

## INFO

### REGISTRATION

This event is organised primarily for researchers of the r4d programme. Please register your attendance via the **r4d Skills events website** until 12 May 2017. Participation is limited to 35 persons. <http://www.r4d.ch/>

### VENUE

The r4d Skills Data Management workshop takes place at the premises of the Swiss National Science Foundation, Room 3, Wildhainweg 3, Bern.



### CONTACT

For queries please do not hesitate to contact us.

Claudia Rutte and Jacqueline Ebell  
Swiss National Science Foundation  
Wildhainweg 3, P.O. Box, 3001 Bern

r4d@snf.ch  
031 308 2353



## r4d Skills

# Data Management

A workshop by FORS

9th June 2017,  
9.15-16.30

Bern, Swiss National  
Science Foundation

# Towards good scientific practice: Data management

r4d projects are large, complex in organisation, and multidisciplinary and thus present many significant challenges with respect to data management.

The r4d programme invites project leaders, project coordinators and PhD students to a one-day workshop on data management. It aims to raise awareness about key domains of data management and to provide insights into existing tools and practices. It also offers a forum for exchange and debate regarding current and planned data management challenges in the context of r4d projects, particularly with respect to principle 7 for transboundary research partnership on sharing data and networks. Moreover, data management is a key requirement in open data policies.

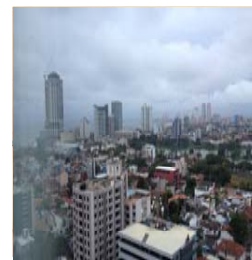
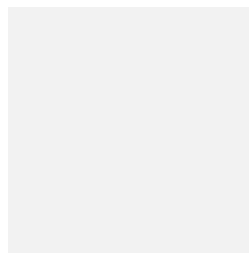
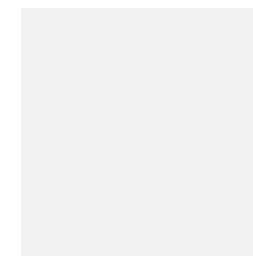
## Convenors and structure of workshop

The workshop will be facilitated by Alexandra Stam and Brian Kleiner, Swiss Centre of Expertise in the Social Sciences (FORS). FORS runs the online platform (FORSbase) where researchers can store and share data.

The workshop combines theoretical contributions on data management with a presentation of its various domains and a focus on the particular challenges of large-scale, cross-national, multidisciplinary research projects. Examples from the r4d project "Fostering Pluralistic Memories" will provide practical insights. The afternoon session will be entirely interactive with moderated in-depth group discussions.

## TOPICS OF GROUP DISCUSSIONS

The specific topics of group discussions will be selected from responses to a set of questions sent to the participants prior to the workshop. They can include: data management planning; documentation; folder and file organisation and labelling; security, storage and backup; informed consent; data preparation and cleaning; anonymization; copyright/ownership; data preservation; or data sharing.



## Programme

**VENUE** SNSF room 3, Wildhainweg 3, Bern

**WHEN** Friday, 9th June 2017, 9.15–16.30

- |       |   |
|-------|---|
| 09.00 | Arrival, coffee/tea   |
| 09.15 | WELCOME and ROUND OF INTRODUCTIONS  |
| 09.30 | Alexandra Stam and Brian Kleiner (FORS): <ul style="list-style-type: none"><li>• What is data management and why is it important?</li><li>• Data management for research quality</li><li>• Data management for data sharing</li><li>• Planning for the (remainder of the) project</li></ul> Coffee/tea break in between |
| 11.30 | Guy Elcheroth (UNIL):<br>The Pluralistic Memories Project (PMP): data security and working with sensitive data (data collection, processing and archiving)  |
| 12.30 | LUNCH BREAK   |
| 13.30 | Discussion groups on selected topics<br><br>Coffee/tea break in between   |
| 16.00 | Conclusions   |
| 16.30 | End   |