

# **General Finnish DMP guidance: General Finnish DMP template 2018**

## **1. General description of data**

**1.1 What kinds of data is your research based on? What data will be collected, produced or reused? What file formats will the data be in?**

**1.2 How will the consistency and quality of data be controlled?**

## **2. Ethical and Legal Compliance**

**2.1 What ethical issues are related to your data management, for example, in handling sensitive data, protecting the identity of participants, or gaining consent for data sharing?**

**2.2 How will data ownership, copyright and Intellectual Property Right (IPR) issues be managed? Are there any copyrights, licenses or other restrictions which prevent you from using or sharing the data?**

## **3. Documentation & metadata**

**3.1 How will you document your data in order to make it findable, accessible, interoperable and re-usable for you and others? What kind of metadata standards, README files or other documentation will you use to help others to understand and use your data?**

## **4. Storage and backup during the research project**

**4.1 Where will your data be stored, and how will it be backed up?**

**4.2 Who will be responsible for controlling access to your data, and how will secured access be controlled?**

## **5. Opening, publishing and archiving the data after the research project**

**5.1 What part of the data can be made openly available or published? Where and when will the data, or its metadata, be made available?**

**5.2 Where will data with long-term value be archived, and for how long?**

**5.3 Estimate the time and effort required for preparing the data in order to publish or to archive it.**