

# Data Management Plan for PhD Students

UAB Library Service

2024

**UAB**  
Universitat Autònoma  
de Barcelona



# Contents

## Data Management Plan (DMP)

- What is it?
- Advantages of creating one

## The FAIR principles at the Data Management Plan

## Using CORA eIna.DMP to create your Data Management Plan

## Open Data Management Plan

## Further Online Resources

# Data Management Plan – What is it?

A Data Management Plan (DMP) describes the data management of the life cycle of the data generated during a research process

The plan should include information about:

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

# Data Management Plan – What is it?

➤ 10 steps to create your DMP ◀



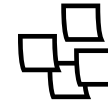
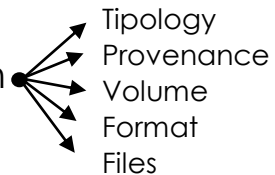
Funding agencies requirements → FAIR Data



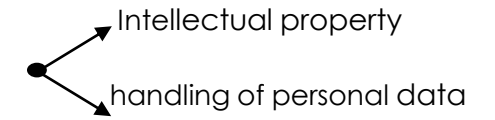
Data storage and preservation strategies



Data identification



Define data policies



Handling the data



Describe how the data will be disseminated



Explain how the data and metadata will be documented



Assign roles and responsibilities



Describe processes for good data quality



Prepare a realistic budget

# Data management plan – Advantages

It's a good **methodological resource** that:

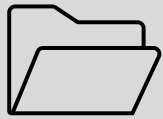
- Enables you to manage the research data in an **organized** and **efficient** way (it prevents data loss)
- Helps to **systematize** the data collection
- Promotes data **sharing** and **access**
- Ensures **transparency** and **integrity** in your research

# FAIR principles' requirements



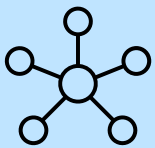
## **Findable**

Data and metadata easily findable by humans and machines



## **Accessible**

Humans and computers can easily access and download datasets



## **Interoperable**

Data and metadata able to interoperate with other systems



## **Reusable**

Replicable data and metadata

# FAIR requirements at the Data Management Plan



Persistent Identifier



Metadata



Etc.

Keywords from  
Controlled Vocabularies

Multidisciplinary

Subject based



Etc.



Etc.

File naming conventions

For example

Name\_<YYYYMMDD>\_<version n.>

Test\_20231025\_v01.csv

Example:

CORA RDR: [doi.org/10.34810/data674](https://doi.org/10.34810/data674)

Zenodo: [doi.org/10.5281/zenodo.4571628](https://doi.org/10.5281/zenodo.4571628)

OAI-PMH

Open Archive Initiative-Protocol for Metadata Harvesting



# FAIR requirements at the Data Management Plan

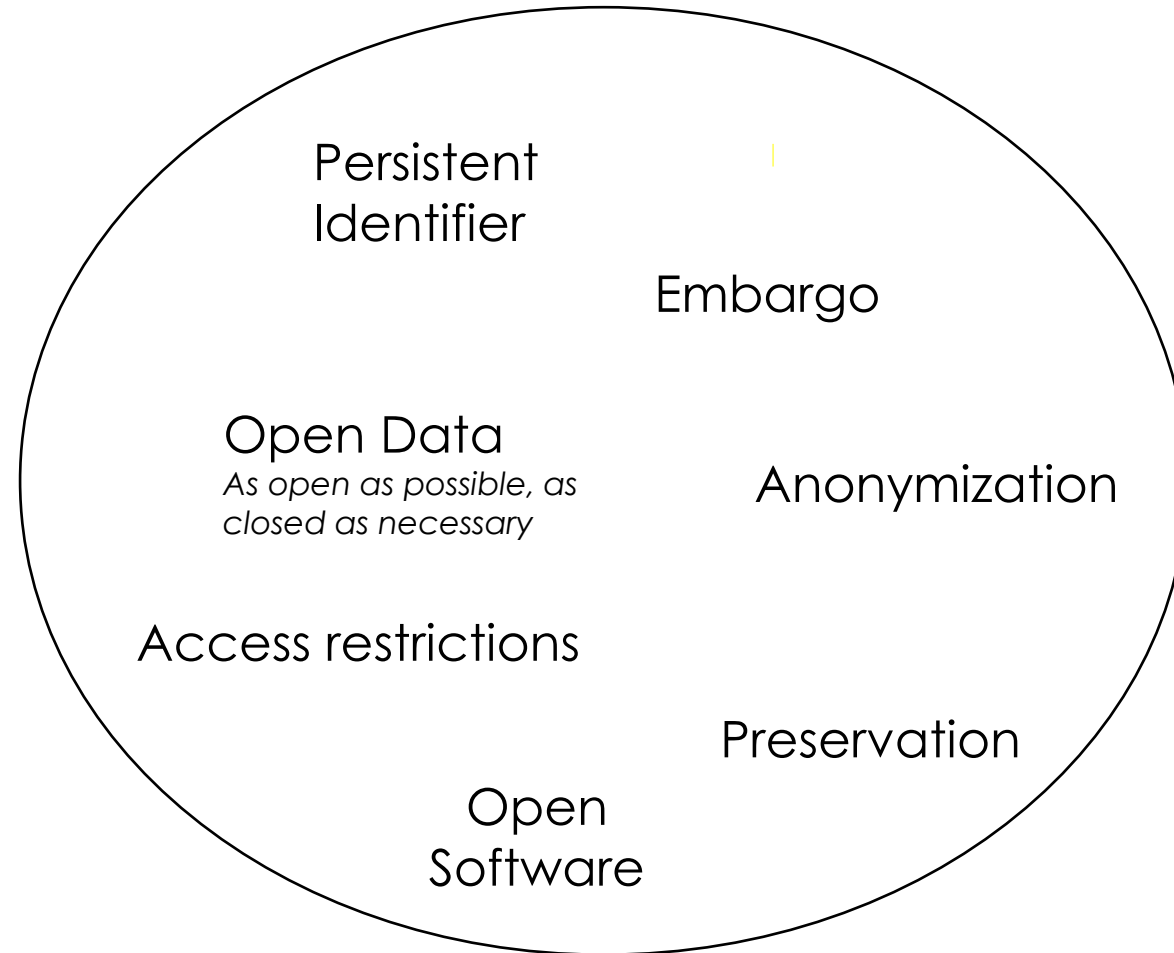


## Accessible

Trusted  
repositories

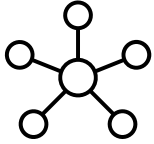


Etc.





# FAIR requirements at the Data Management Plan



## Interoperable

Which

vocabularies,  
standards, formats  
and methodologies

of

Data and/or  
metadata

allow

Interoperability

## SOME EXAMPLES

OAI-PMH  
Internet Protocol

ASCII  
Character  
code

Standards of:

- Dates
- Temperatures
- Geolocation
- Etc.

.CSV  
.txt .pdf  
.jpg  
Open file Formats

MARC  
Dublin Core  
Metadata Standards

# Data Management Plan – FAIR requirements

*Could you answer some questions about the FAIR requirements?*

Use the link shared in the chat box and answer to the form

**Task 2**

# Create the Data Management Plan with CORA eiNa.DMP

PGD templates available

Agencia Estatal de Investigación
Doctorand
European Commission
European Research Council (ERC)
Software Management Plan

The screenshot shows the top navigation bar of the CORA eiNa DMP website. The navigation menu includes: Home, About, Help, Public DMPs, DMP Templates, and Contact. Below the navigation is a dark blue sign-in form. At the top of the form are links for 'Sign in' and 'Create account'. The form contains two input fields: '\* Email' and '\* Password'. Below the password field is a link for 'Forgot password?'. There is a checkbox labeled 'Remember email'. At the bottom of the form is a 'Sign in' button.

[dmp.csuc.cat/](https://dmp.csuc.cat/)

Help guides

The screenshot shows a section titled 'Attention' with a megaphone icon. Below the title is the text: 'To help you write your plan, select the guidance of your funder'. There are four checkboxes with corresponding labels: 'Horizon 2020', 'European Research Council', 'Plan Estatal', and 'Horizon Europe'. At the bottom of the section is a 'Save' button.

# CORA EiNa.DMP – Guide

**Gestió de dades de recerca**

🔍 Search for a solution



Plans de gestió de dades  
*(In Catalan)*



Publicar les dades de recerca

[confluence.csuc.cat/display/RDM/Inici](https://confluence.csuc.cat/display/RDM/Inici)

# Questions about...

Research ethics

[Research Ethics Committee \(CERec\)](#)

Personal data management

[Data Protection Officer](#)

# Data Management Plan – Video tutorials

UPF's Video tutorials:

[youtu.be/NZBG1dB4k2A](https://youtu.be/NZBG1dB4k2A)



[youtu.be/PNmHhC3249Q](https://youtu.be/PNmHhC3249Q)



Universitat Pompeu Fabra. Pla de gestió de dades per a doctorands [Internet]. YouTube.com; [2022][Last visited 14 march 2024]. Available at: [youtu.be/NZBG1dB4k2A](https://youtu.be/NZBG1dB4k2A)

Universitat Pompeu Fabra. Què és un DMP o Pla de gestió de dades[Internet]. YouTube.com; [2022] ][Last visited 14 march 2024]. Available at: [youtu.be/PNmHhC3249Q](https://youtu.be/PNmHhC3249Q)

# Open Data Management Plan



Data Management Plan

[ddd.uab.cat/collection/plagesdad](http://ddd.uab.cat/collection/plagesdad)

# Intellectual Property and Open Access (in Catalan)

## Propietat Intel·lectual i Accés Obert

Resoleu els vostres dubtes

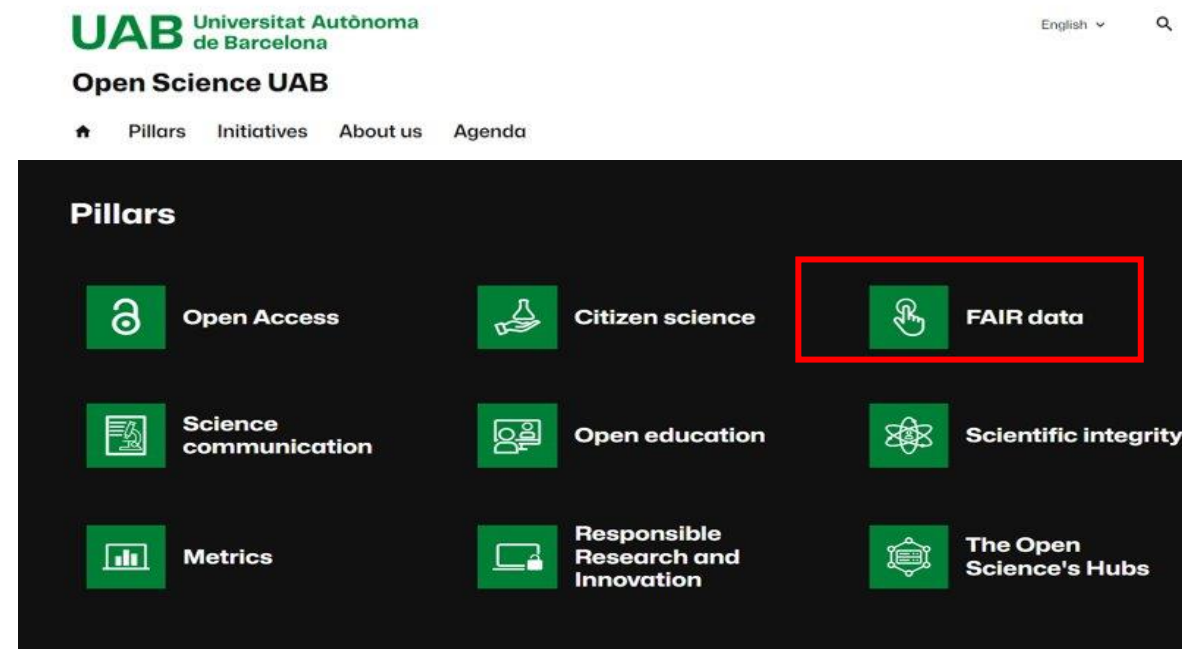


Aquest web conté un recull de preguntes més freqüents (PMF) que aporten informació en matèria de propietat intel·lectual i accés obert, de caràcter orientatiu i sense que es puguin considerar, en cap cas, assessorament jurídic per part de la Universitat Autònoma de Barcelona. Hi podeu accedir fent una cerca a la casella o bé navegant per les carpetes temàtiques.

Cerqueu les paraules que defineixen la vostra consulta, en català. Si escriviu una paraula o una frase entre cometes, als resultats només s'inclouen pàgines amb les mateixes paraules en ordre idèntic al contingut de les cometes.

<https://www.uab.cat/propietat-intellectual>

# Open research data at UAB



<https://www.uab.cat/en/open-science>



# Data Management Plan – Support materials

Consorci de Serveis Universitaris de Catalunya. (2022). *Bones pràctiques en gestió de dades de recerca: Recomanacions de format*. <https://ddd.uab.cat/record/233673>

Consorci de Serveis Universitaris de Catalunya. (2023). *CORA.eiNa DMP*. <https://dmp.csuc.cat/>

Consorci de Serveis Universitaris de Catalunya. (2023). *Gestió de dades de recerca*. <https://confluence.csuc.cat/display/RDM/Inici>

Consorci de Serveis Universitaris de Catalunya. (2022). *Plantilles per a l'elaboració dels plans de gestió de dades*. <https://ddd.uab.cat/record/163561>

Consorci de Serveis Universitaris de Catalunya. (2023). *Repositoris multidisciplinaris*. <https://confluence.csuc.cat/x/DwHxCQ>

Consorci de Serveis Universitaris de Catalunya. (2023). *Vocabularis controlats*. <https://confluence.csuc.cat/x/0wAbCw>

Universitat Autònoma de Barcelona, Servei de Biblioteques. (2022). *Plans de Gestió de Dades (PGD)*. <https://ddd.uab.cat/collection/plagesdad>

Universitat Autònoma de Barcelona, Servei de Biblioteques. (2022). *Plantilla Readme per als conjunts de dades de recerca en obert*. <https://ddd.uab.cat/record/226740>

# Bibliography

European Commission. H2020 Programme: Guidelines on FAIR Data Management in Horizon 2020 [Internet]. [Brussels]: European Commission, 2016 [Last visited: 15 march 2024]. Available at: [https://ec.europa.eu/research/participants/data/ref/h2020/grants\\_manual/hi/oa\\_pilot/h2020-hi-oa-data-mgt\\_en.pdf](https://ec.europa.eu/research/participants/data/ref/h2020/grants_manual/hi/oa_pilot/h2020-hi-oa-data-mgt_en.pdf)

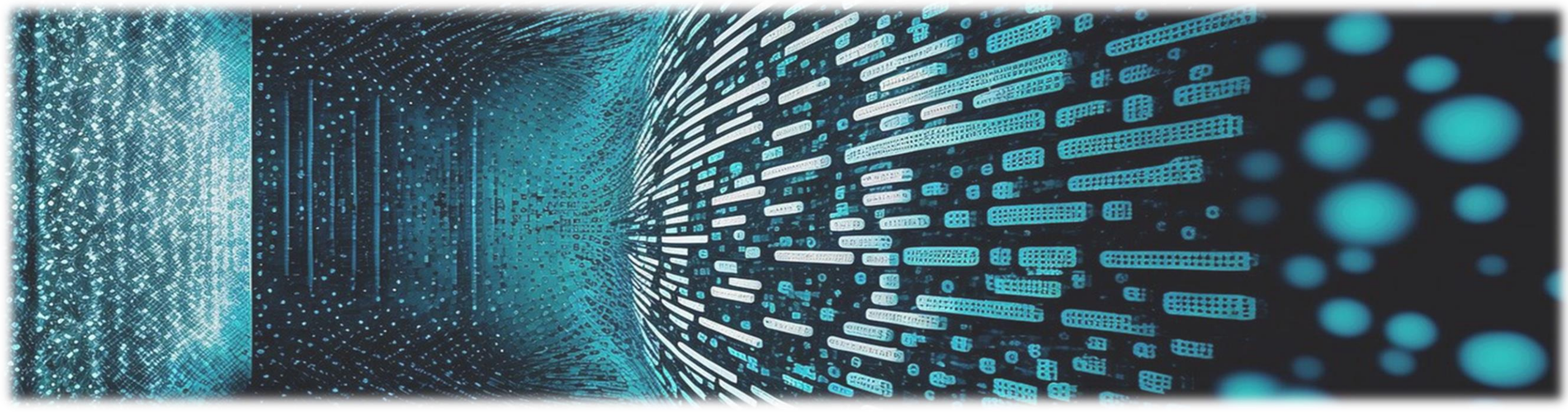
European Commission. EU grants: Data management plan (HE) [Internet]. [Brussels]: European Commission, 2022 [Last visited: 15 march 2024]. Available at.: <https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/how-to-participate/reference-documents;programCode=HORIZON?selectedProgrammePeriod=2021-2027>

Part of this presentation is taken from:

- Azorín, Cristina; Ferrer Torrens, Joana; Jordan Gili, Marta. Dades de recerca : publicar-les en obert i fer el pla de gestió de dades [Internet]. 2023 [Last visited: 15 march 2024]. Available at: <https://ddd.uab.cat/record/272022>
- Gil Cano, Damià; Jordan Gili, Marta. El Pla de Gestió de Dades : com complimentar l'apartat FAIR [Internet]. 2023 [Last visited: 14 march 2024]. Available at: <https://ddd.uab.cat/record/283843>

You can find this presentation at:

[ddd.uab.cat/record/291712](http://ddd.uab.cat/record/291712)



# Thank you!

