A Research Data Management Readiness Training Toolkit

Johann van Wyk and Isak van der Walt
Affiliation: University of Pretoria


Make today matter
Introduction

- Rationale: Equip Library staff, other support staff and researchers with RDM skills
- Training should be in line with the Research Data Lifecycle
- Gained information through literature, MANTRA, Coursera
- Sent out a survey to staff to gauge their knowledge about RDM
- Brainstorming on possible approaches for RDM training
Research Data Lifecycle

- Re-using Data
- Creating Data
- Processing Data
- Analysing Data
- Preserving Data
- Giving Access to Data
- Data Repurposing/Re-use
- Data Citation
- Designing Data Management Plans
- Data Capture
- Data Storage
- Metadata creation
- Data Storage
- Metadata Creation
- Data Cleansing
- Data Verification
- Data Validation
- Data Anonymisation
- Data Storage
- Metadata Creation
- Data Cleansing
- Data Verification
- Data Validation
- Data Anonymisation
- Data Interpretation & Analysis
- Data Visualisation
- Data Archiving
- Data Preservation
- Metadata Creation
- Link data to outputs

Based on UK Data Archive Lifecycle
Two streams of modules were identified to form an RDM Readiness Training Toolkit:

RDM Fundamentals
All Library staff, support staff and researchers

RDM Essentials
Librarians & Researchers
RDM Readiness Training Toolkit

RDM FUNDAMENTALS
- Module 1 – What is RDM and RDM at UP & Jargon Busting
- Module 2 – UP RDM Policy Overview

RDM ESSENTIALS
- Module 1 – Data Management Plans
- Module 2 – Data Citation & Licensing
- Module 3 – Metadata Standards for Data
- Module 4 – Data Repositories
- Module 5 – Data Curation & Preservation
- Module ? – More sessions can be identified
RDM Readiness Training Toolkit

RDM FUNDAMENTALS

Module 1 – What is RDM and RDM at UP
Module 2 – UP RDM Policy Overview
Module 3 – Data Management Plans & Jargon Busting

RDM ESSENTIALS

Module 1 – Data Management Plans
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Module 4 – Data Repositories
Module 5 – Data Curation & Preservation
Module 6 – More sessions can be identified
RDM Fundamentals

Workshops for all staff

Module 1 – What is RDM and RDM at University of Pretoria
Module 2 – University of Pretoria RDM Policy Overview
Module 3 – Data Management Plans & Jargon Busting
What is RDM and RDM at UP - Content

- Research Data
- Other Types of Data
- Reasons for RDM
- RDM at UP
- RDM concept
- Research Data Lifecycle
UP RDM Policy Overview - Content

- Where to find the policy
- Aspects covered in the policy & Procedures
- Roles & Responsibilities of Research Office
- Roles & Responsibilities of ITS
- Roles & Responsibilities of Library
- Roles & Responsibilities of Faculties, HoDs, Researchers
Data Management Plans & Jargon Busting - Content

DMPOnline
• Hands-on Training Session

Jargon Busting
• Used Mentimeter, followed by a discussion
What terms are you unsure of?
How the Training was delivered at UP

In-house Workshops
• Spread over 2 months with 2 sessions per week
• Attendees: Library Staff and staff from University Research Office
• Workshops repeated on request

Narrated PowerPoints of these workshops
• Available on our Digital Scholarship Website
RDM Essentials

For Librarians and Researchers

Data Citation

- Citation for humans and machines (Value)
- Data Citation Principles
- Citing / Referencing Datasets (in text and in reference list)
- Citing / referencing software & coding
- Harvard, APA, Chicago, MLA and other techniques

Metadata Standards

- Types of Metadata, e.g. Technical, Descriptive, Administrative, Technical, Preservation
- Schemas, e.g. Dublin Core, MODS, PREMIS, DataCite

Data Repositories

- Best Practice
- Preparing data for deposit
- Types of repositories
- Hands-on training in UP Research Data Repository
RDM Essentials (continued)

For Librarians and Researchers

Organising Data
- File Naming Conventions
- File Versioning
- Field names and folders

Copyright, ethics Licensing & IP
- Data Sharing and ethics
- Anonimisation of data
- Ownership & Intellectual Property
- Licensing of Data (e.g. Creative Commons Licences)

Data Preservation
- Preservation File Formats
- BagIt specification
- Preservation systems
- Roles, Responsibilities & processes
Attendance by Job Category – 1st Round of Workshops
Attendance by Job Category – 2nd Round of Workshops
Impact of Training

Radar graph on experience before and after training

March 2018

Type of Experience

Little to no exposure

Well versed and informed on the topics

N/A

Nov 2018

Type of Experience

Little to no exposure

Well versed and informed on the topics

N/A
What’s next?

Data Intensive Stream

- Aimed at equipping specific library staff and researchers with digital scholarship skills
- This will be done through:
  - The Digital Scholarship Centre
    - Training and workshops
  - Access to required infrastructure and software
  - Guidance and consultation

19 Digital Scholarship Activities
Data Intensive Stream

RDM Readiness Training Toolkit

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RDM ESSENTIALS

Module 1 – Data Management Plans
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Module 3 – Metadata Standards for Data
Module 4 – Data Repositories
Module 5 – Data Curation & Preservation
Module 7 – More sessions can be identified

DATA INTENSIVE

Module 1 – Data Analysis
Module 2 – Data Creation
Module 3 – Data Visualisation
Module 4 – Data Cleaning
Module 5 – Data Dissemination
Module 6 – Data Enrichment
Module 7 – Data Interpretation

All Staff
Librarians & Researchers
Specialists in Library & Researchers
Thank You