Plan Overview

A Data Management Plan created using DMPonline

Title: Managing a Just Transition out of Covid-19

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Template: Data Management Plan NWO (September 2020)

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Project abstract:

The transition from lockdown to normal life will impact unequally on different sections of society. There is an urgent need to understand how key public and private stakeholders frame these inequalities. Framing processes are central to managing the resolution of the crisis. We need to know how these frames develop in real time. We will conduct 60 interviews in total at two time points (June - now July) and August - now September 2020) in the Netherlands and the UK.

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Managing a Just Transition out of Covid-19

General Information

Name applicant and project number

Prof. dr. Darren McCauley, 440.20.026

Name of data management support staff consulted during the preparation of this plan and date of consultation.

Geert van den Hoek

1. What data will be collected or produced, and what existing data will be re-used?

1.1 Will you re-use existing data for this research?

If yes: explain which existing data you will re-use and under which terms of use.

- No

1.2 If new data will be produced: describe the data you expect your research will generate and the format and volumes to be collected or produced.

60 interviews in total, each 1 hour, recorded audio. The data will be anonymized and stored as mp3. This is then transcribed and stored as anonymized pdf files. The codebook will also be stored as a pdf file

1.3. How much data storage will your project require in total?

- 0 – 10 GB

Audio files and transcribed pdfs only stored

2. What metadata and documentation will accompany the data?

2.1 Indicate what documentation will accompany the data.

The data will be accompanied by a description of the project, including data collection procedure, interview questions, definition of key terms and the coding tree used to analyze the data. We will publish on the EUR data repository https://datarepository.eur.nl/ links to each of these elements. A codebook as a pdf link on the project website will include the contact information of the coordinator of the data collection, who was also in charge of collecting and storing the data, coding tree and date/period of data collection.
Open access publications will also be placed on EUR data repository. They will include full details including author list and date, as well as DOI-link where the open access paper can be downloaded. The open access manuscript will include notes on the division of roles among authors indicating who analysed the data and the date on which the manuscript was accepted.

2.2 Indicate which metadata will be provided to help others identify and discover the data.

We will publish on the EUR data respository website links to each of these elements. A codebook as a pdf link on the project website will include the contact information of the coordinator of the data collection, who was also in charge of collecting and storing the data, coding tree and date/period of data collection.
Open access publications will also be placed on the EUR data repository website. They will include full details including author list and date, as well as DOI-link where the open access paper can be downloaded. The open access manuscript will include notes on the division of roles among authors indicating who analysed the data and the date on which the manuscript was accepted.

3. How will data and metadata be stored and backed up during the research?

3.1 Describe where the data and metadata will be stored and backed up during the project.

- Institution networked research storage

The EUR document vault (Blackberry Workspaces) ensures that data used for the analysis are stored and regularly and automatically backed-up.

3.2 How will data security and protection of sensitive data be taken care of during the research?

- Default security measures of the institution networked research storage

All research data will be stored on the hard drive of designated desktop or laptop computers that are password protected. The hard drives on these computers will be encrypted. For the purpose of data retention the storage devices of designated laptop or desktop computers are connected with the servers of the Erasmus University with the use of the Remote Desktop Service.

4. How will you handle issues regarding the processing of personal information and intellectual property rights and ownership?

4.1 Will you process and/or store personal data during your project?

If yes, how will compliance with legislation and (institutional) regulation on personal data be ensured?

- No

4.2 How will ownership of the data and intellectual property rights to the data be managed?

The project is not collaborative with any other institution. It is therefore managed by the lead investigator at Erasmus University Rotterdam

5. How and when will data be shared and preserved for the long term?

5.1 How will data be selected for long-term preservation?

- All data resulting from the project will be preserved for at least 10 years

All data will be stored and made available on the EUR data repository.

5.2 Are there any (legal, IP, privacy related, security related) reasons to restrict access to the data once made publicly available, to limit which data will be made publicly available, or to not make part of the data publicly available?

If yes, please explain.

- No

5.3 What data will be made available for re-use?

- All data resulting from the project will be made available

5.4 When will the data be available for re-use, and for how long will the data be available?

- Data available as soon as article is published

5.5 In which repository will the data be archived and made available for re-use, and under which license?

The data will be stored in a long-term repository at Erasmus University Rotterdam called 'EUR repository'.

5.6 Describe your strategy for publishing the analysis software that will be generated in this project.

Researchers will be able to access, interpret and use the data without recourse to any specific software. The coding tree used for analysis is published on the EUR data repository.

6. Data management costs

6.1 What resources (for example financial and time) will be dedicated to data management and ensuring that data will be FAIR (Findable, Accessible, Interoperable, Re-usable)?

None. The EUR document vault (Blackberry Workspaces) and the EUR repository is a service provided by the University and hence is not financed by the project.