PSYO 6001 F2022 Data Plan

A Data Management Plan created using DMP Assistant

Creator: Tobias Gerhard Schminke

Principal Investigator: Tobias Gerhard Schminke

Data Manager: Tobias Gerhard Schminke

Project Administrator: Tobias Gerhard Schminke

Affiliation: Dalhousie University

Template: Dalhousie University Generic Plan

Identifier: 10364

Last modified: 11-01-2023

Copyright information:

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Data Collection

What types of data will you collect, create, link to, acquire and/or record?

The study on alcohol use and impulsivity/anxiety sensitivity will collect baseline demographic data, numeric-quantitative alcohol usage data, and numeric-quantitative data related to impulsivity and anxiety sensitivity; n = 130 volunteers recruited through SurveyMonkey software.

For more details, consult the codebook provided.

What file formats will your data be collected in? Will these formats allow for data re-use, sharing and long-term access to the data?

SurveyMonkey will be used for data collection and stored in a .csv format. Moreover, the data will be published on the Open Science Framework to the extent that the participants' protection permits.

What conventions and procedures will you use to structure, name and version-control your files to help you and others better understand how your data are organized?

Version control by combining the following:
(1) name of the project (example: AIA)
(2) data in the MMDDYYYY format (example: 01112023)
(3) name of the person who made the last changes to the file (example: Schminke)
(4) version number abbreviated as "vX" with X being the version number (example: v2)
Full Example:
AIA.01112023.Schminke.v2.csv

A special accessible spot for the "newest" version of the data will exist, but all older versions will be backed up in a dedicated "AIA Archive" folder.

Documentation and Metadata

What documentation will be needed for the data to be read and interpreted correctly in the future?

Contextual information will be provided on the Open Science Framework platform link (https://osf.io/3b4ys/), including research methodology used, variable definitions, vocabularies, classification systems, units of measurement, assumptions made, format and file type of the data, a description of the data capture and collection methods, explanation of data coding and analysis performed (including syntax files), and details of who has worked on the project and performed each task. A codebook will also be provided on the Open Science Framework (OSF) platform. Moreover, the following abstract will appear on the OSF page.
"Research suggests that certain personality traits are risk factors for increased alcohol consumption. Impulsivity is a trait that indicates general behavioural disinhibition. Anxiety sensitivity is a personality trait that refers to fear of the physical sensations of anxiety. Moreover, drinking motivations (i.e., social, enhancement, conformity, and coping motive) are strong predictors of alcohol consumption. This study predicts that impulsivity, anxiety sensitivity, and all four subscales of drinking motives will be positively correlated with alcohol consumption. The study design is a simple cross-sectional questionnaire which will be administered to 130 volunteers collected using a general Internet sample. Data collection is entirely online using SurveyMonkey software, and participation is anonymous and voluntary."
The above-mentioned OSF platform link will provide a detailed codebook and all relevant files produced during the research process.

How will you make sure that documentation is created or captured consistently throughout your project?

Data collection is entirely online using SurveyMonkey software, and participation is anonymous and voluntary. The questionnaire is based on single-choice questions to avoid unexpected formats for answers.
A detailed codebook, which defines the variable type (numeric, categorical, text), units of measurement, and definitions, will ensure that coders have a consistent understanding of the different concepts.

A pilot survey will test the reliability and validity of the data collection and coding process.
If research team members are involved, the research team will regularly consult with members of the research team to capture potential changes in data collection/processing that need to be reflected in the documentation.
The code should record all post-processing of the data (R Syntax). Manual changes to the dataset require that changes are documented in the "Manual dataset changes" Word Document available on the Open Science Framework (OSF) platform.

If you are using a metadata standard and/or tools to document and describe your data, please list here.

N/A

Storage and Backup

What are the anticipated storage requirements for your project, in terms of storage space (in megabytes, gigabytes, terabytes, etc.) and the length of time you will be storing it?

< 1 GB; the data will be stored on the OSF platform, which means there is no set 'expiration date' for the storage of the data

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

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Data will be stored on two local devices (hard drive + PC) and in a safe cloud approved by Dalhousie University (Microsoft OneDrive).

How will the research team and other collaborators access, modify, and contribute data throughout the project?

Dalhousie University-provided Microsoft 365 (OneDrive) will be used for file sharing and modifying.

Preservation

Where will you deposit your data for long-term preservation and access at the end of your research project?

The anonymized and deidentified data will be stored publicly on the OSF platform.

Indicate how you will ensure your data is preservation ready. Consider preservation-friendly file formats, ensuring file integrity, anonymization and de-identification, inclusion of supporting documentation.

A spreadsheet in .csv format will be created to collect the tabular data. In line with the requirements (integrity, anonymization and de-identification) by the REB at Dalhousie University, the de-identified data (raw, processed, analyzed, and final) will be made available on the Open Science Framework.

Sharing and Reuse

What data will you be sharing and in what form? (e.g. raw, processed, analyzed, final).

All types of de-identified data (raw, processed, analyzed, and final) will be stored in a long format on the Open Science Framework (platform). Special emphasis will be on the transparent storage of raw data as component variables in .csv and .sav files to enable easy future data reuse.

Have you considered what type of end-user license to include with your data?

Attribution 4.0 International (CC BY 4.0) (Reference: https://creativecommons.org/licenses/by/4.0/)

What steps will be taken to help the research community know that your data exists?

Journal publications, which will be referenced in classes at Dalhousie University. The journal publication will be open-access and available on JSTOR. Each publication will reference a link to the Open Science Framework. Publications will be communicated on social media platforms.

Responsibilities and Resources

Identify who will be responsible for managing this project's data during and after the project and the major data management tasks for which they will be responsible.

The Principal Investigator is responsible for overseeing and executing the data management plan, data collection, data processing, and data storage

Principal Investigator: Tobias Gerhard Schminke (Dalhousie University, Political Science Department). tobias.schminke@dal.ca

How will responsibilities for managing data activities be handled if substantive changes happen in the personnel overseeing the project's data, including a change of Principal Investigator?

The research team consists of the Principle Investigator (PI), a co-investigator and research assistants. If the PI cannot continue in his role, the co-investigator will take over, and one of the research assistants will fill in for the co-investigator role.

What resources will you require to implement your data management plan? What do you estimate the overall cost for data management to be?

N/A

Ethics and Legal Compliance

If your research project includes sensitive data, how will you ensure that it is securely managed and accessible only to approved members of the project?

Consent for the following will be collected from all participants through a consent form at the beginning of the SurveyMonkey questionnaire that describes the project.
Data storage will happen on the Dalhousie University-approved Microsoft OneDrive. Only the research team, composed of the PI, co-investigator, and research assistants, will have access to the data. They will all sign a non-disclosure agreement
In line with the requirements (integrity, anonymization, and de-identification) by the REB at Dalhousie University, the de-identified data (raw, processed, analyzed, and final) will be made available on the Open Science Framework.

If applicable, what strategies will you undertake to address secondary uses of sensitive data?

N/A

How will you manage legal, ethical, and intellectual property issues?

N/A

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