Sharing and reusing research data

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Slovenian Social Science Data Archives

CESSDA Widening meeting, Milano, 5. -6. June 2018
Training team at CESSDA ERIC

webinar / workshop / summer schools / guides

- Research Data Management
  - Researcher / producer

- Service providers
  - SP staff

- Data Discovery
  - Researcher / user

9 Service providers actively involved in 2018 (11 in 2019)  Σ 20 PM / 250 T € year
About this expert tour guide

This tour guide aims to put social scientists like yourself at the heart of making their research data findable, sustainably accessible and (re)usable.

You will be guided by European experts who are - on a daily basis - busy ensuring long-term access to valuable social science datasets, available for discovery and reuse at one of the 15 CESSDA social science data archives. With this guide and training events throughout Europe, we want to accompany and inspire you in your travels through the research data lifecycle.
Chapters in the expert guide on Data Management

- PLAN
- ORGANISE & DOCUMENT
- DISCOVER (Available end of 2018)
- PUBLISH
- PROCESS
- PROTECT
- STORE

Presentations and exercises
Recurring elements in each chapter

» Expert Tips

» European diversity

» Qualitative vs. Quantitative data

» Adapt your DMP

Source: Braukmann, 2018
Recurring elements

Adapt your Data Management Plan
A list of Data Management Questions based on the Expert Tour Guide on Data Management

Source: Braukmann, 2018
What can you offer

Workshops on DMP:
Covering whole data lifecycle (4h – 3 days)
  Planning will save time later
  Define responsible people
  Find help (institution, library)
  Check law and ethical rules in relation to data collection (data protection officer, ethical committee)
  Cleaning, documenting, anonymization
  Think about publishing data – rules for depositing in repository

- Easily find and understand data
- Increase impact
- Make research verifiable
- Increase reuse potential
- Comply with funder mandates
What can you offer

Workshops on specific topic: (4h – 2 days)
- Legalisation on personal data protection
- Research ethics and legislation
- The role of ethics committees in research (example)
- Gaining consent from study participants
  *Practical exercises: Consent forms - wording, info sheets etc.*
- Anonymisation
  *Practical exercises: Anonymisation (qualitative and quantitative data)*
- Copyright, access controls and licensing of data
- Secure storage and data encryption
  *Practical exercises: Secure storage and data encryption*
Sensitive personal data
Research Ethics

Disciplinary Code of Ethics (ASA)

European Code of Research Integrity
University (UNI-LJ)
Institute

Funder – H2020 / other EC projects / grants
Scientific Journal <- ethical committee approval before publishing

Ethics are an integral part of a research project, from the conceptual stage of the research proposal to the end of a research project.
Guidelines for ensuring compliance with ethical principles in Horizon 2020 / Main ethical principles

1. Respecting human dignity and integrity
2. Ensuring honesty and transparency towards research subjects and, notably, getting free and informed consent (as well as assent whenever relevant)
3. Protecting vulnerable persons
4. Ensuring privacy and confidentiality
5. Promoting justice and inclusiveness
6. Minimising harm and maximising benefit
7. Sharing the benefits with disadvantaged populations, especially if the research is being carried out in developing countries
8. Maximising animal welfare, by ensuring replacement, reduction and refinement in animal research
9. Respecting and protecting the environment and future generations
10. Following the highest standards of research integrity (i.e. avoiding any kind of fabrication, falsification, plagiarism, unjustified double funding or other type of research misconduct)
How to complete your ethics self-assessment (H2020)

“Consider that ethics issues arise in many areas of research. Apart from the obvious example, the medical field, research protocols in social sciences, ethnography, psychology, environmental studies, security research, etc. may involve the voluntary participation of research subjects and the collection of data that might be considered as personal. **You must protect your volunteers, yourself and your researcher colleagues.**

Start thinking about ethics while designing your research protocols. Don't wait until the last minute to seek advice or check requirements under national and EU law.

**Your first source should always be at your institution** (specialised ethics departments or ethic advisers UNI, hospital research ethics committees, data protection officers). “
Research involve human participants? (H2020, part)

<table>
<thead>
<tr>
<th>Question</th>
<th>Details</th>
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<tbody>
<tr>
<td>Are they volunteers for social or human sci. research?</td>
<td>Details of recruitment, inclusion and exclusion criteria and informed consent procedures.</td>
</tr>
<tr>
<td>Are they persons unable to give informed consent (including children / minors)?</td>
<td>Details of your procedures for obtaining approval from the guardian / legal representative and the agreement of the children or other minors. What steps will you take to ensure that participants are not subjected to any form of coercion?</td>
</tr>
<tr>
<td>Are they vulnerable individuals or groups</td>
<td>Details of the type of vulnerability. Details of recruitment, inclusion and exclusion criteria and informed consent procedures. These must demonstrate appropriate efforts to ensure fully informed understanding of the implication of participants.</td>
</tr>
<tr>
<td>Are they children/ minors?</td>
<td>Details of the age range. What are your assent procedures and parental consent for children and other minors? What steps will you take to ensure the welfare of the child or other minor? What justification is there for involving minors?</td>
</tr>
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Potential misuse of research results -> Risk assessment
Personal data  
(H2020 – Self-Assessment)

Does your research involve **personal data collection and/or processing**?

Does it involve the collection or processing of sensitive personal data (e.g. health, sexual lifestyle, ethnicity, political opinion, religious or philosophical conviction)?

Does it involve processing of genetic information?

Does it involve tracking or observation of participants (e.g. surveillance or localization data, and Wan data, such as IP address, MACs, cookies etc.)?

Does your research involve further processing of **previously collected personal data ('secondary use')** (including use of pre-existing data sets or sources, merging existing data sets, sharing data with non-EU member states)?
Personal data – information to be provided

Details of your procedures for data collection, storage, protection, retention, transfer, destruction or re-use (including, collection methodology (digital recording, picture, etc.), methods of storage and exchange (LAN, cloud, etc.), data structure and preservation (encryption, anonymisation, etc.), data-merging or exchange plan, commercial exploitation of data sets, etc.).

Details of your data safety procedures (protective measures to avoid unforeseen usage or disclosure, including mosaic effect, i.e. obtaining identification by merging multiple sources).

Details of data transfers to non-EU countries (type of data transferred and country to which it is transferred).

->Copies of notifications/authorisations for collecting and/or processing the personal data (if required).
->Informed Consent Forms + Information Sheets + Other consent documents (opt-in processes, etc.) (if relevant).
->Copy of authorisation for data transfer to non-EU country (if required)
Consent is needed across the data lifecycle

Engagement in the research process
  What activities are involved in participating in the project?

Dissemination in presentations, publications, the web
  Consent for use of quotes for articles and video publicity

Data sharing and archiving
  Consider future uses of data

* Consent is always dependent on the research context – special cases of covert research and verbal consent

Source: Summers, 2018
## Incentives for data sharing

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<tr>
<th>Direct benefits</th>
<th>Norms</th>
<th>External factors</th>
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<tr>
<td>For research: collaborative analysis of complex data, methods learning, data mining, suppl. data as evidence, research = creating data resources</td>
<td>Sharing = default in research domain, research group, institution</td>
<td>Funders directly fund data sharing projects</td>
</tr>
<tr>
<td>For research career: Visibility of researcher / research group, reciprocity, reassurance, e.g. invited to share</td>
<td>Hierarchical sharing throughout research career</td>
<td>Journals expects suppl. data</td>
</tr>
<tr>
<td>For discipline and better science</td>
<td>Challenge conservative non-sharing culture</td>
<td>Learned societies develop infrastructure &amp; resources</td>
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<td>Openness benefits research, but individual researchers reluctant to take lead</td>
<td>Data support services</td>
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<td>Publisher and funder policies and expectations: change attitudes, practices, norms</td>
</tr>
</tbody>
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**Source:** Van den Eynden, V. and Bishop, L. (2014).
Survey of Wellcome researchers and their attitudes to open research

Source

n= 583
Factors that would motivate the respondent to make data available %

- Financial incentive from my institution
- Extra funding to cover the costs
- Enhanced academic reputation
- Data access and metrics
- Knowing how others use my data
- Co-authorship on papers resulting from reuse
- Case study that showcases my data
- Data deposit leads to publication of a data paper
- It is looked on more favourably in funding and promotion...
- Ability to limit access to specific purposes or individuals
- Evidence of data citation
- Assistance from institution/funder staff to prepare data
- Nothing motivates me

n= 546

Source
Service for data depositors

Counselling, guidelines, tools such as Metadata editors, processing and preparation of acquisition

DDI Metadata Editor (Nesstar Publisher)

The IHSN Metadata Editor, also known as the Nesstar Publisher, is a specialized XML editor compliant with the Data Documentation Initiative (DDI) 2.n and the Dublin Core metadata standards.

Opening Data Services in the Social Sciences, 2013
Agreement & Licencing

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PUF, ScUF, SUF

Webinar – Access Policies and Usage Regulations: Licenses
Training - data archivists

Prior knowledge needed?

Cover whole OAIS process – what knowledge, documents you need at each step

Don’t forget about Project and Data Management (tools)

CESSDA Training day 2018 ->
CESSDA Controlled Vocabulary, CESSDA Topic Classification
SERVICES FOR DATA USERS

Viewing and browsing data and documentation of surveys

DATA CATALOG
Services for data users

- Easy online registration
- SEARCH

Help desk with several manuals published on-line
- Workshops and presence at conferences and summer schools
- Partnership with similar institutions
Video

How to find and access data from European social science data services

Webinars

Data in Europe 2017

- How to Find Data in Europe - introductory webinar introducing European social science data services and how to find, access and understand data
- Data in Europe: Ageing - webinar on data for researching ageing with speakers from SHARE, TILDA and Gateway to Global Aging Data
- Data in Europe: Political Behaviour - webinar introducing data across Europe for researching political behaviour with a spotlight on the Comparative Study of Electoral Systems (CSES).

User guides

- Finding and Accessing data from national data services
- Data Discovery: Ageing
- Data Discovery: Political Behaviour

Source: CESSDA
Three themed workshops:

Working with data on Political Behaviour
(6 November, Manchester)

Data on Migration
(13th November, Cologne)

Working with European Union Labour Force Survey
(27-29 November, Mannheim)

Source: http://www.statistics.gr
1. Create workshop materials on ‘Finding and Accessing data in Europe’

2. **CESSDA Workshop: Exploring Data in Europe - with a Focus on European Attitudes and Values**
   
   **29 May 2018**

3. Three workshops at summer schools (Essex, Cologne, Ljubljana)

4. Feedback from participants and adjust materials

5. Create online module

6. Deliver two webinars and user guide

**Webinar - Data in Europe: Migration**

   **9 May 2018**
Questions

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