
A Data Management Plan created using DMPTool

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Template: Digital Curation Centre

Project abstract:
This project is a part of a larger project to collect and analyze longitudinal public opinion data. For the current project, the team will be collecting U.S-based public opinion data via telephone survey as a means to measure trends in attitudes of American public.

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Data Collection

U.S -based public opinion will be collected via telephone survey as a means to measure trends in attitudes of the American Public.

The data will be collected via telephone interviews. These will be gathered using computer assisted telephone interviewing (CATI) software. The software displays the interview instrument (i.e., question text) on screen while enabling the interview to enter participants’ response into the CATI system. Responses will be stored in centralized database on a secure server housed in PI’s department. This database backs up content daily.

Documentation and Metadata

Data cleaning, processing and analysis will occur within widely adopted statistical software package (SPSS .sav or STATA .dta). The final cleaned data will consist of a single SPSS file that includes data for all valid responses. Codebooks and survey instrument will be provided. The data files will contain quantitative data and expected to be smaller than 1GB in size.

Ethics and Legal Compliance

The project involves human subjects, and the Principal Investigator (PI), Dr. Beauregard bears responsibility for complying with rules and regulations that govern the protection of human subjects. This includes securing datasets that contain personally identifiable information in order to protect against confidentiality breaches. To do so, the project team will have security measures in place to include file encryption, password protection, and access restrictions.

There are no copyright and Intellectual Property Rights issues to deal with.

Storage and Backup

Responses of interviews will be stored in centralized database on a secure server housed in PI’s department. This database backs up content daily.

The project includes human subjects. The datasets will be secured and contain personally identifiable information in order to protect against confidentiality breaches. The project team will have security measures in place to include encryption, password protection, and access restrictions.

Selection and Preservation
The project will produce a public-use version of the data that has been de-identified to be transferred to the American Public Opinion Archives, where the data will be preserved enhanced with descriptive DDI metadata, and made available online. The public-use version of the data will be made available after an embargo period of 1 year to allow the PI to first use rights of the data.

**Data Sharing**

The data will be made available to public in American Public Opinion Archives.

No restrictions.

**Responsibilities and Resources**

The Principal investigator will be responsible for data management.

The PI will include the resources that will be required to deliver the plan during and after the active project period in the project budget.