

WUR Data Policy

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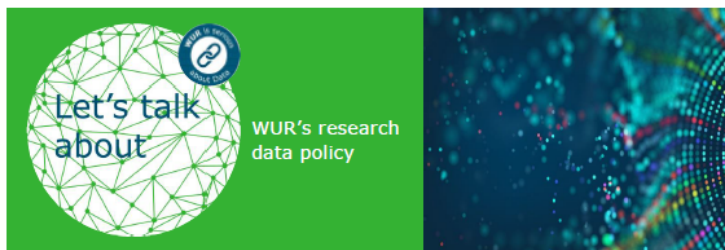
1st Data Steward @WUR network meeting, November 8, 2018



Why should we care?



- Minimising data loss
- Enabling data findability and access
- Increasing research impact
- Meeting formal requirements

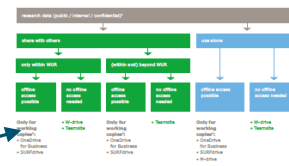


Research data are highly valuable outputs of our research. We need to treat our data carefully. It is only then that our research can be shared, verified and re-used. To ensure that research data of Wageningen University & Research are safely stored during research and archived in a secure environment afterwards, WUR has established a [research data policy](https://www.wur.eu/data/Data-Management-WDCC/Data-policy.htm). This flyer gives a general overview of the policy. More information is available [online](https://www.wur.eu/data/Data-Management-WDCC/Data-policy.htm).

<https://www.wur.eu/data/Data-Management-WDCC/Data-policy.htm>



This decision aid helps you find a suitable solution for storing research data during the research. It follows WUR's research data policy, which focuses on secure and efficient data storage.



Remember: The W-drive and Teamsite are required for the primary storage of all research data. If you want to use other solutions these must be approved and may be used for working copies only. - No data should then be stored on W-drive and/or Teamsite.

*** This overview gives solutions for public, internal and confidential data. For confidential data, you must first have a suitable solution. For confidential data, you must first have a suitable solution. For confidential data, you must first have a suitable solution.**

Questions? Don't hesitate to contact Data Management Support, or visit the Data Management website for more information.

Data Management Plan
Write a [Data Management Plan \(DMP\)](#) describing what data you will collect and how you plan to store, organise, share and archive them. All PhD candidates and chair groups should have a DMP.

Safe data storage during research
Store your data on a safe, shared environment. WUR offers the W-drive and Sharepoint Teamsites, but other solutions can be used. Visit [this page on the data storage policy](#) for details.

Data archiving after research
Archive datasets underlying publication in a data repository. This ensures that your research can be verified, and that you data can be re-used (if you provide access). [This page on data archiving](#) gives details on what repositories you can use.

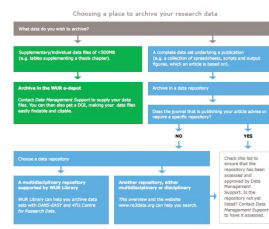
Registration of archived data sets
Make sure that your archived data sets are registered in Pure, WUR's research output system. This makes your data sets easily findable by others and helps to make WUR's data output visible. Visit [this page on data set registration](#) for details.



This decision aid helps you find a suitable place to archive your research data once you have completed and/or published your research. Following WUR's research data policy, all data sets underlying publications must be archived, and all archived data sets must be registered in Pure.

What is data archiving?
Data archiving is the long-term storage of research data in a secure and accessible way.

Why archive your data?
Data archiving ensures data are kept safe. Many data repositories have strict data security policies. Data archiving ensures data are kept safe and accessible by others.



Content (adapted) is not get data sets underlying publications registered in Pure.

Questions? Don't hesitate to contact [Data Management Support](#), or visit the [Data Management website](#) for more information.

Tips for writing a Data Management Plan (DMP)

for researchers of Wageningen University & Research

This document explains a set of topics commonly covered by funders' Data Management Plan templates, and tips on how to address these. The templates of [Horizon 2020](#), [NWO](#) and [ZonMw](#) were used to create this overview.

If you would like feedback on your own (draft) Data Management Plan, please contact Data Management Support at data@wur.nl.

1. Data description

When you are asked to describe the data you will collect, it is good to be as concrete as possible. It may help to think of these three types of data:

- raw data (e.g. audio file of an interview, field measurements, experiment data from an instrument)
- processed data (e.g. transcribed and anonymised interviews, digitised field documents, cleaned experiment data in e.g. SPSS)
- analysed data (e.g. coded interview transcriptions, tables/figures of the analysed data)

In addition to the data, do not forget to describe what documentation you plan to keep [see also: 6].

Some DMP templates also ask for an estimation of the expected data size (i.e. how many MBs, GBs, TBs). You can use existing files that you or your peers already have to come up with an estimate.

2. File formats

research data (public / internal / confidential)¹

share with others

only within WUR

offline
access
possible

no offline
access
needed

**Only for
working
copies²:**

- OneDrive
for Business
- SURFdrive

- W-drive
- Teamsite

(within and) beyond WUR

offline
access
possible

no offline
access
needed

**Only for
working
copies²:**

- OneDrive
for Business
- SURFdrive

- Teamsite

use alone

offline access
possible

no offline
access
needed

**Only for
working
copies²:**

- OneDrive
for Business
- SURFdrive
- M-drive

- W-drive
- Teamsite

Data archiving & registration



- All data which underlay a publication should be archived in a sustainable archive
- All archived data should be registered in Pure and linked to the publication
- Feel free to archive data which you find valuable, but which do not (yet) underlay a publication

Q e.g. economic* AND Smith, apple* OR pear*, "wind energy", cow* NOT sheep

Search

?

- Wageningen Research ([Research Institute](#)) **277 datasets registered**
 - Wageningen Environmental Research ([Research Institute](#)) **83 datasets registered**
 - Wageningen Food & Biobased Research ([Research Institute](#)) **17 datasets registered**
 - Wageningen Economic Research ([Research Institute](#)) **2 datasets registered**
 - Wageningen Livestock Research ([Research Institute](#)) **29 datasets registered**
 - Wageningen Plant Research ([Research Institute](#)) **74 datasets registered**
 - Wageningen Centre for Development Innovation ([Research Institute](#))
 - Lelystad Biologicals B.V. ([Business Unit](#))
 - RIKILT ([Research Institute](#)) **14 datasets registered**
 - Wageningen Bioveterinary Research ([Research Institute](#)) **11 datasets registered**
 - ISRIC - World Soil Information ([Research Institute](#)) **48 datasets registered**
 - Wageningen Marine Research ([Research Institute](#)) **18 datasets registered**
- Wageningen University ([University](#)) **712 datasets registered**
 - Department of Environmental Sciences ([Department](#)) **166 datasets registered**
 - Department of Plant Sciences ([Department](#)) **224 datasets registered**
 - Department of Animal Sciences ([Department](#)) **137 datasets registered**
 - Department of Agrotechnology and Food Sciences ([Department](#)) **252 datasets registered**
 - Department of Social Sciences ([Department](#)) **11 datasets registered**
 - Wageningen Academy ([Business Unit](#))

Support for RDM policy



Planning your research

- Research Data Management course (via WGS) a few times a year

Doing your research

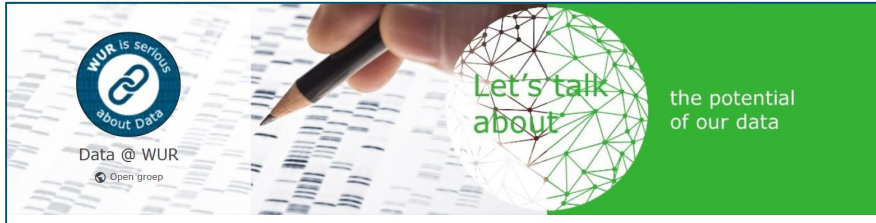
IT support for

- Sharable managed storage options at WUR (W:, Teamsites)
- Personal storage (M:, Onedrive for Business) as temporary storage
- Stepping away from use of external hard disks or USB sticks
- Own dedicated solution / cloud solution reviewed
- Applications (e.g. GitLab, ELN)

Finishing your research

- Archiving and registration support by data librarians (data@wur.nl)

Information channels:



Intranet Data @ WUR


Data Management

On the Data Management pages you find a growing collection of practical guidance, support and advice for managing your research data.


If you can't find an answer to your question on the Data Management pages, don't hesitate to contact [Data Management Support](#).

What is Research Data Management?
Research Data Management is a general term covering the organization, structure, storage, and legal care for data used or generated during a research project. It is important that data are well-organized and cared for as they often have a longer lifespan than the research project that creates them. Researchers may continue to work on data after funding has ceased, follow-up projects may analyse or add to the data, and data may be reused by other researchers.

Support and information
Wageningen Data Competence Center
[Contact form](#)




[Back to WDC](#)




Planning your research

- [Institutional requirements](#)




Doing your research

- [Data documentation](#)
- [Data confidentiality](#)



Finishing your research


- [Data licenses](#)
- [Journal requirements](#)



Data policy at WUR

- [Data Management Plans](#)
- [Data storage during](#)

WUR Data Champions




Breeding and Genomics: WUR Data Champion in storing data on the genomes of 200,000 cows


By: [Eveline Baas](#) - 6 March 2018
Category: [Data management](#), [Research Data](#), [WUR is serious about data](#)

For this blog post we interviewed Prof. [Roel Vorster](#), of Breeding and Genomics of Wageningen University & Research. The department analyses the genomics and phenotypes of cattle to improve animal breeding and our understanding of genetic variation. Genomes are the complete set of genes or genetic material present in a cell or organism. Both during and after research, this group stores and archives their data in a safe and organized way. We therefore made this group our third data champion in our series of [Champions blog](#).


Type of data
The group works with genome data of agricultural animals, but also of zoo animals and dogs. In a recent study on the stature of cattle published in [Nature Genetics](#), which was the first meta-analysis on livestock animals, they used data from more than 50,000 bulls with many daughters of 8 different breeds from 5 countries.

A big part of the data used in the group comes from existing databases. Roel: "We use data from international and national databases, but also databases from companies. For example, at the moment we do the genomes of 100k bulls, and we also work with data sets of hundreds of thousands of cows, pigs and poultry, including data from other countries. With our methods, we try to make connections between phenotypes and genetic information to determine the heritability."





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