
Plan Overview

A Data Management Plan created using DeIC DMP

Title: RSO surveys

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Template: DCC Template

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Project abstract:

Surveys distributed to students in higher education about their experiences with the rapid shift to online distance learning due to the COVID-19 pandemic of 2020.

ID: 2862

Last modified: 30-06-2023

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RSO surveys

Data Collection

What data will you collect or create?

The data consists of the responses to anonymous surveys distributed among students at invited institutions of higher education ("the institutions") between April and June of 2020. The surveys include closed-ended and open-ended questions. The unique situation following the COVID-19 lockdowns means that no similar/reusable data existed.

How will the data be collected or created?

Collection is through online survey platforms, e.g. SurveyXact. Distribution of the survey takes place through email, and is collected completely anonymously. There is no way for the research team or anyone else to associate a response with certain respondent. Each participating institution is responsible for collecting data from their own students. This data collection can be done locally or in collaboration with the PI (using University of Copenhagen's survey setup).

Documentation and Metadata

What documentation and metadata will accompany the data?

No documentation needed. The survey questions are self-explanatory. The PI keeps a record of metadata (timing and scope) of the different surveys. This document is kept together with the dataset. The English language survey is the standard from which each institution translates the survey into necessary local languages.

Ethics and Legal Compliance

How will you manage any ethical issues?

The participants are anonymous, and we do not collect any identifiable information. If a participant, against expectation, adds identifiable information in their free-text-answers, the text will be deidentified or deleted before these answers are exported from the survey platform. Furthermore, the original piece of identifiable data is deleted from the version hosted at the online survey platform. This means that any dataset that is shared or used in research outputs or other published documents will have been checked before creation. We do not collect any sensitive data. We do not collect any personal data. Respondents are informed in the survey introduction text that the responses they provide are anonymous, and will be used both to improve and evaluate remote teaching and as research data.

How will you manage copyright and Intellectual Property Rights (IPR) issues?

Each institution owns the data created by their own surveys. This data is shared to the PI (Lasse X Jensen), who is based at the Faculty of Health and Medical Sciences, University of Copenhagen, in order to create an aggregated dataset of all the surveys that make up the project. The intention is for the entire anonymous dataset to be prepared and made available as open access dataset under a Creative Commons licence. This process will be managed by the PI.

Storage and Backup

How will the data be stored and backed up during the research?

Data is stored on the servers of SurveyXact or other online survey platform where it is collected, as well as a digital backup at the discretion of each participating institution. The Institutions guarantee that access to the data stored on online survey platforms, which may include identifiable data, is restricted to the local staff members responsible for collecting the data. The aggregated data is backed up on a UCPH cloud drive appropriate for research data. The PI is responsible for backup and, if necessary, recovery.

How will you manage access and security?

The data is anonymous and not sensitive. The aggregated data will be managed by the PI, and in his absence, by the Head of the Centre for Online and Blended Learning, University of Copenhagen. The data collected by each participating institution is managed by the institutions themselves.

Selection and Preservation

Which data are of long-term value and should be retained, shared, and/or preserved?

In the short term, the data will be used to inform the work of the participating institutions. In the medium term, the data can be used by the institutions to evaluate the period of remote teaching during the COVID-19 lockdown. In the longer term, the data will be used for research purposes. It is the intention to share it under an open access licence, so it can be used in numerous research projects across the participating institutions and beyond.

What is the long-term preservation plan for the dataset?

The aggregated data will be managed by the Centre for Online and Blended Learning, University of Copenhagen, for at least a period of 5 years after the last date of publication of any publications based on the data.

If the aggregated dataset is shared as open access data on an appropriate platform, the PI, and in his absence the Head of the Centre for Online and Blended Learning, will be the responsible contact person.

Data Sharing**How will you share the data?**

An appropriate electronic research data archive will be identified.

All participating institutions are encouraged to help spread awareness of the dataset through their own educational research departments and teaching-learning centres.

Are any restrictions on data sharing required?

There are no restrictions on sharing the exported anonymous data.

Responsibilities and Resources**Who will be responsible for data management?**

The PI is responsible for data management. In the PIs absence, responsibility will pass to the Head of the Centre for Online and Blended Learning, University of Copenhagen.

What resources will you require to deliver your plan?

Any costs associated with maintaining the dataset will be carried by the Centre for Online and Blended Learning, University of Copenhagen.