



Faculty Information Exchange Series 2020-21

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Faculty Perspective: Managing Your Research Data from Cradle to Grave

My experience with DMP development



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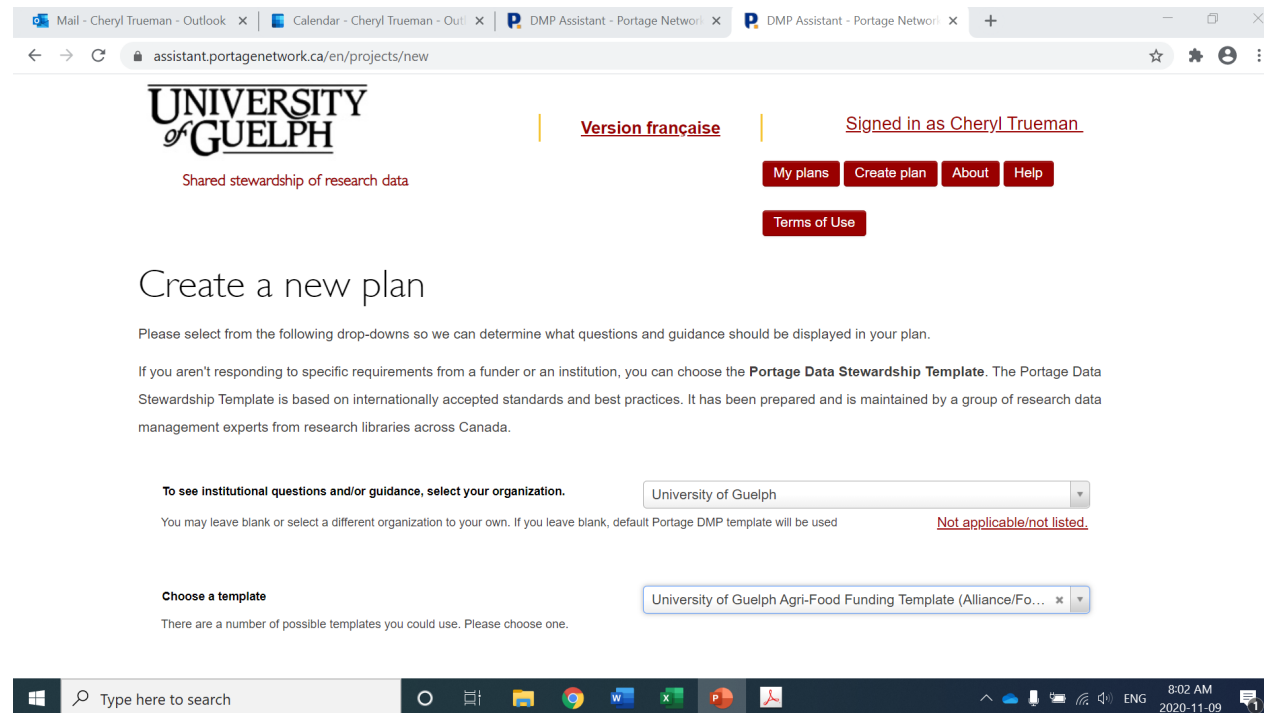
Step 1: Attend a DMP Workshop



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Step 2: Review and explore Portage

- DMP Assistant <https://portagenetwork.ca/>



The screenshot shows a web browser window with multiple tabs. The active tab is 'DMP Assistant - Portage Network'. The address bar shows the URL 'assistant.portagenetwork.ca/en/projects/new'. The page header includes the University of Guelph logo, the text 'Shared stewardship of research data', a link to 'Version française', and a user login status 'Signed in as Cheryl Trueman'. Navigation buttons include 'My plans', 'Create plan', 'About', 'Help', and 'Terms of Use'.

Create a new plan

Please select from the following drop-downs so we can determine what questions and guidance should be displayed in your plan.

If you aren't responding to specific requirements from a funder or an institution, you can choose the **Portage Data Stewardship Template**. The Portage Data Stewardship Template is based on internationally accepted standards and best practices. It has been prepared and is maintained by a group of research data management experts from research libraries across Canada.

To see institutional questions and/or guidance, select your organization.

University of Guelph

You may leave blank or select a different organization to your own. If you leave blank, default Portage DMP template will be used. [Not applicable/not listed.](#)

Choose a template

University of Guelph Agri-Food Funding Template (Alliance/Fo... x

There are a number of possible templates you could use. Please choose one.

Step 3: Draft a plan

- Data collection: what kinds of data will your project use and produce?

Data Type	Collect	Create	Acquire
Numeric	Raw data: Disease, yield and other field data: plot data from field/greenhouse/growth room/lab trials (either collection in hard copy and then electronic data entry or direct entry, xls) Spore trap site locations: (GPS coordinates, in xls) Economic analysis: input cost estimates from various	Processed data: calculated from spore trap results and field/greenhouse/growth room/lab data such as area under the disease progress curve, days to first spore detection, canopy coverage, etc. (xls), profit margin and program cost calculations	Plant and soil tissue analysis results (AFL labs) Coverage (area, number droplets, droplet size) on water sensitive

WHAT TYPES OF DATA WILL YOU COLLECT, CREATE, LINK TO, ACQUIRE AND/OR RECORD AS PART OF THIS PROJECT?

Data to be collected or obtained from third-party. No pre-existing data.

Data Type	Collect	Create	Acquire
Numeric	Raw data: Disease, yield and other field data: plot data from field/greenhouse/growth room/lab trials (either collection in hard copy and then electronic data entry or direct entry, xlxs) Spore trap site locations: (GPS coordinates, in xlxs) Economic analysis: input cost estimates from various vendors Weather data: RH and temperature data from weather stations	Processed data: calculated from spore trap results and field/greenhouse/growth room/lab data such as area under the disease progress curve, days to first spore detection, canopy coverage, etc. (xlxs), profit margin and program cost calculations Analyzed data: statistical analysis output from statistical analysis (entered in xlxs or saved as pdf)	Plant and soil tissue analysis results (AFL labs) Coverage (area, number droplets, droplet size) on water sensitive paper (OMAFRA)
Images	Photos of trials, spore traps, spores, etc. (jpeg)		
Tabular			Weather data and disease severity values (from Weather Innovations Ltd.) (CSV or xlxs)
Text		Protocols: written instructions for execution of research (docx and ARM) Notes: lab books (hard copy), electronic (docx and ARM)	
Modelling		Statistical coding and output: code for data analysis (SAS and ARM)	

Projected data size is: MB.

Data sensitivity: Most data is not sensitive. Input costs from specific vendors may be sensitive.

Storage space: Data is stored on computers with backup to OneDrive. Any data initially collected on paper is stored in technician and/or graduate student files at the Ridgetown Campus, University of Guelph.

Security measures: There are no special security measures. Data is stored in locations that are locked with limited access by the public. Electronic data is secured using the standard methods of OneDrive/U of G central login.

File organization: Files for each year and project are assigned a trial code. Files are saved using the trial code and/or within a folder using the trial code.

Step 3: Draft a plan



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- Preservation:
 - Use standard wording when available and modify
 - For how you will ensure data is preservation ready, identify the key steps
- Restrictions, sharing and reuse:
 - Consider and justify your responses

Step 4: Review and revise

- Internal and external collaborators
- Library staff



Step 5: Submit



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How much time did this take?

- **Attend a DMP workshop**

IT WILL SAVE YOU SO MUCH TIME!

- Plan #1:
 - ~ 7 hours
 - Workshop (~1.5 hr)
 - Getting familiar with website (~0.5 hr)
 - Draft (~3-4 hr?)
 - Review/revise/communicate (~1 hr)
 - Submit (~0.1 hr)
- Plan #2:
 - ~2 hours



Next: implementation

- Communication with research team
 - Getting everyone on the same page
 - Expectations for staff, graduate students, collaborators
- Connecting research team with **human** guidance especially regarding preservation steps
 - U of G library staff
 - Limit time spent on meeting requirements of DMP preservation by planning ahead
- Time requirement for implementation stage still unclear

Reflections on DMP development



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Do again

- Ask for help

Considerations for next time

- Budget extra time for staff and graduate student training into proposal budgets
- Communicate DMP requirements with outside collaborators when proposals are written

Final Thoughts

- An opportunity to:
 - Outline and organize your current data management strategies
 - Identify areas of improvement
- You can choose to be annoyed about more paperwork or you can choose to embrace the process.
- Your research group can benefit:
 - Improved data management procedures and awareness
 - Important data management experience for graduate students
 - Assurance to sponsors
 - Support publication process