EM TRAININGS

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Q&A catalogue
following the live webinar

"EM Guidelines for data management"

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#	ORIGINAL PARTICIPANT QUESTION	ANSWER BY EUROPA MEDIA
1	Can peer-reviewed articles have an embargo (with the journal) of 18 months in SSH? It would become open access anyway and before the action is over, but the embargo goes a little above the 12 months given by the commission for SSH. If that's an issue, how to go about that given that the peer-reviewed publication has all disclaimers and metadata identifying the publication as an h2020 publication?	In case it is a H2020 publication, you have to make it open within the max. 12 months embargo period. If the publisher's policy does not allow that, negotiate - if you do not succeed, choose another journal/another publisher.
2	Green open access refers to the self-archiving of an article in a publicly accessible institutional or subject repository (usually after an embargo period). Further information on IOP Publishing's green open access policy. So, some journals will not publish the article Open Access with Green open access but can offer Green Open Access if the author self-archives the final accepted paper but it will not be formatted in the journal format. There are usually no APCs if this happens. Therefore, for H2020 it may be best to avoid Green Open Access to assure compliance with the regulations of H2020.	Indeed, avoid green access options with negative impact if possible. PlanS is the trend we are moving towards, not tricks with self-archiving. Mixing repository archiving with open access journal publication saves costs.
3	When uploading a public deliverable to Zenodo, we cannot find the project on the EC funding section. How can we ask OpenAIRE to consider our project on their database?	If you are depositing, you will give the Grant Agreement number and that would enable to appear in the Funding and Tenders portal, under your publications.
4	If I build a software prototype of a given system. Is this software (the source code for instance) data to be in the scope of the DMP?	Yes, it can be. You would need to consider if its open source our would like to commercially exploit it. If you are commercially exploiting it, you would need to properly license it. In the case you are going with open source, you w would need to indicate in the DMP where you will publish the code so that other IT professionals can easily find and use the code.
5	How to fairly calculate the costs of responsible staff to implement the DMP?	It varies per institution and data types, please check the following infographic from Openaire related to data management costs https://www.openaire.eu/rdm-researcher-costs-infographic/view-document
6	If we have a co creation community where outside participants are involved what are the aspects of data management we should consider since there is higher chance of data privacy being compromised?	you need to make sure that if those participants are not supposed to access the data they should not, this can be done by setting security levels. Who has access to the data should be clearly described in the DMP and related ethical deliverables.
7	Assuming that our project seeks to develop a piece of software, should we make the prototypes and/or testing data publicly available? What if testing is based on a set of personal data?	In principle, you decide if you would like to share something or not, if you have a commercial interest e.g. then you can keep it confidential. The personal data should not be available to anyone based on GDPR regulation unless specifically allowed by the person.

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8	How can I ensure and certify the minimum needed level of compliance to GDPR when undertaking research (e.g. clinical studies) in Africa or LAC?	This issue falls under the category of third countries, you need to check what kind of policies they have related to personal data protection. National policies need to be compared to GDPR. If the national policies are lest strict, certain provisions need to be made to reach the level of GDPR. This should be described in the proposal section 5 Ethical issues.
9	Shall Data Management be connected to exploitation (both dissemination and usage/commercialization/patenting etc.)? If so, how can this be shown in a DMP or in its update?	Yes, you need to ensure that this is mentioned in exploitation. You can mention in the DMP for which result the generated data will be relevant and how that data will contribute to the overall exploitation.
10	Should we follow exactly H2020 manual for data management?	The basic principles in the guide should be followed, discuss also with your Data protection officer.
11	Do the DMP rules have to be applied to a project which has just started? (H2020 project)	The Grant Agreement is defining certain obligations related to open access, those definitely have to be followed. If you do not have a DMP right now based on the GA then you do not need to have one, still the basic principles of data management are recommended.
12	Could we get a range of the costs for data management, it is understandable that it depends a lot on the type and size of data but maybe there is range of associated costs that is considered as "normal"?	It varies per institution and data types, please check the following infographic from Openaire related to data management costs https://www.openaire.eu/rdm-researcher-costs-infographic/view-document
13	Who evaluates a DMP? And how …?	There are no specialized reviewers for DMPs, the EC may ask a researcher or an expert within the field of your project that has worked with data to evaluate your DMP.
14	… if yes, how much details at beginning of the EU Project, and how much updates in moment of Periodic Reports?	In the beginning of the project you would need to describe the overall plan and strategy to set up the DMP of your project. The last change of the DMP has to be done with the final report of the project where you will describe what will happen with the data after the project ends.
15	Where do you upload the metadata underlying a publication?	The journal portal itself will generate this for you after you fill in the required information during submission.
16	You mention that training is really important - do you have any suggestions for Data Management Training that an ITN can implement for all its researchers and Supervisors? Especially during these odd times, a virtual training would be very useful!	Reach out to EUDAT https://eudat.eu/training that can provide you with training options.
17	There is an H2020 project where the PI will use data /publication of a non-European (Chinese) collaborator. This Chinese collaborator is not a beneficiary. Does the PI need to arrange the open data availability / access of the non-EU data? What if the collaborator does not agree as this is considered as sensitive data?	If the data is sensitive, you do not need to ensure open access to it, you can keep it confidential. I suppose the question is the value of the publication without this data made available.

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18	In open access repositories, like Zenodo, putting the metadata of the research data on the platform but keeping the data in closed access (available only on a case by case basis upon request) is that accepted?	For cases like this you need to contact Zenodo and discuss the options on how you can regulate the access of data but ensure the metadata is out there.
19	Can we see an example of PID?	Please check the following presentation with many examples of PIDs https://www.slideshare.net/AustralianNationalDataService/unpacking-persistent-identifiers-for-research
20	There need to be clear distinctions between raw baseline data sets, raw impact data and empirical evidence when using the MoRRI and benchmarking to Open Access grassroots up SwafS such as the SDG target data sets.	Probably an answer to a previous question.
21	Hi, I have a question about using photos (taken at events, with people in photos) in project deliverables or other project publications. Should the deliverable lead have all the rights to use the photos in their possession as well as signatures by people in the photos (allowing the photo to be taken)?	Normally at the registration you agree on being photographed in the crowd during the event (this is in small letters somewhere :)). If this is not the case, then indeed based on GDPR rules the event organizer/photographer would need to get the permission of each individual separately.
22	How to solve the issue related with a paper published in a journal that don't allow it's deposited, even the manuscript before the peer-reviewed?	If you cannot accept the publisher's policy - select another one.
23	All data in EU project, has to have PID / DOI's / rich metadata?	It depends on the type of data you create, if you have journal articles, policy briefs or publications then indeed you should have DOI or an ISBN. By uploading them then the journal systems create adequate metadata. If you are not producing research data, let's say only text and images -then they can be considered as "data" and the adequate metadata for them would be keywords. You should describe this clearly in the DMP.
24	Can you recommend applications / methods for version control? Github/Gitlab does not work for data.	Some alternatives to check: Data Vesion Control (DVC), Git scm or Apache Subversion (SVN).
25	Are you planning to pseudononimise the data or completely anonymize them?	The method completely depends on the amount of data or datasets you would want to share (if you decide to do so). These techniques and similar have different pros and cons.
26	What do I need to do with my data (e.g. upload databases?) and in which format when participating to the Open Data Pilot?	It will depend on the requirements of the research data repository where you would like to upload. You can browse https://www.re3data.org/ for the discipline relevant repository and once you select you can see if there are additional requirements. Zenodo.org offers integration with Github and accepts all formats.

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27	Is any substantial difference between data management for RIA/IA type and CSA type of action?	In principle the process is the same for RIA/CSA and IA. Since CSA are less intensive actions that RIA and IA it may happen that you don't need a DMP. This will really depend on the project activities. You can also see whether you can opt out if you fulfill one of the following conditions: https://ec.europa.eu/research/participants/data/ref/h2020/other/wp/2018-2020/annexes/h2020-wp1820-annex-l-openaccess_en.pdf
28	Does uploading a preprint to academia.edu or research gate fulfill the obligation for publications to be open access?	No, you have to have the paper with the bibliographic metadata deposited in a repository and then you may promote it through these platforms.
29	Why publishing data if it is under a closed access?	If it is closed, you do not publish - data can remain confidential if needed. Describe this in the data management plan. On the other hand, you may link conditions to its use - maybe upon request you give access to the data to individual experts - then you publish, but not openly, as you restrict the use. Sometimes the information available on a certain research conducted can also lead to advancement even if the data is not available for everyone or not freely.
30	The following taxonomy of data to be considered in the DMP is it appropriate?	If the question refers to the creation of data taxonomy in the case you are working with data that has a lot of categories and subcategories you need to write why you are dividing the data in that format and what are the naming labels for each category. You can also present the architecture of the taxonomy or even add what metadata will be assigned to each entry.
31	What are the rules around anonymization? It is not clear for me when it is needed	When you are submitting your proposal, you have to do an ethics self-assessment. The interactive questionnaire will tell you if there is a need to anonymize your data. In case you must, you need to prove a short description on how you will anonymize the data, what method you will use. Consult the following ethics self-assessment guide: https://ec.europa.eu/research/participants//data/ref/h2020/grants_manual/hi/ethics/h2020_hi_ethics-self-assess_en.pdf
32	My question is regarding proposals – what is your experience on the specific level of depth for the data management plan, that is needed at the time of sending the proposal? What must be included and what should be left to specify in more detail as the project begins? Should it be as detailed as possible or should it just be a general overview?	In the proposal stage the best thing would be to clearly identify what type of data you are going to collect, how you are going to safeguard it, monitor and also describe what you will do with that data during and after the project. In addition, you should provide information about the repository you will use and its data management strategy.
33	How would you recommend describing the data management plan at the H2020 proposals? (scheduled, framework, participants involved) Any advice would be much appreciated.	In the proposal stage the best thing would be to clearly identify what type of data you are going to collect, how you are going to safeguard it, monitor and also describe what you will do with that data during and after the project. In addition, you should provide information about the repository you will use and its data management strategy.

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34	Do FAIR principles refer to personal data as well, if we have provided for that in our data protection policy or do we need to anonymize them first? Thank you!	Not all data can be open or free but it should fall under FAIR. This means that you need to eliminate identification characteristics of from the personal data i.e. anonymize the dataset if you have interest into deposing it somewhere. As an additional element of precaution, you can ask the subjects to sign a consent form or permission when they register or submit some information to you.
35	Do you have a link to a best practice data management plan that was successful in being awarded a grant and included social sciences open access transcripts that were made open access for secondary data analysis?	Check the following good examples from DMP online https://www.dcc.ac.uk/resources/data-management-plans/guidance-examples
36	If we opt out of the ORDP (Open Research Data Pilot) in H2020, does it necessarily mean that we cannot share our data with other institutions?	No, but if you have/generate data that you want to share why would you opt out?
37	For higher funding chances, what are the top 5 things?	I would love to have 5 winning tips that fit a Q&A - but we only have tips that fit a two-day course.
38	When filling the European Commission DMP template I have the feeling to sometimes repeat the same answers for different questions, especially between the different parts of the FAIR principles. Is it something "normal"?	It can seem that the FAIR principles are similar however you would need to see the specifics of each principle in order to properly make the distinction. We would suggest consulting several DMPs within your discipline to compare how the FAIR principles were drafted and use that as an example.
39	Can you please discuss systems for data version control? Github works great for code, but for high-dimensional data, it quickly fails.	Some alternatives to check: Data Vesion Control (DVC), Git scm or Apache Subversion (SVN).
40	I understand that DMP is a "living" document which someone can revise whenever is necessary. But at the stage you are writing the DMP and you cannot include all the important factors mentioned in the FAIR guidelines (too early to decide with your partners), which issues/factors are crucial to include in the preliminary stage?	The first version of the DMP needs to present what data you will collect, the timeline for the collection, how you will ensure its security, what is the process of collection/ storage and anonymization, compatibility with FAIR even if it's pretty basic in the initial stage. Subsequent versions of the DMP can be more detailed and also highlight any changes that your consortium deemed necessary.
41	If multiple partners are collecting data, where should be the ethics approval taken from?	Ethics approvals need to be received from every country where your partners are conducting research. Each country has its own set of requirements and documents for obtaining ethics approval.
42	What happens when the journal has an embargo period of more than 6 months and negotiations do not success?	Select another journal, check another solution.

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43	If you deposit your data as a supplement in a journal, do you also store the data with the journal, or do you need to store it somewhere else as well? How about the FAIR Principles when you deposit with a journal?	Normally journals will have guidelines for data deposits related to journal articles. Check the guidelines of the journals and which repositories they normally use.
44	Does every partner in a project need to have its own DMP? Can projects have their data repository on their own websites?	You need to have a DMP on consortium project level, since this will be a project deliverable. Within that deliverable you can gather the security policies of the partner to ensure that all of them are compliant. The best route for you would be to deposit the data in a well-known repository to ensure maximum efforts for exploitation. Depositing the data on your website is possible however could be noted as a shortcoming due to the fact that repository specific websites have more visitors.
45	Hello, I am involved in a project that includes transnational access. Users of transnational access are expected to publish in open journals or repository their research resulting from their transnational access. Some of them simply forget about it, and I have to chase them by email. How to deal with this problem? How to enforce the FAIR policy among users that indirectly use EC funding but are not directly linked to the project? (e.g. users of transnational access). Is the project accountable for the users misbehavior? Many thanks!	The project should pay attention to that - you should have a legal agreement that specifies this publishing obligations with the necessary conditions. If there is no such signed agreement - then chasing them and pushing them is indeed the viable option. Good luck!
46	What does it mean, the following: Have you explored appropriate arrangements with the identified repository?	If your data needs to comply national rules before uploading to and international repository you would need to write in this section that you ensured compliance with national standards and rules. If your university is using a certain repository such as Zenodo, or if one of your partners will upload the data to a repository you would need to describe that relationship here.
47	How many person-months are typically allocated for development and implementation of the DMP?	This would vary per organization and the amount of staff involved.
48	So, it can be expected more interest on it with Horizon Europe?	Indeed, we would expect to understand if there are new provisions in the upcoming months.
49	Is there any checklist that could be followed to make sure to cover all the aspects for DMPs?	You can follow the Horizon 2020 FAIR Data Management Plan (DMP) template while you are creating your DMP. Alternatively, you can generate your DMP online via the https://dmponline.dcc.ac.uk/
50	How would you recommend describing the data management plan at the H2020 proposals? (scheduled, framework, participants involved) Any advice would be much appreciated.	In the proposal stage the best thing would be to clearly identify what type of data you are going to collect, how you are going to safeguard it, monitor and also describe what you will do with that data during and after the project. In addition, you should provide information about the repository you will use and its data management strategy.