



Utrecht University



RDM infrastructure and organization

Jacques Flores – Utrecht University Library / RDM Support



Services and solutions to make research data management work

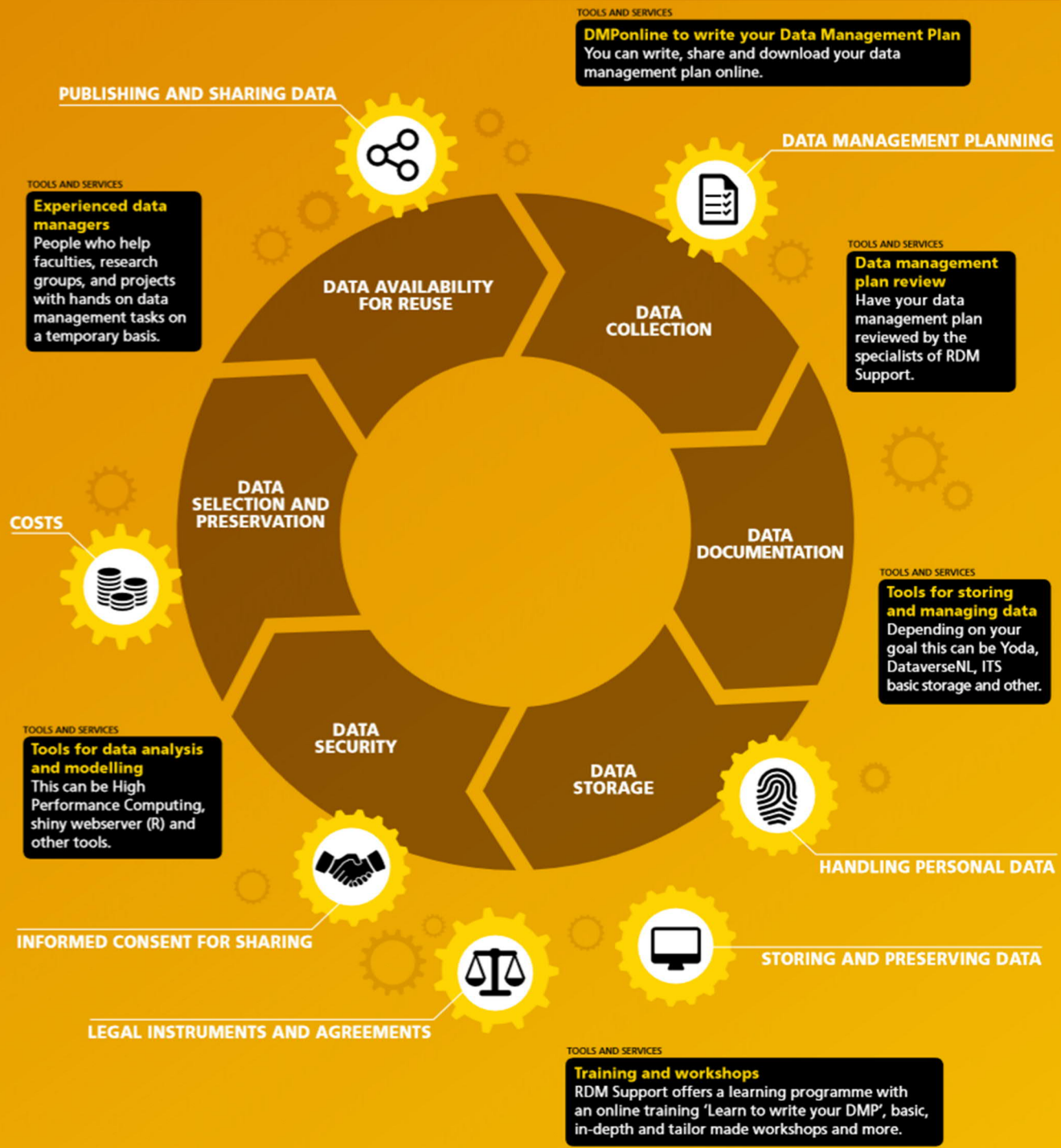
[UU.nl](#) / [Research](#) / [Research Data Management Support](#)

Research Data Management Support

[Home](#) [Guides](#) [Tools & Services](#) [Training & Workshops](#) [RDM Stories](#) [FAQ](#) [Contact us](#) [About](#) [Index](#)

Utrecht University pursues integrity, sustainability and transparency in dealing with research data. Research Data Management Support, a multidisciplinary network of data experts within Utrecht University, offers its researchers and research groups the associated training, tools, infrastructure, guidance and support.







Who are we?
What do we do?

RDM "Front Office" (Library)

Research Data Consultants



- First line of contact for researchers
- Assisted by Library Subject specialists
- Review DMP's and RDM grant paragraphs
- Give presentations on RDM related subjects
- Know the RDM network
- Keep up to date with RDM events / information
- Tailored Expertise (Privacy, Publishing, Copyrights, Biology, Economics, Medicine...)

RDM Coordination and Communication



- Maintain and Expand the network of Experts
- Showcase and raise awareness of RDM at the University
- RDM website
- RDM events

Data Managers (Library)



- Can be hired: flexible, part-time, and on a temporary basis;
- experience with knowledge of (local) guidelines and regulations;
- someone who is linked to a large network of people with highly specialized knowledge within Utrecht University;
- you get continuity in service throughout and between projects;
- you'll be part of a growing body of knowledge within Utrecht University;
- it is financially attractive (less expensive than hiring an external data manager).

Research IT (ITS Central)

Research Engineers



- Data Experts that directly help researchers with specific technical issues
- Develop software and scripts to analyze, store, retrieve or handle data
- Help researchers with High performance computing (HPC)

YoDA (Your Data) Team

- Developers who work and maintain our YODA research data management solution
- Help researchers install / troubleshoot YODA
- Maintain the servers and develop solutions
- Help with many other IT related issues

Privacy Officers (Central & Faculty)



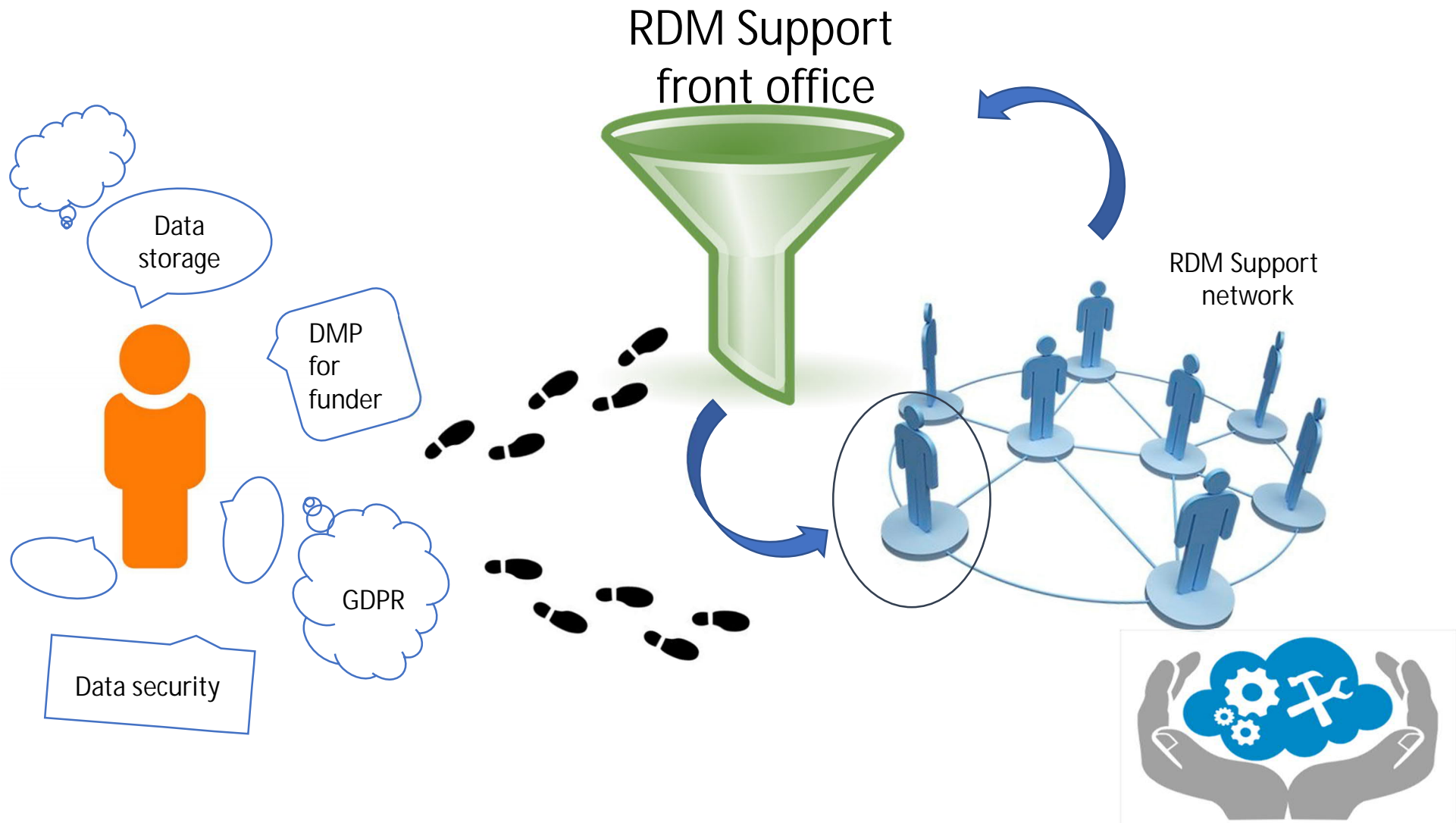
- Oversee GDPR compliance
- Faculty privacy officers advice, help and guide researchers (carry out DPIA's)
- Central privacy officers deal with issues and advice the Board
- 1 DPO for entire university

Security Officers (Central & Faculty)



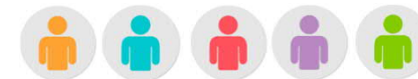
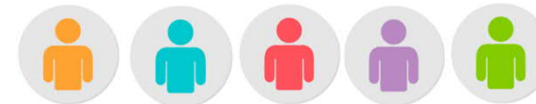
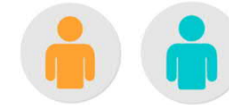
- Help and advice researchers with digital security
- Provide solutions and information on security matters

One point of contact : info.rdm@uu.nl



RDM support is :

- one point of contact
> info.rdm@uu.nl / www.uu.nl/rdm / RDM consultants
- cooperation ITS and Library (tools and services)
> RDMS team and Open Science/RDM team
- expertise network
> RDM Support expert group
- community
> Utrecht Data Management Community





What services and tools do we offer?

Guides



Working safely with research data from home

Working from home demands increased awareness in order to do this safely. RDM Support offers you some tips and tricks on how to accomplish this.



Data management planning

In this short guide you read more on the benefits of a data management plan and find tools to get you started in writing one.



Costs of data management

To help you estimate the costs of data management an overview of possible costs per research phase and research activity is presented.



How to make your data FAIR

Tips and tricks how to make your data Findable, Accessible, Interoperable and Reusable.



Handling personal data

Steps to handling personal (privacy-sensitive) data before, during and after research.



Informed consent for data sharing

Best practices in informed consent for enabling the sharing of research data beyond the purposes for which your data was collected.



Policies, codes of conduct and laws

An overview of policies, codes of conduct, data protection laws and protocols which apply when collecting, handling and sharing research data.



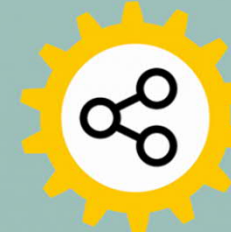
Legal instruments and agreements

A list of instruments and agreements to consider before collecting and sharing (privacy-sensitive or confidential) data.



Storing and preserving data

Good practices in storing and preserving your research data during data collection and after your project has finished.



Publishing and sharing data

Choosing the appropriate route for publishing, sharing, licensing and citing your data.

YoDa

YODA

[What is Yoda](#) [Getting started with Yoda](#) [User guide](#) [Contact](#) [Terms of Use](#)

YODA

About Yoda

Menu

[Grant text fragments](#)

[Info for harvesters](#)

Yoda is a research data management service. It enables Utrecht University researchers and their partners to deposit, publish and preserve research data. The service is managed and supported by an interdisciplinary team of university employees.

Yoda is also the name of the research data management software that the Yoda service is based on. The software has been developed at Utrecht University and is used by multiple organizations, both in the Netherlands and abroad.

Metadata form - /research-library/GW_historical_datasets

Close

Save

Descriptive

Title

Description

Discipline

Version

Language of the data

Collection process

Start date

End date

Location(s) covered

Period covered

Start date

End date

Dataverse NL



Metrics 34,707 Downloads

Welcome to DataverseNL



Utrecht University



University of Groningen

Search this dataverse...

Find

[Advanced Search](#)

Dataverses (330)

1 to 10 of 1,153 Results



Search About User Guide Support [Lena Karvovskaya](#)

Title *

Author *

Name *	<input type="text" value="Karvovskaya, Lena"/>	Affiliation	<input type="text" value="Utrecht University"/>	<input type="button" value="+"/>
Identifier Scheme	<input type="text" value="Select..."/>	Identifier	<input type="text"/>	

Contact *

Name	<input type="text" value="Karvovskaya, Lena"/>	Affiliation	<input type="text" value="Utrecht University"/>	<input type="button" value="+"/>
E-mail *	<input type="text" value="e.karvovskaya@uu.nl"/>			

Description * ⓘ This field supports only certain HTML tags.

Text *

Date

Subject *

- Agricultural Sciences
- Arts and Humanities
- Astronomy and Astrophysics
- Business and Management
- Chemistry

DMPonline

Welcome

DMPonline helps you to create, review, and share data management plans that meet institutional and funder requirements. It is provided by the Digital Curation Centre (DCC).

Join the growing international community that have adopted DMPonline:



17,622 Users



203 Organisations



23,083 Plans



89 Countries

Some funders mandate the use of DMPonline, while others point to it as a useful option. You can [download funder templates](#) without logging in, but the tool provides tailored guidance and example answers from the DCC and many research organisations. Why not sign up for an account and try it out?

Sign in

Create account

* Email

* Password

[Forgot password?](#)

Remember email

Sign in

- or -

Sign in with your institutional credentials



How do we reach and contact
researchers?

Outreach and Awareness

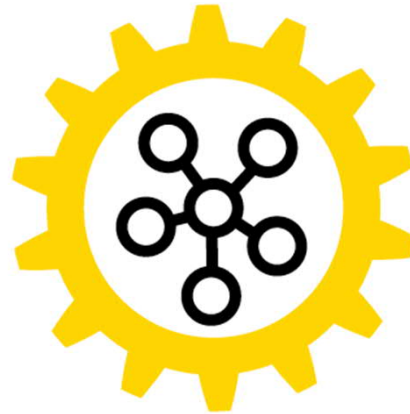
Website: www.uu.nl/rdm

Personal contact

RDM stories

Presentations and
workshops

intranet



network

(Faculty) newsletters

Utrecht Data
Management
Community

Twitter @RDMsupportUU

RDM Stories

Researchers share their experience with RDM Support

Disseminate through

- intranet
- newsletters
- twitter



20 JULY 2020

“The collaboration with research engineers and data experts has made this a much more interesting research project”

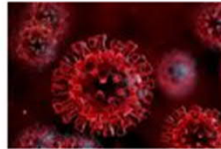
[interview] In this interview, ecologist Joeri Zwerts tells about how he uses machine learning to take his research to a higher level.



21 APRIL 2020

DMPonline and personal feedback are of great value when writing a data management plan

[interview] In this interview, Maikel Waardenburg shares his experience with DMPonline as project leader in a large multidisciplinary research project.



7 APRIL 2020

Making data on COVID-19 available to the scientific community

[interview] Research Data Management Support spoke with research engineer Jonathan de Bruin about his initiative CoronaWatchNL.



27 FEBRUARY 2020

Mastering data management in conflict studies

[interview] Mario Fumerton shares his experiences with a tailored workshop RDM Support created for his master students.



30 JANUARY 2020

Research Data Management Support: facts and figures 2019

[Blog] A growing number of researchers find their way to RDM Support. Find out more facts & figures 2019 of RDM Support.



20 JANUARY 2020

Using data standards enables collaboration and reuse of hydrological data and the ‘Global Water Balance Model’

[interview] Niko Wanders and Edwin Sutanudjaja at the department of Physical Geography talk about their experience with publishing data on 4TU.ResearchData.

Presentations and workshops

Regular workshops and courses

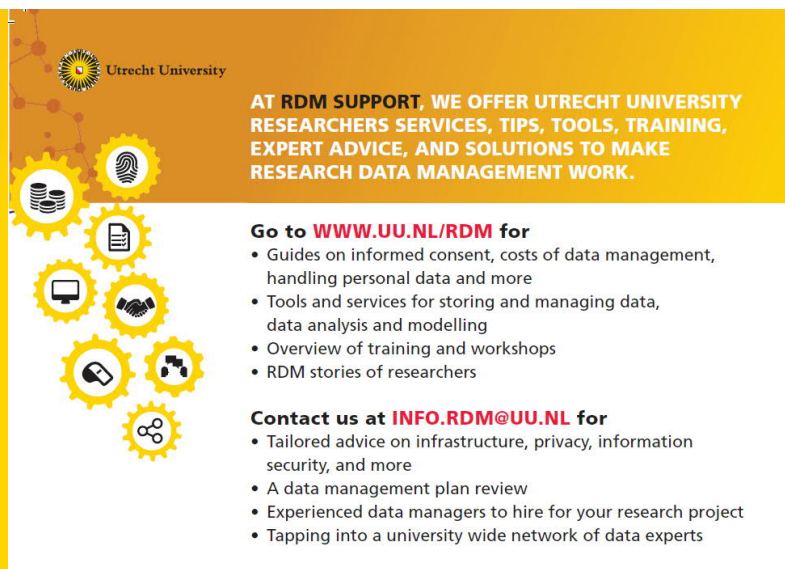
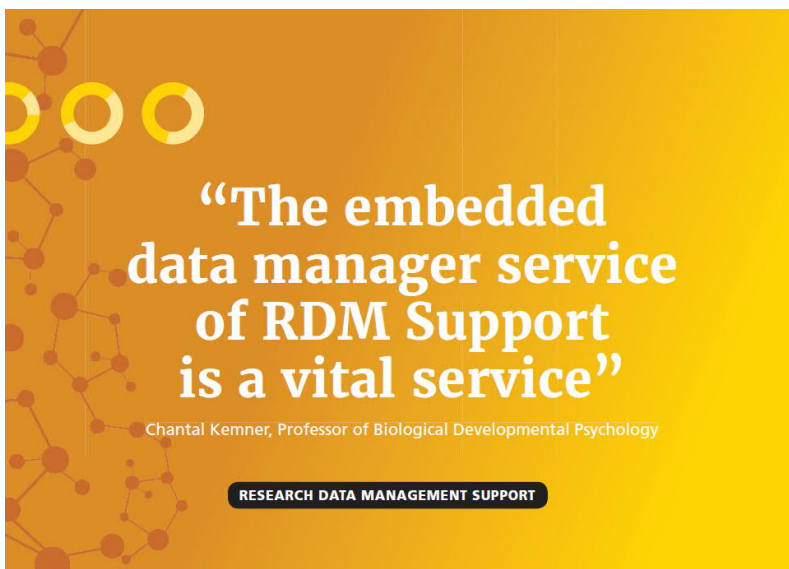
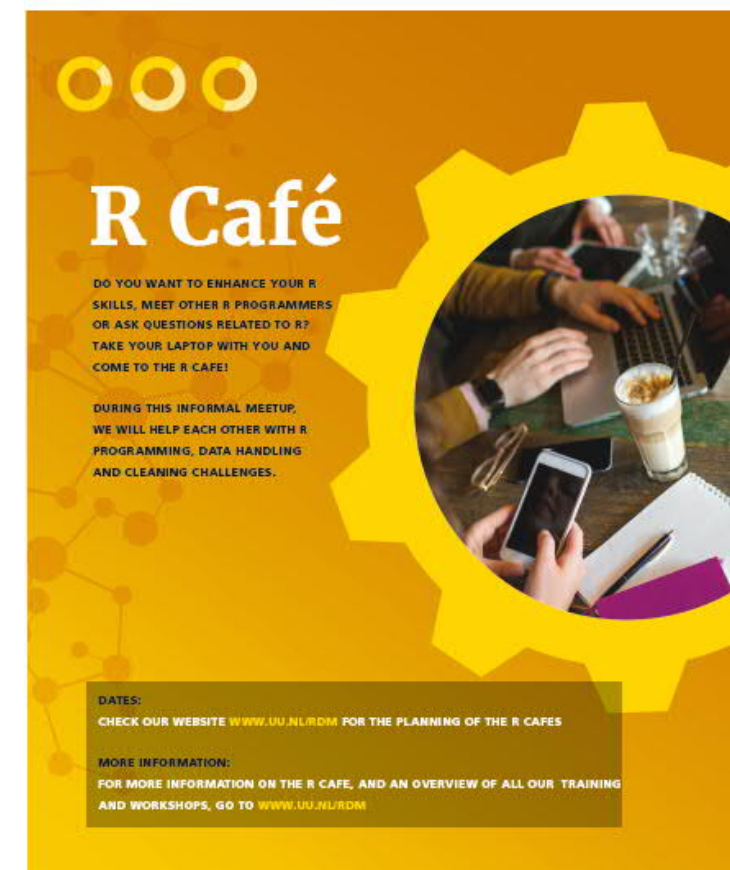
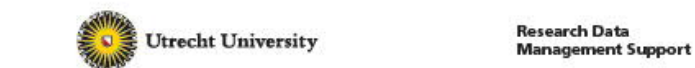
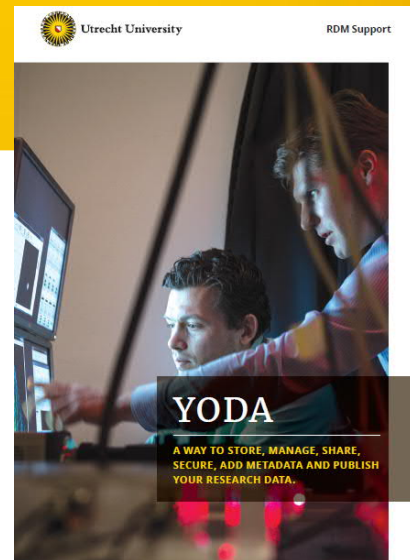
- RDM Quick start (every 2 months)
- Handling personal data in Research (every 2 months)
- Intro to R and Data
- Writing reproducible coding
- RDM online course (currently being revamped)

Tailored workshops

- For a specific project or research group
- For a specific department
- Join a faculty roadshow on data storage
- At a specific event:
 - Veterinary Science Day
 - YOUth Data Day
 - Research Funding Day

Promotional material

- PR cards
- Posters
- Flyers





How do we evaluate ourselves?

Measurables

Microsoft Excel interface showing a spreadsheet titled "RDM_stats_template.xlsx". The spreadsheet is organized into sections: Website, Topdesk Consultancy, and Outreach Awareness. A table of Abbreviations is also present.

Website	Obtained from	To be completed by
veb_pages_total	manual count	Sigrid
veb_visits_total	Google analytics	Sigrid
veb_homepage_visits_total	Google analytics	Sigrid
veb_visits_perpage_average	manual count	Sigrid

Topdesk Consultancy	Obtained from	To be completed by
opdesk_calls_total	topdesk	Annemiek
opdesk_calls_perobject_dataverse	topdesk	Annemiek
opdesk_calls_perobject_dmponline	topdesk	Annemiek
opdesk_calls_perobject_rdmonline	topdesk	Annemiek
opdesk_calls_perfaculty_other	topdesk	Annemiek
opdesk_calls_perfaculty_gw	topdesk	Annemiek
opdesk_calls_perfaculty_beta	topdesk	Annemiek
opdesk_calls_perfaculty_rebo	topdesk	Annemiek
opdesk_calls_perfaculty_umcu	topdesk	Annemiek
opdesk_calls_perfaculty_dgk	topdesk	Annemiek
opdesk_calls_perfaculty_fsw	topdesk	Annemiek
opdesk_calls_perfaculty_geo	topdesk	Annemiek
opdesk_calls_percategorie_adv	topdesk	Annemiek
opdesk_calls_percategorie_dmp	topdesk	Annemiek
opdesk_calls_percategorie_hpd	topdesk	Annemiek
opdesk_calls_percategorie_hpc	topdesk	Annemiek
opdesk_calls_percategorie_com	topdesk	Annemiek
opdesk_calls_percategorie_it	topdesk	Annemiek
opdesk_calls_percategorie_wkshp	topdesk	Annemiek
opdesk_calls_percategorie_yoda	topdesk	Annemiek
opdesk_servicerate_average	topdesk	Annemiek

Abbreviations	
Humanities	gw
Science	beta
Governance	rebo
Medicine	umcu
Veterinary	dgk
SocialSciences	fsw
Geoscience	geo
advcie and consultancy	adv
Handling personal data	hpd
High performance computing	hpc
RDM communications	comm
RDM IT data solutions	it
trainins and workshop	wkshp
RDM online training	rdmonline
RDM Support website	web
UU intranet	intra
UU development guide	devguide
Colleague	coll
e-mail from trainers	email
newsletters	news
RDM quick Start	rdmqstart

Feedback regular workshops

Quick start to RDM

- Average score: 8
- They will all recommend to colleagues

Intro to R & data

- Average score: 8,4
- They will all recommend to colleagues

https://fd21.formdesk.com/universiteitutrecht/user_survey_RDM

The form is diamond-shaped and contains the following elements:

- Top-left scale:** A scale from 1 to 10. 1 is at the top, 10 is at the bottom. Text: "How do you score the course? 1=very bad, 10=very good".
- Top-right scale:** A scale from "Too high" to "Too low". Text: "How do you value the difficulty of the training?".
- Center:** "Comments or suggestions:" followed by seven horizontal dotted lines for text entry.
- Bottom-left scale:** A scale from "NO" to "YES". Text: "Would you recommend the workshop to colleagues?".
- Bottom-right scale:** A scale from "All" to "Non". Text: "Was the content useful for your practice?".
- Bottom:** "I'm from faculty" followed by a list of departments: Beta, DGK, FSW, GEO, GW, REBO, UMCU.

Summary

- The strength of RDM at UU is dependent on a large network of experts that are spread far and wide throughout the institution
- A big part of RDM is connecting people
- Offering various solutions, guides and policies is helpful to start with RDM, however, researchers must be actively sought out to ensure they are aware of RDM Support offers.
- Going to the researcher is always the best strategy; afterwards, they will come to you



Questions ?