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# Research Data Action Group at Warwick

Redefining Engagement – The Mercian Collaboration Conference 2022

**Dr Ishwar Kapoor, Research Data Officer, The Library**  
**7 September 2022**

# Who am I?

- The University's Research Data Officer at the Library
- Provide support to university members in **planning, managing** and **preserving** their **research data** in the light of the **University** and **funding body policies** and to advise on all aspects of **open research data** (including its reuse)
- Before the above role, PhD and researcher in Engineering at Warwick (WMG) specialised in lightweight automotive

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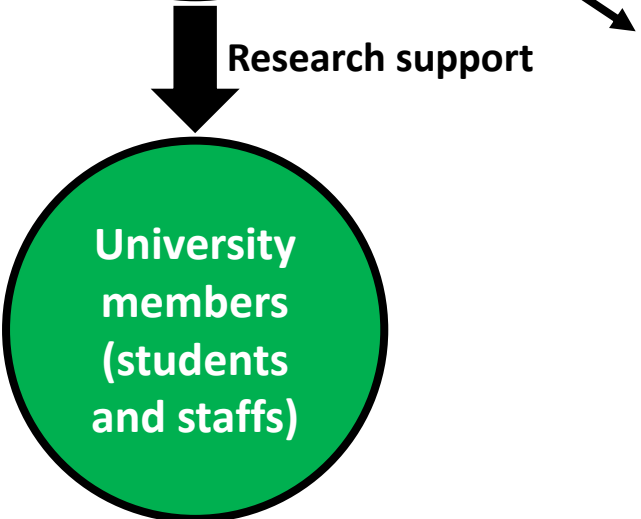
The Library, photo taken in February 2018 [@ishwarkapoor](#)

- IT Services
- E-repositories
- Data sharing and storing options
- WRAP development
- Software procurement

- Security and Information Management
- Legal and Compliance Services
- Data Protection, GDPR
- IPR, Copyright
- Data Retention policy

- Research & Impact Services
- Research ethics
- Data Management Plan
- Funder requirements

- Organisational Development
- Doctoral College
- Student Opportunity: Skills
- Academic Departments such as Big Ws (WMG, WBS, WMS)
- Academic Support Librarians
- Modern Records Centre (MRC)
- Community Engagement
- Students and RAS research data support requirements



- Governance
- Secretary of Open Research Group
- Promote awareness of Open Research
- Understanding of Open Research issues
- Recommendations to Research committee on policy, services and requirements such as Research Data Road Map, Block Grants etc.

# EUTOPIA Alliance – RDM

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*Univerza v Ljubljani*



# Outline

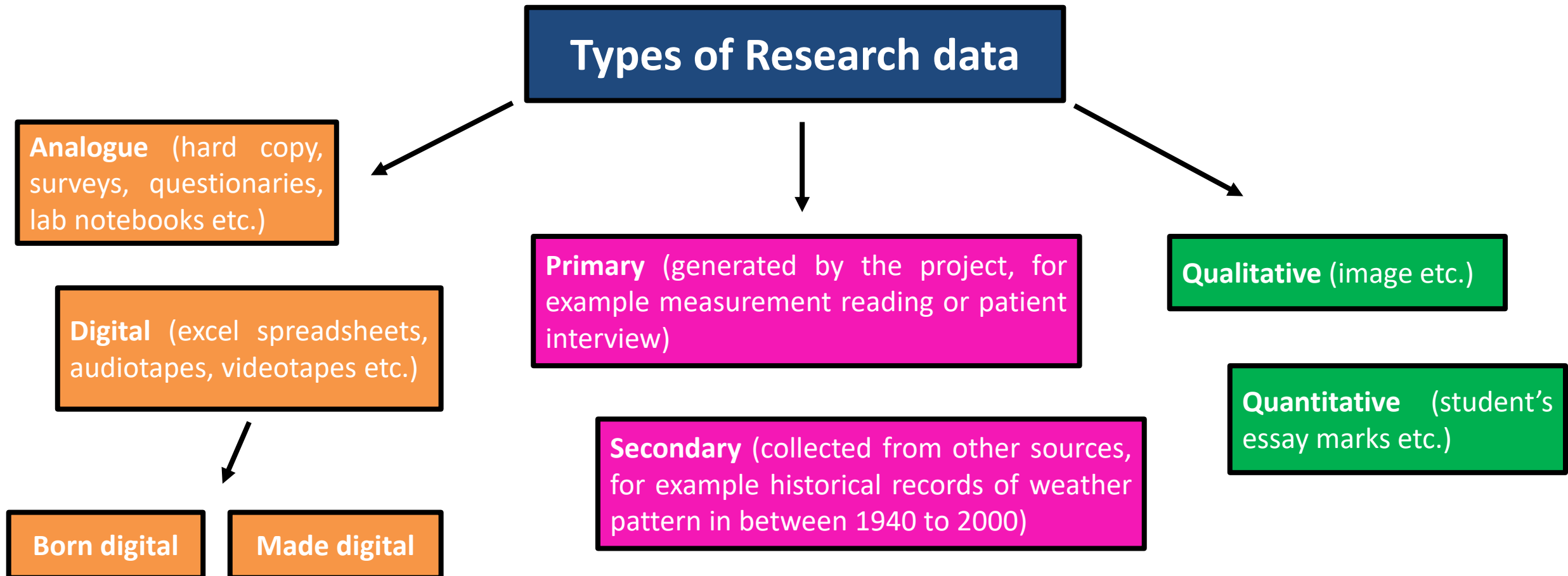
- Introduction to Research Data
- Introduction to Research Data Action Group
- Milestones

*Please make this session as interactive as you wish.*

# Introduction to Research Data

# Research Data?

The smallest building blocks of research, created, observed or collected for analysis to test a research hypothesis



# Research Data Management (RDM)?

- Research data management (RDM) means the storage, curation, preservation and provision of continuing access to analogue and digital research data
- Easier to conduct research

**RDM includes activities such as...**

creating backups of your work and controlling who has access to them

choosing file formats that can be opened easily in the future

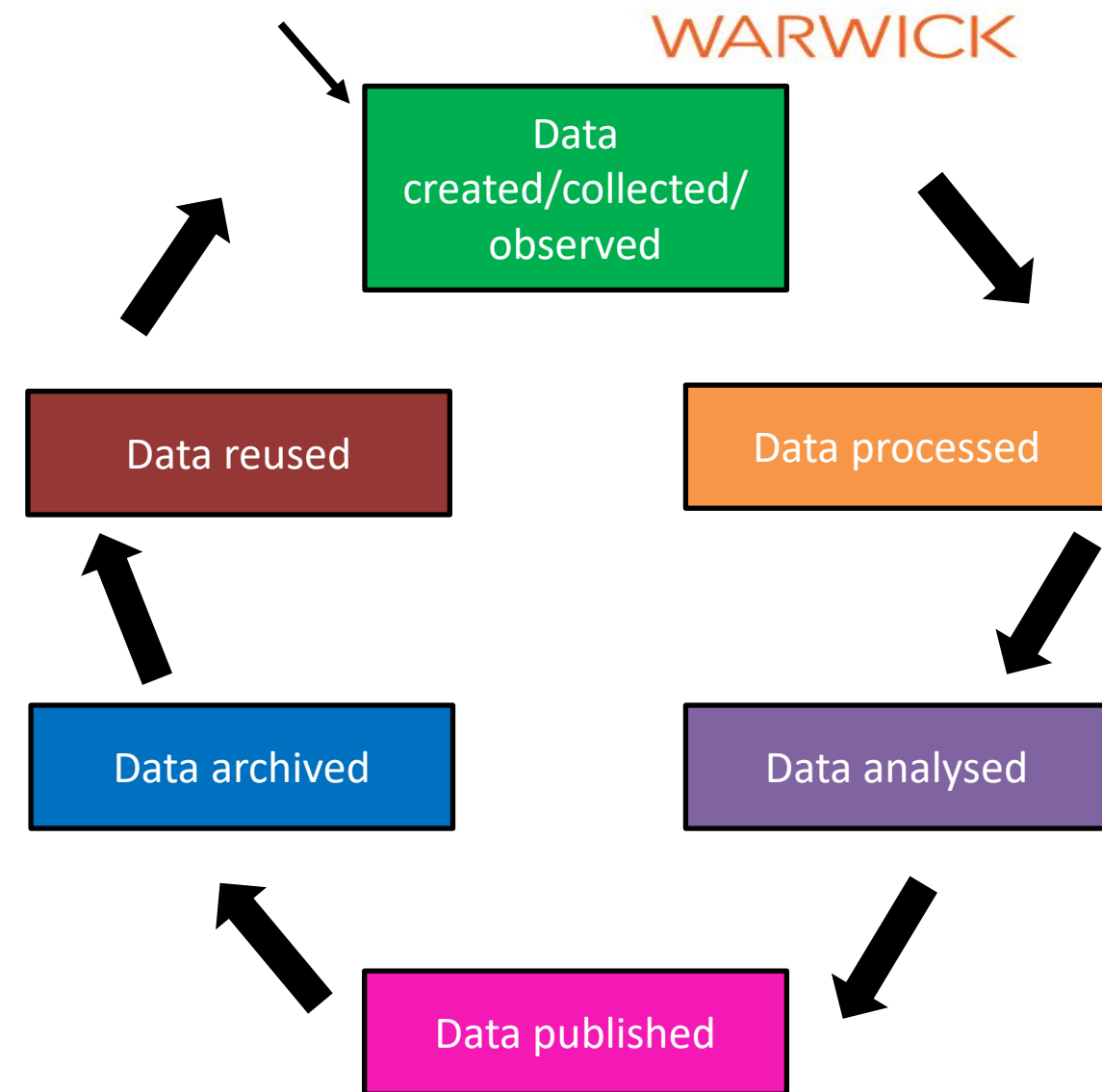
describing methodology and keeping track of versions of files



# Research Data Lifecycle

- Where are you?
- What questions need to be thought about at each stage?
- Data creation - What data will you produce?
- Data processing and analysis - How will you look after your data once it has been created/gathered?
- Data preservation and access - Can you/others understand the data?
- Data reuse - Who owns the data? Where will the final data be stored?

Plan starts here!



# RDM: Current risks and challenges

- **Compliance.** UKRI funders expect HEI to be monitoring against their policies. Threat of **withdrawal of funding** – potentially at institutional level - if a funded researcher is non-compliant with a specific policy. **Currently very difficult to assess.**
- **Data loss.** Research data at risk if not suitably secured.
- **Data leakage.** Inadequate planning could lead to **IPR risk, GDPR fines and reputational loss.**
- **Research validation.** Reputational risks if papers have to be retracted due to lack of data.
- Funding opportunities missed due to poor or **inadequate Data Management Plans.**
- Incomplete knowledge by institution of a key asset. **Size, location and nature of research data currently held by the University is difficult to identify or quantify.**
- Wasted **researcher time and effort** in inefficient data handling systems, data re-creation and missed opportunities of data re-use.

# **Introduction to Research Data Action Group (RDAG)**

# Research Data Action Group (RDAG): Who are we?

The logo for Warwick University, featuring a stylized white mountain peak above the word "WARWICK" in orange capital letters.

The members of RDAG are from different **administrative/academic services specialised in data support** to students and staffs across the University:

- The Library (Scholarly Communications and Modern Records Centre)
- Information and Digital Group (IDG)/IT Services (ITS)
- Research & Impact Services (R&IS)
- Security and Information Management (SIM)
- Academic Departments/ Research Technology Platforms (RTPs)

# RDAG: Aims

**Ensure researchers are suitably informed and resourced to:**

- Enable RDM best practice
- Safeguard research integrity
- Meet funder requirements
- Information security expectations

# Milestones

# RDM: University of Warwick Roadmap (2022 - 2026)

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The RDAG has **collaboratively worked on the 6 sub-groups of the RDM Roadmap (2022 – 2026)** to put forward the **RDM Roadmap objectives into action:**

- The University/funder policy
- Data management planning
- Skills training & consultancy,
- Data infrastructures
- Data submission/cataloguing
- Publishing and digital preservation

# RDM: Where are we?

At Warwick, basic Research data management (RDM) systems are in place: [policy](#), [repository](#), [basic training](#), [basic advocacy](#)



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Research & Impact Services

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UK Export Controls | Research Integrity | Research Support | Impact & Innovation | Systems & MI | Research Strategy & Development | Our People | News

Codes of Practice & Policies | Research Code of Practice | Data & Records | Research Data Management Policy

## Research Data Management Policy

The principles of this policy were approved by Steering Committee on 7 November 2011 and it was reported at that meeting that a working group, led by a senior academic, would be formed to progress implementation and related initiatives. Professor Tim Jones is leading the working group.

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## Managing your research data

Research data management (RDM) means the storage, curation, preservation and provision of continuing access to analogue and digital research data. RDM is a way of codifying these research good practices in a way that can make it easier for you to conduct your research.

If you're encountering RDM for the first time you will find many of the activities will be familiar to you. This includes activities such as:

- creating backups of your work and controlling who has access to them
- choosing file formats that can be opened easily in the future
- describing methodology and keeping track of versions of files

This information can help you with all aspects of the data management process.

Plan

Organise

### Deposit research data

Follow these [instructions](#) to deposit your research data into the Warwick Research Archive Portal.

### Remember

Care and management of your data is an essential part of research good practice. Most funders and many academic institutions now have mandates to ensure that data is properly managed and, where possible, shared.

### DM news

AHRC update - data management plans  
The Arts and Humanities Research Council

## Research Data Management and Planning (21/22)

Course Overview

# Research Data Management & Planning

Environments  
Data Environments  
Introduction and Course Aims  
Introduction

Topic 1: What is Research Data Management? | Topic 2: The Role and Importance of Research Data Management | Topic 3: Collection and Analysis | Topic 4: Preservation and Storage | Topic 5: Publication and Sharing | Topic 6: Discovery and Re-use | Topic 7: Advice for Data Managers | Feedback



## Case Study: Research Data Management & Planning (RDM&P)

MB ChB, SSC2, WMS

Dr Ishwar Kapoor, Research Data Officer, The Library  
22/04/2022



Tools & Skills | Dissertations | Theses

## Big Data Academic Study Skills

### Storage Success

This workshop on Research Data Management (RDM) will teach you the best ways to organise and structure your data, keep your data secure and safe, and share with collaborators.

Monday 25th October, 2pm-3pm  
Wolfson Research Exchange

On Track

Sign up at: [warwick.ac.uk/OnTrack](http://warwick.ac.uk/OnTrack)



**As a member of the University's Research Ethics Committees**

# Researchers RDM awareness falls into three categories

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- Researchers are **aware of the best practices** of RDM and have **followed proper guidelines** while preparing the RDM section of their ethics application
- Researchers have a good basic awareness of research data good practice but have not had to engage with research data management in a formal way, such as through the production of a DMP for a funder. There may be **some missing information on the RDM section** of their ethics application, including **data file type and size, data retention periods** etc. These researchers would benefit from a short discussion with the Research Data Team to guide them through the various data requirements. This is the most common group.
- Researchers may **have missed significant information about research data on the RDM section** of their ethics application or not followed RDM guidelines. This might include, for example, the usage of **unauthorised software or cloud services for analysis of research data** (especially where [personal data](#) or [special category data](#) is involved) or **lack of clarity about the methodology for data collection and analysis behind collection and analysis**. The practices of this group pose the greatest risk to the University and these researchers should be referred to the Research Data service for training and discussion about their projects.



**SAFEPOD**<sup>®</sup>  
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<https://warwick.ac.uk/services/library/staff/research-data/safepod>

**Any questions?**

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**<http://warwick.ac.uk/lib-researchers/research-data/>**