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# RIU Data Management Plan

*A Data Management Plan created using DMPTool*

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## Roles and responsibilities

Data Management will be the responsibility of the PI and Co-PI's. Additionally, the PI and Co-PI's may, at their discretion, delegate metrics gathering to non-program staff or project participants. Data will be recorded during the phase gates of the program. Project management of the technical aspects will be guided by the PI and Co-PI's. If training is required then it will be conducted on an adhoc as needed basis by the PI, Co-PI, non-program or program participants with the knowledge and background to provide the appropriate training.

## Types of data

### Data and Metadata Standards

We will use the Excel and HTML formats to publish the results online. Excel is the easiest program for keeping track of this kind of data. Also, there are open source equivalents and data can be easily exported to these for sharing. The metadata is mainly in the form of column heading and explanatory text. These will be created by scripts and hand annotations. The metadata will be converted to HTML tags in the HTML Metadata 4 Standard. We are using this as the lowest common denominator for ease of publication and sharing.

## Policies for access and sharing and appropriate protection and privacy

### Policies for access and sharing and provisions for appropriate protection/privacy

We will post the data on our website; TBD. We do not need additional resources to run this website. The data will be updated at least 4 times a year. The data will be publically posted and advertised in publications. There will be no charge for accessing this data. We retain the right to use the data before opening it up to wider use, but once we publish a paper we will release its corresponding data.

There are no ethical and privacy issues per this performance and power data about our design. The data is not 'personal data' in terms of the Data Protection Act 1998 (the DPA) or equivalent HIPAA requirement) and IRB Protocols do not apply in this case as there are no human subjects in the study. The data is not copyrighted and no licenses pertain to it.

## Data storage and preservation of access

### Plans for Data Storage and Preservation of access

We have plans for archiving data, samples, and other research products, and plans for preservation of access to them. The long-term strategy for maintaining, curating and archiving the data is via regular backup of website by RIU program personnel. Eventually this data will make it to RIU for long term storage. There are no transformations necessary to prepare the data for preservation / data sharing. As far as metadata goes, documentation will be submitted alongside the data or created on deposit/ transformation in order to make the data reusable and the inserted HTML metadata tags will remain. We are asking RIU to archive this data for 10 years. The long-term data storage facility in place at RIU for preservation and backup are via secure cloud storage archive.

## Additional possible data management requirements

Question not answered.