

Academy of Finland: National Finnish DMP (Academy of Finland's Autumn 2018 call)

1. General description of data

Date of the plan.

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?

Guidance:

The qualities of data and the choice of file formats support researchers' research activities and collaboration with other scholars. Both are important information regarding the best practices in opening and sharing research data.

Use standardised or validated protocols of data collection and standard data types to ensure data sharing and reuse. The types of data to be stored and archived depend on the type of research and the scientific discipline. Details on the data collection and analyses should be described in the research plan.

Data quality measures over its entire life cycle will minimize the risks of errors and inaccuracies in data.

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?

Guidance:

Ethical questions and intellectual property rights are key issues regarding the limitations on storing and opening research data. The Academy of Finland aims to maximise access to data and the reuse of data, but reminds that research data should be closed when necessary. Researchers need to find a balance between openness, privacy concerns, commercialisation and IPRs. They should also take into account the new national data protection act (based on EU General Data Protection Regulation) on data security, personal data protection and [anonymisation](#).

Make the necessary plans and arrangements to solve possible ethical or legal issues that could affect data sharing. Details of the ethical issues, ethical committee statements and use of laboratory animals should be described in the research plan. In your DMP, describe only ethical aspects of data management.

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 and 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?

Guidance:

Standardised data documentation throughout the whole research project creates effective links between the project and the whole scientific community, especially to enable the validation of results presented in scientific publications and the reusability of shared data. The data produced or used in the project need to be discoverable, identifiable and locatable with metadata.

4. Storage and backup during the research project

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

Guidance:

Arrangements for storage and backup are important themes during the research project, especially if the amount of data is exceptionally large or the various data collected create a complex material. You should

describe your plans for securely and reliably storing data during the entire life cycle of the research project.

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?

Guidance:

Research data are important outputs of the public research funding provided by the Academy of Finland. Therefore, open access to all data produced with Academy funding is the default policy. Access and sharing of data helps increase the scope and outcomes of scientific discoveries, often beyond the initial boundaries of the original research project. Open data compilations are also merits for the scholars and the research team that have collected, stored and opened them.

You should describe your plans for preserving the data after the project as well as specify the intended established and safe data repositories, data archives or databases. If you are unable to open your research data for possible reuse, please explain how and where you will open the metadata.

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.