Introducing MANTRA

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What is data?

“A reinterpretable representation of information in a formalized manner suitable for communication, interpretation, or processing.”

Digital Curation Centre
What is data?

Any information you collect or use in your research

Slide adapted from the PrePARe Project
Getting to know each other…

- Introduce yourself
- What sort of data do you use?
- Where does it come from?
  - Are you creating new data?
  - Are you working with pre-existing data?
- Where is your data stored?
What is data management?

- Data management is a general term covering how you organize, structure, store, and care for the information used or generated during a research project.
- It includes:
  - How you deal with information on a day-to-day basis over the lifetime of a project.
  - What happens to data in the longer term – what you do with it after the project concludes.
Why spend time and effort on this?

- So you can work efficiently and effectively
  - Save time and reduce frustration
  - Highlight patterns or connections that might otherwise be missed
- Because your data is precious
- To enable data re-use and sharing
- To meet funders’ and institutional requirements
Policy on the Management of Research Data and Records

1. The University of Oxford seeks to promote the highest standards in the management of research data and records as fundamental to both high quality research and academic integrity.

2. The University recognises that accurate and retrievable research data are an essential component of any research project and necessary to verify and defend, when required, the process and outcomes of research. Research data are valuable to researchers for the duration of their research, and may well have long-term value for research, teaching and for wider exploitation for the public good, by individuals, government, business and other organisations, as a project develops and after research results have been published.

3. The University acknowledges its obligations under research funders’ data-related policy statements and codes of practice to ensure that sound systems are in place to promote best practice, including through clear policy, guidance, supervision, training and support.

4. Researchers, departments/faculties, divisions, central administrative units and service providers and, where appropriate, research sponsors and external collaborators, need to work in partnership to implement good practice and meet relevant legislative, research funder and regulatory requirements.

5. Research data and records should be:
   a. Accurate, complete, authentic and reliable;
   b. Identifiable, retrievable, and available when needed;
   c. Secure and safe;
   d. Kept in a manner that is compliant with legal obligations and, where applicable, the requirements of funding bodies and project-specific protocols approved under the University Policy on the Ethical Conduct of Research Involving Human Participants and Personal Data;
   e. Able to be made available to others in line with appropriate ethical, data sharing and open access principles.
Research Data Oxford website

- Oxford’s central RDM advisory website
- Covers data management planning, back-up and security, data sharing and archiving, funder requirements, etc.
- University policy is available

http://researchdata.ox.ac.uk/
Research Data MANTRA

- Free online interactive training modules
- Aimed at postgraduates and early career researchers

http://datalib.edina.ac.uk/mantra/
Support from library staff

- Your own subject librarian will be your first port of call:
  - [http://www.bodleian.ox.ac.uk/subjects-and-libraries/subjects/librarians#P](http://www.bodleian.ox.ac.uk/subjects-and-libraries/subjects/librarians#P)

- John Southall
  Bodleian Data Librarian, available to advise researchers with their RDM plans including data deposit
  [john.southall@bodleian.ox.ac.uk](mailto:john.southall@bodleian.ox.ac.uk)
What next?

http://libguides.bodleian.ox.ac.uk/workshops/workshopsbydate