CITEC Data Management Plan

Your name: _______________________________________________________________
Name of the project: ___________________________________________________________
Project start: __________________________ Project end (approx.): ________________
Project coordinator: _________________________________________________________
Project members: ___________________________________________________________
_______________________________________________________________________

1. Does your group have a data manager?
   - yes  - no  - don't know

2. Will you re-use existing data?
   - no  - maybe  - yes - please describe: ______________________________________
_______________________________________________________________________
_______________________________________________________________________

3. What data will you create?
   - simulation data  - motion tracking data  - movies  - software code
   - other: _________________________________________________________________
_______________________________________________________________________
_______________________________________________________________________

4. Which formats will be used for the data?
   - CSV  - XML  - SQL database  - MATLAB
   - other: _________________________________________________________________
_______________________________________________________________________
_______________________________________________________________________

5. What amount of data is expected?
   - < 1 GB  - 1 to 100 GB  - > 100 GB  - > 1TB  - > 10TB

6. How will the data/code be stored during the project?
   - local hard disc  - mobile hard disk  - shared disc space  - CD-ROM/Blu-ray
   - GIT/SVN repository  - other: ______________________________________________
_______________________________________________________________________

7. Will data be shared during the project?
   - with group members  - with other groups at Bielefeld  - with outside researchers
   - other: _________________________________________________________________
_______________________________________________________________________


8. How will the data be archived after the end of the project?
   - shared disk space of group
   - external hard disk(s)
   - don’t know
   - other: _______________________________________________________________________

9. How will your work be documented?
   - lab journal
   - Wiki
   - text files
   - other: _______________________________________________________________________

10. Does the project create non digital material that needs to be archived?
    - handwritten documents
    - robot hardware
    - other: _______________________________________________________________________

11. Does the project involve co-operations outside of Bielefeld University?
    - academic
    - industry
    ______________________________

12. Are there requirements by others concerning data publication?
    - no
    - required by funding agency
    - prohibited by private company
    - other: _______________________________________________________________________

13. Are there barriers that prevent data publication?
    - no
    - privacy protection
    - copyright law
    - other: _______________________________________________________________________

14. Will the data be published?
    - yes
    - partially
    - no
    - not yet decided
    ______________________________

15. Comments
    ______________________________________________________________________________
    ______________________________________________________________________________
    ______________________________________________________________________________
    ______________________________________________________________________________
    ______________________________________________________________________________
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If you have any questions, please contact:
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