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## Plan Overview

*A Data Management Plan created using DMPTool*

**Title:** Factors affecting higher education readiness amongst first-year undergraduate students, who reside at Azalea Residence, at the University of Pretoria.

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### Project abstract:

The aim of this study is - To determine the academic, social, emotional, cognitive, and intrapersonal factors that influence HER according to first-year undergraduate students at UP, following an online questionnaire.

The aim of this study was created in response to the substantial shortfall in SA research regarding the link between high school achievements, academic proficiency, contextual skills, high school core subjects, cognitive strategies, social factors, emotional factors, intrapersonal factors and HER; as found in the summative assessment task 1 literature review (refer to Huysamen, 2021). Due to the qualitative nature of interpretivist studies and lack of scientific verification, studies using this research paradigm are typically not generalised (Al Riyami, 2015; Rahman, 2017; Pham, 2018; Alharahsheh & Pius, 2020). Therefore, the aim is not to generalise results but instead to utilise the outcomes from this study to raise awareness regarding the factors affecting HER, inform decision makers of these factors and identify variables that require further investigation. In addition, it can be determined whether the outcomes are fully, partially or not at all aligned with contemporary trends identified in the literature review.

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# Factors affecting higher education readiness amongst first-year undergraduate students, who reside at Azalea Residence, at the University of Pretoria.

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## Data Collection

### What data will you collect or create?

The data collected will solely consist of students' personal opinions on the factors that affected their higher education readiness.

### How will the data be collected or created?

#### DATA COLLECTION TOOLS

An online questionnaire, based in part on Lemmens (2010) and Bitzer (2005), has been created on Microsoft Forms to assess the factors students feel contributed to their HER. This questionnaire will be comprised of two primary sections. Section one will consist of a consent form, where students are required to consent to the study; and section two will consist of the questions pertaining to HER. The online questionnaire, created in Microsoft Forms, can be found in addendum N.

An online questionnaire was selected as the data collection tool for three reasons, as set out below. Firstly, while detailed in person interviews are the most common tool utilised in the qualitative data collection process (Al Riyami, 2015; Pham, 2018; Alharahsheh & Pius, 2020), it is not limited to it. Data can also be gathered using reflective sessions (Kivunja & Kuyini, 2017), questionnaires, simple observation (Al Riyami, 2015), detailed field notes, and journals (Bunniss & Kelly, 2010) kept by participants. Secondly, this study is set to be conducted on Generation Z (Gen Z) individuals. Research has shown that more than 65% (Notre Dame of Maryland University, 2019) of the Gen Z generation prefer to communicate via online tools. Lastly, the Human Research Ethics Committee (HREC) has proposed a set of guidelines to ensure the safety of research participants during COVID-19 pandemic. The HREC has indicated that all researchers should aim to follow national regulations, guidelines and protocols (Knight *et al.*, 2021) during the process of data collection. The council has not said that face-to-face interaction is strictly forbidden, but has encouraged researchers to investigate alternative methods of data collection (Knight *et al.*, 2021) to help curb the spread of COVID-19.

#### DATA COLLECTION METHOD

The steps below provide a concise overview of the data collection method:

1. The researcher will meet with the prospective study population, at the Azalea residence, to describe the study. All relevant details of the study will be discussed with the prospective study population during this time. This session will be arranged with the assistance of Azalea residence house mother and residency council.
2. The study will be advertised to the study population via open sources that students have consented to. This advertisement will contain both the consent form and link to the Microsoft form.
3. Over an estimated time frame of 35 minutes, students will complete the following two sections of the questionnaire:
  - o Informed consent for participating in the study - This section will take no longer than 5 minutes to complete. A longer time estimate is provided in consideration of students who may take longer to read through this section. Completion of this section is mandatory. A brief version of the consent form is included within the Microsoft Forms questionnaire; however, students will also be provided with a link to the entire form for their pursuit. This will be provided as part of the advertisement of the study on open sources.
  - o HER related questions - This section will take no longer than 30 minutes to complete.
4. All data collected from students will be pooled together within the Microsoft Form database and exported in excel format when all responses have been received.

Only the researcher will have access to the data collected.

## Documentation and Metadata

### What documentation and metadata will accompany the data?

No accompanying documentation or metadata required to understand the data collected.

## Ethics and Legal Compliance

### How will you manage any ethical issues?

#### ETHICAL CONSIDERATIONS

##### SELF DETERMINATION

All students, within the predetermined study population, have the freedom of choice to participate in the study and will receive a consent form as seen in addendum P. Students who are willing to participate in the study can indicate this willingness by simply signing this consent form. Students who are not willing to participate in the study can simply ignore the advertisement to participate via open sources.

##### FAIR TREATMENT

No student will be pressured into participating in the study by the researcher, residence council or residence house mother. All students will receive the same online questionnaire, ensuring that no student is discriminated against.

##### PRIVACY

The researcher will not collect personal information from the study participants for the purpose of the study. All data collected from the study participants will only be accessed by the researcher, Deidre Huysamen (student number 19330550).

##### WITHDRAWAL

Study participants have the option to withdraw from the study at any given point. Study participants who would like to exercise their right to withdraw from the study are not required to fill in any documentation to do so nor will a written withdrawal letter be required. Any study participant who withdraws from the study will not be compromised or discriminated against in anyway.

##### RISKS AND BENEFITS

Participating in the study poses no risk to the study participants as this study is completely non-invasive. Students can benefit from this study in two primary ways. Firstly, completing a questionnaire regarding HER, will allow students to think about their possible strengths and weaknesses. This self reflection will allow students to nurture their strengths and seek help to improve upon any weaknesses that may impact HER.

### How will you manage copyright and Intellectual Property Rights (IP/IPR) issues?

- All data will only be utilised by the researcher, Deidre Huysamen.
- The primary data is not intended for reuse by any individual beyond this study.

## Storage and Backup

### How will the data be stored and backed up during the research?

- All data will be stored within the researchers Microsoft user platform.
- Data will be extracted into an excel spreadsheet and will be backed up onto the researchers One Drive.
- The researcher, Deidre Huysamen, is responsible for both the backup of the data and potential recovery.
- If data needs to be recovered, this will be done by the researcher, from the One Drive.

### How will you manage access and security?

- Only the researcher, Deidre Huysamen, will have access to, manage and control the data.
- No collaborators are involved and require access to the data.
- One Drive and Microsoft platforms are protected by password authentication.

## Selection and Preservation

### Which data are of long-term value and should be retained, shared, and/or preserved?

The raw data collected in this research study is not required beyond the completion of the aforementioned study. For this reason, the data will be destroyed within 6 months of the completion of the study (i.e. by 31 December 2022).

### What is the long-term preservation plan for the dataset?

Data is not intended to be stored long-term.

## Data Sharing

### How will you share the data?

The raw data will not be shared with any individual who is not the researcher (Deidre Huysamen).

A summary of the data collected will be provided within the results section of the final research report. This summary may contain some direct quotes from participants, for which consent will be obtained in the consent form.

### Are any restrictions on data sharing required?

The raw data will not be shared with any individual who is not the researcher (Deidre Huysamen).

Restrictions on raw data sharing beyond the researcher is required.

## Responsibilities and Resources

### Who will be responsible for data management?

The researcher, Deidre Huysamen, is required for data management.

There are no collaborators in the study and therefore no other individual is involved in the data management process.

### What resources will you require to deliver your plan?

A Microsoft account is required to apply this account.

The researcher, Deidre Huysamen, already has access to a Microsoft account.

## Related Works

### Papers

- [Research proposal by Deidre Huysamen \(student number 19330550\)](#)