIR principles for research software

Guest editors: Paul Groth and Michel Dumontier

IOS Press

IOS Press Content Library

Data Science, June 12 2020

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2. Software is not data

Technically, software is a special kind of data. In computing, digital data (ultimately sequences of ones and zeros) are used to represent all information, including factual data as well as computer instructions. In the more abstract context of FAIR, software and data are regarded as different kinds of digital research objects next to each other. As such, they share

particular characteristics that allow the such as the possibility of having a Digitalicense. However, as elaborated by Katz

Quality aspects concerning the form of software can be considered as covered by FAIR, in particular by the interoperability and reusability principles. It is important to realise that unlike data, software is not static and can only be (re)used if it is sustainable and evolves along with the continuous development of the entire software ecosystem. The quality of its codebase is decisive for a software's ability to evolve sustainably. This characteristic is often also referred to as maintainability, and

Summary of the proposed FAIR principles for research software and how they relate to the FAIR Guiding Principles for data. It is indicated whether a given FAIR data principle has been simply rephrased to adjust it to software, extended to cover a broader scope, reinterpreted to match the different context, discarded as it does not apply, or newly proposed as it only applies for research software

	FAIR for data	FAIR for software	Operation
F1	(Meta)data are assigned a globally unique and persistent identifier.	Software and its associated metadata have a global, unique and persistent identifier for each released version.	Rephrased
F2	Data are described with rich metadata.	Software is described with rich metadata.	Rephrased
F3	Metadata clearly and explicitly include the identifier of the data it describes.	Metadata clearly and explicitly include identifiers for all the versions of the software it describes.	Rephrased and extended
F4	(Meta)data are registered or indexed in a searchable	Software and its associated metadata are included in a searchable software	Rephrased

	12	(Meta)data use vocabularies that follow FAIR principles.	-	Reinterpreted extended and split
	I2S.1		Software and its associated metadata are formally described using controlled vocabularies that follow the FAIR principles.	Reinterpreted extended and split
TO DO S	I2S.2	-	Software use and produce data in types and formats that are formally described using controlled vocabularies that follow the FAIR principles.	Reinterpreted extended and split
	13	(Meta)data include qualified references to other (meta)data.	-	Discarded
	I4S		Software dependencies are documented and mechanisms to access them exist.	Newly proposed



Nov. 20, 2018

Final Report and Action Plan from the European **Commission Expert Group** on FAIR Data





Define

Implement

Embed and sustain

Concepts for FAIR implementation

Rec. 1: Define FAIR for implementation

Rec. 2: Implement a Model for FAIR Digital Objects

Rec. 3: Develop components of a FAIR ecosystem

broadly

Rec. 17: Align and harmonise FAIR and Open data policy

FAIR culture

Rec. 4: Develop Interoperability frameworks

Rec. 5: Ensure data management via DMPs

Rec. 6: Recognise & reward FAIR data & stewardship

Rec. 18: Cost data

management

FAIR ecosystem

Rec. 7: Support semantic technologies

Rec. 8: Facilitate automated processing

> Rec. 9: Certify FAIR services

Skills for FAIR

Rec. 10: Professionalise data science & stewardship roles

Rec. 11: Implement curriculum frameworks and training

Above line = priority recommendations

Below line = supporting

Rec. 25: Implement and monitor metrics

Incentives and metrics

for FAIR data and services

Rec. 12: Develop metrics

for FAIR Digital Objects

Rec. 13: Develop metrics

to certify FAIR services

Rec. 26: Support data citation and next generation metrics

Rec. 14: Provide strategic and coordinated funding

Investment in FAIR

Rec. 15: Provide sustainable funding

recommendations

Rec. 27: Open EOSC to all providers but ensure services are FAIR

Rec. 16: Apply FAIR

Rec. 19: Select and prioritise FAIR digital objects

> Rec. 20: Deposit in Trusted Digital Repositories

Rec. 21: Incentivise reuse of FAIR outputs

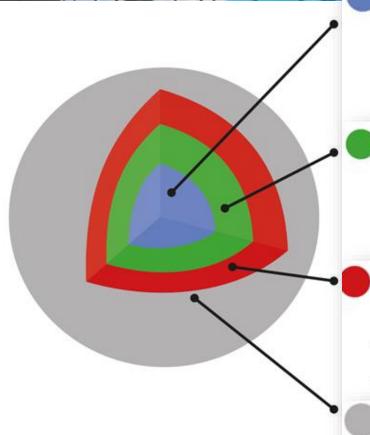
Rec. 22: Use information held in DMPs

Rec. 23: Develop components to meet research needs

Rec. 24: Incentivise research infrastructures to support FAIR data



edeal FAIR object



DIGITAL OBJECT

Data, code and other research outputs

At its most basic level, data or code is a bitstream or binary sequence. For this to have meaning and to be FAIR, it needs to be represented in standard formats and be accompanied by Persistent Identifiers (PIDs), metadata and documentation. These layers of meaning enrich the object and enable reuse.

IDENTIFIERS

Persistent and unique (PIDs)

Digital Objects should be assigned a unique and persistent identifier such as a DOI or URN. This enables stable links to the object and support citation and reuse to be tracked. Identifiers should also be applied to other related concepts such as the data authors (ORCIDs), projects (RAIDs), funders and associated research resources (RRIDs).

STANDARDS & CODE

Open, documented formats

Digital Objects should be represented in common and ideally open file formats. This enables others to reuse them as the format is in widespread use and software is available to read the files. Open and well-documented formats are easier to preserve. Data also need to be accompanied by the code use to process and analyse the data.

METADATA

Contextual documentation

In order for Digital Objects to be assessable and reusable, they should be accompanied by sufficient metadata and documentation.

Basic metadata will enable data discovery, but much richer information and provenance is required to understand how, why, when and by whom the objects were created. To enable the broadest reuse, they should be accompanied by a plurality of relevant attributes and a clear and accessible usage license.





Technology

FAIR Principles

Sci. Data 3:160018 doi: 10.1038/sdata.2016.18 (2016)



Findable:

F1 (meta)data are assigned a globally unique and persistent identifier;

F2 data are described with rich metadata;

F3 metadata clearly and explicitly include the identifier of the data it describes;

F4 (meta)data are registered or indexed in a searchable resource;

Interoperable:

I1 (meta)data use a formal, accessible, shared, and broadly applicable language for knowledge representation.

12 (meta)data use vocabularies that follow FAIR principles;

13 (meta)data include qualified references to other (meta)data;

Accessible:

A1 (meta)data are retrievable by their identifier using a standardized communications protocol;

A1.1 the protocol is open, free, and universally implementable;

A1.2 the protocol allows for an authentication and authorization procedure, where necessary;

A2 metadata are accessible, even when the data are no longer available;

Reusable:

R1 meta(data) are richly described with a plurality of accurate and relevant attributes;

R1.1 (meta)data are released with a clear and accessible data usage license;

R1.2 (meta)data are associated with detailed provenance;

R1.3 (meta)data meet domain-relevant community standards;

Normal CC BY Erik Schultes

https://www.go-fair.prg/wp-content/uploads/2018/11/26102018 Country meeting GFISCO staff presentation.pdf



... sfumature di FAIR **Training** Findable ANDS | Working with data | The FAIR data principle The FAIR data FAIR data training Does the dataset have any identifiers assigned? FAIR webinar series (Aug/Sep 2017) No identifier f 💟 in G: & 🖾 🚳 +SHARE Is the dataset identifier included in all metadata records/files No If you intend to run workshops on FAIR data, or include FAIR in training that you are already running here are describing the data? How is the data described with metadata? The data is not described FAIR data training What type of repository or registry is the metadata record in? The data is not described in any repository Accessible How accessible is the data? No access to data or metadata Is the data available online without requiring specialised No access to data protocols or tools once access has been approved? Will the metadata record be available even if the data is no longer Unsure available?

MA SOGGETTIVO...



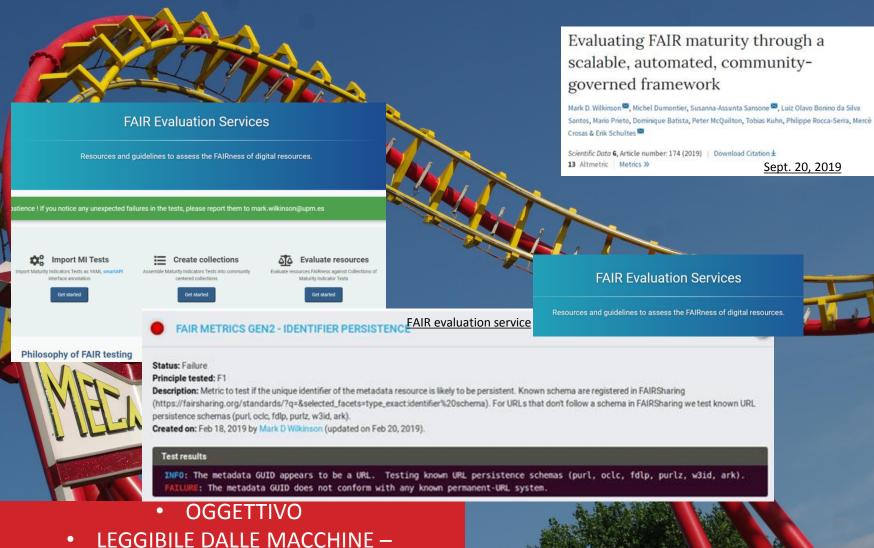
https://www.ands-nectar-rds.org.au/fair-tool

FAIR self-assessment tool

Welcome to the ARDC FAIR Data self-assessment tool. Using this tool you will be able to assess the "FAIRness" of a dataset and determine how to enhance its FAIRness (where applicable).

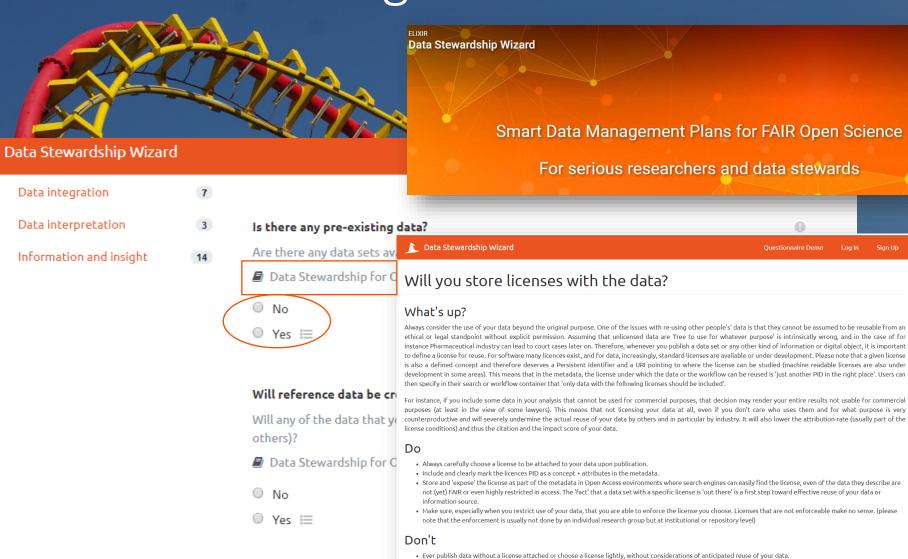
FAIR maturity evaluator

COME I DATI FAIR

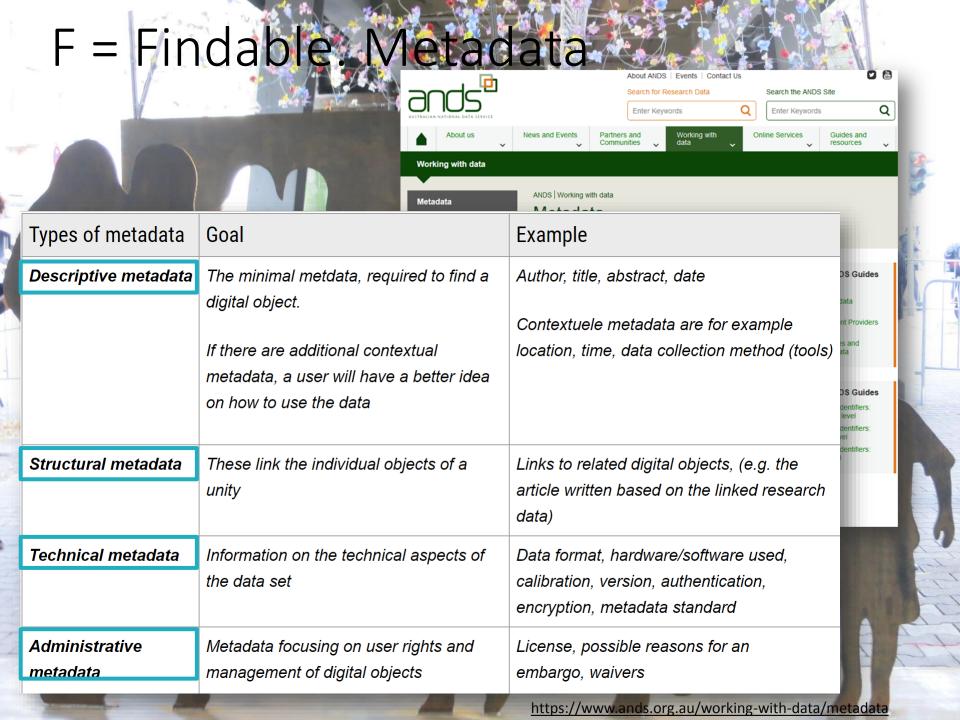


FAIR Data management wizard

Will you be storing samples.



• Choose a license that is not transitive (i.e can not be transferred with subsets of the data), but make sure its transitivity does not unduly restrict the reuse of your data.
• Choose an unnecessary complicated license with many clauses and wherever possible one that is already widely adopted in the research community for either software



F = Findable. Metadata standards

Metadata

RDA | Metadata Directory

Edit this page

View the standards

View the extensions

View the tools

View the use cases

Browse by subject areas

Contribute

Add standards

Add extensions

Add tools

Add use cases

Arts and Humanities © Edit

- Archaeology & Edit
- Creative art and design & Edit
- Heritage Studies & Edit

- Law 🖸 Edit
- Music & Edit

Engineering © Edit

- Architecture & Edit
- Building Conservation & Edit

Life Sciences © Edit

- Bioinformatics & Edit

Physical Sciences & Mathematics © Edit

- Chemistry & Edit
- Environmental Science & Edit
- Geology & Edit

- Hydrogeology & Edit

- Oceanography & Edit
- Physics & Edit
- Planetary science & Edit
- Soil Science Edit

Social and Behavioral Sciences © Edit

- Demography & Edit
- Economics & Edit
- Geography & Edit
- Health Policy Edit
- Planning (Urban, Rural and Regional) & Edit
- Politics & Edit
- Sociology & Edit

General Research Data © Edit

http://rd-alliance.github.io/metadata-directory/standards/

F = findable. Metadata tools

What CEDAR does

https://metadatacenter.org/

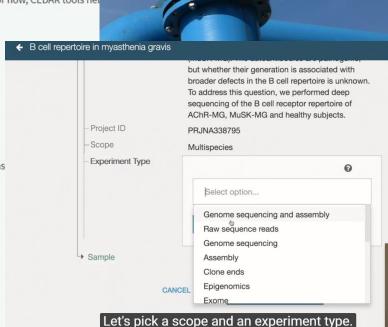
The CEDAR Workbench, as we refer to the suite of CEDAR tools, makes it easy to collect and use metadata. Eventually our tools will metadata record is created to its eventual processing, and even enhancement, by users and analysts. But for now, CEDAR tools hel to users, and download the information that users have provided.

What can CEDAR do for me already?

As of its production release, in February 2017, CEDAR addresses these scenarios:

- · create user-friendly, shareable forms for collecting metadata, with features like
 - nested and repeatable elements and fields
 - o reusable elements
 - o control over tool tips, field titles, and field descriptions
- · share your forms and metadata
 - provide a link to your metadata editors, so they can enter metadata responses based on your forms
 - o share your forms and other content with individuals or a group
 - create and manage groups to make permissions simpler
- · associate your questions (fields) and possible answers (values) with controlled terms
 - select any term or collection of terms from the NCBO BioPortal semantic repository
 - combine different terms from different controlled vocabularies into a single set of options
 - o create your own terms, or term lists ('value sets') that can be re-used
- view responses meeting your (simple) search critieria, in several forms
 - o CEDAR Metadata Editor's metadata view
 - o an in-line JSON-LD format, used by CEDAR for all its metadata instances
 - download of JSON-LD files via the CEDAR REST API, for offline integration with your workflow
- · use the Workbench Desktop interface to manage your content
 - use My Workspace to see your items, or Shared with Me to see other items you can access
 - o select an item and control-click or use the 3-dot menu in the upper right to share it, copy it, delete it, or get info on it
- enable intelligent metadata suggestions in your template by using a field's Suggestions tab
 - CEDAR keeps track of metadata entered for that field
 - users will see a drop down list of the most popular metadata entries, and can select from them

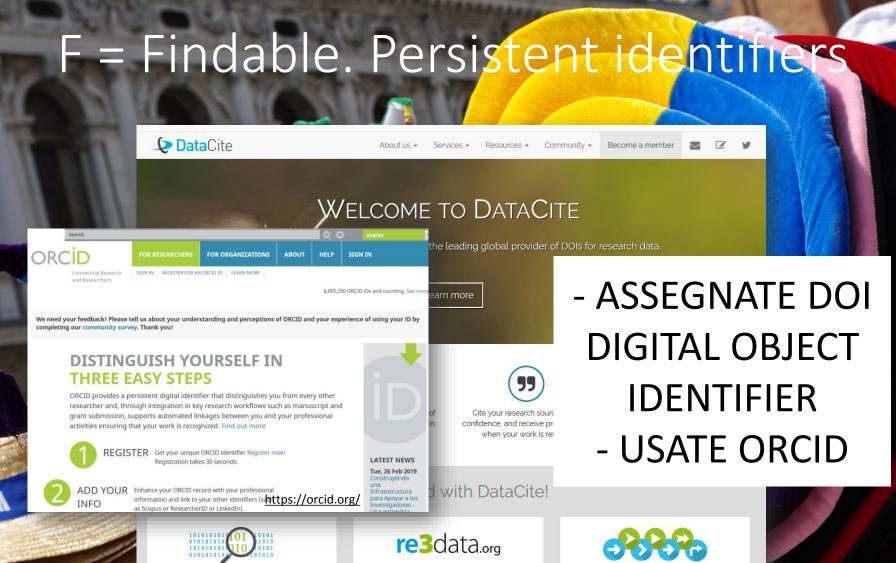
 remotely access CEDAR content and capabilities using the CEDAR REST API With these capabilities, you can capture simple or rich metadata for your project, build a repository of project metadata, or design particular needs. Advanced users can even submit metadata entries through CEDAR's REST API.



CEDAR CENTER FOR EXPANDED DATA ANNOTATION AND RETRIEVAL RESEARCH

Better data for better science

TOOLS | TRAINING





Search our registry to find datasets, software, images, and other research material

Find an appropriate repository to access and deposit research data with re3data.org



https://www.datacite.org/



A = Accessible

ACCESSIBLE≠OPEN «ACCESSO» PUÒ ANCHE ESSERE RISERVATO O SOTTO EMBARGO

Open access

Data that can be accessed by any user whether they are replaced of the contain personal information unless consent is given (see 'Informed consent').

Access for registered users (safeguarded)

Data that is accessible only to users who have registered with the archive. This data contains no direct identifiers but there may be a risk of disclosure through the linking of indirect identifiers.

Restricted access

Access is limited and can only be granted upon request. This access category is for the most sensitive data that may contain disclosive information.

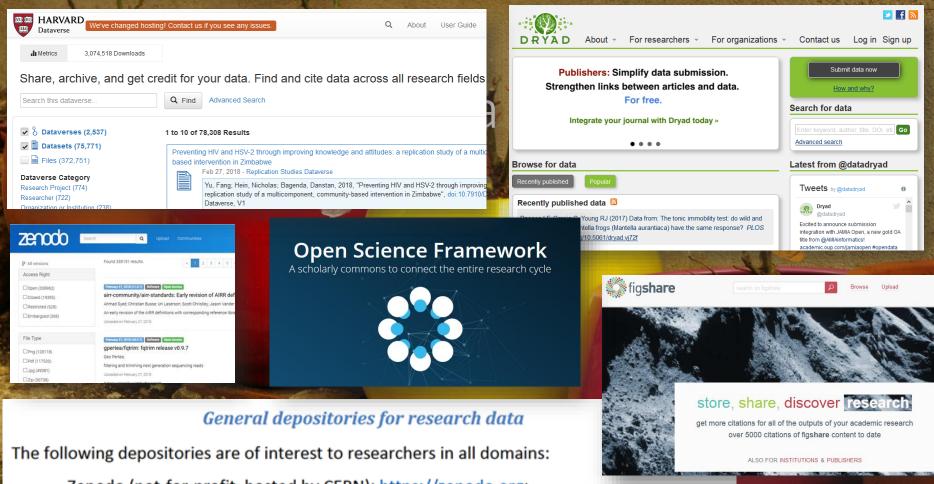
Restricted access requires the long-term commitment of the researcher or person responsible for the data to handle the upcoming permission requests.

Embargo

Besides offering the opportunity for restricted access 'for eternity' most data repositories allow you to place a temporary embargo on your data. During the embargo period, only the description of the dataset is published. The data themselves will become available in open access after a certain period of time.

CESSDA Guide





- Zenodo (not-for-profit, hosted by CERN): https://zenodo.org:
- Dryad (not-for-profit membership organisation): http://www.datadryad.org
- Figshare (free service provided by private company): https://figshare.com
- Open Science Framework (not-for-profit, developed and maintained by the Center for Open Science¹): https://osf.io
- Harvard Dataverse (not-for-profit, hosted by the Institute for Quantitative Social Studies IQSS at Harvard University): https://dataverse.harvard.edu

A = Accessible. Data lab [in progress]



Save your data during research

Data lab

Many research projects involve collaboration with several researchers, and a large amount of research data is generated. To manage such quantities of data and to allow the researchers to share them with each other, 4TU.Centre for Research Data offers the possibility of establishing a 'data lab'.

A data lab is a secure online environment (with or without screening) for storing, processing and sharing dynamic research data, software, visualisations and other items with fellow researchers.

DataverseNL



Members of the three technical universities (Eindhoven, Twente and Delft) can draw upon DataverseNL through 4TU.ResearchData. The objective of this open source application is to make research data accessible to others. You can store data in the DataverseNL environment and grant multiple individuals controlled access to them.

Once you have requested the project environment or dataverse from

4TU.ResearchData, you are free to arrange this environment as you wish.

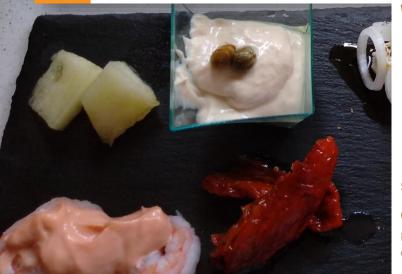
Why DataverseNL?

- Organization of data files in dataverses and datasets
- · Addition of metadata and documentation
- Version management
- Management of access rights
- Easy collaboration with fellow researchers or project partners, even beyond your own university or research institute
- Centralized professional storage and backup
- To fulfil funding agency requirements for data management and sharing during your research.

See our quick guide for getting started or contact us when you need additional support.

Costs

Members of the three technical universities (Eindhoven, Twente and Delft) can store up to 100 GB of data free of charge. Storage of more than 100 GB of data costs € 150 per additional 50 GB per year.



A = Accessible. Data repositories



3. Will the data be safe in legal terms?

For this criterion we first consider the basic legal terms and conditions to chec Here only one capability level is given, as a repository either will or will not comply. Then we consider licensing, disclosure risk and access control, when repository may offer different levels of capability you can match to your needs Note that Re3data provides relevant details for the repositories it lists, under

Legal terms and conditions

Level 1

Personal data or data which may identify individuals when linked to other data should not be stored outside the European Economic Area, unless in a legal jurisdiction that ensures personal data is adequately

By agreeing to the terms and conditions the depositor will not be breaching other Data Protection principles, or the terms of any confidentiality agreement with data subjects or owners (e.g. consent form, consortium agreement)

The checklist that follows addresses the five key questions posed in this quide:

- is the repository reputable?
- it take the data you want to deposit?
- it be safe in legal terms?
- will the repository sustain the data value?
- it support analysis and track data usage?

Tier 1

Value of data increases up the tiers: from individual to community to social value.

Each higher tier brings greater responsibility and demands for access.

As infrastructure increases so must the attention given to standards, sustainability and provenance.

Tier 2 national data of

institutional rep

Tier 4 Individual colle creator, and date of deposition Stable identifiers: Supports assignment Supports assignment Enables a DOI or other of related persistent of multiple persistent IDs at different levels open standard identifier IDs per dataset/ to be assigned to a of granularity within collection landing page for each dataset/ collection ingested dataset/ collection -Provides metadata Discovery Exposes discovery elements to enable metadata as Linked metadata:Provides Datacite mandatory broader discovery Open Data to metadata and exposes (e.g. geo-spatial) to optimise automatic cause good research needs good data Home Digital curation About us News Events Resources Training Projects Cor earch Data > Where Keep Research Data Where to keep research data

Where to keep research data

Version 1.1 of the DCC checklist for evaluating data repositories

Findable, accessible and interoperable

Level 2

Repository publishes

disciplinary discovery

other pertinent

information as

enhance cross-

metadata fields to

Level 3

Metadata is

catalogued to

enhance reuse

to fulfil domain-

according to sector-

leading standards, or

specific purposes

Level 1

Metadata publishing:

Data collections are

repository according to

funder expectations so

discoverable by title,

In this section

How-to Guides & Checklists

catalogued in a

that they are

«PRIORITÀ»

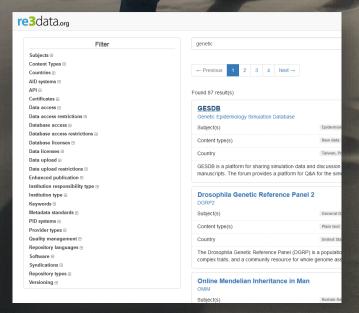
- 1. DISCIPLINARY
 - ZENODO
- 3. INSTITUTIONAL

(A MENO CHE SIA DATAVERSE, CHE VIENE USATO DURANTE IL PROGETTO)



A = Accessible. Cercate un archivio?







2,000 Data Repositories and Science Europe's Framework for Discipline-specific Research Data Management

By offering detailed information on more than 2,000 research data repositories, re3data has become the most comprehensive source of reference for research data infrastructures globally. Through the development and advocacy of a framework for discipline...

Read more

Three new DOI Fabrica features to simplify account management

Last month month we launched DOI Fabrica, the modernized version of the DataCite Metadata Store (MDS) web frontend. It is the one place for DataCite providers and their clients to create, find, connect and track every single DOI from their organization...

Read more

One step closer towards instant DOI search results

Art Art? You might be wondering, what this pink and green picture illustrates? A few months ago we couldn't show you this picture; the data that we used to created it, did not exist. And the answer to what this illustrates – this is simply a distorted...

Read more

https://www.re3data.org/



Apply for certification





Trustworthy repositories should meet the following minimum criteria:

Provision of Persistent and Unique Identifiers (PIDs)

- a. Allow data discovery and identification
- b. Enable searching, citing, and retrieval of data
- c. Provide support for data versioning

2. Metadata

- Enable finding of data
- Enable referencing to related relevant information, such as other data and publications
- Provide information that is publicly available and maintained, even for non-published, protected, retracted, or deleted data
- d. Use metadata standards that are broadly accepted (by the scientific community)
- e. Ensure that metadata are machine-retrievable

Data access and usage licences

- a. Enable access to data under well-specified conditions
- Ensure data authenticity and integrity
- Enable retrieval of data
- d. Provide information about licensing and permissions (in ideally machine-readable form)
- Ensure confidentiality and respect rights of data subjects and creators

4. Preservation

- Ensure persistence of metadata and data
- Be transparent about mission, scope, preservation policies, and plans (including governance, financial sustainability, retention period, and continuity plan)



Data Journals

Hier entsteht eine Liste von Data Journals, die vorwiegend Data Papers

- Biodiversity Data Journal ☑ (Pensoft Publishers)

- Data in Brief (Elsevier)
- Dataset Papers in Science ☑ (Hindawi Publishing Corporation)
- Earth System Science Data ESSD @ (Copernicus Publications)
- European Data Watch
 ⊕ (European Data Watch)

- Journal of Physical and Chemical Data @ (AIP Publishing)
- Nuclear Data Sheets (Elsevier)
- Open Data Journal for Agricultural Research (diverse)

- Research Data Journal for the Humanities and Social Sciences ☑ (Brill)

Dataset Description

Object Name

- walkers three files providing the data, metadata and field type definitions (.csv, .txt, .csvt respectively) for records made by individual walkers during stage-one fieldwalking.
- counts three files providing the data, metadata and field type definitions (.csv, .txt, .csvt respectively) for potsherds countedduring stage-one fieldwalking.
- pottery three files providing the data, metadata and field type definitions (.csv, .txt, .csvt respectively) for the main pottery database, assembled various artefact specialists.
- petrography three files providing the data, metadata and field type definitions (.csv, .txt, .csvt respectively) for those sherds sampled for thin section petrography.
- · lithics three files providing the data, metadata and field type definitions (.csv, .txt, .csvt respectively) for the main lithics database.
- other three files providing the data, metadata and field type definitions (.csv, .txt, .csvt respectively) for the main database of all non-ceramic and non-lithic finds.
- structs three files providing the data, metadata and field type definitions (.csv, .txt, .csvt respectively) for the main database of all standing remains, except for terraces.
- · coast a vector polygon dataset (.shp and associated files) with the shape of Antkythera's coastline.
- geology –a vector polygon dataset (.shp and associated files) with the main bedrock units on Antkythera.
- tracts a vector polygon dataset (.shp and associated files) with the main stage-one survey units.
- · grids a vector polygon dataset (.shp and associated files) with the main stage-two survey units.
- terraces vector line dataset (.shp and associated files)
 with all observable agricultural terraces (i.e. the location)

UPER SKAUNK

- other primarily Andrew Bevan (UCL), with further assistance from James Conolly (Trent)
- geology a combination of fieldwork by Ruth Siddall (UCL) and remote sensing by Andrew Bevan (UCL)

Repository Location

don't need

UK Archaeology Data Service Collection 1115 (doi: 10.5284/1012484)

Publication Date 05/02/2012

Language

English (a Greek language summary of the project methods and results can be found at www.ucl.ac.uk/asp/ or www.tuarc.trentu.ca/asp/).

License

Creative Commons CC-BY 3.0

Reuse Potential

Due to their unusual coverage of an entire landscape, these datasets would provided a good basis for developing a tutorial on survey, GIS and/or spatial analysis in archaeology. They also lend themselves to the comparative analysis of evidence from other intensive Mediterranean surveys that are in the public domain (e.g., http://dx.doi.org/10.5384/1000271

public domain (e http://dx.doi.org/ org/10.5284/100/ dx.doi.org/10.528 to the fact that th cal. The ASP data locations, dates an ally in the databas structures and ten

Data journals

Panayiota Polydoratou

Alexander Technological Educational Institute of Thessaloniki

uropean Commission Workshop

Alternative Open Access Publishing Models: Exploring New Territories in

Brussels, 12 October 2015

A = Accessible. Formati



Type

Text documents

Plain text

Markup language

Spreadsheets

Databases

Statistical data

Raster images

• Preferred format(s)

• PDF/A (.pdf)

• Unicode text (.txt)

• XML (.xml)

• HTML (.html)

• Related files: .css, .xslt, .js, .es

• ODS (.ods)

CSV (.csv)

SQL (.sql)

• SIARD (.siard)

DB tables (.csv)

• SPSS Portable (.por)

SPSS (.sav)

• STATA (.dta)

• DDI (.xml)

data (.csv) + setup (.txt)

• JPEG (.jpg, .jpeg)

• TIFF (.tif, .tiff)

PNG (.png)

• JPEG 2000 (.jp2)

Non-preferred format(s)

ODT (.odt)

MS Word (.doc, .docx)

• RTF (.rtf)

• PDF (.pdf)

Non-Unicode text (.txt)

• SGML (.sgml)

• MS Excel (.xls, .xlsx)

PDF/A (.pdf)

OOXML (.docx, .docm)

 MS Access (.mdb, .accdb) (v. 2000 or later)

• dBase (.dbf)

HDF5 (.hdf5, .he5, .h5)

SAS (.7dat; .sd2; .tpt)

• R (* under examination)

DICOM (.dcm) (by mutual agreement)

I = Interoperable Standards

PARTHENOS

FOR TRAINER TRAINING MODULES

WHAT ARE KNOWLEDGE REPRESENTATION SYSTEMS AND **'ONTOLOGIES'?**

WHAT ARE STANDARDS?

Even perfect metadata may not allow data to become interoperable if a different standard commonly as an 'ontology', Before the digital age, philosophers referred to an ontology as "the study of used. A "standard" refers to a system that structures what types of information are capture kinds of things that exist". Ontologies are similar to taxonomies, another knowledge organisation item in a collection. In our .mp3 library system, a standard is expressed in the header categories such as 'name,' 'time,' 'artist,' and 'album' are listed, with every entry having this filled in. Standards are used to ensure that metadata is as useful as possible for organism collection, ensuring that common questions (how many songs are there on the album "Big B can be easily and accurately answered.

addition to metadata and standardised metadata schemas, research infrastructures can also use ther forms of "knowledge representation system" to enhance the researcher's experience of the teroperable data they present. When we talk about 'Knowledge Representation Systems' in research frastructures, we usually mean a specific category of hierarchical systems of terms known more amework you probably remember from early lessons in biology.



What are Standards?

What Are Knowledge Representation Systems and 'Ontologies'?

Sustainability

Methods and Tools

Networks

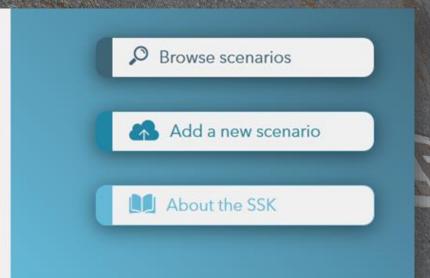
How Many Standards Are There and Who Decides Which One To Use?

Different standards have arisen in different kinds of cultural heritage institution: the most common standards in museums are different from those in archives, and those common in libraries are different again.

I = Interoperable. Standards

Standardization Survival Kit

A collection of research use case scenarios illustrating best practices in Digital Humanities and Heritage research



Increase efficiency, interoperability and sustainability by using standards

Incorporating standards in all the steps of your research process will make it last longer, easier to update, improve and share. Standards are non legally binding documents produced by an organisation ensuring:

I = Interoperable

To speed up discovery and uncover new insights, research data should be easily combined with other datasets by humans as well as computer systems.

INTEROPERABLE



Well documented and machine-actionable APIs - a set of subroutine definitions, protocols, and tools for building application software - allow for automatic indexing, retrieval and combining of (metaldata from different data repositories.



Document APIs well and make it possible to deliver the schema of the (meta)data model. Consider showing examples of how to successfully mine data from different endpoints and combine them into new data sets usable for new research.



The description of metadata elements should follow community guidelines that use open, well defined and well known vocabularies. Such vocabularies describe the exact meaning of the concepts and qualities that the data represent.



Use vocabularies relevant to your field, and enrich and structure your research output accordingly from the start of your research project.



Give examples of vocabularies the research community may use, based on research domain specifics.

12 Document metadata models

Clearly documenting metadata models helps developers to compare and make mappings between metadata.



Publish the metadata models in use in your research infrastructure. Document technical specifications and define classes (groups of things that have common properties) and properties lelements that express the attributes of a metadata section as well as the relationships between different parts of the metadata). For metadata mapping purposes, list the mandatory and recommended properties.



Prescribe and use interoperable data standards

Using a data standard backed up by a strong community, increases the possibility to share, reuse and combine data collections.



Check with the repository where you want to deposit your data what data standards they use. Structure your data collection in this format from the start of your research project.



Clearly specify which data standard your institution uses, pool a community around them and maintain them especially with a perspective on interoperability. Good examples are CMDI (language studies) and the SIKB0102 Standard (archaeology).



Establish processes to enhance data quality

To boost (meta)data quality and, therefore, interoperability, establish (automatic) processes that clean up, derive and enrich (meta)data.



Establish procedures to minimise the risk of mistakes in collecting data.

E.g. choose a date from a calendar instead of filling it in by hand.



Invest in tools to help clean up (meta)data and to convert data intostandardised and interoperable data formats. Combine efforts to develop workflows and software solutions for such automatic processes, e.g. by using machine learning tools.

15

Prescribe and use future-proof file formats

All data files held in a data repository should be in an open, international, standardised file format to ensure long-term interoperability in terms of usability, accessibility and sustainability.







FAIRDOM Platform

I simplifies upload and download of files.

ata sharing within groups and consortia. In addition,

I= Interoperable – ac



RightField 🧼

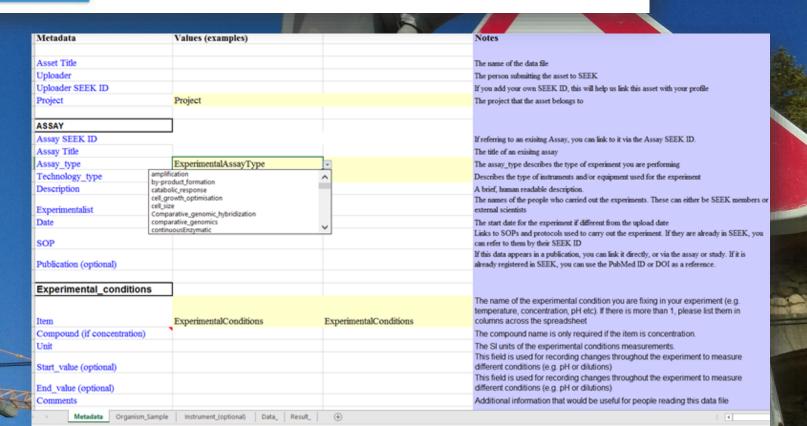
Rightfield is an open-source tool for adding ontology term selection to Excel spreadsheets. Rightfield is used by a 'Template Creator' to create semantically aware Excel spreadsheet templates. The Excel templates are then reused by Scientists to collect and annotate their data; without any need to understand, or even be aware of, Rightfield or the ontologies used. Rightfield embedded templates are used within the Samples framework of the SEEK.

https://fair-dom.org/platform/

fic research datasets, models or simulations, processes and nation about the people and organisations involved. The b based on the ISA-Tools format. When paired with our ction through to publication. Norwegian users benefit from

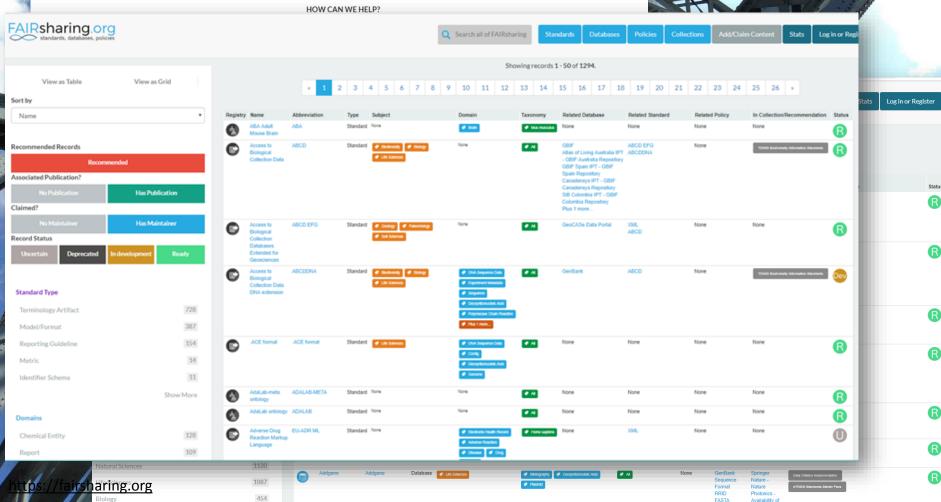
MORE INFORMATION

https://fair-dom.org/platform/rightfield/









R = Reusable. Documentazione

DOCUMENTAZIONE (README FILE) PER
- EVITARE USO SCORRETTO/CATTIVE
INTERPRETAZIONI DEI VOSTRI DATI
- MANTENERE INTEGRITÀ

Project-level documentation





Project-level documentation explains the aims of the study, what the research questions/hypotheses are, what methodologies were being used, what instruments and measures were being used, etc. In the accordion the questions which your project-level documentation should answer are stated in more

detail

- 1. For what purpose was data created
- 1 2. What does the dataset contain
- 3. How was data collected
- ## 4. Who collected the data and when
- 5. How was the data processed
- + 6. What possible manipulations were done to the data
- ① 7. What were the quality assurance procedures
- ⊕ 8. How can data be accessed

Data-level documentation

Data-level or object-level documentation provides information at the level of individual objects such as pictures or interview transcripts or variables in a database. You can embed data-level information in data files. For example, in interviews, it is best to write down the contextual and descriptive information about each



interview at the beginning of each file. And for quantitative data variable and value names can be embedded within the data file itself.

Ouantitative data

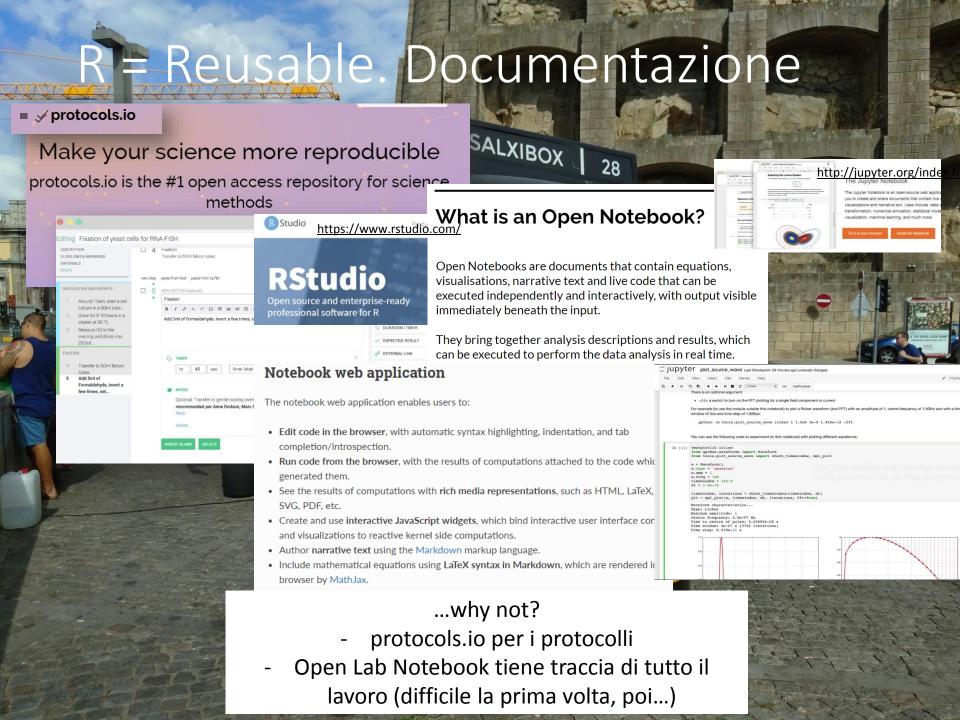
Variable-level annotation should be embedded within a data file itself. If you need to compile an extensive variable level documentation that can be created by using a structured metadata format.



For quantitative data document the following:

- Information about the data file
 Data type, file type and format, size, data processing scripts.
- Information about the variables in the file
 The names, labels and descriptions of variables, their values, a description of derived







Copyright: protects the STRUCTURE, selection or arrangement of their contents" (Art. 3) NOT THE DATA

Sui generis database right: protects the «substantial effort» in OBTAINING data [NOT «CREATING»]... the right owner often is the institution



AND

RICORDA: NESSUN COPYRIGHT SUI DATI (NON CREATIVI)

works, data or other materials arranged in a

systematic or methodical way (Art.1)

on the legal protection of databases

unity, and in particular Article 57 (2), 66 and 100a thereof,

Database=a collection of independent



Simone Aliprandi

2014

QUALI DIRITTI SUI DATI?



semplici dati e informazioni

nessuna tutela

non creativo

solo diritto sui generis

livello diritto d'autore

livello diritto sui generis







2019

SERVICES

PPORT OPEN SCIENCE IN

ABOUT

Q

More Information about the 2019 webinar series.

data management plan | OA to research data | open science



OpenAIRE

Aspetti legali nella gestione dei dati della ricerca

Thomas Margoni
University of Glasgow - CREATe
OpenAIRE project

Support

RESOURCES

ipen Science Prim Juides

Factsheets

HELPDESK

AQs

Ask a Questio

TRAINING

Workshop

Community of Practice

<u> 2020</u>



OpenAIRE Legal Policy Webinars

Supporting researchers on the reuse of data: legal aspects to consider

29th April and May 4th, at 2 PM CEST

- POSSONO ESSERCI ALTRE FORME DI PROTEZIONE DEI DATI (ES. CONTRATTI) - PER DATI CHE RICADONO SOTTO GDPR VA SEMPRE ESPLICITATA LA BASE LEGALE SULLA QUALE SI CONDUCE LA RICERCA

[non suoniamo tutti la stessa musica]

OLA E MEGLIO BBASS

① Czech Republic

⊕ Finland

Obstacles to the trans-European archiving and sharing of research data

Making research data as openly available as possible is a widely recognised goal. For researchers working on an interdisciplinary project involving several countries, it can be difficult to fully comprehend in which ways open access to research data can be legally obtained. European national laws still diverge.

· Diversity in copyright owner

If protection applies, the right holder's consent is required for sharing the data. However, the designation of the copyright owner is also different in different jurisdictions. Although in many cases the maker of the work will be considered to be the author and therefore the right holder, only Dutch and UK law designate the employer as the right holder if the work was made in the course of employment.

CESSDA guide

A report from Knowledge Exchange (Knowledge Exchange, 2011) concludes that it will remain difficult to predict when particular files of research data are protected because of:

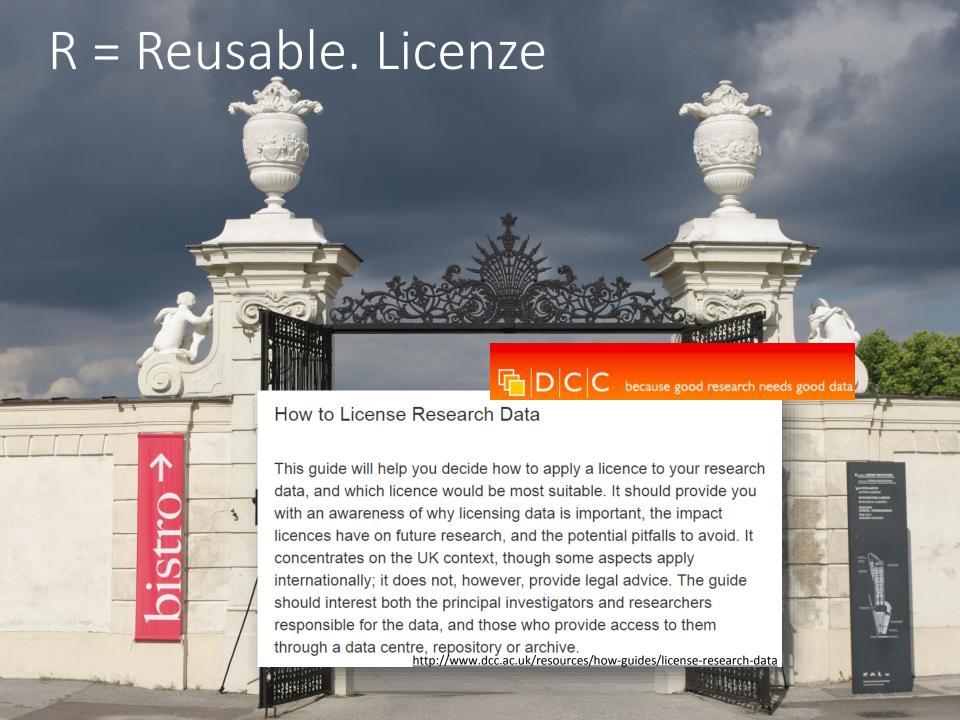
Diversity in copyright protection

Even though most research data will fail to meet the criteria for copyright protection because they are not likely to be considered as "works" (they mainly concern facts), the lack of harmonisation of the criteria for copyright protection in Europe is tricky. E.g., whereas Germany, Denmark and the Netherlands have a relatively similar (higher) originality standard, the UK has a very low standard (skill, judgment and labour) making it

⊕ Switzerland

⊕ uk







FACT SHEET ON CREATIVE COMMONS & OPEN SCIENCE.

https://doi.org/10.5281/zenodo.840651

Open Science is the movement to make scientific research and data accessible to all for knowledge dissemination and

How should I licence my data for the purposes of Open Science?

We recommend you use the CCO Public Domain Dedication, which is first and foremost a waiver, but can act as a cence when a waiver is not possible

CC ZERO LICENCE, 'NO RIGHTS



By applying CCO to your data you enable everyone to freely reuse your data as they see fit by waiving (giving up) your copyright and related

You should keen in mind that there are many situ ations in which data is not protected as a matter of law. Such data can include facts, names, numbers - things that are considered 'non-original' and part of the public domain thus not subject to copyright protections. Similarly, your database (which is a structured collection of data) might be considered 'non-original' and thus ineligible for from other forms of protection (like the <u>EU sui</u> generis database right, also known as the 'SGDR' for non-original databases).

In these cases, using a Creative Commons licence such as a CC BY could signal to users that you claim a copyright in the non-original data despite the law, and perhaps despite your real

Finally, if your data is in the public domain worldwide, you might state simply and obviously on the material that no restrictions attach to the reuse

PUBLIC DOMAIN MARK LOGO



When in doubt, consider which use may be appropriate according to the chart below:

CCO & PUBLIC DOMAIN LICENCES





"Creative arrange-ment" of data is not original; the author acknowledges this and communicates

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nono

What is Open Science?

Open Science is the movement to make scientific research and data accessible to all for knowledge dissemination and public reuse.

How should I licence my data for the purposes of Open Science?

We recommend you use the CCO Public Domain Dedication, which is first and foremost a waiver, but can act as a licence when a waiver is not possible.

CC ZERO LICENCE, 'NO RIGHTS **RESERVED' LOGO**



By applying CCO to your data you enable everyone to freely reuse your data as they see fit by waiving (giving up) your copyright and related rights in that data.

You should keep in mind that there are many situations in which data is not protected as a matter of law. Such data can include facts, names, numbers - things that are considered 'non-original' and part of the public domain thus not subject to copyright protections. Similarly, your database (which is a structured collection of data) might be considered 'non-original' and thus ineligible for copyright, and it might additionally be excluded

Mame

from other forms of protection (like the EU sui generis database right, also known as the 'SGDR', for non-original databases).

In these cases, using a Creative Commons licence such as a CC BY could signal to users that you claim a copyright in the non-original data despite the law, and perhaps despite your real intention.

Finally, if your data is in the public domain worldwide, you might state simply and obviously on the material that no restrictions attach to the reuse of your data and apply a Public Domain Mark.

PUBLIC DOMAIN MARK LOGO



When in doubt, consider which use may be appropriate according to the chart below:

CCO & PUBLIC DOMAIN LICENCES WHICH LICENSE TO USE AND WHEN



'Creative arrangement' of data is original, but any copyright has been waived and content is made available copyright-free

Nã TOR IMOQU to milliam



'Creative arrangement' of data is not original; the author acknowledges this and communicates the data is in the public domain

But I would like attribution when others use my dataset. In that case, shouldn't I use a CC BY licence?

We recommend that you avoid using a CC BY licence. Here's why:

While attribution is a genuine, recognisable concern, not only might using a CC BY licence be legally unenforceable when no underlying copyright or SGDR protects the work, but it may also communicate the wrong message to the world. A better solution is to use CCO and simply ask for credit (rather than require attribution), and provide a citation for the dataset that others can copy and paste with ease. Such requests are consistent with scholarly norms for citing source materials.

Legally speaking, datasets that are *not* subject to copyright or related rights (and are thus in the public domain) cannot be the object of a copyright licence. Despite this, agreements based in contract law may be enforceable. Creative Commons licences, however, are copyright licences. Therefore, where the conditions for a copyright or related right are not triggered, copyright licences, such as the CC BY licence, are unenforceable.

In some cases, however, rights may exist (like the sui generis database right previously mentioned), and permission for others to use your dataset may be legally required. These rights are meant to protect the maker's investment, rather than originality. As such, database rights do not include the moral right of attribution. So by using a CC BY licence, you signal to users that you restrict access to your dataset beyond the protections provided by the law. We are not saying that this cannot be done, we are just saying that if you choose to do this, you should make sure you fully understand what it entails.

mons e Oper

USARE UNA CCO

- NON SIGNIFICA
 DIVENTARE
 ACCADEMICAMENTE
 MALEDUCATI
- LA FONTE VA CITATA SEMPRE
 - USATE LA CCO E
 ASSOCIATE UNA
 FORMULAZIONE
 DELLA CITAZIONE CHE
 RICHIEDETE (DA
 COIPARE/INCOLLARE)

It sounds like you're really pushing for the use of CCO for open science datasets.

Exactly. Data is only open if anyone is free to use, reuse, and distribute it. This means it must be made available for both commercial and non-commercial purposes under non-discriminatory conditions that allow for it to be modified.

When data is made available for all reuse, others can create new knowledge from combining it. This leads to the enrichment of open datasets and further dissemination of knowledge. Accordingly, CCU is ideal for open science as it both protects and promotes the unrestricted circulation of data.

And remember, it's bad science not to cite the source of data you use. To help others cite your data include a citation that users can copy and paste to give you credit for your hard work.

choose to do this, you should make sure you fully understand what it entails.

I'm uncomfortable with others using my research for commercial purposes. Should I use a non-commercial licence for my dataset?

We recommend you avoid using a non-commercial licence. Here's why:

nst

For legal purposes, drawing a line between what is and is not 'commercial' can be tricky; it's not as black and white as you might think. For example, if you release a dataset under a non-commercial licence, it would clearly prohibit an organisation

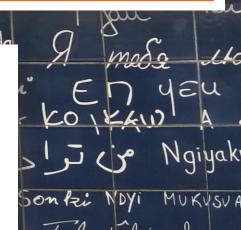
12 me

I'm uncomfortable permitting use of my research for any and all purposes. Should I use a 'No Derivatives' (ND) licence for my

We recommend you avoid using a 'No Derivatives' licence. Here's why:

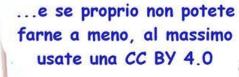
Similar to how a non-commercial licence might restrict meaningful reuse of your dataset, a ND licence can have the same effect: it may prevent someone from recombining and reusing your data for new research. For data to be truly Open Access, it must permit these important types of

1018, 11110 all to million





Ci sono solo TRE modi per rilasciare open data senza creare inutili complicazioni: CC Zero, CC Zero e CC Zero



S. Aliprandi

UN MODO STRUTTURATO DI REGOLE CHIARE=MENO PENSARE AI DATI **ERRORI DA SUBITO** È UN «LIVING DOCUMENT», **CRESCE COL PROGETTO** DOVE METTERE TUTTE QUESTE INFORMAZIONI? NEL DATA MANAGEMENT PLAN

Trucchi e suggerimenti

Top tip - keep it short and specific!

This very short extract from a presentation by Peter Dukes, Medical R really useful advice on writing a DMP from the funding body perspect the advice applies to all disciplines. The quality of the video isn't great, definitely is!

4. Keep it simple

Specific: e.g. name

Concise: <% to 3 pages Don't forget: your SINTETICO E SPECIFICO

NON COPIATE

Crisztinavá

Attila



OGNI DATASET È
UNICO, OGNI
INFRASTRUTTURA È
UNICA, OGNI RICERCA
HA LA SUA
IMPOSTAZIONE



63

FOSTER toolkit

- USATE TABELLE, ELENCHI PUNTATI
- SIATE SCHEMATICI E NON DILUNGATEVI



ESSERE GENERICI NON SERVE A NULLA

[we expect a huge size of data; data will be available]

CIÒ CHE DICHIARATE NEL DMP POI VA FATTO VERAMENTE... QUINDI A) NON FATE GLI SPLENDIDI

B) NON IMPEGNATEVI A FARE COSE CHE SAPETE IMPOSSIBILI

Es. DATI PSEUDONIMYZED, non ANONIMYZED

Vantaggi di un DMP CESSDA Guide Useful tool to think ahead

O Clarifies needed budget

O Makes data FAIRer

O Shows accountability

Useful tool to think ahead

O Allows for easy project management

O Ber

Data m

the end
detailed
calcular
research

È FONDAMENTALE PER
STIMARE I COSTI DI GESTIONE
- STIMATE LA DATA
STEWARDSHIP (IN-KIND?)
-POSSIBILI COSTI DI STORAGE
COSTI SONO RIMBORSABILI IN

H2020 (6.2.D.3 AMGA)

○ Benefit 3. Clarifies needed budget

Data management is not free. You do not want to find yourself running out of funding before the end of the project because you have ignored or underestimated the cost of structured, detailed, and safe data management. Therefore, an important aspect of a DMP is its use in calculating how much money will be required for managing your research data during your research project.

A DMP can be useful in the process of applying for funding. Grant applications should not only include time and resources for collecting, analysing, and publishing on data in their budget, time and resources for careful documentation as well as server space, backup solutions, and documentation software need to be included as well. A DMP is also useful once funding is granted to plan and manage your expenses. Many research funders require a DMP as part of the application and decision-making process. The arguments for making data available are several, the most popular being that the data produced by public funds should be used to the greatest extent possible and available to the public. Unless there are legal, ethical or commercial barriers, data should also be openly available so that research results can be verified, replicated and reused.

Examples of Data Management cost assessments are given by the <u>University of Utrecht</u> (n.d.) and the Dutch Landelijk Coördinatiepunt Research Data Management (<u>LCRDM</u>, n.d.) inspired by the 'Data management costing tool' by UK Data Service, 2013.





In mine Gat Ranima

DMP Coré Requirements

CORE REQUIREMENTS FOR DATA MANAGEMENT PLANS

When developing solid data management plans, researchers are required to deal with the following topics and answer the following questions:



- a. How will new data be collected or produced and/or how will existing data be re-used?
- b. What data (for example the kinds, formats, and volumes) will be collected or produced?

2. Documentation and data quality

- a. What metadata and documentation (for example the methodology of data collection and way of organising data) will accompany data?
- b. What data quality control measures will be used?

Storage and backup during the research process

- a. How will data and metadata be stored and backed up during the research process?
- b. How will data security and protection of sensitive data be taken care of during the research?

4. Legal and ethical requirements, codes of conduct

- a. If personal data are processed, how will compliance with legislation on personal data and on data security be ensured?
- b. How will other legal issues, such as intellectual property rights and ownership, be managed? What legislation is applicable?
- How will possible ethical issues be taken into account, and codes of conduct followed?





SCIENCE EUROPE

PRACTICAL GUIDE TO THE INTERNATIONAL ALIGNMENT OF RESEARCH DATA MANAGEMENT

Dec. 2018



SEZIONI MINIME IN UN DMP

5. Data sharing and long-term preservation

- How and when will data be shared? Are there possible restrictions to data sharing or embargo reasons?
- How will data for preservation be selected, and where will data be preserved long-term (for example a data repository or archive)?
- What methods or software tools will be needed to access and use the data?
- d. How will the application of a unique and persistent identifier (such as a Digital Object Identifier (DOI)) to each data set be ensured?

6. Data management responsibilities and resources

- a. Who (for example role, position, and institution) will be responsible for data management (i.e. the data steward)?
- What resources (for example financial and time) will be dedicated to data management and ensuring that data will be FAIR (Findable, Accessible, Interoperable, Re-usable)?







DMP Core Requirements

Translating the Core Requirements into a DMP template

The following example of a data management plan template is based on the core requirements for DMPs.6 These core requirements should be considered as a minimum standard, leaving the flexibility to formulate additional guidelines according to the needs of specific domains or to national or local legislation.

The template presented below refers to the 15 questions covering six core requirements for good data management. Additional guidance and explanations are provided to help researchers fill out such a template and to assure that all relevant aspects of research data management are covered. The below table is an example of how the core requirements can be transformed into a DMP template. It will be up to the individual organisations and disciplines to develop templates that fit their needs.

GENERAL INFORMATION

Administrative information • Provide information such as name of applicant, project number, funding programme, version of DMP.

DATA DESCRIPTION AND COLLECTION OR RE-USE OF **EXISTING DATA**

1a

How will new data be collected or produced and/or how will existing data be re-used?

- Explain which methodologies or software will be used if new data are collected o produced.
- State any constraints on re-use of existing data if there are any.
- Explain how data provenance will be documented.
- · Briefly state the reasons if the re-use of any existing data sources has been considered but discarded.



What metadata and documentation (for example the methodology of data collection and way of organising data) will accompany the data?

- · Indicate which metadata will be provided to help others identify and discover the data.
- · Indicate which metadata standards (for example DDI, TEI, EML, MARC, CMDI) will
- · Use community metadata standards where these are in place.
- Indicate how the data will be organised during the project, mentioning for example conventions, version control, and folder structures. Consistent, well-ordered research data will be easier to find, understand, and re-use.
- Consider what other documentation is needed to enable re-use. This may include information on the methodology used to collect the data, analytical and procedural information, definitions of variables, units of measurement, and so on.
- · Consider how this information will be captured and where it will be recorded for example in a database with links to each item, a 'readme' text file, file headers, code books, or lab notebooks.
- · Explain how the consistency and quality of data collection will be controlled and documented. This may include processes such as calibration, repeated samples or measurements, standardised data capture, data entry validation, peer review of data, or representation with controlled vocabularies.

UTILI COME SPUNTO PER LE PRIME VOLTE



What data quality control measures will be used?



RESEARCH DATA MANAGEMEN

Dec. 2018



DMP questions

Adapt your Data Management Plan

A list of Data Management Questions based on the Expert Tour Guide on Data Management





ORGANISE & DOCUMENT

Overview

Title of the project

Date of this plan

Description of the project

- What is the nature of the project?
- What is the research question?
 What is the project time line?

Origin of Data

- . What kind of data will be used during the project?
- If you are reusing existing data: What is the scope, volume and format? How are different data sources integrated?
- . If you are collecting new data can you clarify why this is necessary?

Principal researchers

- . Who are the main researchers involved?
- · What are their contact details?

Collaborating researchers (if applicable)

. What are their contact details and their roles in the project?

Funder (if applicable)

. If funding is granted, what is the reference number of the funding granted?

Data producer

. Which organisation has the administrative responsibility for the data?

Project data contact

. Who can be contacted about the project after it has finished?

Data owner(s)

- . Which organisation(s) own(s) the data?
- . If several organisations are involved, which organisation owns what data?

Roles

- . Who is responsible for updating the DMP and making sure that it's followed?
- . Do project participants have any specific roles?
- · What is the project time line?

Costs

- · Are there costs you need to consider to buy specific software or hardware?
- · Are there costs you need to consider for storage and backup?
- . Are potential expenses for (preparing the data for) archiving covered?

UTILI COME SPUNTO PER LE PRIME VOLTE

Organising and documenting your data

Data collection

- . How will the data be collected?
- Is specific software or hardware or staff required?
- . Who will be responsible for the data collection?
- During which period will the data be collected?
- · Where will the data be collected?

Data organisation

- How will you organise your data?
- Will the data be organised in simple files or more complex databases?
- . How will the data quality during the project be ensured?
- If data consists of many different file types (e.g. videos, text, photos), is it possible to structure the data in a logical way?

Data type and size

- What type(s) of data will be collected?
- What is the scope, quantity and format of the material?
- After the project: What is the total amount of data collected (in MB/GB)?

File format

- In what format will your data be?
- Does the format change from the original to the processed/final data?
- . Will your (final) data be available in an open format?

Folder structure and names

• How will you structure and name your folders?

File structure and names

. How will you structure and name your files?

Documentation

- What documentation will be created during the different phases of the project?
- . How will the documentation be structured?

Metadata

- What metadata will be provided with the collected/ generated/ reused data?
- How will metadata for each object be created?
- Is there any program that can be used to document the data?
- Can metadata be added directly into the files or will the metadata be produced in another program or document?

Metadata standard (if applicable)

What metadata standard(s) will you use?

DMP questions





Protecting your data

Ethical review (if applicable)

. Does your project require approval by a local ethics committee?

Informed consent (if applicable)

- . Do you require informed consent for your project?
- . If so, how will permission be obtained?
- · How are consent files organised and stored?

(sensitive) Personal data /confidential information (if applicable)

- . How will access to (sensitive) personal data during the project be controlled?
- How will collaborators be granted access to the data in a secure way?
- If the research project is going to have data that includes confidential information or information that requires informed consent, is there a requirement to notify a privacy officer?
- Is there any confidential information within the material that requires special treatment and/or limits the access to it during/after the project?
- How will the material be protected during/after the project?
- . How will permissions and restrictions be enforced?

Intellectual property rights (IPR)/Copyrights

- . Are there IPR or copyright issues to consider?
- · Will permission be needed to collect/reuse the data?
- Will these rights be transferred to another organisation for data distribution and archiving?

Agreements (if applicable)

What are the agreements with other stakeholders?

Restrictions (if applicable)

Are there any other restrictions that need to be considered?

Processing your data

Versioning

- . What is your strategy concerning versioning your data files (and scripts) during the project?
- . Will you create and/or follow a convention for versioning your data?
- Who will be responsible for securing that a "Masterfile" will be maintained, documented and versioned according to the project guidelines?
- . How can different versions of a data file be distinguished?

Interoperability

 Will you make use of established software and hardware? If not, how does the software and hardware you use relate to other research?

If applicable:

- Will you make use of established terminologies/ontologies (i.e. structured controlled vocabularies) in the project? If not, how do your terminologies relate to established ones?
- Which coding is used (if any)? Will you build on established coding schemes? If not, how does your coding relate to other research?

Storing your data

Storage

- . How and where will the data be stored during the project?
- . For how long will the data be stored?

Backup

- . How, where and at what intervals will the data be backed-up?
- . How will data be recovered in the case of a data loss incident?

Security

- . How will sensitive data be protected? (if applicable)
- . How will data access be managed?

UTILI COME SPUNTO PER LE PRIME VOLTE

o



Basic Information.

- · State the purpose of the data collection/generation.
- · Explain the relation to the objectives of the project
- Consider what data will be collected or created as part of the study (RAW data).
- Consider what data will be produced by processing the RAW data (Secondary, processed data).
- · Specify if existing data is being re-used (if any)
- · Specify the origin of the data
- · Specify the types and formats you plan to use for the data generated/collected (raw, processed, published).
- Consider what data will be published as the result of your study (Published data).

Volume and Life Cycle of the Data.

If you are using FAIRDOM, we will look after data that will be retained and potentially exchanged by your projects. It will help with local storage for temporarily-held local data prior to processing

For RAW data, please consider the following:

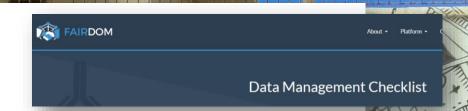
- . How much RAW data you think will be produced (Estimates, per month, year, full project duration)?
- · Will all of the RAW data be kept for the duration of the study or will the RAW data be deleted once it is processed?
- · For large scale RAW data (images, sequence) have you planned the local storage capacity necessary for processing?
- Do you require help to organise a suitable local management system for RAW data?
- . Do you have policies that govern the management and usage of RAW data?
- . How long will RAW data be kept? Will there be a long-term archive?

For Secondary and Published data, please consider the following:

- · What data processing is foreseen in the project?
- · How much processed data will be produced, and stored (can you make estimates per month, year, full project)?
- . How much of this data will be published? (Estimates per month, year, full project)?
- · Does your institution, or the project funders, have policies governing the access and usage of processed data?

Additional for personally sensitive data (e.g medical data)

- . When looking at the data flow through the project, define what data is:
 - · aggregated (typically safe to share, if names cannot be recovered)
 - · anonymized (name cannot be recovered from the data)
 - · pseudonymized (name can be recovered by some)
 - non-anonymized (name linked to data)
- · Determine which organisational boundaries have to be traversed by which data.
- Make sure with your "local" data protection officer and ethics commission that the data can be shared with your partners along the flow described with the anonymisation levels as described. Why local? Some laws change across surprising boundaries. E.g. in Germany Universities and other public organisations are subject to another data protection law than enterprises. Why seek advice? In some cases you may be required to be able to recover the name-data-relation, e.g. to enable study participants to "leave" a study.



https://fair-dom.org/knowledgehub/data-management-chec

UTILI COME SPUNTO PER LE PRIME VOLTE

PERSONALIZZABILE

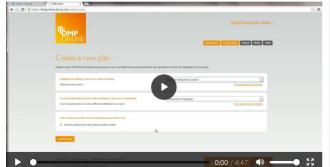




Future plans

Change language

Screencast on how to use DMPonline





https://dmponline.dcc.ac.uk/

Sign in

Veteran tapes

expand all | collapse all

Write Plan

13/13 answered

What data will you collect or create?

The "Veteran tape " project will collect and generate different types of datasets:

Type of data	Volume	Format	Storage format
Video recordings	600 x 1Gb	.mkv	.mkv
Transcriptions	600 x 1500Kb	MS Word	.txt
Structured interview text	1 x 500Kb	MS word	.txt

For the video recordings the selected format is .mkv; the same .mkv format will be used for the long-term preservation .

Transcriptions will be written in MS Word and then stored as .txt files.

We checked the format compatibility against EASY File format https://dans.knaw.nl/en/deposit/information-about-depositing-data/before-depositing/file-

As the total volume of data is greater than 50Gb, DANS requires a fee for the storage. We are currently in touch with EASY to determine the costs of archiving.

Guidance

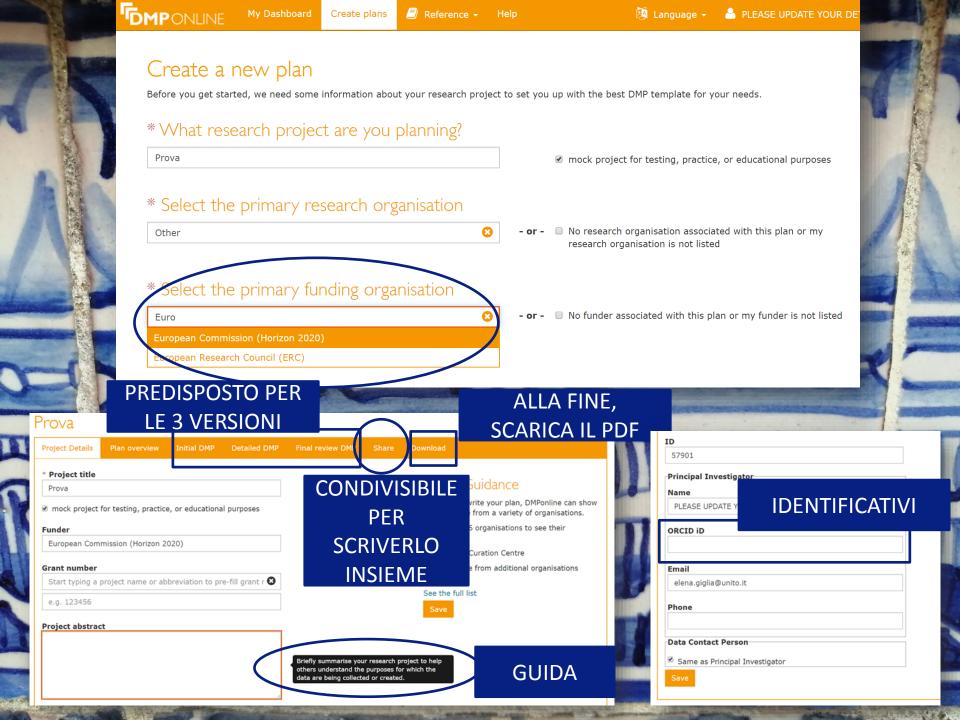
Questions to consider:

- · What type, format and volume of data?
- · Do your chosen formats and software enable sharing and long-term access to the data?
- · Are there any existing data that you can reuse?

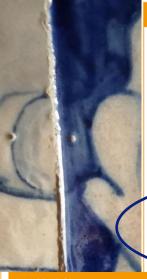
Guidance:

Give a brief description of the data, including any existing data or third-party sources that will be used, in each case noting its content, type and coverage. Outline and justify your choice of format and consider the implications of data format and data volumes in terms of storage, backup and access.









oject Details Plan overview Initial DMP Detailed DMP Final review DMP

Horizon 2020 DMP

This plan is based on the "Horizon 2020 DMP" template provided by European Commission (Horizon 2020).

The Commission is running a flexible pilot under Horizon 2020 called the Open Research Data Pilot (ORD pilot).

Projects participating in the pilot must submit a first version of the DMP (as a deliverable) within the first 6 months of the project. The DMP needs to be updated over the course of the project whenever significant changes arise.

Further details are provided in the Guidelines on FAIR Data Management in Horizon 2020 (v.3, 26 July 2016).

Template version 1, published on 16 May 2019

Initial DMP (6 sections, 9 questions)

Detailed DMP (9 sections, 31 questions)

Final review DMP (9 sections, 31 questions)

Initial DMP (6 sections, 9 questions)

Instructions

Once a project has had its funding approved and has started, you must submit a first version of your DMP (as a deliverable) within first 6 months of the project. The Commission provides a DMP template, the use of which is recommended but voluntary. That template replicated by the UK Digital Curation Centre for use in DMPonline.

It is not required to provide detailed answers to all the questions in the first version of the DMP that needs to be submitted by month 6 of the project. Rather, the DMP is intended to be a *living document* in which information can be made available on a finer level of granularity through updates as the implementation of the project progresses and when significant changes occur. Therefore, DMPs should have a clear version number and include a timetable for updates.

1. Data summary

Provide a summary of the data addressing the following issues:

- · State the purpose of the data collection/generation
- Explain the relation to the objectives of the project
- Specify the types and formats of data generated/collected
- Specify if existing data is being re-used (if any)
- Specify the origin of the data
- State the expected size of the data (if known)
- Outline the data utility: to whom will it be useful

FAIR data

- 2.1 Making data findable, including provisions for metadata:
 - Outline the discoverability of data (metadata provision)
 - Outline the identifiability of data and refer to standard identification mechanism. Do

- Outline the approach for clear versioning
- Specify standards for metadata creation (if any). If there are no standards in your discipline describe what metadata will be created and how

2.2 Making data openly accessible:

- · Specify which data will be made openly available? If some data is kept closed provide rationale for doing so
- Specify how the data will be made available
- Specify what methods or software tools are needed to access the data? Is documentation about the software needed to access the data included? Is it possible to include the relevant software (e.g., in open source code)?
- · Specify where the data and associated metadata, documentation and code are deposited
- Specify how access will be provided in case there are any restrictions

2.3 Making data interoperable:

- Assess the interoperability of your data. Specify what data and metadata vocabularies, standards or methodologies you will follow to
 facilitate interoperability.
- Specify whether you will be using standard vocabulary for all data types present in your data set, to allow inter-disciplinary interoperability?
 If not, will you provide mapping to more commonly used ontologies?

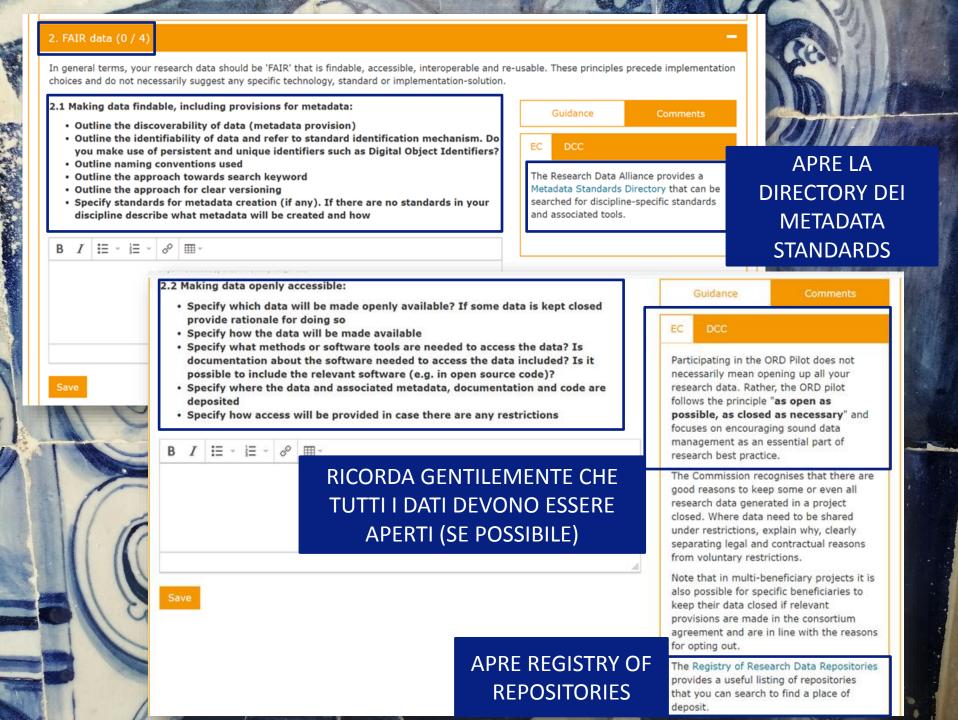
2.4 Increase data re-use (through clarifying licenses):

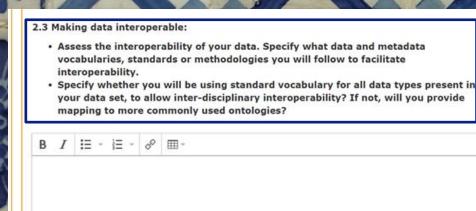
- · Specify how the data will be licenced to permit the widest reuse possible
- Specify when the data will be made available for re-use. If applicable, specify why and for what period a data embargo is needed
- Specify whether the data produced and/or used in the project is useable by third parties, in particular after the end of the project? If the reuse of some data is restricted, explain why
- · Describe data quality assurance processes
- · Specify the length of time for which the data will remain re-usable

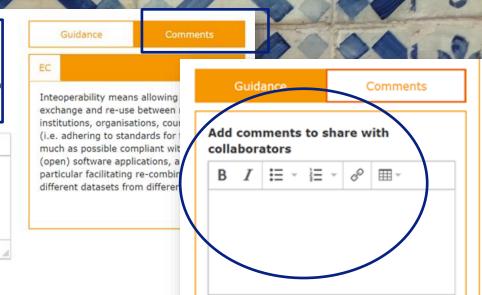
3. Allocation of resources

- Explain the allocation of resources, addressing the following issues:
 - . Estimate the costs for making your data FAIR. Describe how you intend to cover these costs
- Clearly identify responsibilities for data management in your project



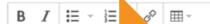






2.4 Increase data re-use (through clarifying licenses):

- Specify how the data will be licenced to permit the widest reuse possible
- Specify when the data will be made available for re-use. If applicable, specify why
 and for what period a data embargo is needed
- Specify whether the data produced and/or used in the project is useable by third parties, in particular after the end of the project? If the re-use of some data is restricted, explain why
- · Describe data quality assurance processes
- · Specify the length of time for which the data will remain re-usable



Guidance

Comments

EC DCC

The EUDAT B2SHARE tool includes a builtin license wizard that facilitates the selection of an adequate license for research data.

Reasons for embargoes may include time to publish or seek patents. If an embargo is sought, specify why and for how long,

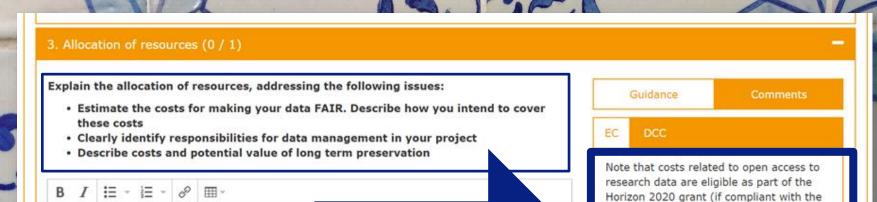
29.3 Open access to research data

IOPTION la for actions participating in the open Research Data Pilot: Regarding the digital research data generated in the action ('data'), the beneficiaries must:

- (a) deposit in a research data repository and take measures to make it possible for third parties to access, mine, exploit, reproduce and disseminate free of charge for any user the following:
 - the data, including associated metadata, needed to validate the results presented in scientific publications as soon as possible;

RICORDATE LORO CHE HANNO FIRMATO UN GRANT AGREEMENT...

Save



RICORDARE SEMPRE CHE EVENTUALI **COSTI SONO**

RIMBORSABILI



Grant Agreement conditions).

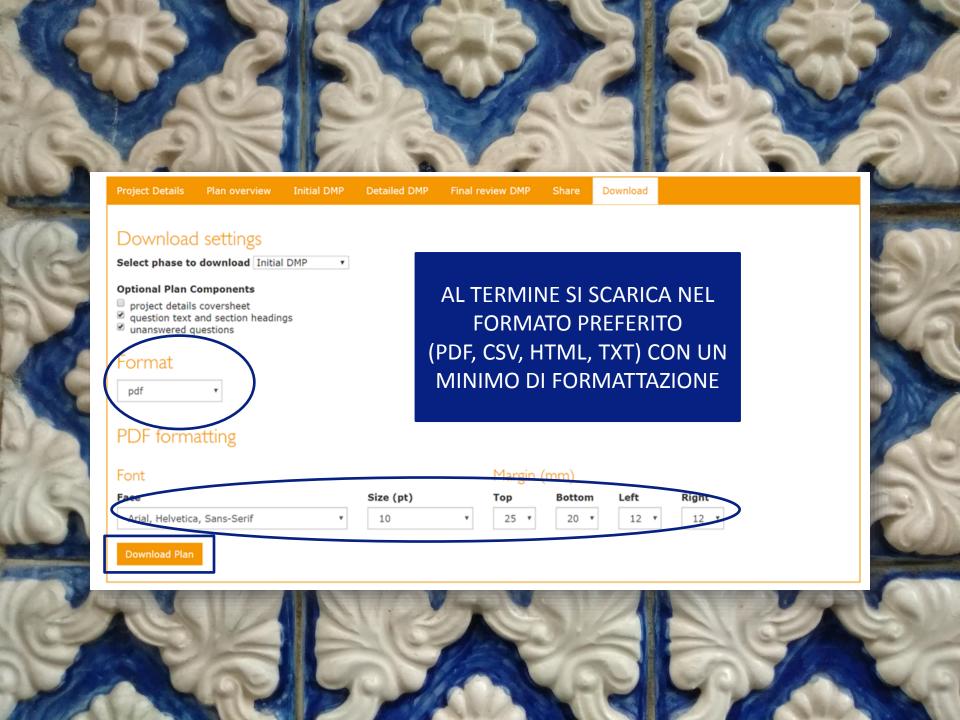
Costs are eligible for reimbursement

Article 6.2.D.3, but also other articles relevant for the cost category chosen.

during the duration of the project under

the conditions defined in the H2020 Grant Agreement, in particular Article 6 and





Data Management Plan – general definition

Data Management Plans (DMPs) are a *key element* of good data management. A DMP describes the data management life cycle for the data to be collected, processed and/or generated by a Horizon 2020 project. As part of making research data findable, accessible, interoperable and re-usable (FAIR), a DMP should include information on:

- the handling of research data during and after the end of the project
- what data will be collected, processed and/or generated
- which methodology and standards will be applied
- whether data will be shared/made open access and
- how data will be curated and preserved (including after the end of the project).

A DMP is required for all projects participating in the extended ORD pilot, unless they opt out of the ORD pilot. However, projects that opt

submit a DMP on a voluntary basis.



H2020 Programme

Guidelines on
FAIR Data Management in Horizon 2020

Guide 2016

Version 3.0 26 July 2016

IN HORIZON 2020 DMP ENTRO M6 COME DELIVERABLE

VA FATTO SEMPRE
PERCHÉ RIGUARDA LA
CORRETTA GESTIONE
DEI DATI, NON
APERTURA/CHIUSURA

4. Research data management plans during the project life cycle

Once a project has had its funding approved and has started, you **must submit a first version of your DMP** (as a deliverable) within the first 6 months of the project. The Commission provides a DMP template in annex, the use of which is recommended but voluntary.

The DMP needs to be **updated** over the course of the project whenever significant changes arise, such as (but not limited to):

- new data
- changes in consortium policies (e.g. new innovation potential, decision to file for a patent)
- changes in consortium composition and external factors (e.g. new consortium members joining or old members leaving).

The DMP should be updated as a minimum in time with the periodic evaluation/assessment of the project. If there are no other periodic reviews foreseen within the grant agreement, then such an update needs to be made in time for the final review at the latest. Furthermore, the consortium can define a timetable for review in the DMP itself.

Periodic reporting

For general information on periodic reporting please check the following sections of the online manual

- How to fill in reporting tables for publications, deliverables
- Process for continuous reporting in the grant management system.

Open data — H2020

How?

Open access to digital research data involves 3 steps:

Procedure for open access (research data):

he til funeral hygener de finant ad bission HORIZON 2020

H2020 Programme

AGA - Annotated Model Grant Agreement

https://goo.gl/sryNTg

- Step 1 **Deposit** the digital research data, preferably in a research data repository.
- Step 2 Provide **open access** by taking measures to enable users to access, mine, exploit, reproduce and disseminate the data free of charge (e.g. for databases: by attaching an appropriate creative commons licence (CC-BY or CCO tool) to the data; if the access/use is not subject to any rights: by indicating that no licence is needed).

Open access must not be given immediately; for data needed to validate the results presented in scientific publications, as soon as possible; for other data, beneficiaries are free to specify embargo periods for their data in the data management plan (as appropriate in their scientific area).

Step 3 — Provide **information**, via the repository, about **tools and instruments** for validating the results.

Where possible, the beneficiaries should provide those tools and instruments (e.g. specialised software or software code, algorithms, analysis protocols, etc.).

- 1) DEPOSITARE IN UN DATA REPOSITORY
- 2) RENDERE I DATI OPEN ACCESS CON LA LICENZA PIÙ APERTA POSSIBILE 3) POSSIBILE EMBARGO
 - 4) FORNIRE ANCHE TUTTE LE INFORMAZIONI UTILI A VALIDARE I DATI

