RDMP checklist for first time save and data allocation

Your Research Data Management Plan (RDMP) is a living document. You'll update it multiple times over the course of your research.

The first time you save your RDMP you only need to fill in a small number of the total available fields.

Use this checklist to make sure you've covered the necessary details for this first stage. These will be separated based on which tab of the form they are located on.

General Information

Project Title – Give your project a name, e.g. your potential dissertation title.

Project Type – Select the type that matches your research project.

Project Description – A short summary of your research project. Please note that this may be used as an abstract when publishing.

Keyword – Add at least one word or term that describes the data produced by the project.

People

Project Lead / Primary Investigator Name – Your name goes here.

Category for Project Lead/Primary Investigator – Select the type that matches your association with CQUniversity.

If a student project, please provide supervisor's name/s – List any CQUniversity supervisors.

RDMP Permissions

DMP Permissions - Please list yourself and any other people who need to be able to access this plan. For RHD students it is recommended that you include your supervisor/s.

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University Data Storage

Are there any restrictions that will prevent you from storing your research data on the dedicated university storage? – University policy requires that a master copy of your data is saved to the dedicated university storage. Unless you are working in the field in a location without reliable connectivity this question needs to be answered Yes.

Short Project Name – Provide a name of 30 characters or less in length to be used to identify the data share.

University Data Storage Permissions- Please list yourself and any other people who need to be able to access the data storage location. For RHD students it is recommended that you include your supervisor/s.

After you save your RDMP the first time, you will receive an email within a week containing details about your project's dedicated university research storage and how to access it. You will need to have a master copy of all research data associated with your project saved to this storage.

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