

Simple data management plan for research projects

A data management plan (DMP) shall describe the handling of research data during and after a project. This document contains the most essential points for a DMP. Upload the DMP as part of the documentation when registering your project in ForskPro.

1. Project title
2. Short name (unique acronym for the project used for file names etc.)
3. Contact person responsible for the data (long term responsibility - PI or similar)
4. NSD reference number (if the project handles personal data)
5. Sensitive categories of personal data (if applicable)
6. REC reference number (if applicable)
7. 'Data-flow' - systematic overview of where the data is located at any time during the project (define technical solutions used for harvest, storage and processing, provide server paths, folder names, solutions used for system access etc.)
8. Type of data (audio files, video files, registry data, simple text, etc.), file formats and description of how files are named/organised.
9. Describe how the data is anonymized during/after the project period and how archiving or sharing is planned/performed at project end.