



Introduction to Research Data Management

Ronny Gey (RDM) Desireé Jörke (RDM)

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Your RDM Team at UFZ



3 main strands:

- development and maintenance of data infrastructures, services and tools
- scientific data processing/ data pipelines
- **consulting**, training and networking



The RDM Team @ UFZ 08/2023 (members missing)

Introduce yourself: Stories, Experience & Expectations



- What are data you typically work with?
- What research methods do you typically apply?
- What do you want to learn today?



Workshop Agenda



1. Welcome and orientation

- 2. Data lifecycle / RDM / FAIR / open
- 3. Policies / data management plans

Break

- 4. Metadata
- 5. Storage / backup / archiving
- 6. Data publication / reproducibility / legal aspects / discovery & reuse

Break

- 7. Research software
- 8. Institutional infrastructures, services and tools
- 9. Q&A



Research Data Management (RDM)

RESEARCH Data Managemen

"Data **collected or produced** in the course of scientific research activities and used as **evidence** in the research process, or commonly accepted in the research community as necessary to **validate** research findings and results."

European Open Science Cloud Glossary [1]

"Research data might include **measurement data**, **laboratory values**, **audiovisual information**, **texts**, **survey data**, **objects from collections**, **or samples** that were created, developed or evaluated during scientific work. Methodical forms of testing such as **questionnaires**, **software and simulations** may also produce important results for scientific research and should therefore also be categorised as research data."

DFG Guidelines on the Handling of Research Data [2]



[1] EOSC Glossary. <u>https://eosc-portal.eu/glossary</u>

[2] Deutsche Forschungsgemeinschaft.

https://www.dfg.de/download/pdf/foerderung/antragstellung/forschungsdaten/guidelines_research_data.pdf

Research data lifecycle





- This includes decisions on, e.g.:
 - Data structure and naming
 - Data transfer and conversion
 - Deployed software, infrastructures and tools
 - Actors and responsibilities
 - Rights and licenses

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Why is following good RDM practices so important in science? (Answers from previous courses)



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Research data management

Why is following good RDM practices so important in science?

- faster retrieval of data
- evidence of good scientific practice /audit
- knowledge preservation independently of individual people, projects or institutions
- transfer of data to future projects
- facilitation of collaboration / research synthesis
- long-term traceability of results, instead of new creation
- prevents loss of data
- (semi-)automatic processing enabled by metadata
- optimized use of resources
- third-party funder requirement
- research data citation
- replicability / reproducibility
- increased relevance by increased visibility



licence, doi: 10.5281/zenodo.3332807





FAIR and OPEN

The FAIR principles





[1]

=> enhance the suitability for reuse, by humans and at scale by machines

=> focus on machine-actionability

[Graphic: <u>Pundir, Sangya</u> under <u>CC-BY-SA-4.0</u> license] [1] Wilkinson, M. D. et al. (2016). <u>https://doi.org/10.1038/sdata.2016.18</u>





- making research data publicly available, accessible and reusable with minimal restrictions
 - open license
 - machine-readable
 - non-proprietary format
 - open standards
 - Iinked to other data
- Tim Berners-Lee's 5-stars of Linked Open Data [1]

OF 2 RE OF RDF RE RDF PDF OPEN DATA

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Make a choice:



"Which of the following statements related to the FAIR principles do you agree with?"





1) Only open data can also be FAIR.

I agree

I disagree



1) Only open data can also be FAIR.

- accessibility does not imply that data should always be open
- access might be constrained due to legitimate concerns around
 - privacy
 - national security
 - commercial interests
- explain why the data is not open and what the conditions for access are





2) Good RDM is a prerequisite for data that comply with FAIR principles.

I agree

I disagree





2) Good RDM is a prerequisite for data that comply with FAIR principles.

- Good RDM is a necessary pre-cursor for FAIR and open
- Produce data which is fit for sharing and reuse
- Many decisions affect the potential for data these can include
 - research project roles and responsibilities
 - consent agreements
 - data ownership and use agreed with partners
 - licences from third-party data owners
 - data format choices
 - metadata schema choices
 - naming conventions
 - and the creation or capture of metadata and data documentation



3) If data is open and FAIR, good data quality is also guaranteed.

I agree

I disagree





3) If data is open and FAIR, good data quality is also guaranteed.

- fair and open is not a guarantee of good quality data
- Data quality also depends on other factors in the collection and analysis

Neither FAIR nor open data are a reflection of data quality. Both are simply a measure of how data have been made available.



4) Open data is more useful than FAIR data

I agree

I disagree

[On the intersection of RDM, FAIR and Open see Higman, R. et al. (2019). http://doi.org/10.1629/uksg.468]





4) Open data is more useful than FAIR data

- These concepts are not in competition
- the most reusable data will be
 - well documented
 - conform to community standards
 - be as free from restrictions as possible to increase potential reuse



[On the intersection of RDM, FAIR and Open see Higman, R. et al. (2019). <u>http://doi.org/10.1629/uksg.468]</u>







Policies



- journal and publisher policies
- institutional policies
- project-specific policies
- domain-specific policies
- funder policies





• journal and publisher policies

- institutional policies
- project-specific policies
- domain-specific policies
- funder policies

- The Transparency and Openness Promotion Guidelines [1] (The Transparency and Openness Promotion (TOP) Committee)
 - ➢ 8 Standards, Level 0 to 3



- journal and publisher policies
- institutional policies
- project-specific policies
- domain-specific policies
- funder policies

- UFZ-Regulation | IR-5/18 | "Principles for the Responsible Handling of Research Data at UFZ"
- UFZ-Guideline IR-17/12 "Guidelines for safeguarding good scientific practice in the UFZ"



- journal and publisher policies
- institutional policies
- project-specific policies
- domain-specific policies
- funder policies

- Scientific policies of CESSDA (Consortium of European Social Science Data Archives) [1]
- DFG-Guidelines on the Handling of Research Data in Biodiversity Research
- > OECD Principles of Good Laboratory Practice



- journal and publisher policies
- institutional policies
- project-specific policies
- domain-specific policies
- funder policies

- EC Guidelines on FAIR Data Management in Horizon 2020
- DFG Guidelines on the Handling of Research Data



[For more data policies: <u>https://www.forschungsdaten.org/index.php/Data_Policies</u> (accessed 2021-02-02)] Graphic: CC-BY: https://aukeherrema.nl



- journal and publisher policies
- institutional policies
- project-specific policies
- domain-specific policies
- funder policies



- ask yourself the Questions:
 - Are you a member of a research institution?
 - Do you apply for a research grant?
 - Are you planning to publish in a specific journal?



Data Management Plan (DMP)



All information that adequately describes and documents the collection,

processing, storage, archiving, and publication of research data as part of a

research project.





All information that adequately describes and documents the collection,

processing, storage, archiving, and publication of research data as part of a research project.

- consider different funder requirements
- from paragraphs to multiple pages

HIGHLY RECOMMENDED!

- from static to living documents
- differing reporting dates

Data management plan (DMP) What should be included in a DMP?



- Administrative information
- Project and data set descriptions
- Data types, formats, scope
- Metadata and standards information
- Data sharing and legal / ethical requirements
- Archiving and backup of data
- Responsibilities
- Costs



Consider **where and how** the data will be **archived or published**? These choices require setting the course early in the data management workflow, e.g., formats, standards, metadata, licenses, etc.

Data management plan (DMP) What tools can assist you?



• Various tools available with slightly different features



- Templates very detailed, use as nucleus
- Explore which suites you most, e.g. regarding questionnaire structure

Data management plan (DMP) Where do I get more information?



RDM Guidelines: <u>https://rdm.pages.ufz.de/guidelines/</u>

RDM Consulting: Drop us an Email! <u>wkdv-datamanagement@ufz.de</u>



Research Data Management





Time for a 10 min break!
Workshop Agenda



- 1. Welcome and orientation
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Graphic: Jisc under CC-BY-ND license

Organisation and Versioning







- consistent folder and file naming conventions in your project/lab
- use cloud storage for collaborative work (files versioned)
- use versioning for data, coding and software development
- check HIFIS for federated IT
 infrastructures and support

- => take a shot of <u>https://gin-</u> tonic.netlify.app/standard/
- => e.g. <u>nc.ufz.de</u> or <u>https://nubes.helmholtz-berlin.de/</u>



=> <u>https://git.ufz.de/</u> or <u>https://codebase.helmholtz.cloud</u>







Metadata



is:

- structured information about data
- partial amount of documentation information
- possibly data itself
- essential for FAIRness of data

should be:

- n human <u>and</u> machine readable
 - searchable
 - linked
 - standardized





• exist for different scopes

- domains-agnostic → Dublin Core, DataCite, PROV, MODS
- domain specific → An overview of discipline-specific metadata standards: <u>British Digital</u> <u>Curation Centre</u> and in an <u>overview of the Research Data Alliance</u>. The <u>Helmholtz Metadata</u> <u>Collaboration (HMC)</u>: query metadata schemes based on the subject area, e.g. <u>Earth and</u> <u>Environment</u>.
 - EML (ecology)
 - ISO19115 (geoscience)
 - ABCD (specimen collection)

- DDI (social science)
- MIxS (genomics)
- CIM (climatology)

it is good practice to not invent your own schema



often require and support to:

- use terminologies (controlled vocabularies, thesauri, ontologies)
- use standards for names of languages, countries, date/time
- use persistent identifiers to link to information

Data repositories and metadata catalogues support generic and domain-specific standards, e.g.:

=> <u>https://geonetwork.ufz.de/</u>

=> https://bexis.ufz.de

=> UFZ Data Archive



Persistent Identifiers (PIDs)

Persistent identifiers



PIDs are different in :

- purpose
- scope
- underlying technology
- governance
- metadata collected
- cost
- extend of use



Persistent identifiers





Graphic: https://projects.tib.eu/pid-service/persistent-identifiers/persistent-identifiers-pids/, licensed: CC BY 3.0 /

www.ufz.de (cc) BY

www.ufz.de (cc) BY

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Persistent identifiers

PIDs support:

- discovery
- disambiguation
- credit
- tracking, linking, connecting
- automating compliance
- reproducibility
- meta science





ORCID @ UFZ





Metadata & PIDs Where do I get more information?



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RDM Consulting: Drop us an Email! <u>wkdv-datamanagement@ufz.de</u>



Research Data Management







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Storage, Backup & Archiving

- Offboarding! Develop a strategy to ensure data access when people leave
- use secure options at UFZ [1]:
 - use institutional network/cloud storage ("y:/" drive, UFZ Cloud)
 - databases (PostgreSQL, Oracle, MySQL)
 - and file transfer options (SFTP data transfer)
- use sustainable (preferably open) data/file formats
- if applicable, calculate costs in project proposals





(cc) BY



BACKUP

ARCHIVING

- (automatic) backup of all data to prevent data loss (technical, e.g. defective, or human, e.g. accidentally deleted)
- all versions

- preservation of selected data to keep it for the long term
- integrity backup
- Iong-term storage
- searchable



How long is "long-term"?

Data storage, backup and archiving



| UFZ Web Applications | DE EN Welcome Helen | | | | | |
|--|----------------------------|--|--|--|--|--|
| 🍃 all data projects ✔ | Q Search | | | | | |
| 👫 👗 Sample data 🛛 🕍 Logger data 🎾 Field management data 🛛 🧧 Archive data | 🏟 Master data | | | | | |
| Archive data sets and archiving jobs of all data projects | | | | | | |
| System Workload: • 8 archiving jobs with a volume of 2504,657 GB are being archived • no archiving jobs are waiting to be processed | | | | | | |
| > Drafts (41) | | | | | | |
| Archiving jobs (8) | | | | | | |
| Successfully completed archivings (12149) | | | | | | |
| (Display: all \checkmark \downarrow_z^A Order: last changed \checkmark | ≪ < Page 1 of 1215 > ≫ | | | | | |
| HH2022_BC_Eddy_raw_DOY032-DOY059 | A B A Z i | | | | | |
| MiSeqRun_0133_14022022_Krupa_Esteban_Genome | A 4 6 2 1 | | | | | |
| MiSeqRun_0131_080222_Canan_165_Run1 | A 4 6 2 1 | | | | | |
| MiSeqRun_0132_110222_Canan_165_Run2 | A 4 0 2 1 | | | | | |
| ➢ MiSeqRun_0131_080222_Canan_16S_Run1 | A B A 2 1 | | | | | |
| Generation: Participation and the second sec | a 🖉 🖓 🖓 🕰 🗾 🚺 | | | | | |

UFZ Data Archive: https://www.intranet.ufz.de/dmp





Graphic: Jisc under CC-BY-ND license





Data Publication

Data publication



Different options:

- Journal = Paper + PID + [supplement]
- Data Journal = Paper + Datasets + Metadata + PID



Data repository = Datasets + Metadata+ PID

Data publication



Data repositories - interdisciplinary



https://zenodo.org/



https://osf.io/



🖗 DRYAD

https://datadryad.org

--> Comparison of generic repositories: https://doi.org/10.5281/zenodo.3946720

Data publication



Data repositories - domain specific, e.g.

- PANGAEA (<u>https://pangaea.de</u>) for earth science/ environmental data
- EarthChem (<u>http://www.earthchem.org/</u>) for geochemical, petrological data
- World Data Center for Climate (<u>https://www.dkrz.de/up/systems/wdcc</u>) for climate data
- SowiDataNet (<u>https://data.gesis.org/sharing</u>) for social and economic data
- NORMAN databases (<u>https://www.norman-network.com/</u>) for substances in the environment
- gfbio data centres (<u>https://www.gfbio.org/</u>)



The role of DOI for data



- Digital Object Identifier
- Semantic relationships between research artefacts
- 10.1234/abc123
- 10.48440/OS.HELMHOLTZ.031
- 10.48758/ufz.10591
- 10.5281/zenodo.5888548
- 10.1371/journal.pcbi.1008549
- 10.1007/978-3-030-50436-6_33



Acknowledge contributors to data and software





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Reproducibility



- Going beyond publishing data, publish also:
 - Scripts
 - Tools
 - Methods
 - Documentation
 - Negative results
 - ...

| | | Data | | |
|----------|-----------|--------------|---------------|--|
| | | Same | Different | |
| Analysis | Same | Reproducible | Replicable | |
| | Different | Robust | Generalisable | |



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Reproducibility





Data publication, DOI and reproducibility *Where do I get more information?*



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Research Data Management





Legal Aspects

Legal aspects



| Patent law | Copyright law | Competition law | Data protection |
|--|---|---|--|
| •What has to be considered if RD (can) reach patent maturity? | Are RD subject to copyright law at all? | Is data used unfairly in business transactions? | •Which RD is "worthy of protection"? |
| Science law | Constitutional rights | International law | EU law |
| •Can licensing and publication requirements for RD be mandated? | •Which constitutional limits have to be considered? | • Which legal regulations exist outside the country? | •What consequences has e.g. the "European Data Economy" for RD? |
| Contracts | Labor/service law | Funding requirements | Policies |
| •Are there any agreements on the "intellectual property" of RD? | •Who "owns" the RD that is collected at UFZ? | •Which terms and conditions are set by funders (EU; industry)? | • Which legal obligations can policies develop? |

Source: translation of Hartmann, Thomas. (2019). Rechtsfragen: Institutioneller Rahmen und Handlungsoptionen für universitäres FDM. Zenodo. https://www.doi.org/10.5281/zenodo.2654306.

Legal aspects - handling sensitive data



e.g. personal data, biodiversity data, confidential data

- Encryption (Storage, Cloud, Email)
- Anonymisation & Pseudonymisation
- **Informed consent**: Participants must be informed about what happens with their data
- Frequent problem when archiving sensitive data:
 - (no informed consent or)
 - formulation in consent form is too strict ("data will be deleted after project end")



Legal aspects - handling sensitive data



- Share and publish only in trusted research environments
- Access restriction (physical, legal)
 - Password protection
 - Encryption
 - Access rights /Licenses



Legal aspects - Licenses

RDM Research Data Management

- Research data may be:
 - Automatically protected by the law
 - Regulated by contract
- Keep license declarations consistent
- Find further info at, but consider professional advice:
 - https://www.openaire.eu/how-do-i-license-my-research-data
 - https://choosealicense.com/









https://creativecommons.org/ about/cclicenses/



Expert advice on legal aspects can only be given by professionals, e.g. the UFZ legal department: <u>recht@ufz.de</u>

Legal aspects Where do I get more information?



RDM Guidelines: <u>https://rdm.pages.ufz.de/guidelines/</u>

RDM Consulting: Drop us an Email! <u>wkdv-datamanagement@ufz.de</u>

Legal advice from the legal department only



Research Data Management






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Data discovery and reuse



- · Various entrance points. Find research data e.g. in:
 - Directly in subject-specific or generic repositories



- Via meta search engines (e.g. B2FIND <u>http://b2find.eudat.eu</u>, gesisDataSearch <u>http://datasearch.gesis.org/start</u>, DataOne <u>https://www.dataone.org/</u>, DataCite Search <u>https://search.datacite.org/</u>)
- Search in library search engines (e.g. BASE <u>https://www.base-search.net/Search/Advanced</u>)
- Google: keyword and "data set" or Google Dataset Search (<u>https://datasetsearch.research.google.com/</u>)





According to FORCE11 recommendation (<u>https://doi.org/10.25490/a97f-egyk</u>):

Author(s), Year, Data set title, Data repository or archive, Version, Global persistent identifier (preferably as link)

According to DataCite 2019 (https://doi.org/10.14454/7xq3-zf69):

Creator (PublicationYear): Title. Version. Publisher. (resourceTypeGeneral). Identifier

Tools to support **data citation**:

https://citation.crosscite.org/ (lets try with e.g. https://doi.org/10.1594/PANGAEA.931767)



Time for a 15 min break!

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Research Software

Motivation





Motivation





Version Control



- Keep track of changes and contributions
- Release history which software version was used in a specific research process?
- Use git (or sth. similar, e.g. SVN)

| Name | Last commit | Last update |
|--------------------|--|--------------|
| 🗅 docs | Chapter Infrastructure finished | 2 days ago |
| □ includes | finalized chapter legal, new chapter infrastru | 5 days ago |
| 🗅 site | Chapter Infrastructure finished | 2 days ago |
| ♦ .gitignore | Initial commit | 7 months ago |
| 🖊 .gitlab-ci.yml | Initial commit | 7 months ago |
| M+ CONTRIBUTING.md | structure added | 1 month ago |
| S LICENSE | Initial commit | 7 months ago |
| M# README.md | updated structure and introduction chapter | 1 month ago |



| 26 J | an, 2022 1 commit | | | | | | |
|------------------------|--|----------|----------|-----|---|--|--|
| B | updated structure and introduction chapter Ronny Gey authored 1 month ago | Verified | f4dec4ad | Ĉ | þ | | |
| 25 Jan, 2022 2 commits | | | | | | | |
| B | Update README.md Ronny Gey authored 1 month ago | \odot | 5a181990 | ្រៃ | đ | | |
| | structure added Ronny Gey authored 1 month ago | ۲ | 8fb618d1 | Ĉ | Đ | | |
| 17 D | ec, 2021 2 commits | | | | | | |
| | typos fixed Ronny Gey authored 2 months ago | \odot | d4c6d860 | ß | Đ | | |
| 3 | Update README.md Ronny Gey authored 2 months ago | ۲ | fec839f5 | ß | C | | |

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Documentation





Storage and Archiving



Software is Data! (see data archiving)



https://archive.softwareheritage.org/

| Content | | | | | |
|---|---------------------|--|----------------------|-----------------------------|---|
| A significant amount of source code has already | been ingested in th | e Software Heritage archive. It notably in | cludes the following | g software origins. | |
| Regular crawling | | | | | |
| These software origins get continuously discove | red and archived us | ing the listers implemented by Software I | Heritage. | | |
| Bitbucket | | git | | R | |
| 2,054,062 origins | < | 22,042 origins | < | 19,762 origins | < |
| e debian | | | | GitHub | |
| 126,635 origins | < | 5,869 origins | < | 128,849,883 origins | < |
| GitLab | | | | Gonu | |
| 3,476,909 origins | < | 11,735 origins | < | 354 origins | < |
| heptapod | | 🔅 launchpad | | 💥 NixOS | |
| 1,028 origins | < | 20,414 origins | < | 30,942 origins | < |
| لتتوت | | E | | Python" Package Index | |
| 1,802,899 origins | < | 4,083 origins | < | 447,968 origins | < |
| W SOURCE FORGE | | | | | |
| 313,566 origins | < | | | | |

www.ufz.de

Licenses



- Open Source? Open Source License!
- Open Science? Open Source!
- No License? Unclear state!
- Funders requirements? Open Source!



(CC-BY-SA: Free Software Foundation Europe)



Publication





In which journal should I publish my software?

- Software Publication
- Software Meta Journal
- Journal accepting Articles about Software
- Journal Research Article + Supplements



Integration)

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The Journal of **Open Source Software**

Publish your software and get a DOI!

Zenodo: GitHub-Integration (in progress: GitLab-



UFZ Examples







(https://www.opengeosys.org)

GeoStat Framework

(https://geostat-framework.org)



Software (Re)Use



Where to find software?



Software Catalog/Registries

Code Repositories

🔶 GitLab

Search Engines: <u>BASE</u>, <u>DataCite</u>



Software Citation?

Final act in the reproducibility chain!



Apache Software Foundation. Hadoop. Version 0.20.2. Feb. 19, 2010. URL: https://hadoop.apache.org

K. Shvachko, H. Kuang, S. Radia and R. Chansler, "The Hadoop Distributed File System," 2010 IEEE 26th Symposium on Mass Storage Systems and Technologies (MSST), Incline Village, NV, 2010, pp. 1-10, doi: 10.1109/MSST.2010.5496972.

Software (Re)Use - Catalogs/Registries



- <u>Awesome Research Software Registries</u>
- Domain specific



- <u>biii.eu</u> Bioimaging
- <u>geodynamics.org</u> Variety of software packages covering crustal dynamics, tectonics, mantle convection, seismology, spherical harmonics, and computational science

awesome

- geospace.ontosoft.org Software from the Geospace domain, annotated and searchable
- <u>sbgrid.org</u> Structural biology softwares and datasets.
- <u>scicrunch.org</u> Biomedical ressources

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Research software *Where do I get more information?*



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Infrastructures

RDM Infrastructures at UFZ, Helmholtz and beyond



| frastructures and Servic | es at UFZ | n.pages. | |
|--------------------------|--|--|--|
| Planning | | | Uf> |
| | | elines | ≤i∠.de/gu |
| Discover / Research | > | | |
| Manage / Archiving | > | | |
| Analyse | > | | |
| > Publish | > | | |
| Quality Control | > | | |
| Collaborate | > | | |
| | Discover / Research Manage / Archiving Analyse Publish Quality Control Collaborate ther Information: https://helmholtz.cloud/servi | Discover / Research Manage / Archiving Analyse Publish Quality Control Collaborate > | Discover / Research Manage / Archiving Analyse Publish Quality Control Collaborate > |

Helmholtz Cloud Services https://helmholtz.cloud/services



| C HELMHOLTZ CLOUD | | | | Team News Helpdesk About Sign in |
|---|--|---|---|---|
| Search Services: Provider: | - v Sort by: Service Software v Reset all filters | | | — |
| B2Share B2Share Research Data (* corresponding Metadata) Publishing service. | Compute Projects Applications for Computing Time Apply for Computing Time at Jülich Supercomputing Certer USC | GitLab ● GitLab A web-based DevOps (flexycle tool that provides a Git- repository manager. | HAICORE | HAICORE • With the computing REsources for the Helmholtz Al community. |
| Sc S JÜLICH + Go to service : | Øy: ♥ JÜLICH + Go to service : | By: HEOR + Go to service | by: U JÜLICH + Go to service : | er So to service |
| Notes e HedgeDoc A collaborative platform to write and share markdown based documents. | HIFIS Events Indic An Events Management service for everyone within Helmholtz and their partners, based on Indico. | Jupyter Jupyter Open-source software and service for interactive computing. | Jupyter JSCC JupyterHub Interactive supercomputing in a browser. | Jupyter on HAICORE JupyterHub Jupyter enablies interactive supercomputing on HPC resources. |
| ey: 🛞 + Go to service 🚦 | by: 💮 * Go to service | er 🛞 + Go to service 🚦 | ay: U JÜLICH + Go to service : | ♦r औरिंग + Go to service |
| LimeSurvey Community Edition An online survey tool offered by DK7Z to everyone within Heimholtz group. | EtimeSurvey EmeSurvey Community Edition An Open source on-line statistical survey web application HEIMHOLTZ | Mattermost • Mattermost • Absted chat service for everyone within Helmholtz based on Mattermost. • | • NextCloud File Sync and Share, Groupware-Functionalities: Files, Rotos, Calendar, etc. • Coto service | Nubes • OOO Nextcloud Sync&Share based on Nextcloud with OnlyOffice and Calendar function. Or MCDB Interview Sentron Barlin • Co to service |
| Sync & Share O Nextcloud, dCache File Sync and Share, Collaborative Editing using OnyOffice. | OpenStack (HDF Cloud) OpenStack OpenStack The Service allows provisioning of user-controlled VMs with Linux OS | Singularity • SingularityCE SingularityCE Container runtime environment on HPC systems at FZJ / Jülich Supercomputing Centre (JSC). | Data Projects (HDF) Storage Resources Apply for data project at F2/ / Jülich Supercomputing Centre (JSC). | HIFIS Helpdesk • Image: System based on Zammad. |
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Wrap up



- **Do not touch the raw data.** Back it up somewhere reasonable and keep a read-only copy.
- **Have a plan!** Decide where your data is going to be stored, what it is called, when/if it needs to be deleted BEFORE you start collecting it and note it down in a data management plan. If you collect sensitive data, plan for consent for sharing from the start!
- **Document everything.** You know who the worst person is at replying to emails about what the sampling frequency of channel X was? Nope not him, it's actually yourself from a year ago. Keep the documentation with the data!
- Create the data you want to see in the world. Imagine someone was about to give you a dataset that you needed to analyse well in order to get that job you have been dreaming about. What would you want it to look like? That is how yours should look.
- **Try not to re-invent the wheel.** Before you start creating some crazy new schema, storage format or naming protocol, have a quick google or ask your colleagues. Something that is already being used is likely to be better in the long run, even if you think there is a better solution.

How to connect and engage?





- Motivate your colleagues!
- Share your own best practices!
- Set an example!



RDM training: <u>https://rdm.pages.ufz.de/guidelines/training/</u>

Helmholtz training: https://www.helmholtz-hida.de/course-catalog/

RDM Consulting: Drop us an Email! wkdv-datamanagement@ufz.de

HIFIS Consulting: https://hifis.net/services/software/consulting.html



Data Representatives: https://www.intranet.ufz.de/index.php?en=50387



















wkdv-datamanagement@ufz.de



https://www.intranet.ufz.de/rdm

Mattermost:

https://mm.ufz.de/ufz/channels/rdm--wkdv-news

RDM

Research Data Management