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TIPS FOR WRITING A DATA MANAGEMENT PLAN

1

START EARLY

Read the guidance and ask for advice early on in the process, as writing a DMP may take some time

2

CONSIDER REUSE

Think about reusing existing data. Describe what you will need to know about your data five years from now

3

CHECK POLICIES

Talk to your supervisor or lab members about existing data management policies and standards

4

MAKE USE OF SUPPORT

Use your in-house support services like RDM Support, the Library, IT department or legal desk

5

THINK BROAD

Also address software code, algorithms and any other valuable research assets in your DMP

6

COPY WHERE YOU CAN

Look at other (submitted) plans and copy when appropriate

7

BE UNIQUE WHERE NEEDED

Since every research project is unique, so are the data it generates. Copying from sample DMPs is not sufficient

8

BE CONCRETE

Make your answers as concrete as possible. Show that you have consulted RDM experts

9

SAY SO IF YOU DON'T KNOW

Indicate what you do not yet know and how you will resolve these questions later

10

UPDATE

DMPs add to the planning of your research methods. Therefore define, carry out and update your DMP just as you would any method

