Plan Overview

A Data Management Plan created using DMP Tool

DMP ID: https://doi.org/10.48321/D1D349fd9b

Title: Library Professional Reentry Patterns and Attitudes Study

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Data Manager: Lorelei Rutledge, Teresa Hebron

Project Administrator: Lorelei Rutledge, Teresa Hebron

Funder: University Of Utah - Faculty Small Grants Program

Grant: https://www.research.utah.edu/funding/faculty-small-grant-program-urc/

Template: NEH-ODH: Office of Digital Humanities

Project abstract:

This study seeks to expand the understanding of librarians' professional motivations and experiences of re-entering the field after a break in order to provide suggestions about how to improve the re-entry experience.

For the purposes of this study, "break" is defined as a period of six (6) months or longer.

Start date: 07-17-2023

End date: 12-31-2024

Last modified: 07-08-2024

Copyright information:

Library Professional Reentry Patterns and Attitudes Study

Roles and responsibilities

The DMP should clearly articulate how sharing of primary data is to be implemented. It should outline the rights and obligations of all parties with respect to their roles and responsibilities in the management and retention of research data. It should also consider changes to roles and responsibilities that will occur if a project director or co-project director leaves the institution or project. Any costs stemming from the management of data should be explained in the budget notes.

Initial data collection will take place via an online survey administered by Teresa Hebron using University of Utah's Qualtrics account. Hebron will export contact details of survey respondents who self-identify for an in-depth interview. Dorothy Terry (PI) will contact these participants to obtain consent and share interview questions. Consent documents will be stored in a password-protected University of Utah Box folder limited to the research team.

Audio recordings will be made of the in-depth interviews using University of Utah's Zoom and will be managed by the researcher who conducts the interview (Dorothy Terry, Teresa Hebron, or Lorelei Rutledge). Each researcher will download and store their interview audio files to the project's password-protected University of Utah Box folder. Transcriptions of these audio recordings will be made using Otter.ai and reviewed for accuracy against the audio recordings by a different research team member than who conducted the interview. Transcription files will also be stored in the password-protected University of Utah Box folder.

Survey data will be exported from Qualtrics by Teresa Hebron and stored in Box. We plan to use OpenRefine to do initial data cleaning and the cleaned file will be stored in Box.

Once the analysis is complete, the project's dataset (incl survey responses, interview transcriptions, instruments & README.txt) will be uploaded by Dorothy Terry (PI) to University of Utah's Hive data repository. If the PI is unavailable to complete this task, it will be uploaded by Lorelei Rutledge (co-PI).

Expected data

The DMP should describe the types of data, samples, physical collections, software, curriculum materials, or other materials to be produced in the course of the project. It should then describe the expected types of data to be retained.

Project directors should address matters usch as these in the DMP:

- **the types of data that their project might generate and eventually share with others, and under what conditions;**
- **how data will be managed and maintained until shared with others;**
- **factors that might impinge on their ability to manage data, for example, legal and ethical restrictions on access to non-aggregated data;**
- **the lowest level of aggregated data that project directors might share with others in the scholarly or scientific community, given that comunity's norms on data;**
- **the mechanism for sharing data and/or making it accessible to others; and**
- **other types of information that should be maintained and shared regarding data, for example, the way it was generated, analytical and procedural information, and the metadata.**

Collected:

Text - survey answers collected via Qualtrics and exported in tabular format (ex Excel or csv) - a mixture of quantitative and qualitative questions

Zoom audio recordings of in-depth interviews with a sampling of participants who self-identify for participation

Generated (by project team):

Survey & interview instruments

Interview transcriptions using Otter.ai (ex Word or txt)

Codebook for coding in-depth interviews and qualitative survey responses MS Word or txt file

Data Cleaning

The team will use OpenRefine to clean qualitative data from Qualtrics survey exports (ex splitting multi-value cells, initial faceting, etc).

Analysis

The team will use a tool such as Atlas.ti (web version), MAXQDA, or NVivo to apply codes to qualitative data for thematic analysis.

Retained:

Text - de-identified survey answers in tabular format (ex Excel or csv)

Text - de-identified in-depth interview transcriptions (ex Word or txt)

Codebook - MS Word or txt file

Survey instrument - PDF

Interview instrument - MS Word or PDF

README.txt file explaining data collection, methods, etc.

Period of data retention

NEH is committed to timely and rapid data distribution. However, it recognizes that types of data can vary widely and that acceptable norms also vary by discipline. It is strongly committed, however, to the underlying principle of timely access. In their DMP applicants should address how timely access will be assured.

Retained data will be made publicly accessible via The Hive (University of Utah's data repository for student, faculty & staff-generated data) within 1 month following the acceptance of findings for publication. Once the initial retention period of 5 years for the Hive ends, we will attempt to renew storage in the Hive. If this is not possible, we will seek out a new repository.

Data formats and dissemination

The DMP should describe data formats, media, and dissemination approaches that will be used to make data and metadata available to others. Policies for public access and sharing should be described, including provisions for appropriate protection of privacy, confidentiality, security, intellectual property, or other rights or requirements. Research centers and major partnerships with industry or other user communities must also address how data are to be shared and managed with partners, center members, and other major stakeholders.

Text - survey answers in tabular format (ex Excel or csv)

Text - in-depth interview transcriptions (ex Word or txt)

Text - survey and interview questions (Word, txt or PDF)

Code book - MS word or Excel spreadsheet

Dissemination plan: We strive to meet FAIR principles by disseminating our data in University of Utah's Hive data repository. The Hive provides a DOI for datasets and we will include this in our respective OrCID profiles, CVs, and other research dissemination tools. We will describe the dataset using Dublin Core as per Hive standards and assign a Creative Commons license to the dataset. Interoperability will be supported by storing data in formats such as comma-separated value (.csv) or plain text (.txt) rather than proprietary storage formats. We will also include a README.txt file describing the set and any processing that is done on it. The description, licensing, and DOI number will contribute to reusability of the dataset by other researchers.

Data storage and preservation of access

The DMP should describe physical and cyber resources and facilities that will be used to effectively preserve and store research data. These can include third-party facilities and repositories.

Initial data collection will use University of Utah's Qualtrics and Zoom accounts as all researchers have access to these tools with institutional licenses.

During the analysis phase of the study, we will use University of Utah Box folders with access limited to research team to store data.

Long-term data storage will be The Hive (University of Utah's data repository for student, faculty & staff-generated data). This repository offers free storage for up 5 years.

Planned Research Outputs

Dataset - "Library Professional Reentry Patterns and Attitudes Study - Dataset"

De-identified online survey and in-depth interview data

Planned research output details

Title	Type	Anticipated release date	Initial access level	Intended repository(ies)	Anticipated file size	License	Metadata standard(s)	May contain sensitive data?	May contain PII?
Library Professional Reentry Patterns and Attitude ...	Dataset	Unspecified	Open	University of Utah - The Hive		None specified	None specified	No	No