



# Winter 2026: Upcoming Workshops

## Data Analysis Support Hub

- January 15:** Introduction to R Programming
- January 20:** Map Making for Absolute Beginners using QGIS
- January 22:** Conducting Meta-Analysis for Systematic Reviews Using R
- January 29:** Introduction to Data Analysis with SPSS

## Research Data Management

- February 19:** Communities Empowered by Data 101: Tools and Best Practices
- May 12:** Data Management Plan Bootcamp (In-Person)
- May 19:** Data Deposit Bootcamp (In-Person)

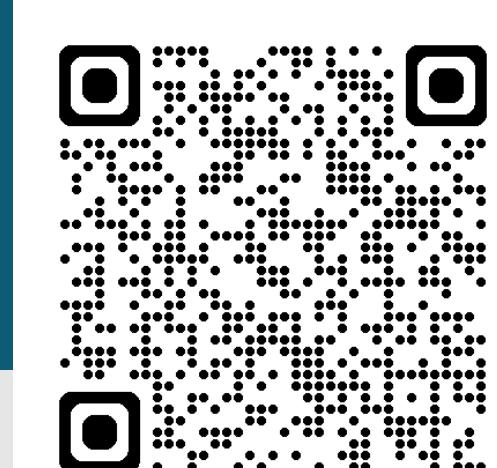
## Digital Research

- January 21:** Tracking the Impact of Non-Traditional Research Outputs
- February 11:** Visualizing Bibliometric Networks with VOSviewer

## Do More with Digital Scholarship

- January 27:** Streamline Your Research Materials Photos with Tropy
- February 6:** Create a Digital Exhibition with Omeka S
- February 9:** Rethinking “Good” Data: Power, Vulnerability, and Queer Data Care

Register for Upcoming Workshops: <https://u.mcmaster.ca/scds-workshops>



# Best Practices for Managing Data in your Research

**Sherman  
Centre**  
for Digital Scholarship

Wednesday, January 14, 2026

10:30am - 11:30 am (**Online**)



## Land Acknowledgement

McMaster University is located on the traditional territories of the Mississauga and Haudenosaunee Nations. Settlers have responsibilities under the Silver Covenant Chain Wampum, part of the 1764 Treaty of Niagara.

Georgia Kirkos, "Campus Winter Snowfall 2023," January 23, 2023, McMaster University, Hamilton, Ontario, Canada  
<https://brand-resources.mcmaster.ca/asset-bank/action/viewAsset?id=58512&index=199&total=939&view=viewSearchItem>



# Code of Conduct, Session Recording, & Privacy

**Code of Conduct:** The Sherman Centre and the McMaster University Library are committed to fostering a supportive and inclusive environment for its presenters and participants. Please refer to our code of conduct webpage for more information: [scds.ca/events/code-of-conduct](https://scds.ca/events/code-of-conduct)

**Session Recording:** This session is being recorded with the intention of being shared publicly via the web for future audiences. In respect of your privacy, participant lists will not be shared outside of this session, nor will question or chat transcripts. Questions asked via the chat box will be read by the facilitator without identifying you. Note that you may be identifiable when asking a question during the session in an audio or visual format.





# Certificate Programs

## The Sherman Centre for Digital Scholarship Certificate of Attendance

The Sherman Centre's certificate program recognizes attendance at our workshops. It complements degree training, supports the development of critical competencies in data analysis, research data management, and digital scholarship, and formalizes core skills fostered by our workshops.

Participants are invited to collect **seven** workshop points to receive a certificate of attendance. To verify your participation in today's workshop, we will provide a code and additional instructions at the end of the session.

You can learn more about the certificate program at [scds.ca/certificate-program](http://scds.ca/certificate-program)

## The Canadian Certificate for Digital Humanities

This workshop is also eligible for the Canadian Certificate for Digital Humanities. To learn more about the certificate, visit [ccdhhn.ca](http://ccdhhn.ca). You can also contact local liaison Alexis-Carlota Cochrane at [scds@mcmaster.ca](mailto:scds@mcmaster.ca).

# Research Data Management Services

PhD in Anatomy and Cell Biology, member of MREB - can help with data management for sensitive data



Isaac Pratt, PhD

MA in Media Studies, excited about data justice, community research, + connecting with curious disciplines!



Danica Evering, MA

Let us know where you're from and one thing you're hoping to learn!



# Outline



## Best Good Enough Practices for Managing Data in Your Research

- What is RDM?
- 1. Make a plan**
- 2. Organize & document what you're doing consistently**
- 3. Store & back up data securely**
- 4. Get ready for archiving & sharing**

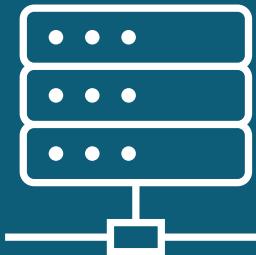


**What is research data  
management (RDM)?**

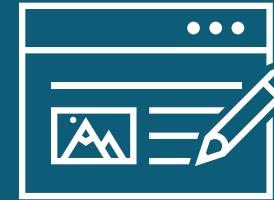
# Are your data vulnerable?



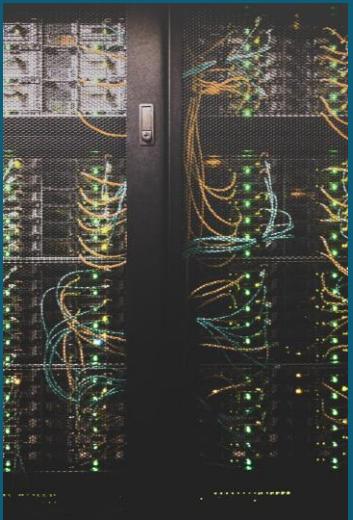
researcher/  
research team



research data



publication/thesis



# “Dave” is a graduate student.

Dave’s data:

- **Image files** – x-ray scan images, microscope images.
- **Other misc files** – instrument metadata, records, scripts, spreadsheet files

Dave’s data management:

- Image files are large (~10 TB total) and stored wherever there is space - on lab computers and miscellaneous external hard drives
- The other files are smaller (~10 GB) and stored on a personal laptop backed up in the cloud
- Data is not consistently documented.



Photo by National Cancer Institute on Unsplash

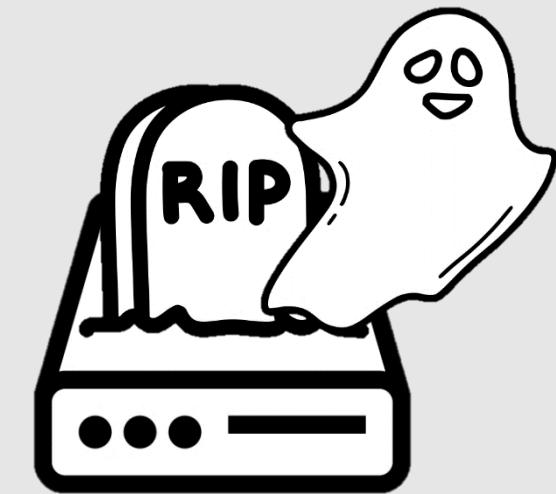
# Disaster strikes:

One of the external drives fails and is unrecoverable. A segment of the data that had yet to be analysed was only stored on that drive.

- The data loss is not discovered for several weeks.
- **There is no back up of this data** because there was no documentation on where data was stored

This leaves Dave with two choices:

- Recollect that data which would add several months of delay to the degree
- Publish what he can, even though the power of the study has been reduced



# This can happen in qualitative research too:

- Don't record your interviews in a coffee shop!
- There were also things that could have gone wrong but didn't:
  - No **plan** for the data
  - Bad **documentation** and **organization**
    - Took notes but on both paper and laptop
    - PDF articles; typed out each reference
  - Risky **storage** practices
    - Only one recording device
    - Files stored on just my hard drive
  - **Archived** files on portable hard drives
    - No notes left on what the files were



Photo by Benjamin Riot on [Unsplash](#)

# What could you do to be better?

<b>1. Make a plan for data</b>	Prepare for future challenges and problems.
<b>2. Organize and document data consistently</b>	Save time and resources in the future.
<b>3. Store and back-up data securely</b>	Avoid loss of data from theft, corruption, or failure of storage devices.
<b>4. Ensure data is ready for archival and sharing</b>	Increase the accessibility of research and allow others to reproduce and use results.

# What counts as “research data”?

Information or materials that are used as evidence in research and scholarly work.

		2023-05-09 10:00	1000_001	0.120001	0.007100	
4	3	2023-05-09 10:05	MCG_001	0.394381	7.452087	0
5	4	2023-05-09 10:06	MCG_001	0.444642	0.858403	0
6	5	2023-05-09 10:06	MCG_001	0.684542	6.038661	0
7	6	2023-05-09 10:07	MCG_001	1.332544	14.29202	0
8	7	2023-05-09 10:07	MCG_001	1.431062	14.00633	0
9	8	2023-05-09 10:08	MCG_001	1.114414	7.702386	0
10	9	2023-05-09 10:08	MCG_001	0.701831	13.06353	0
11	10	2023-05-09 10:09	MCG_001	0.97043	38.50039	0
12	11	2023-05-09 10:09	MCG_001	0.691576	4.583931	0
13	12	2023-05-09 10:10	MCG_001	0.483963	13.99204	1
14	13	2023-05-09 10:10	MCG_001	0.354242	10.55881	1
15	14	2023-05-09 10:11	MCG_001	0.199756	0.725879	1
16	15	2023-05-09 10:11	MCG_001	0.102357	0.658201	1
17	16	2023-05-09 10:12	MCG_001	0.16149	2.02036	1
18	17	2023-05-09 10:12	MCG_001	0.085709	0.846466	1
19	18	2023-05-09 10:13	MCG_001	0.024841	0.225617	1
20	19	2023-05-09 10:13	MCG_001	0.098602	0.79793	1
21	20	2023-05-09 10:14	MCG_001	0.1185	0.140091	1
22	21	2023-05-09 10:14	MCG_001	0.18612	0.10714	1
23	22	2023-05-09 10:15	MCG_001	0.093189	0.716232	1
24	23	2023-05-09 10:15	MCG_001	0.176302	0.826936	1
25	24	2023-05-09 10:16	MCG_001	0.098325	0.416565	1
26	25	20	Data for Blanding's turtle ( <i>Emydoidea blandingii</i> ) behavioural states from multi-sensor biologger data			
27	26	20	McMaster Dataverse			
28	27	20				
29	28	2023-05-09 10:18	MCG_001	0.14202	0.300004	1
30	29	2023-05-09 10:18	MCG_001	0.027870	1.510250	1



# What counts as “research data”?

Information or materials that are used as evidence in research and scholarly work.

Clockwise: Christina WOC in Tech via Unsplash; Rachel Glaves, "Collage party at Million Fishes," CC-BY 2.0, Microsoft Stock Images.

# Research Data Management activities



## Planning

- Creating a **data management plan**
- **Finding** existing data
- Obtaining systems and software for managing data



## Data collection and analysis★

- **De-identification** of information
- **Organizing** data efficiently
- **Documenting** data effectively
- **Storing** data securely

- Preparing data for **archival** and sharing
- **Publishing** data and providing access to participants and other researchers



## Knowledge Sharing

## Data Analysis Support Hub (DASH)

<https://library.mcmaster.ca/services/dash>

[Data Analysis Support Hub \(DASH\)](#)[Dash Resources](#)[DASH GitHub Repository](#)[Workshops](#)[Contact DASH](#)

### Data Analysis Support Hub (DASH)

## Research & Innovation

### AskResearch

AskResearch is a collaborative network of support units providing digital research services to the McMaster research community.

AskResearch is coordinated by the Digital Research Commons.

[About Us](#)

# What Research Data Management isn't

<https://askresearch.mcmaster.ca>



What is digital research?

An intellectual process or creative



Digital Research Kickstarter

The online Digital Research



Digital Research Resources

Explore our growing set of digital



Consults

Have questions about what digital research support is available?

Libraries

McMaster University

**Sherman Centre**  
for Digital Scholarship

## 1. Make a plan

- 2. Organize & document data consistently
- 3. Store & back up data securely
- 4. Get ready for archiving & sharing





→ **Gates**  
Portes

→ **Oversized Baggage**  
Bagages hors format

Check-in  
Enregistrement

**3**

**4**

OS7

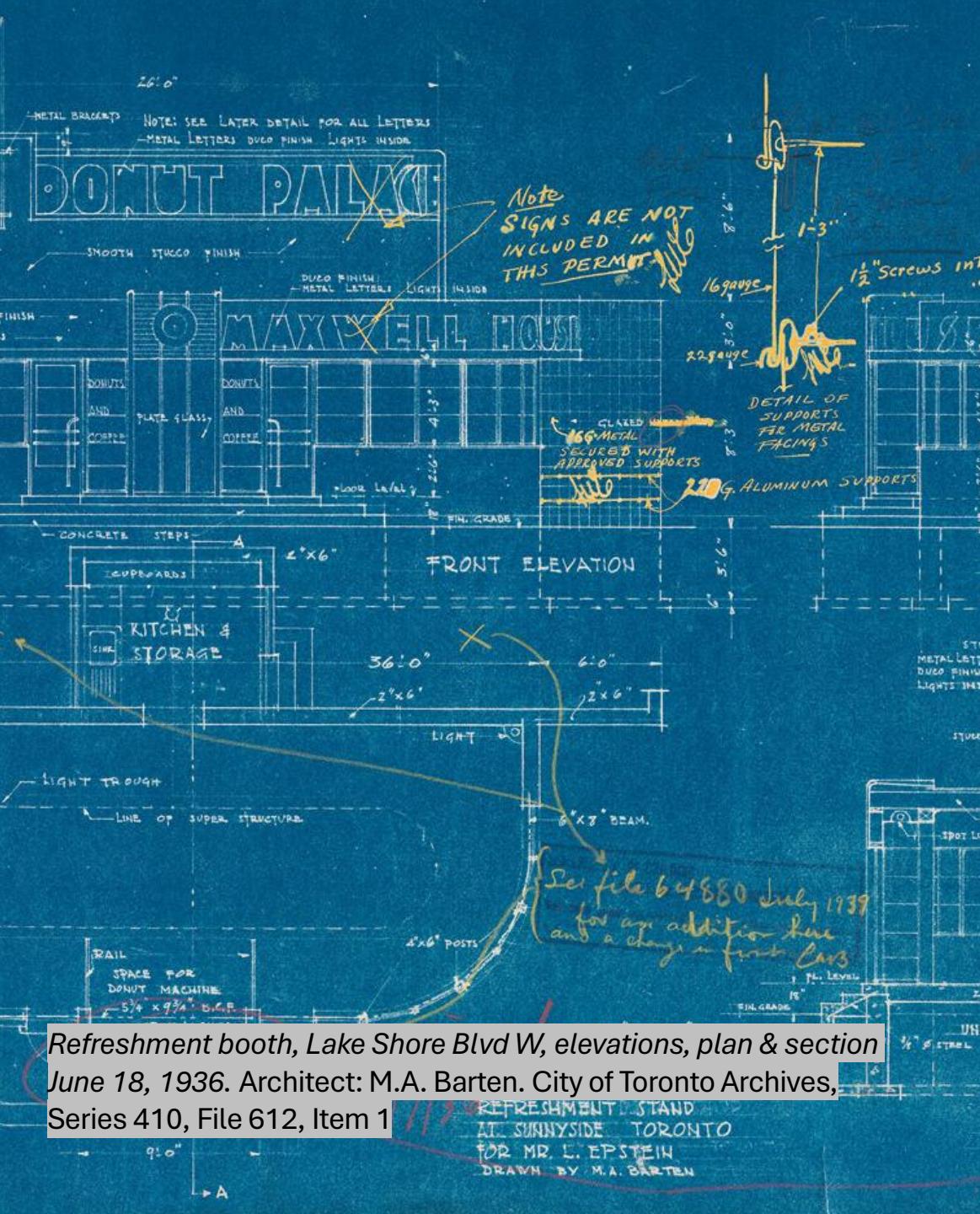
Oversized Baggage  
Bagages hors format

# Data Management Plans

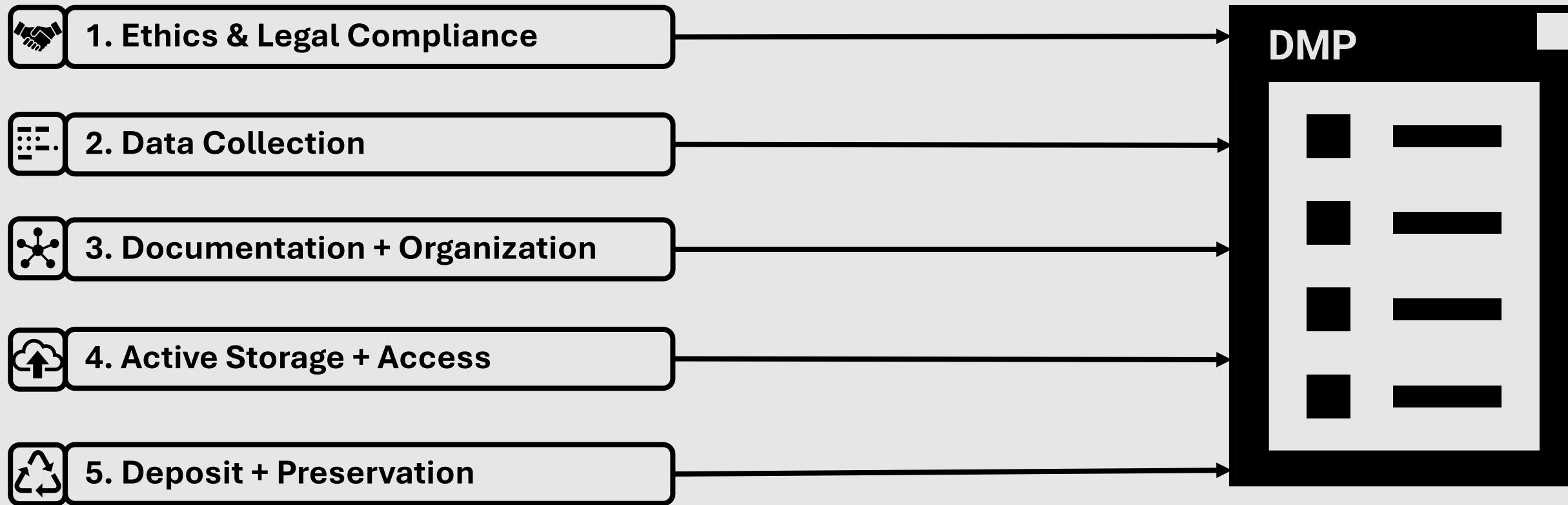
- **Plan for your work:** Describes how you will create, store, organize, document, secure, preserve, and share your research data—both during and after your project.
- **Ongoing conversation:** An opportunity to engage your research team, partners, and collaborators in an ongoing conversation about how you will be managing research data.
- **Funder requirement:** Required for several CIHR, NSERC, and SSHRC grants, Canadian Foundation for Innovation (CFI) – Sustainability Section, Ontario Research Fund (ORF), Horizon Europe
- **RDM Services reviews DMPs!**

scds.ca

scds@mcmaster.ca



# What goes in a Data Management Plan?



# DMP Assistant

- A web-based, bilingual data management planning tool
- Walks you through relevant questions for data management
- McMaster-specific guidance
- Exportable data management plans
- Send to RDM Services through the “Request feedback” tab!
- Access at [dmp-pgd.ca/plans](https://dmp-pgd.ca/plans)



The screenshot shows the DMP Assistant interface. At the top is a logo consisting of four yellow circles arranged in a 2x2 grid. The top-left circle contains 'D', the top-right 'M', the bottom-left 'P', and the bottom-right 'G'. Below the circles is a horizontal bar with the word 'ASSISTANT' in the center. A dark navigation bar at the bottom includes links for 'Write Plan', 'Research Outputs', 'Share', 'Request feedback', and 'Download'.

**Alliance Simplified Template (Funding Application Stage)**

This plan is based on the "Alliance Simplified Template (Funding Application Stage)" template provided by Portage Network. This data management plan (DMP) template was collaboratively developed by the Digital Research Alliance of Canada Data Management Planning Expert Group (DMPEG). The template has been designed specifically to support researchers in meeting DMP requirements at the funding opportunity application stage.

Given the purpose of this DMP template, it includes questions and guidance that are deemed most relevant at the funding opportunity stage. It is recognized that a more detailed DMP may be required to optimally support research projects moving forward and across the research data lifecycle.

Template version 0, published on May 16, 2024

Instructions

Introductory Guidance

- Introductory Guidance

Plan Questions

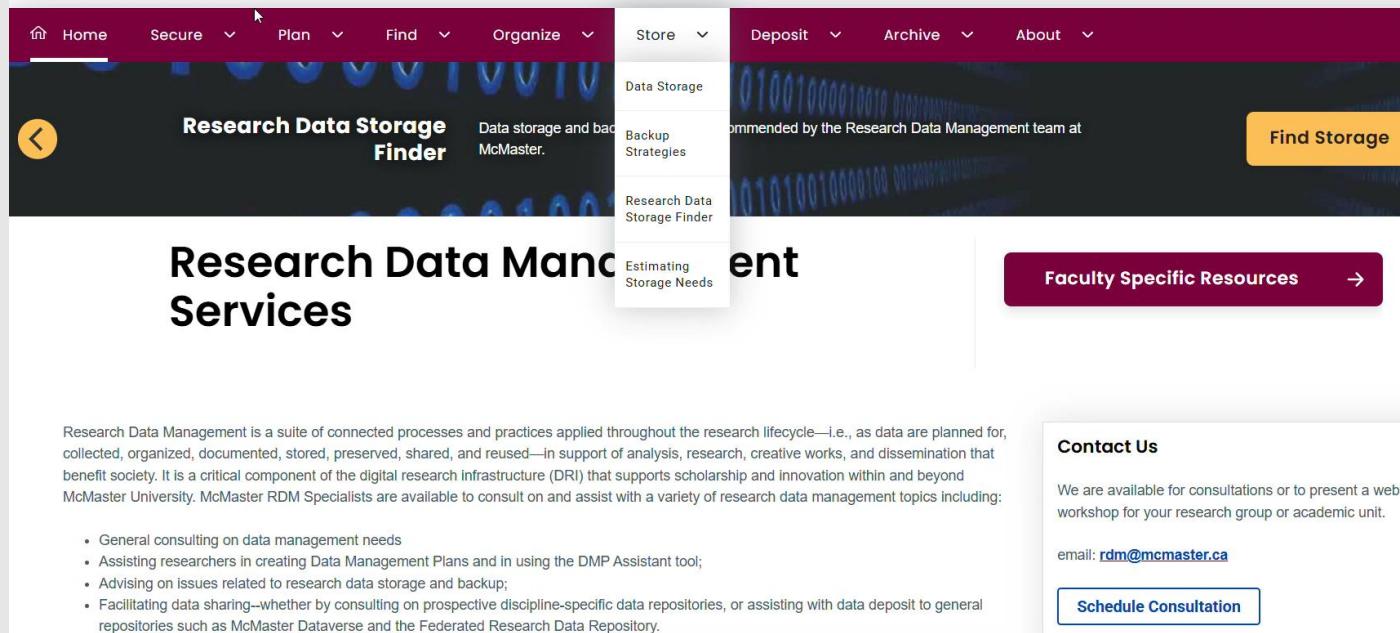
- *What considerations will you take into account with respect to ethical, legal, or commercial issues?*
- *What data will you collect or otherwise bring into your project under this plan?*
- *How will you document data for future re-use or validation?*

Describe any applicable ethical, legal, or commercial considerations related to your project and data. This includes research involving Indigenous communities and knowledges, human subjects, legal and commercial considerations/agreements, partnerships or data with a high level of risk associated with it.

Describe the data that will be collected, generated, and/or acquired.

# DMP Database

- DMPs can vary across disciplines, methodologies, and data types.
- 450+ example DMPs from resources across the world.
- Filters by McMaster Department for selected plans
- Search by field, location, funder, keyword, and more.
- Link to our database at [rdm.mcmaster.ca/dmps](http://rdm.mcmaster.ca/dmps)



The screenshot shows the McMaster Research Data Management Services website. The top navigation bar includes links for Home, Secure, Plan, Find, Organize, Store, Deposit, Archive, and About. A search bar is at the top right. The main content area features a dark header with 'Research Data Storage Finder' and 'Data storage and backup McMaster.' Below this is a section titled 'Research Data Management Services' with a sub-section 'Estimating Storage Needs'. A text block explains the purpose of RDM and the services available. A bulleted list details consulting services. To the right is a 'Contact Us' sidebar with an email link and a 'Schedule Consultation' button.

## How and where will your data be stored and backed up during your research project?

It is expected that the study will generate, at most, a terabyte of digital data for one complete copy of the dataset. This digital data volume is well within the existing storage capacities of this research group. Similarly, the paper documents generated (consent forms, CRFs, PHINs) are expected to fill 3 large, locked filing cabinets, which the PI already has...Approximately 210 boxes, or less than 13 cubic feet, will be required to store the biological samples in the freezer (-80°C).

Hay, J. L., Ducas, J., & Duhamel, T. (2023). Women's Advanced Risk-Assessment in Manitoba (WARM) Hearts. Zenodo. <https://doi.org/10.5281/zenodo.11074529>

# Plan: Find existing Research Data

- Sometimes the data you want already exists – it's only a matter of knowing about it and getting access to it.
- **Where to look:**
  - Lunaris (national, Canada-based) - <https://www.lunaris.ca/en>
  - OpenAIRE Explore (European, AI-driven) - <https://explore.openaire.eu/>
  - Google Dataset Search (Global) - <https://datasetsearch.research.google.com/>
  - Statistics Canada Microdata through McMaster's RDC <https://rdc.mcmaster.ca/>
  - McMaster Library Data Services - <https://library.mcmaster.ca/services/data-services>





**Learn more:**



**Building a Data Management Plan for your research project.**  
<https://learn.scds.ca/intro-rdm/dmp.html>

# What help is available?

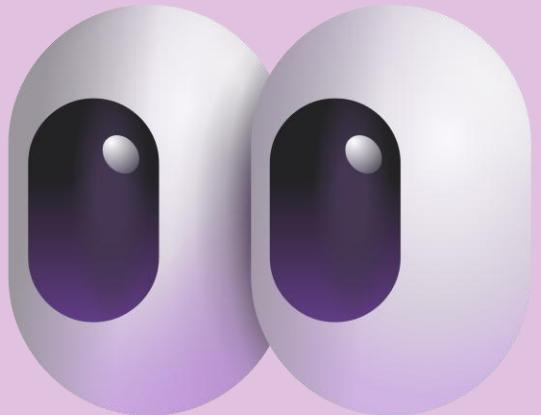
- **Before Writing:** Review our Data Management Plan Database for examples in your discipline.
- **Writing:** Data Management Plan Bootcamps
  - May 12: Data Management Plan Bootcamp (In-Person – snacks!)
- **Writing:** Data Management Plan Assistant is always available!
- **After Writing:** Submit for feedback through the Assistant or reach out for a consultation with us: [rdm@mcmaster.ca](mailto:rdm@mcmaster.ca) or [u.mcmaster.ca/rdm-appointments](https://u.mcmaster.ca/rdm-appointments)

Libraries

McMaster  
University

**Sherman**  
**Centre**  
for Digital Scholarship

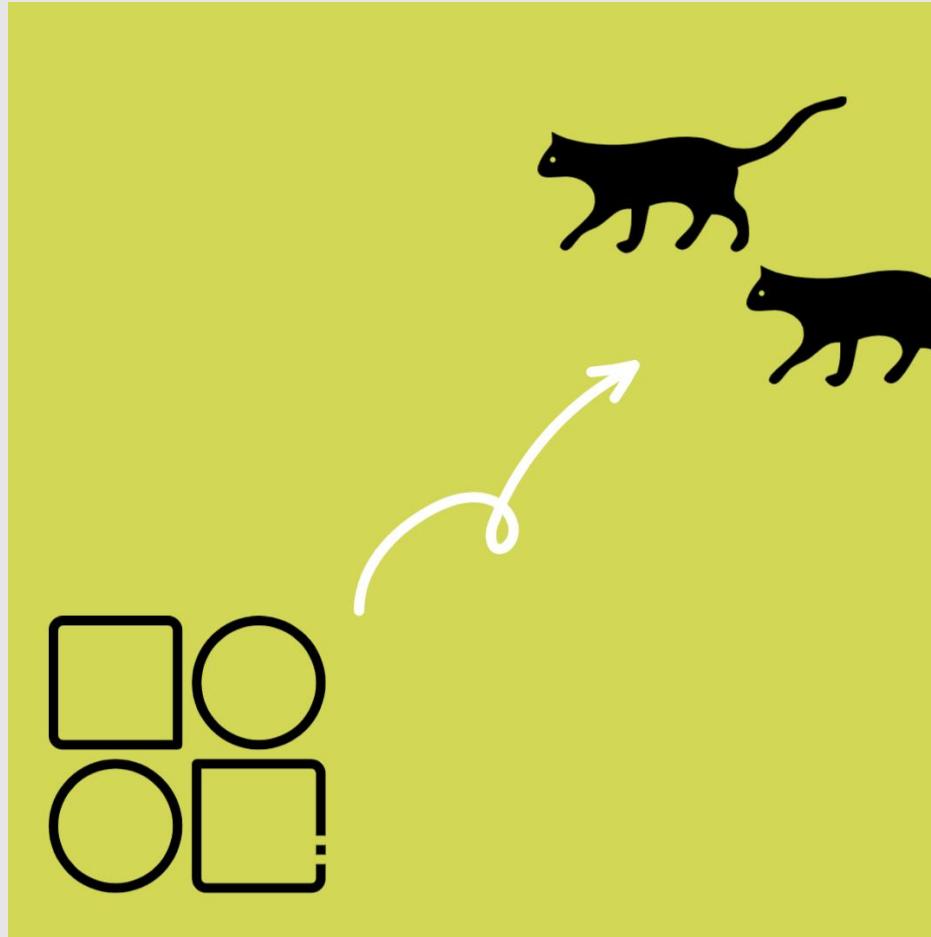
**Who do you think could potentially be involved in reviewing a DMP?**





- 1. *Make a plan*
- 2. **Organize & document data consistently**
- 3. *Store & back up data securely*
- 4. *Get ready for archiving & sharing*

# What were you thinking?



*What did you mean when you made this variable “cat2”? Did it mean cat? Category? Something else?).*

Raw data can be complicated.

Documentation and organization make data easier to understand and reuse—for you and others!

Example from Samantha Ming, “Bad Variable Names to Avoid,” Medium, October 8 2018. <https://medium.com/@samanthaming/bad-variable-names-to-avoid-%EF%B8%8F-bbab6614f36>

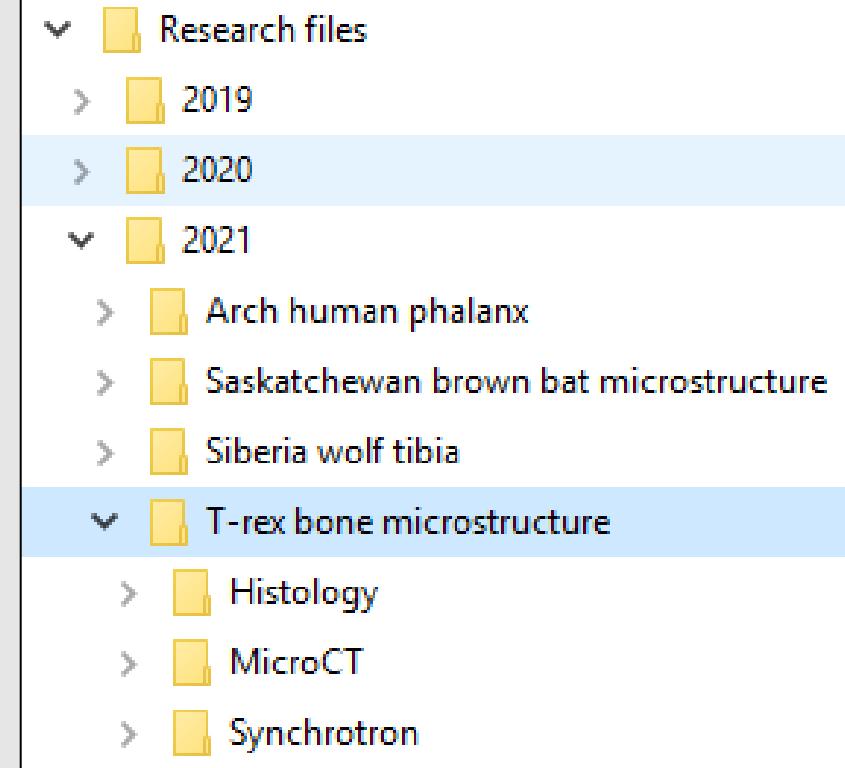
# Files + Folders

A good file organization system should be **descriptive, standardized, and implemented consistently**. You *should know what's in a file without opening it up!*

**Folders:** Organize by project, researcher, experiment type, date, some combo (year -> project)

**Files:** Names can have date, project name, short description, initials of researcher, version number, and other metadata (like location).

2025-10-30\_YOGuelph\_StaffFG\_TM.wav



**Date:** 2025\_10\_30 (collection date)  
**Project Name:** Youth Outreach Guelph  
**Short Description:** Staff Focus Group  
**Name:** TM (Tracy MacDern)

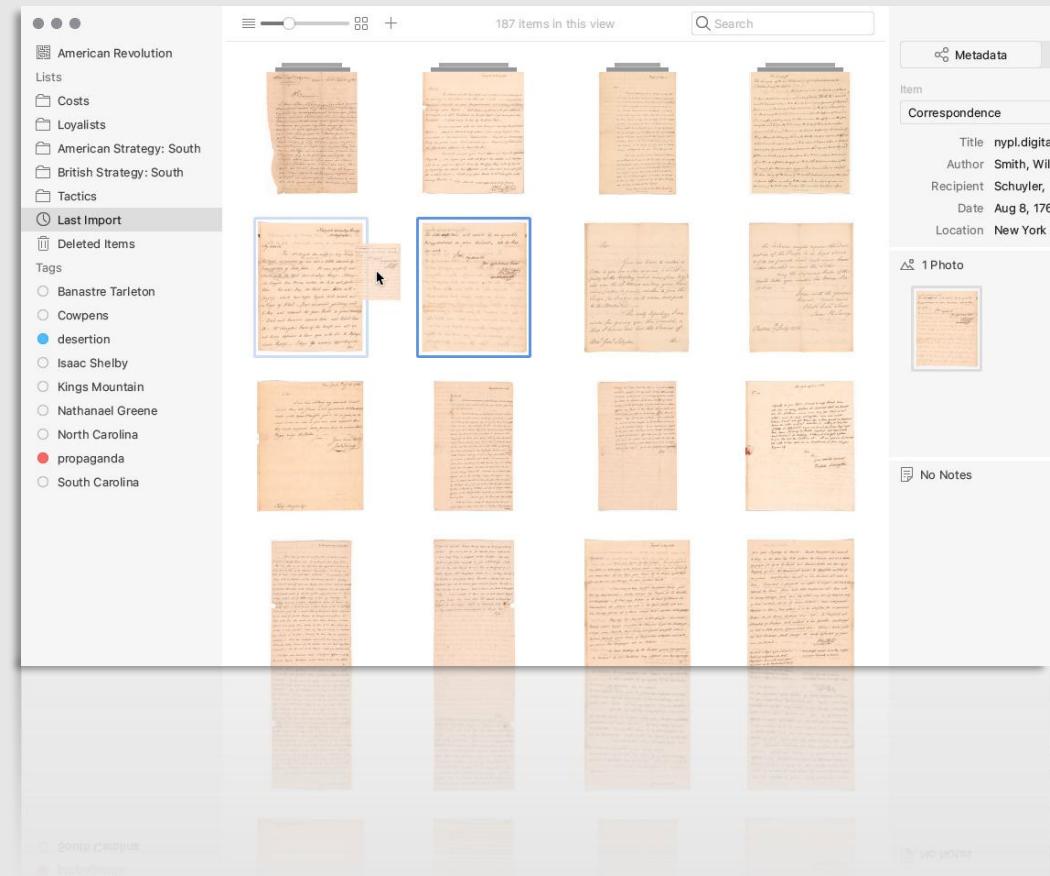


## Documenting + Notetaking

- Take notes as you do things - **Don't rely on your memory**
- Any decisions during data collection or analysis that weren't in your plan
- Write down things that went wrong
- Keep track of your progress - when/where/who collected data and where is it kept
- Electronic notes are searchable - we use [OneNote](#), Andy Roddick gave a great talk on [using Obsidian](#).

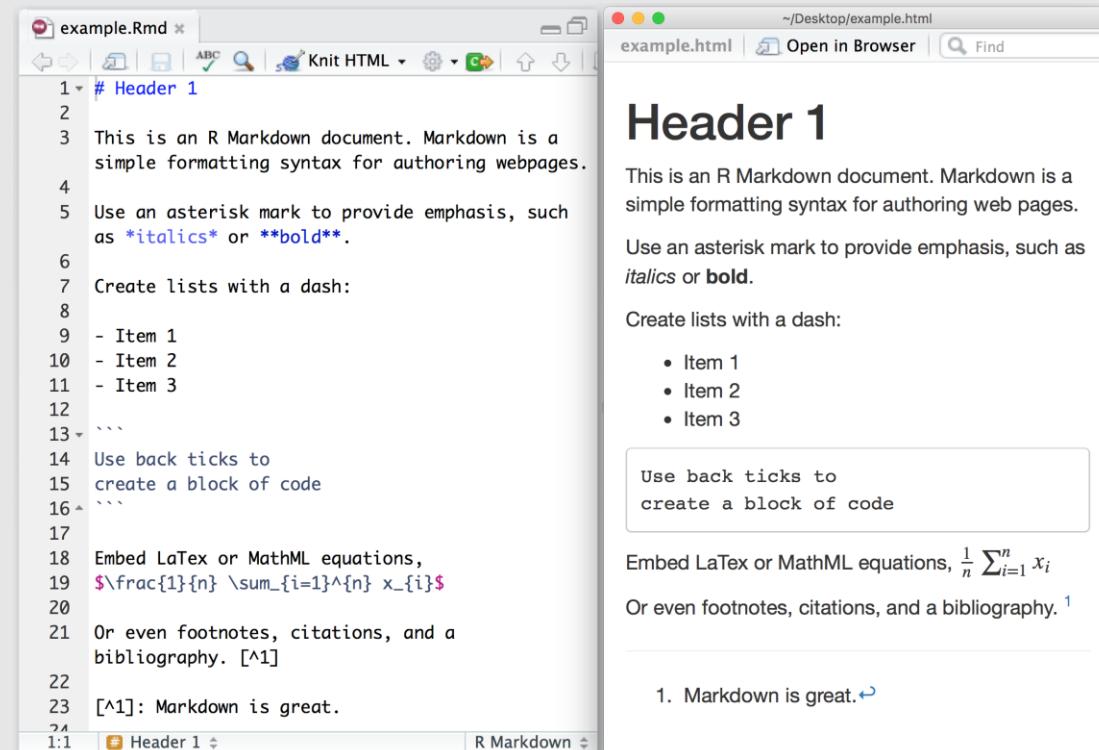
# Organizing: Qualitative Data

- **Reference Managers:** Zotero lets you collect, organize, cite, and share research. Annotate PDFs and add notes and tags. Plugin lets you click a button when you've found an article to add it as a citation. [Master Libraries overview of reference managers.](#)
- **Research Photos:** Add tags, notes, invert microfiche, organize into project sections, and more. [Download and learn how to use Tropy.](#)
- **Qualitative Analysis Tools:** [QualCoder](#) is an open-source web-based qualitative analysis tools. Import PDFs and Word documents to highlight themes, significant quotes you want to highlight, key understandings, and more. [Our colleague Subhanya can help with this!](#)



# Organizing: Quantitative Data

- **Codebooks + Data Dictionaries:** Explain layout and structure, define variables and elements, define ranges for units of measurement, acceptable ranges of values.
- **Code annotations + commit tags:** Describe what you're doing in your code and commits. Comments should be informative and current.
- **Open Science Framework (OSF)** is a free open platform for research collaboration. OSF provides a place to manage files, data, code, and protocols in one centralized location.
- *Dr. Antonio Paez – Reproducible Research Workflow with GitHub and R: <https://github.com/paezha/Reproducible-Research-Workflow>*
- *Dr. Jeremy Freese – Key principles for transparent social science code: <https://www.boydetective.net/workflow/>*



The image shows a comparison between an R Markdown file and its rendered HTML output. On the left, the R Markdown file 'example.Rmd' is open in RStudio, displaying code and comments in a monospaced font. The code includes R Markdown syntax for headings, lists, backticks for code blocks, and LaTeX equations. On the right, the rendered HTML output 'example.html' is shown in a web browser. The HTML page has a header 'Header 1' and contains the same content as the R Markdown file, with the code blocks and equations rendered correctly. A callout box highlights the use of backticks in the R Markdown code to create a block of code, which is then rendered as a code block in the HTML output.

# Basics: Organizing and Documenting

- The most important aspect of documentation is doing it. Build a documentation scheme you will **actually use!**
- Whatever file naming and organization scheme you choose, make sure it's **descriptive**, use it **consistently** and **document** it (in a `readme.txt` file).
- **Take advantage of the software that is out there**, including note-taking software, reference management software, and collaboration software.



**What issues can we see with these files? What did this person do well? What could they have done better?**

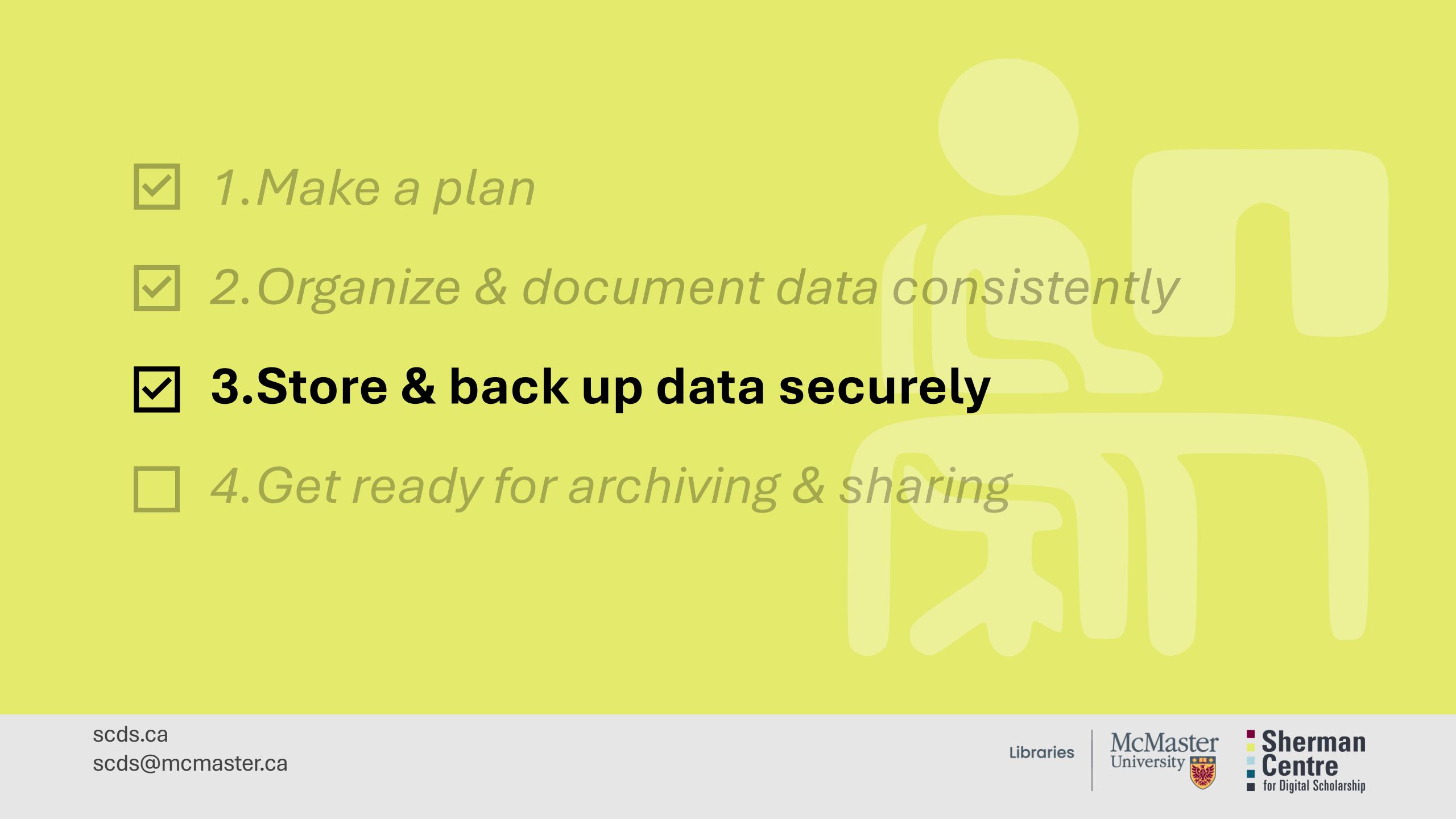


A STORY TOLD IN FILE NAMES:				
Filename	Date Modified	Size	Type	
data_2010.05.28_test.dat	3:37 PM 5/28/2010	420 KB	DAT file	
data_2010.05.28_re-test.dat	4:29 PM 5/28/2010	421 KB	DAT file	
data_2010.05.28_re-re-test.dat	5:43 PM 5/28/2010	420 KB	DAT file	
data_2010.05.28_calibrate.dat	7:17 PM 5/28/2010	1,256 KB	DAT file	
data_2010.05.28_huh??.dat	7:20 PM 5/28/2010	30 KB	DAT file	
data_2010.05.28_WTF.dat	9:58 PM 5/28/2010	30 KB	DAT file	
data_2010.05.29_aaarrgh.dat	12:37 AM 5/29/2010	30 KB	DAT file	
data_2010.05.29_#\$@*!&!.dat	2:40 AM 5/29/2010	0 KB	DAT file	
data_2010.05.29_crap.dat	3:22 AM 5/29/2010	437 KB	DAT file	
data_2010.05.29_notbad.dat	4:16 AM 5/29/2010	670 KB	DAT file	
data_2010.05.29_woohoo!.dat	4:47 AM 5/29/2010	1,349 KB	DAT file	
data_2010.05.29_USETHISONE.dat	5:08 AM 5/29/2010	2,894 KB	DAT file	
analysis_graphs.xls	7:13 AM 5/29/2010	455 KB	XLS file	
ThesisOutline!.doc	7:26 AM 5/29/2010	38 KB	DOC file	
Notes_Meeting_with_ProfSmith.txt	11:38 AM 5/29/2010	1,673 KB	TXT file	
JUNK...	2:45 PM 5/29/2010		Folder	
data_2010.05.30_startingover.dat	8:37 AM 5/30/2010	420 KB	DAT file	

Type: Ph.D Thesis Modified: too many times

Copyright: Jorge Cham

www.phdcomics.com



- 1. *Make a plan*
- 2. *Organize & document data consistently*
- 3. **Store & back up data securely**
- 4. *Get ready for archiving & sharing*



r/GradSchool • 4 yr. ago  
[deleted]

## I lost 2 years' worth

The title says it all..

I don't know how to process this rig

I've been doing astronomy research on the computer in my office, until a

At the time I thought it was just a m and I actually used this time to take

Yesterday they got back to me, and campus, and somehow something v scared" mode, and they told me the do a clean restart.

They haven't done it yet, because th do it, because I'd lose 2 years' worth

I already know people are gonna sa but it just never crossed my mind (fi scheduled for next Wednesday). I ha large chunk of my work will definite

The projects that I was working on v

Read more ▾



475



80



5



r/PhD • 1 yr. ago  
JuriPlz

## Lost a TON of data for my PhD and my PI is pissed. Does anyone have advice?

Need Advice

### HELP! LOST DATA FOR MY PHD

Alright, so, my Google Drive wasn't syncing 1,296 files. I saw that you can re-sync by deleting the DriveFS folder in the local Google folder. Did that and files started to upload, great. HOWEVER, all the previous files that didn't sync are now gone. I basically lost 8 months of work. I can't simply redo it because I work with mice and tumors that take a long time to work with.

I cut and pasted the old cache file to a new folder but the file is so small it can't possibly have all my data.

There's also the fact that I cut and pasted instead of using the "recover" tool in the recycle bin. Could that be an issue?

And no, there's nothing in my drive trash bin or anything like that. The location address just simply does not exist.

I found that someone downloaded their new Google drive then placed in the old cache then downloaded everything that was lost, then got in the new cache and simply added the lost files in. Again, the old cache is so tiny though.

I'm using drill disk right now. Do you think that will work?

...

oy not checking if the

nce I just defended my PhD today data, wrote the code, did all the

I so they had to take my PC and wipe it the files back.

d send to me quickly.

cup is done, and then I give it to them.

). I just saw the tick mark, and in my handful of small files did get backed up,

had a mini heart attack once I realized blished works, they were lost too.

t wasn't published yet. Also, I actually rom memory, and thankfully I y work, but managed to replicate the

it.

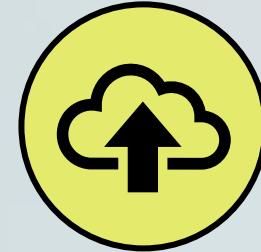
# Where should I store data?

## Local



- On your computer or an external drive
- **You** need to make sure that storage is backed up
- Relatively cheap
- Easy to use
- Available offline
- **Higher chance of loss**

## Cloud



- On someone else's computer
- Automated backups, file versioning, and recovery
- File synchronization to your computer
- **Easy** to access and share files
- Subscription costs
- **Privacy can be opaque**

# Basics: Data Storage

- If your data fits in the cloud, try **OneDrive**
  - Available to all campus users for free – **until you leave the institution**
  - Storage is shrinking
- If you need data to be portable, use **local storage**. Make sure local storage drives are encrypted with passwords.
- Use both if you can! Whatever you do, **make sure you make backups**.
- Research Data Storage Finder lets you compare options:  
<https://rdm.mcmaster.ca/finder>

## Example:

- 1 copy stored locally on **hard drive** for analysis
- 1 copy stored on **cloud storage** platform
- 1 copy stored in a **secure campus drive**

Step 1: Answer these questions to narrow down storage provider options.

[Clear Answers](#)

**1. What risk level is your data?** 

- Low
- Medium
- High

**2. What type of data storage are you looking for?** 

- Active research
- Backup
- Archival & Open data sharing

**3. Are you collaborating with other researchers?** 

Step 2: Select data storage providers you would like to compare

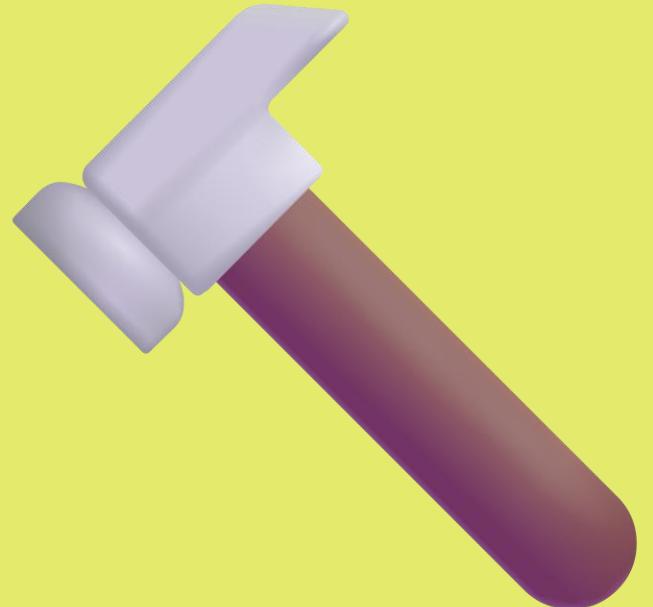
[Select All](#)

[Clear Selections](#)



The screenshot shows a user interface for comparing data storage providers. On the left, there are three questions with dropdown menus for answers. On the right, a grid of storage providers is shown, each with a selection button. The providers listed are: Alliance Advanced Research Computing, Alliance NextCloud, CSU Research Computing Cluster, CSU Server, Federated Research Data Repository (FRDR), Github, MacDrive, MacDrive with Encrypted Data, McMaster Dataverse, McMaster based custom solution, Microsoft OneDrive, Microsoft OneDrive, Microsoft SharePoint, Microsoft Teams, and Open Science. At the bottom, there are links for 'Libraries' and 'McMaster University'.

**Extra credit: What is the worst  
thing that has happened to your  
data?**





# What help is available?

- Check our **Research Data Storage Finder** for options
- Look at the existing **training modules** on the RDM website
- **Set up a consultation** if you have questions or particular storage or documentation considerations

**rdm@mcmaster.ca** or  
**u.mcmaster.ca/rdm-appointments**

**Learn more:**



Strategies for research data storage and backup.  
<https://learn.scds.ca/intro-rdm/storage.html>

Sensitive Data Management  
<https://learn.scds.ca/intro-rdm/sensitive.html>

Libraries

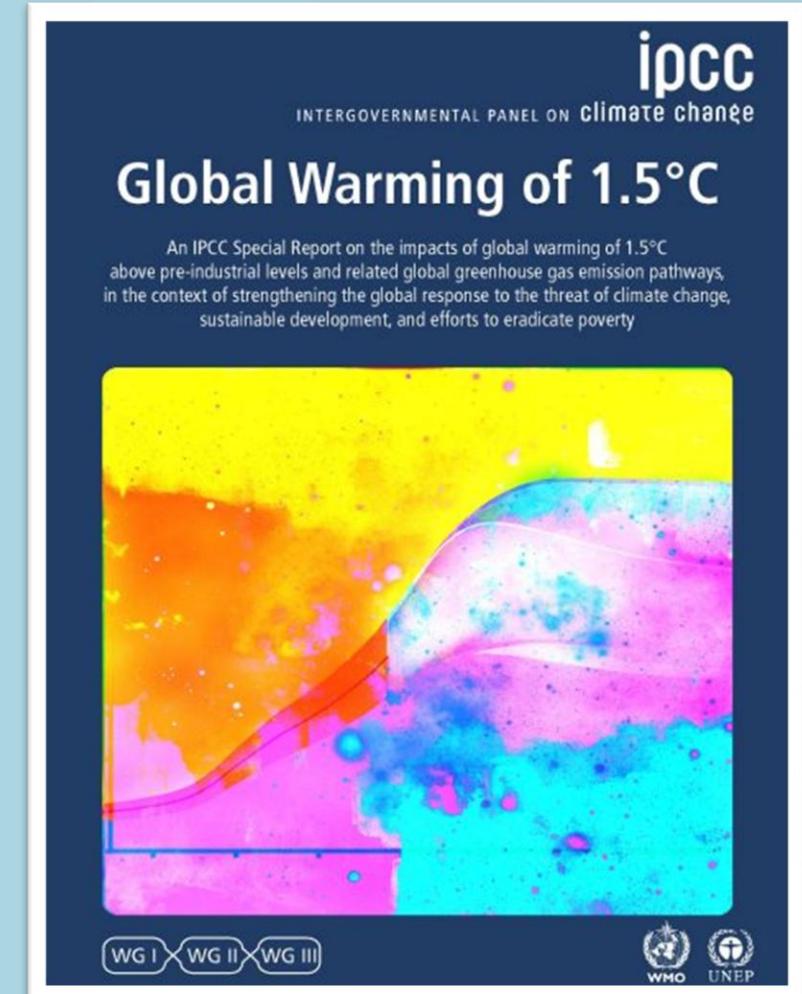
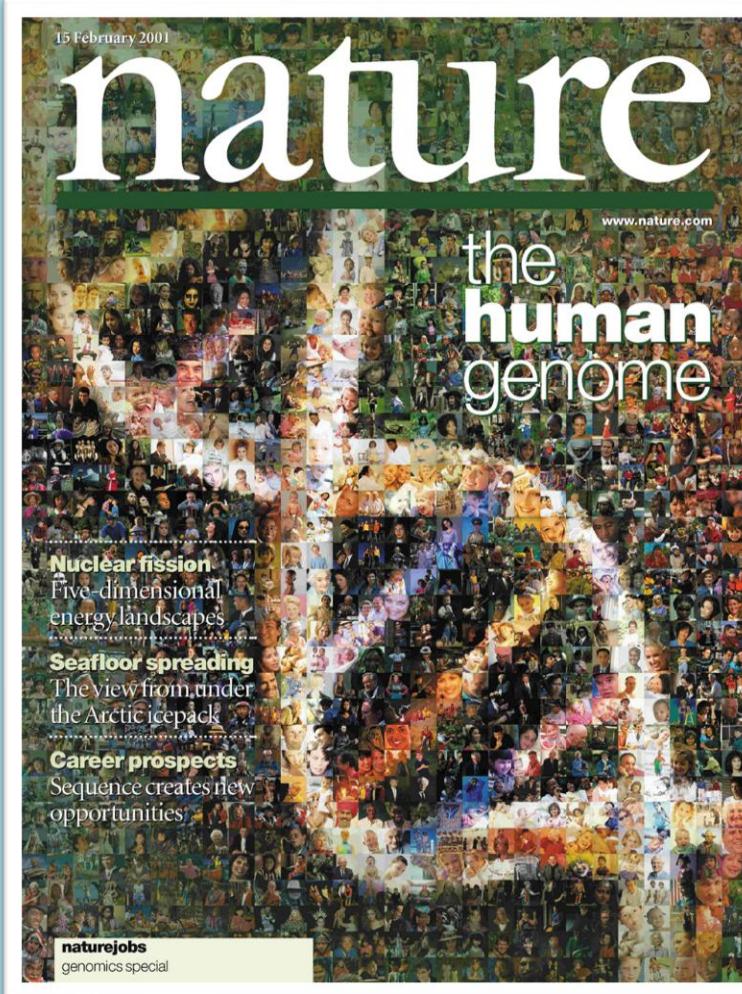
McMaster  
University  


**Sherman**  
**Centre**  
for Digital Scholarship



- 1. *Make a plan*
- 2. *Organize & document data consistently*
- 3. *Store & back up data securely*
- 4. **Get ready for archiving & sharing**

# Science built on the power of open data:



# What does data deposit look like?



trusted  
data repository

Can be general (all data types) or domain specific (astronomy, genomics, political and social research).

# Why share data?

- Citation Impact
- Journal Requirements
- Funder Requirements
- Data Preservation



# Basics: Data Archiving

*Has anyone had their parents give them the entire contents of their childhood bedroom in a box?*

1. **Clean up** your files – filenames, folders, file types!
2. **Save** your data in multiple safe places – but **choose** what is worth saving
3. Keep **documents** that describe your data

Store your data with enough information that you will still understand it in 2 years!

A Data Management Plan can help you prepare in advance!



From u/SunshineEnjoyer on r/nostalgia on [Reddit](#).

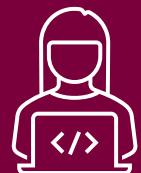
**What are some opportunities you  
can think about with sharing data?**

**What are some hesitations you  
might have?**





**Learn more:**



**Essentials of open data sharing.**

<https://learn.scds.ca/intro-rdm/sharing.html>

# What help is available?

- **Before Deposit:**
  - Look at McMaster Dataverse for existing examples in your field!
  - Look at our Dataverse Deposit checklist
  - Look at our README template
  - Set up an individual consultation with us!
- **During Deposit:** Data Deposit Bootcamp
  - May 19, 1-4 PM (snacks)
- **After Deposit:** We will review your dataset to make sure the data are appropriate and have the right metadata and documentation to be reusable

**rdm@mcmaster.ca or  
u.mcmaster.ca/rdm-  
appointments**

Libraries

McMaster  
University  


**Sherman  
Centre**  
for Digital Scholarship

## Research Data Management Links

Send RDM Services an email:

[rdm@mcmaster.ca](mailto:rdm@mcmaster.ca)

Review resources on our webpage:

<https://rdm.mcmaster.ca>

Join our Community of Practice:

<https://u.mcmaster.ca/rdm-community>

Make an appointment:

<https://u.mcmaster.ca/rdm-appointments>

## SCDS Links

Send SCDS an Email:

[scds@mcmaster.ca](mailto:scds@mcmaster.ca)

Subscribe to our Newsletter:

<https://u.mcmaster.ca/sign-up>

Register for a Workshop:

<https://u.mcmaster.ca/scds-workshops>

Schedule a Consultation:

<https://libcal.mcmaster.ca/appointments>

