



Leabharlann UCD
UCD Library

DMPonline at UCD

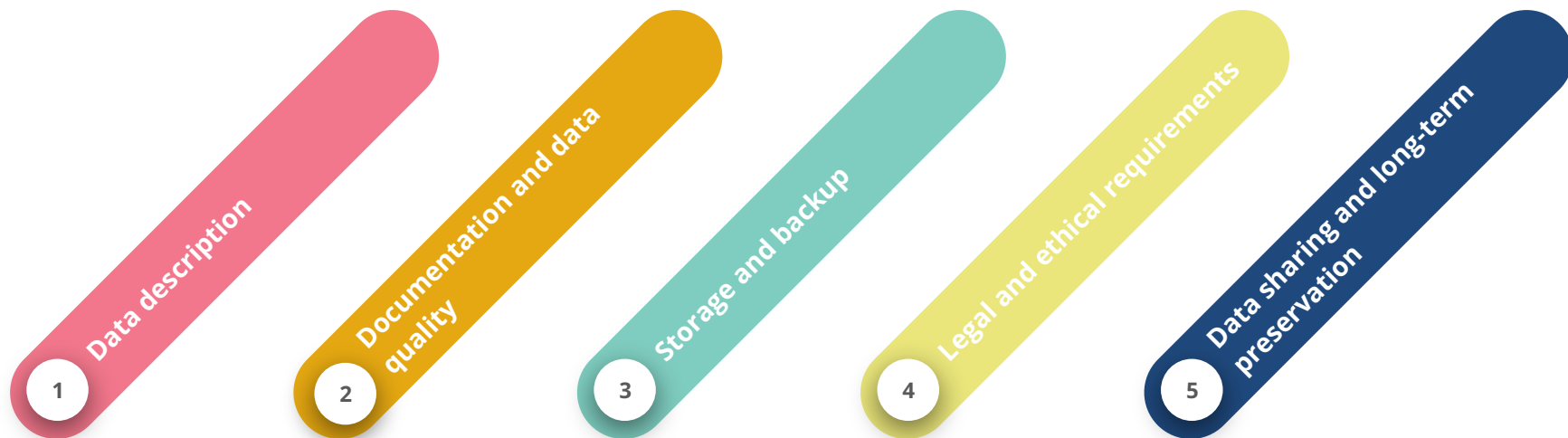
Jenny O'Neill
Data Manager, UCD Library



What is a Data Management Plan?

A data management plan or DMP is a formal document that outlines how data is to be handled both during a research project and after the project is completed.

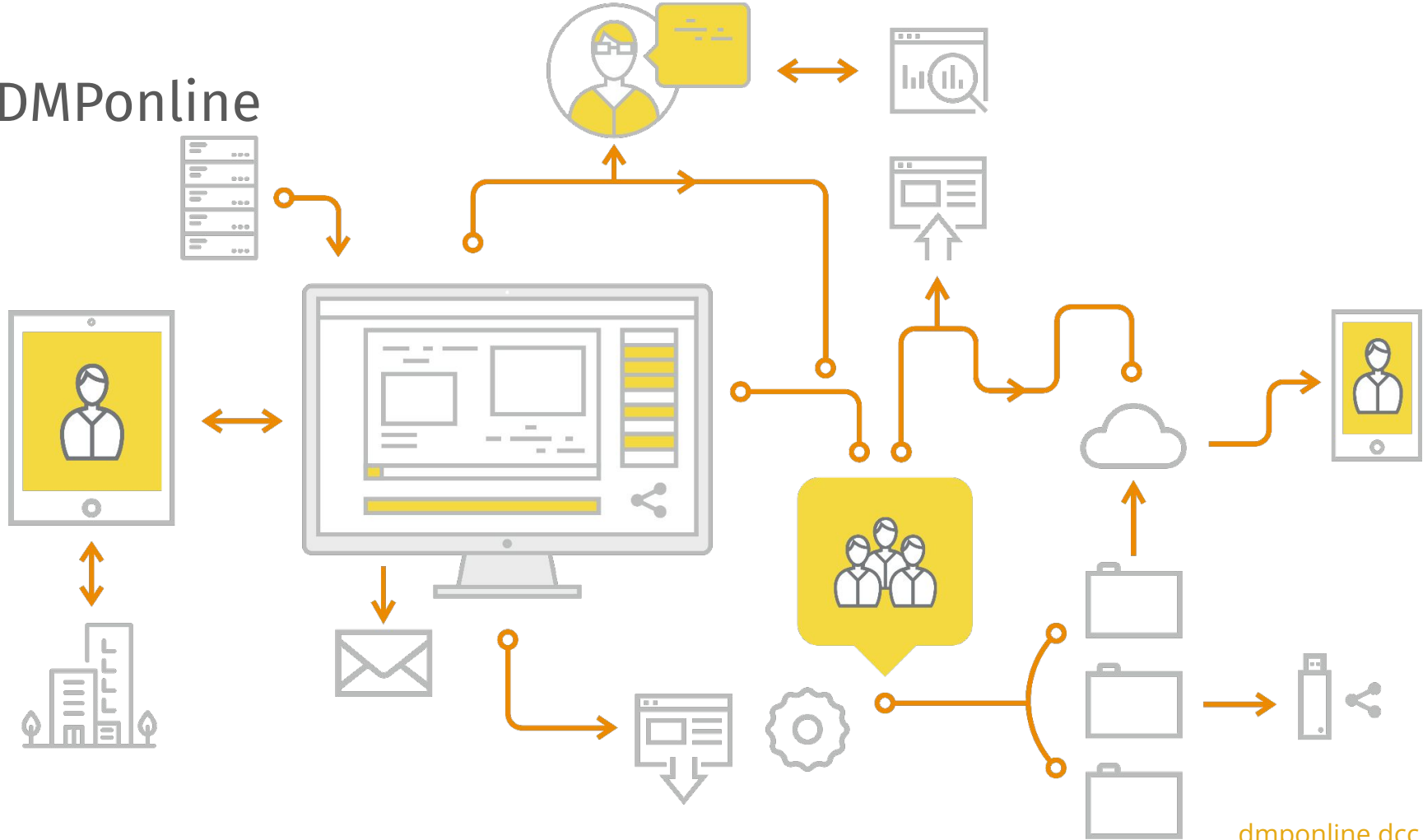
Elements of a Data Management Plan



Why write a DMP?

- Helps researchers make informed decisions for their data from the beginning of the research project
- Helps to create awareness and agreement on data procedures within a research group
- Helps ensure compliance with legal, statutory, ethical, contractual and intellectual property obligations, and the requirements of funding bodies and publishers

DMPonline



DMPonline	Free version	Basic subscription	Enhanced subscription
Users have access to dmponline.dcc.ac.uk	✓	✓	✓
Users can create plans	✓	✓	✓
Add you own template(s)		✓	✓
Add institutional/ disciplinary guidance		✓	✓
Customise funder templates		✓	✓
Review and download usage statistics		✓	✓
Features - basic branding (logo & links)		✓	✓
15 hours of support		✓	✓
Organisation administrators		3	5
Customised URL			✓
Choose your own colours for the pages			✓
DMPonline training			2 free places per year

DMPonline at UCD



Welcome to DMPonline at UCD

DMPonline at UCD helps you to create, review, and share data management plans (DMPs) that meet institutional and funder requirements. UCD Library have created a data management guide with advice and suggested text tailored specifically for UCD researchers.

UCD recognises that the management of research data is fundamental to both high quality research and academic integrity.

Writing a data management plan:


- Helps you make informed decisions for your data from the beginning of your research project
- Helps to create awareness and agreement on data procedures within a research group
- Helps ensure compliance with legal, statutory, ethical, contractual and intellectual property obligations, and the requirements of funding bodies and publishers




Users with a UCD Connect account can use Single Sign On to log in to DMPonline at UCD by selecting the "Sign in with your institutional credentials" button.

For expert support contact Jenny O'Neill, UCD Library Data Manager at jenny.oneill@ucd.ie.

A screenshot of the login form on the DMPonline at UCD website. The form has two tabs: 'Sign in' and 'Create account'. Below the tabs, there is a paragraph of text explaining Single Sign On. A teal oval highlights the 'Institutional Login' button. Below this, there is a '- or -' separator. The form then has fields for 'Email' and 'Password', both marked with an asterisk. There is a 'Forgot password?' link and a 'Remember email' checkbox. A 'Sign in' button is at the bottom of the form.

DMPonline at UCD



-  UCD Library Research Data Management LibGuide
-  UCD Library Data Manager
-  UCD Library Data Management Checklist





My Data Management Plan


Project Details | Contributors | Plan overview | Write Plan | **Share** | Request feedback | Download

* **Project title**

mock project for testing, practice, or educational purposes

Project abstract

B *I*    

Select
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Data Management Checklist

Definitions, points to consider, UCD policies, procedures & resources, UCD guidance, along with suggested text, *tailored specifically* for UCD researchers.



UCD Library Data Management Checklist

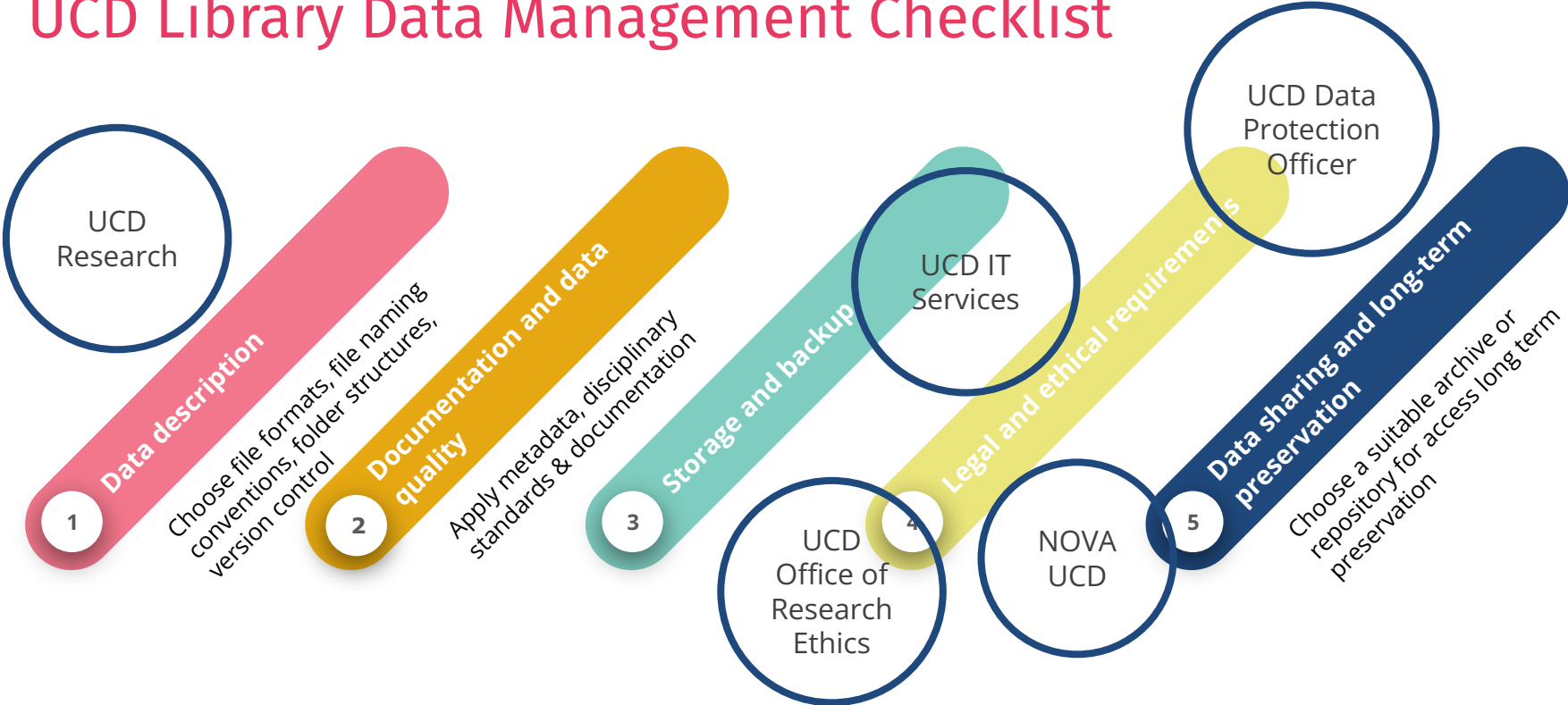
- 1 Data description**
Choose file formats, file naming conventions, folder structures, version control
- 2 Documentation and data quality**
Apply metadata, disciplinary standards & documentation
- 3 Storage and backup**
- 4 Legal and ethical requirements**
- 5 Data sharing and long-term preservation**
Choose a suitable archive or repository for access long term preservation

[UCD Research Data Management Policy](#)

UCD Library Data Management Checklist

- Adapted from [Practical Guide to the International Alignment of Research Data Management](#) by Science Europe
- Reviewed existing guidance provided by UCD Library
- Reviewed all UCD policies
 - UCD Research Data Management Policy, UCD Research Ethics Policy, UCD Research Integrity Policy, UCD Data Protection Policy, UCD Intellectual Property Policy, UCD Password Protection Policy
- Identified key stakeholders
 - UCD Research, UCD Research IT, UCD Data Protection & UCD Office of Research Ethics
- Reviewed webpages for all relevant units
- Requested feedback from key stakeholders
- Requested feedback from library colleagues, data managers across campus and researchers I had worked with

UCD Library Data Management Checklist



UCD Library Data Management Checklist

- Overview
 - Writing a Data Management Plan
 - Using this guide
- Pre-award Data Management Plan
 - Suggested text on managing data
 - Suggested text if you have no data
- Post-award Data Management Plan
 - Definitions
 - Points to consider
 - UCD policies, procedures & resources
 - UCD guidance, *along with suggested text*, tailored specifically for UCD researchers.

Policy context

“UCD recognises that the management of research data is fundamental to both high quality research and academic integrity. Accurate and retrievable research data is an essential component of any research project and is necessary to verify and defend the process and outcomes of research.”


UCD RDM Policy

Serious or repeated instances of unacceptable practices can constitute research misconduct. Data-related practices e.g. not preserving primary data, poor data management and/or storage would be included as examples of unacceptable practices.

UCD Research Integrity Policy

UCD Library Strategic Plan 2021-2025

- Pillar 04: Fostering Critical Digital Literacies
 - Key initiative 20: Taking the lead on responsible data stewardship, promoting and providing advice and support for data curation and data literacy.
- Pillar 05: Advancing Open Research & Global Digital Scholarship
 - Key initiative 24: Supporting UCD researchers to make their research outputs findable, accessible, interoperable and reusable (FAIR) through the provision of appropriate training, support and infrastructure.



Special thanks to:

- Library Outreach
- Library IT Services (LITS)
- Research Services
- College Liaison Librarians

THANK YOU

jenny.oneill@ucd.ie

<https://libguides.ucd.ie/data>



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