

Part Two

Tools and Tips

Data Management Plans

DMP Tool <https://dmptool.org/>

Examples: https://dmptool.org/public_plans

Types of Data Files

Code: Does it need to run? What is it for?

GeoSpatial

Social Science Data

Tabular

File Formats - <http://guides.library.cornell.edu/ecommons/formats>

Viewers / Environments / Emulators

Show File Information - (Windows)

File Viewer Plus - <https://fileviewerplus.com/>

JHOVE - <http://jhove.openpreservation.org/>

Code Ocean - <https://codeocean.com/>

Example:

<https://codeocean.com/2018/06/03/interactive-demonstration-of-plateau-generating-mechanisms-in-temporal-order-judgments-lpar-tojs-rpar/code>

SPSS Viewer - <https://www.gnu.org/software/pspp/get.html>

Privacy

“An individual may be indirectly identifiable when certain information is linked together with other sources of information, including, their place of work, job title, salary, their postcode or even the fact that they have a particular diagnosis or condition.” London Global University.

“87% of the American population can be uniquely identified by a combination of just their ZIP code, gender, and date of birth“ - Latanya Sweeney, 2000

Purdue Guide to Sensitive Data Management -

<http://guides.lib.purdue.edu/sensitivedata>

Anonymization Software

Identity Finder -

https://download.cnet.com/Identity-Finder-Free-Edition/3000-2144_4-10906766.html

Arx - <https://arx.deidentifier.org/>

Tabular Data Management

Rightfield - <http://www.rightfield.org.uk/>

SledgeHammer - <http://www.mtna.us/#/products/sledgehammer>

Documentation

- <https://www.smartsheet.com/free-change-management-templates>
- <https://www.geniusproject.com/document-management-software>
- Or just save emails in a txt file and attach

Digital Curation Profiles

- DCP: <http://datacurationprofiles.org/index.php>
- Examples
 - https://drive.google.com/a/miamioh.edu/file/d/1GTXDkckvKRXf_59J5vNniqa7Oqi9ahMi/view?usp=drivesdk
 - <https://docs.lib.purdue.edu/dcp/>

The DCP Interview

Important Points:

- The Data Set
- The Lifecycle of the Data
- Sharing
- Access

Activity #3: DCP Interview

Required

Overview of the research

Data kinds and stages

Organization and description of data

Sharing & Access

Optional

Brief summary of data curation needs

Ingest / Transfer

Discovery Section

Tools Section

Linking / Interoperability

Activity #4: Data Curation Profile Interview

Policy Examples

[University of Oregon](#)

[ICPSR at University of Michigan](#)

[PURR at Purdue](#)

Policies: Things to Think About

Content policies

Copyright issues

Privacy policies

Take-down policies

Submission policies

Preservation policies

Data re-use policies

Modification policies

Policy Guide: Policy Making for Research Data:

<http://www.disc-uk.org/docs/guide.pdf>