# Digital Curation Centre – Data Management Plan Template

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| **Project Name:** |  |
| **Institution:** |  |

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| DATA COLLECTION |
| **What data will you collect or create?** |
| **How will the data be collected or created?** |

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| DOCUMENTATION AND METADATA |
| **What documentation and metadata will accompany the data?** |

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| ETHICS AND LEGAL COMPLIANCE |
| **How will you manage any ethical issues?** |
| **How will you manage copyright and Intellectual Property Rights (IPR) issues?** |

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| STORAGE AND BACKUP |
| **How will the data be stored and backed up during the research?** |
| **How will you manage access and security?** |

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| SELECTION AND PRESERVATION |
| **Which data are of long-term value and should be retained, shared, and/or preserved?** |
| **What is the long-term preservation plan for the dataset?** |

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| DATA SHARING |
| **How will you share the data?** |
| **Are any restrictions on data sharing required?** |

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| RESPONSIBILITIES AND RESOURCES |
| **Who will be responsible for data management?** |
| **What resources will you require to deliver your plan?** |

For electronic versions of this and other templates, see DMP Online: <https://dmponline.dcc.ac.uk/>