
KNP orangutan reproduction

A Data Management Plan created using DMP Assistant

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Responsibilities and Resources

Who will be responsible for data management? Will the Principal Investigator (PI) hold all responsibility during and beyond the project, or will this be divided among a team or partner organizations?

Question not answered.

In the event that the PI leaves the project, who will replace them? Who will take temporary responsibility until a new PI takes over?

Question not answered.

List all expected resources for data management required to complete your project. What hardware, software and human resources will you need? What is your estimated budget?

Question not answered.

Data Collection

What types of data will you collect, create, link to, acquire and/or record?

Question not answered.

Answer the following regarding file formats:

- A. What file formats do you expect to collect (e.g. .doc, .csv, .jpg, .mov)?
- B. Are these file formats easy to share with other researchers from different disciplines?
- C. In the event that one of your chosen file formats becomes obsolete (or is no longer supported) how will you ensure access to the research data?
- D. Does your data need to be copied to a new media or cloud platform, or converted to a different file format when you store or publish your datasets?

Question not answered.

Answer the following regarding naming conventions:

- A. How will you structure, name and version-control your files to help someone outside your research team understand how your data are organized?
- B. Describe your ideal workflow for file sharing between research team members step-by-step.
- C. What tools or strategies will you use to document your workflow as it evolves during the course of the project?

Question not answered.

Documentation and Metadata

What support material and documentation (e.g. ReadMe) will your team members and future researchers need in order to navigate and reuse your data without ambiguity?

Question not answered.

How will you undertake documentation of data collection, processing and analysis, within your workflow to create consistent support material? Who will be responsible for this task?

Question not answered.

Do you plan to use a metadata standard? What specific schema might you use?

Question not answered.

How will you make sure that a) your primary data collection methods are documented with transparency and b) your secondary data sources (i.e., data you did not collect yourself) — are easily identified and cited?

Question not answered.

Storage and Backup

List your anticipated storage needs (e.g., hard drives, cloud storage, shared drives). List how long you intend to use each type and what capacities you may require.

Question not answered.

What is your anticipated backup and storage schedule? How often will you save your data, in what formats, and where?

Question not answered.

Keeping ethics protocol review requirements in mind, what is your intended storage timeframe for each type of data (raw, processed, clean, final) within your team? Will you also store software code or metadata?

Question not answered.

Sharing, Reuse, and Preservation

How will your data (both raw and cleaned) be made accessible beyond the scope of the project and by researchers outside your team?

Question not answered.

Is digital preservation a component of your project and do you need to plan for long-term archiving and preservation?

Question not answered.

What data will you be sharing publicly and in what form (e.g. raw, processed, analyzed, final)?

Question not answered.

Have you considered what type of end-user license to include with your data?

Question not answered.

What tools and strategies will you take to promote your research? How will you let the research community and the public know that your data exists and is ready to be reused?

Question not answered.

Ethics and Legal Compliance

Are there institutional, governmental or legal policies that you need to comply with in regards to your data standards?

Question not answered.

Will you encounter protected or personally-identifiable information in your research? If so, how will you make sure it stays secure and is accessed by approved team members only?

Question not answered.

Before publishing or otherwise sharing a dataset are you required to obscure identifiable data (name, gender, date of birth, etc), in accordance with your jurisdiction's laws, or your ethics protocol?
Are there any time restrictions for when data can be publicly accessible?

Question not answered.