What does UWA mean by Research Datasets?

‘Research Data’ is defined as facts, observations or experiences on which an argument, theory or test is based and could be retested. Data may be numerical, descriptive or visual. Data may be raw or analysed, experimental or observational. Data may include but are not limited to: laboratory notebooks; field notebooks; primary research data (including research data in hardcopy or in computer readable form); questionnaires; audiotapes; videotapes; models; photographs; films; test responses. Provenance information about the data might also be included: the how, when, where it was collected and with what (for example, instrument). The software code used to generate, annotate or analyse the data may also be included. University Policy on: Code of Conduct for the Responsible Practice of Research

The University Policy on: Code of Conduct for the Responsible Practice of Research now includes the following clause:

3.7 Research data related to publications must be available for discussion with other researchers. The availability of such data must be recorded and managed through the UWA Research Repository. The six Creative Commons version 4.0 licenses recommended in AusGOAL are the preferred licenses to be used for Open Access. CC-BY is used wherever possible for sharing research data.

Australian Research Council (ARC)

The ARC recently released their Discovery Projects Instructions to Applicants for funding commencing in 2017 which requires:

MANAGEMENT OF DATA

- Outline plans for the management of data produced as a result of the proposed research, including but not limited to storage, access and re-use arrangements.

- It is not sufficient to state that the organisation has a data management policy. Researchers are encouraged to highlight specific plans for the management of their research data.

The 2018 Discovery Programme Funding Rules state:

A11.5 Publication and Dissemination of Research Outputs and Research Data

A11.5.1 All ARC-funded research Projects must comply with the ARC Open Access Policy on the dissemination of research findings, which is on the ARC website. In accordance with this policy, any Research Outputs arising from a Project must be deposited into an open access institutional repository within a 12 month period from the date the Research Output was published or made publicly available. Where this requirement cannot be met, reasons must be provided in the Final Report for the Project. Research Output metadata must be made available in an institutional repository immediately upon publication. The ARC Project ID must be included in the metadata.

A11.5.2 Researchers and institutions have an obligation to care for and maintain research data in accordance with the Australian Code for the Responsible Conduct of Research (2007). Researchers must outline briefly in their Proposal how they plan to manage research data arising from a Project. The ARC strongly encourages the depositing of data arising from a Project in an appropriate publically accessible subject and/or institutional repository. Where appropriate, the Final Report must outline how data has been made publicly accessible.
Australian Code for the Responsible Conduct of Research

The Australian Research Council (ARC), National Health and Medical Research Council (NHMRC) and Universities Australia released the Australian Code for Responsible Conduct of Research in 2007. The code expects researchers to document data management stages such as ownership, ethics, storage, data sharing and disposal. In order to receive NHMRC funding, researchers must comply with the code.

Publishers of Academic Journals

- The PLOS Data Sharing policy requires authors to make all the data underlying the findings described in their manuscript fully available without restriction, with some limited exceptions. From March 2014, you will need to include a "data availability statement" when you submit your article, explaining where and how your data can be accessed.

- Nature Publishing Group states “... authors are required to make materials, data and associated protocols promptly available to readers.”

- Science states: “All data necessary to understand, assess, and extend the conclusions of the manuscript must be available to any reader of Science.”

- Cell states: “One of the terms and conditions of publishing in Cell is that authors be willing to distribute any materials and protocols used in the published experiments to qualified researchers for their own use.”

If you require assistance uploading your research datasets into the Research Repository, please contact Research Publications and data Services (respubsdataserv-lib@uwa.edu.au, ext.5319).

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Login to the Research Repository using your Pheme Credentials.

Go to the Editor tab of the Research Repository.
Hover over the Datasets button and click on the + symbol which will appear when the mouse hovers over it. A new dataset record window will pop up.
Select Dataset > Dataset > Dataset (Choose)
(Note: This step might be skipped and you may be taken directly to the dataset metadata submission form - which is fine).
All fields marked with an asterisk (*) are mandatory. These fields must be populated prior to saving the record.

Date of data production refers to the date(s) on which the data was created.

Add all people associated with the dataset. ONLY “Creator” roles will appear on the automatically generated dataset citation for this dataset in the portal. All other roles will not appear in the citation (e.g. Data Collector, Data Manager etc.). You can create external contributors here by selecting Add person… > Create external person.

This field is automatically generated. It is taken from the first-listed creator above. If you would like to change this field, click on Change organisation.

You must accept the terms of agreement in order to proceed with a dataset submission.

You will not be able to delete a dataset once it has been published.

Minor edits can be made by contacting:
mailto:repository-lib@uwa.edu.au

Add all people associated with the dataset.
ONLY “Creator” roles will appear on the automatically generated dataset citation for this dataset in the portal. All other roles will not appear in the citation (e.g. Data Collector, Data Manager etc.). You can create external contributors here by selecting Add person… > Create external person.
This is set to UWA by default, but you can change it to a different publisher if your dataset sits in a different repository.

If your dataset already has a DOI from a different repository, insert this DOI here. If this field is left blank, we will mint a DOI on your behalf during the administrator validation process.

1. Upload your dataset files here.
2. A pop-up will appear when upload is complete.
3. To make your files publicly accessible and downloadable in the Repository, Visibility should be set to Public – No restriction.
4. If you select Visibility as Backend – Restricted to Pure users, your files will not be publicly visible or downloadable but the metadata will be discoverable.
6. Select what Type of data files you are uploading.
7. If there is an embargo date, add this here too.
8. Click OK.

Here you can describe any physical item that can be made available upon request (e.g.: samples, tissues, notebooks, etc.).

Add all relevant links to the dataset including a description of the link.

This is the date which the dataset was first made available in either this or other repositories – whichever came first.
Any individual named as a contributor on the dataset can be named as the Contact Person. If your dataset files are not publicly accessible/downloadable, this is the person who will become the mediator for dataset file access.

Date coverage of the data, for example, the data covers animal records from 01-01-1850 to 01-01-1900.

For assistance assigning geospatial references: http://mygeoposition.com/

For a geospatial point, type the latitude and longitude, separated by a single comma.

e.g 37.65665,22.87104

If you would like to describe a geospatial polygon location, click on Polygon and type the latitude and longitude reference points in the following manner:


e.g. 37.65665,22.87104 37.5854,22.69011 37.4938,22.78745 37.53859,23.00322
You can define any constraints that may affect the availability/accessibility to the dataset file here. Click on an appropriate item and insert a free text statement. This statement will appear in the public portal.

Free text field – should be discipline-specific

Add all relevant 6-digit FoR codes here
If you would still like to work on the dataset later, select **Entry in progress** and then press **Save**.

If you have completed your entry and would like UWA administrators to approve and publish, select **For validation** and then press **Save**. Publication takes between 1-3 working days.

**PLEASE NOTE:** You cannot delete your dataset once it is published.

Other content in the research repository can be linked to this dataset.
Add relevant content relations by clicking on the appropriate button.
Start typing the title in the free text box and you will see suggestions in the drop down menu.
Select the relevant item from the drop down menu.

**To link to a publication**
Type the publication title via the **Publications** button.

**To link to a thesis**
You must search for the thesis via the **Publications** button, NOT via the **Student thesis** button as this button is inactive.

**To link to a grant**
Please type the grant number via the **Projects** button.

Visibility of the record can be set to:

**Public – No Restriction:** The dataset record will be visible in the Public Portal

**Campus – Restricted to specific IP range:** The record will be visible in the portal by all UWA staff and students.

**Backend – Restricted to Pure users:** The record will be visible in the backend of the repository by all UWA staff.

**Confidential – Restricted to associated users and editors:** The record will be visible in the backend of the repository by staff directly linked to the record (e.g. all creators)