



From risk to research asset: DMPs with purpose

Philippa Frame, Research Data Librarian

Office for Scholarly Communication, QUT Library



ACKNOWLEDGEMENT OF TRADITIONAL OWNERS

QUT acknowledges the Turrbal and Yugara, as the First Nations owners of the lands where QUT now stands. We pay respect to their Elders, lores, customs and creation spirits. We recognise that these lands have always been places of teaching, research and learning.

QUT acknowledges the important role Aboriginal and Torres Strait Islander people play within the QUT community.

Today...

- eResearch Service Capability Uplift Program:
 - DMPonline Replacement Project
- Out with the old:
 - Data Management Planning Tool
 - RDM + PM Checklist
- In with the new:
 - Data Management Planner
 - Research Plan ID (RPID)
 - Automated provisioning of data storage
- DMP User Experience Survey - results



 Dataedo /cartoon

Plot@Dataedo

Data management plans

Living document outlining:

- how data will be created or collected
- relevant data policies that will affect management of the data
- data access and ownership
- infrastructure and tools required to analyse and store the data
- specific responsibilities of project members

Data management planning

SECTION 3 - ROLES AND RESPONSIBILITIES

- (9) The management of research data and primary materials is a shared responsibility throughout the research data lifecycle. Researchers, faculties, research centres, and service providers need to work in partnership to implement good practice and meet requirements in accordance with the [Australian Code for the Responsible Conduct of Research, 2018](#) and the accompanying [Management of Data and Information in Research](#) as well as relevant QUT policies.

Position	Responsibility
All researchers	<p>All researchers are responsible for adequate and appropriate research data and primary materials management throughout the research lifecycle, including:</p> <ol style="list-style-type: none"><li data-bbox="733 872 2033 908">1. Being aware of and implementing research data and primary materials management practices;<li data-bbox="733 936 2244 1015">2. Ensuring the development and maintenance of research data and primary materials management plans for all research projects they are responsible for;<li data-bbox="733 1043 2346 1122">3. Managing research data and primary materials in accordance with the research data management plan developed for their research project or activity.

Data management planning

Staff

All QUT researchers must complete a data management plan for all research projects they are responsible for. See the [materials policy](#).

Researchers undertaking ARC-funded research must have a data management plan in place prior to the start of their project. See the [requirement](#).

PhD students

You're required to complete a data management plan for your [Stage 2 milestone](#), unless you are not collecting any data.

Even if you won't be collecting data, you're encouraged to complete a data management plan as part of your research training activity. This is good preparation for future projects that may require data collection.

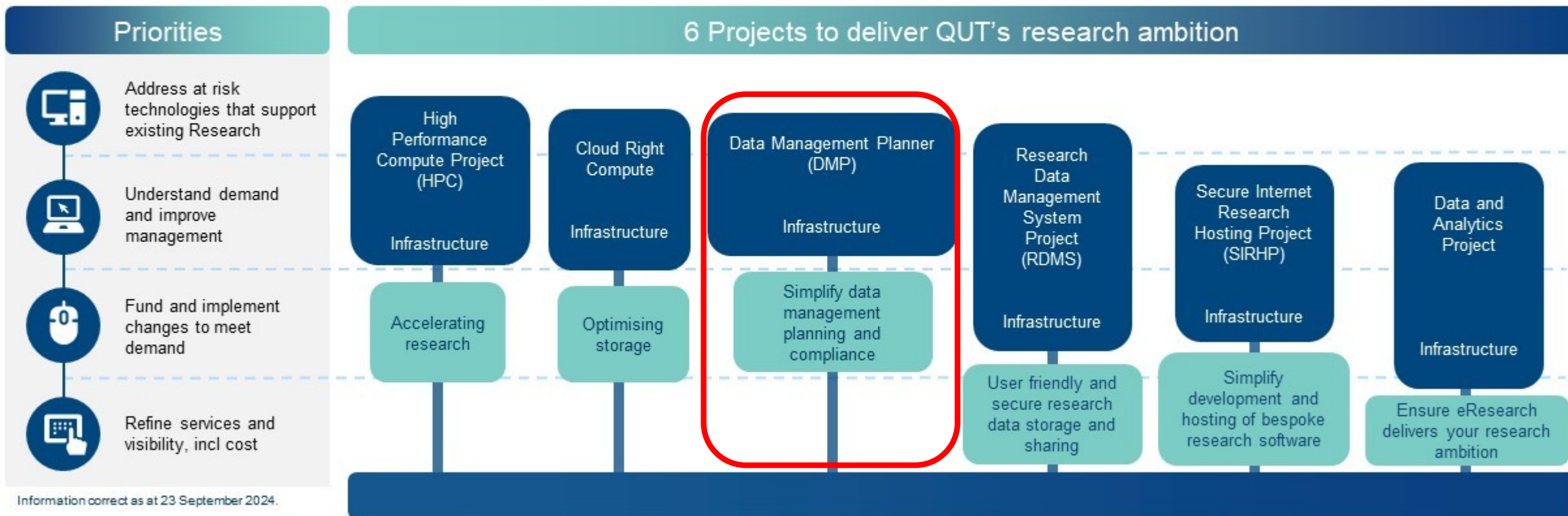
Master of Philosophy students

You're required to consider completing a data management plan before submission as part of your [Research Proposal milestone](#).

Even if you won't be collecting data, you're encouraged to create a plan as a research training activity. This is good preparation for future projects that may require data collection.

eResearch Service Capability Uplift Program

Aim: Ensure eResearch (people, processes and systems) enable the delivery of excellent real-world research, research training and research infrastructure. This program will balance the delivery of QUT research ambition with the sustainable increase in capacity for transformative research. eResearch provides critical support to enable \$38M in existing grants, \$73M in future research and \$17M in HDR completions, representing between 1/3 and 1/2 of HERDC eligible research.



CRICOS No.00213J

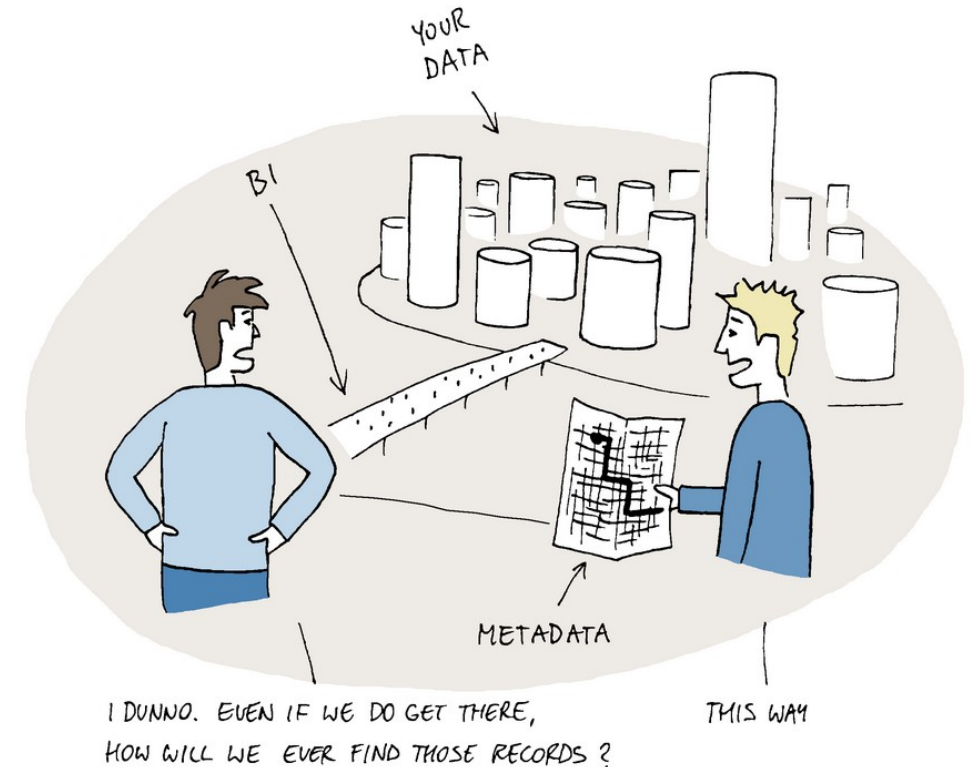
Out with the old...

QUT Data Management Planning Tool

- DMPonline open-source software
- 40 questions
- Export several formats
- Permissions granted
- External user access
- Not mandatory

Research Data Management + Primary Materials Checklist

- ARDC Institutional Underpinning Program
- Next/NestJS application in serverless cloud infrastructure
- Produced a checklist or to-do list
- Not mandatory



 Dataedo /cartoon

Prof@Dataedo

The risk

Data Management Planning Tool

Low engagement beyond plan creation

Questions were free-text and duplicated documentation elsewhere e.g. ethics and grant applications

Software version unsupported by development community

No direct path to upgrade version

Ruby on Rails no longer supported at QUT

Continued use posed a significant security risk

Not device agnostic

Did not meet QUT's commitment to accessibility

Research Data Management and Primary Materials Checklist

Confusion in the separation of the Checklist and the Data Management Planning Tool

In with the new...



Data Management Planner

A data management plan is intended as a 'living' document that changes as your data needs change.

Follow the steps below to use the Data Management Planner to document your research data needs in a data management plan:

- 1 Complete the pre-plan checklist to ensure you have all the information you will need to complete your plan. **(Higher Degree Research students may wish to share their Checklist Results with a supervisor).**
- 2 Prepare your data management plan.
- 3 Review and refine your plan with your colleagues or supervisor/s as your data needs change, or at least every 12 months.

Start Pre-plan Checklist

View existing or create a new plan

***Pre-plan Checklists are recommended for all researchers who have not created a Data Management Plan recently.**

To get started, you will need:



Information about your project, including a brief description and names of researchers involved.



An idea of the type of data you plan to collect, as well as how you plan to collect the data, where you will store it and how you will archive or dispose of it.

For assistance, please email dmp@qut.edu.au .

The reward

DMPT and RDM+PM Checklist = new system

- Reduce security risks
- Increase compliance and adoption of best practices
- Simplify application and enhanced user experiences
- Enhance search and analytic functionality for administrators

Self-service automated data storage provisioning (October 2025)

Cross-divisional collaboration between eResearch, the Library and Digital Business Solutions (IT)

Pre-plan Checklist

Home / My Plans / Pre-plan Checklist

1 First
Pre-plan checklist

2 Second
Checklist Results

3 Third
Start your plan

Your obligations as a researcher

As part of your research project, it's your obligation to understand QUT's policy and procedure managing research data and primary materials. If you're not familiar with **QUT MOPP Management of research and primary materials** please take some time to read and understand it. Go to [QUT MOPP](#) ↗.

Do you understand your obligations as per [QUT MOPP Management of research data and primary materials](#)? ↗

Yes

No

🔗 Help with this question

Project Details

Project Title *

Project or thesis title

🔗 Help with this question

Faculty and School *

Select the Faculty and School.



Supervising Researcher

Enter the name of your supervising researcher to start searching.

[Help with this question](#)

Collaborating Researchers

Enter the name of a collaborating researcher to start searching. You can add multiple collaborating researchers.

[Help with this question](#)

Start Date *(dd/mm/yyyy)*



Select the intended start date of the research project.

End Date *(dd/mm/yyyy)*



Select the intended end date of the research project.

Fields of Research

Enter a FoR classification or code to start searching. You can add multiple classifications or codes.

Include 2008 Classifications

[Help with this question](#)

Supervising Researcher

Steph

Steph Hutchison - Senior Lecturer - Dance - ORCID: 0000-0003-2172-772X

Steph Perry - Sessional Academic - School of Advertising, Marketing & PR

Steph Perry - Sessional Academic - School of Advertising, Marketing & PR

Steph Roberts - Student Programs Officer - Specialist Student Support

Stephanie Bryant - Convenor, Social Sport - Sport Operations

Ethics

Does your research involve humans, their data, or tissue?

Yes No

i If your research is with or about people, their data, or tissue, then your research could be considered human research, and may require approval. You can always check with [Office of Research Ethics and Integrity](#) if you are unsure.

? [Help with this question](#)

Does your research involve the use of animals for scientific purposes, as defined by the [Australian code for the care and use of animals for scientific purposes](#) ?

Yes No

☰ You will need animal ethics approval, seek assistance from [Office of Research Ethics and Integrity](#) . We will add it to your to-do list.

? [Help with this question](#)

Digital Research Data

Are you creating, collecting or receiving digital data?

Yes No

✓ Great! [Research Data Storage Service \(RDSS\)](#) is the QUT recommended location for storing master copies of research data.

? [Help with this question](#)

Have you considered [data storage options?](#)

Yes No

✓ Great! You can store details about your choices in your Data Management Plan.

? [Help with this question](#)

Primary Materials

Are you creating, collecting or receiving physical materials?

Yes No

i If this changes, you can update your plan with the details at a later date.

? [Help with this question](#)

Security Considerations

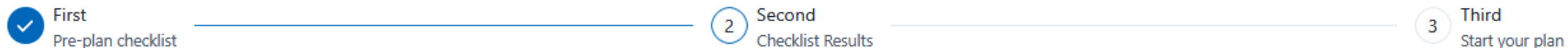
Are there any security considerations such as sensitive data, export trade controls, or defence contracts?

Yes No

☰ That's ok. We will add an item on your To-Do list to check in with OREI regarding sensitive data, trade controls or defence contracts.

Testy test

Home / My Plans / Edit: Testy test



What you'll need to do before starting your plan

- QUT Manual of Policies and Procedures
 - Review your obligations as per the [QUT MOPP Management of research data and primary materials](#)
- Talk to OREI
 - Seek assistance with animal ethics approval from OREI
 - Check in with the [Office of Research Ethics and Integrity](#) to discuss your sensitive data, trade controls or defence contracts.

[Copy To Clipboard](#)

What we'll prefill on your plan

Based on what you told us, we'll prefill the following into your plan.

Project Title

Testy test

Faculty and School

Faculty of Business & Law - School of Advertising, Marketing & PR

Supervising Researcher

Yvette Wyborn - Delivery Team Lead - eResearch - ORCID: 0009-0006-9111-5672

Collaborating Researchers

Ryan Bennett - Software Development Team Lead - eResearch

Paola Pettit - Software Developer - eResearch - ORCID: 0009-0009-2491-3748

Marvin Van Prooijen - Library Adviser - Office for Scholarly Communication - ORCID: 0000-0001-7458-6516

Testy test

Home / My Plans / Edit: Testy test

Plan VEEBDH0094 Version: 1.0

Save ▼ Invite Project Team Members 👤 Change Lead ↔ Notifications 🔔 Export PDF 📄 Export Word 📄 Next Section ➤

- 37% Project Details
- Funding Bodies
- Data Collection
- Ethics and Privacy
- Intellectual Property and Copyright
- Data Storage
- Data Management Costs
- Data Preservation
- Data Retention and Disposal
- Data Publishing

Project Team Members

Supervisor
Yvette Wyborn - Delivery Team Lead - eResearch - ORCID:
0009-0006-9111-5672

Enter the name of your primary supervisor. Any additional supervisors can be added below

Collaborator 1 Edit Remove

Researcher
Ryan Bennett - Software Development Team Lead - eResearch

Role
Read-only

Primary Contact
No

+ Add Another Collaborator







Reset Discard Save

Is this a Higher Degree Research Project? Yes No

Testy test

Home / My Plans / Edit: Testy test

Plan VEEBDH0094  Version: 1.0

Save   Invite Project Team Members  Change Lead  Notifications  Export PDF  Export Word  Next Section 

- 37% Project Details
- Funding Bodies
- Data Collection
- Ethics and Privacy
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- Data Storage
- Data Management Costs
- Data Preservation
- Data Retention and Disposal
- Data Publishing

Project Details

Lead Researcher  correct

Lead *

Philippa Frame - Research Data Librarian - Office for Scholarly Communication - ORCID: 0000-0002-5191-0763  

Reset Discard Save


 [Help with this question](#)

Approximate Start Date (dd/mm/yyyy)

Approximate End Date (dd/mm/yyyy)



Fields of Research (not needed for Higher Degree Research Students)

Enter a FoR classification or code to start searching. You can add multiple FoR classifications or codes 

Include 2008 Classifications

 [Help with this question](#)

Is this a Higher Degree Research Project?

Yes

No

Testy test

Home / My Plans / Edit: Testy test

Plan VEEBDH0094 Version: 1.0

Save Invite Project Team Members Change Lead Notifications Export PDF Export Word Next Section

- 37% Project Details
- Funding Bodies
- Data Collection
- Ethics and Privacy
- Intellectual Property and Copyright
- Data Storage
- Data Management Costs
- Data Preservation
- Data Retention and Disposal
- Data Publishing

Project Details

Please complete the following information for your project.

Project Name: Testy test

Faculty:

Approximate Start Date (dd/mm/yyyy):

End Date (dd/mm/yyyy):

Fields of Research (not needed for Higher Degree Research Students)

Enter a FoR classification or code to start searching. You can add multiple FoR classifications or codes Include 2008 Classifications

[Help with this question](#)

Is this a Higher Degree Research Project?

Notification Settings

Enable reminders



You may receive emails from us to remind you to complete your plan if we notice it's been inactive for a while.

Set a custom reminder date (optional) (dd/mm/yyyy)

Testy test

Home / My Plans / Edit: Testy test

Plan VEEBDH0094  Version: 1.0

- Save  
- Invite Project Team Members 
- Change Lead 
- Notifications 
- Export PDF 
- Export Word 

Next Section >

- 37% Project Details
- Funding Bodies
- Data Collection
- Ethics and Privacy
- Intellectual Property and Copyright
- Data Storage
- Data Management Costs
- Data Preservation
- Data Retention and Disposal
- Data Publishing

Project Details

Please check that the information carried over from your pre-plan checklist is still correct

Project Title *

Testy test

 [Help with this question](#)

Faculty and School *

Faculty of Business & Law - School of Adv

 [Help with this question](#)

Approximate Start Date (dd/mm/yyyy)

Approximate End Date (dd/mm/yyyy)

Plan VEEBDH0094  Version: 1.0

The Research Plan ID (RPID) a unique code for each Data Management Plan (DMP). It can be used to link this DMP to other research project services such as data storage folders or the QUT Supercomputer.

Fields of Research (not needed for Higher Degree Research Students)

Enter a FoR classification or code to start searching. You can add multiple FoR classifications or codes

Include 2008 Classifications

 [Help with this question](#)

Is this a Higher Degree Research Project?

Yes No

Testy test

Home / My Plans / Edit: Testy test

Plan VEEBDH0094 Version: 1.0

Save Invite Project Team Members Change Lead Notifications Export PDF Export Word Next Section >

- 37% Project Details
- Funding Bodies
- Data Collection
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- Data Management Costs
- Data Preservation
- Data Retention and Disposal
- Data Publishing

Save as

Minor version → 1.1

Major version → 2.0

Save and Exit

Save Reset Next Section >

...e-plan checklist is still correct

g & PR

Approximate Start Date (dd/mm/yyyy)

Approximate End Date (dd/mm/yyyy)

Fields of Research (not needed for Higher Degree Research Students)

Enter a FoR classification or code to start searching. You can add multiple FoR classifications or codes Include 2008 Classifications

[Help with this question](#)

Is this a Higher Degree Research Project?

Testy test

Save | Invite Project Team Members | Change Lead | Notifications | Export PDF | Export Word

Previous Section | Next Section

- Project Details
- Funding Bodies**
- Data Collection
- Ethics and Privacy
- Intellectual Property and Copyright
- Data Storage
- Data Management Costs
- Data Preservation
- Data Retention and Disposal
- Data Publishing

Funding Bodies

Help with this section
Many projects do not receive funding, including funding body and grant here.

Add Funding Body

Add Funding Body

- Industrial Transformation Research Hubs - http://dataportal.arc.gov.au/NCGP/API/grants/IH150100006 - Monash University
- Special Research Initiatives - http://dataportal.arc.gov.au/NCGP/API/grants/SR200100008 - University of Tasmania
- ARC Centres of Excellence - http://dataportal.arc.gov.au/NCGP/API/grants/CE230100021 - The University of Queensland
- ARC Centres of Excellence - http://dataportal.arc.gov.au/NCGP/API/grants/CE230100015 - The University of Adelaide
- ARC Centres of Excellence - http://dataportal.arc.gov.au/NCGP/API/grants/CE170100039 - Monash University

Save | Reset | Previous Section | Next Section

Testy test

Home / My Plans / Edit: Testy test

Plan **VEEBDH0094** Version: 1.0

Save

Invite Project Team Members

Change Lead

Notifications

Export PDF

Export Word

< Previous Section

Next Section >

Project Details

Funding Bodies

0% Data Collection

Ethics and Privacy

Intellectual Property and Copyright

Data Storage

Data Management Costs

Data Preservation

Data Retention and Disposal

Data Publishing

Data Collection

Only basic information about the datasets you are using or creating in your project is captured here. Datasets are not stored in a Data Management Plan.

Published datasets

Help with this section

+ Add Published Dataset

Unpublished datasets

Help with this section

+ Add Unpublished Dataset

Quality control

Help with this section

Quality control methods used in data collection

Start typing to search for a quality control method. You can add multiple quality control methods.

Add Published Dataset

Dataset

Select...

Select any published datasets you will be using

Description


Briefly describe the characteristics and types of values in this data set

Discard

Add

Site Administration

Home / Site Administration

 Please note that site changes are applied for all users immediately upon save.

Save 

 Reset

Landing Page

Features

Site Text

Navigation

Base Colours

Brand Colours

Navigation Colours

Avatar Colours

Landing Page

Heading

Data Management Planner

This is displayed at the top of the landing page

Description

Editor

Preview

       H1 H2 H3 H4 H5 H6

A data management plan is intended as a 'living' document that changes as your data needs change.

Textual description displayed under the heading of the landing card. Leave blank if you do not want this displayed.

Steps

Leading Paragraph

Follow the steps below to use the Data Management Planner to document your research data needs in a data management plan:

The paragraph displayed immediately preceding the list of steps required for data management planning.

Step 1

Edit 

Remove 

Plan Analytics

Home / Plan Analytics

[Help with Analytics](#)

Settings

Saved Query:
Display:
Aggregate:

Fields

-
-
-
-
-
-
-
-
-
-
-

Rows

Columns

Move a field here to add columns

Result

-
-
-
-
-
-
-
-

Rows

Columns

Move a field here to add columns

Result Query

Project Hdr Project Is Hdr Project	Totals
	86
No	95
Yes	428
Totals	609

Data Storage

Home / Data Storage

Getting Started

The Research Data Storage Service (RDSS) provides researchers (staff and Higher Degree Research students) with a secure repository to store research data. It is the recommended location for storing multiple copies of research data.

[Request Data Storage](#)

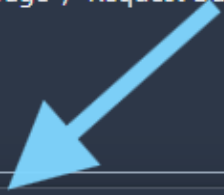
Project ¹¹	Project Title ¹¹	Retention Period ¹¹	Classification ¹¹	Status ¹¹	Members ¹¹	Actions ¹¹
Plan IQNPWP3829	Data Plan Test 1	5 years	Sensitive	Success	LEAD Kate Stacey - Scholarships Systems Analyst ...	View Edit
Plan SLZGHP7798	Testing buttons	5 years	Sensitive	Success	LEAD Kate Stacey - Scholarships Systems Analyst ...	View Edit
Plan YTJVIV0675	Kate S Test 1	7 years	Sensitive	Success	LEAD Kate Stacey - Scholarships Systems Analyst ... COLLABORATOR Yvette Wyborn - Delivery Team...	View Edit
Plan BKJDSX5486	Test for demo	7 years	Protected	Success	LEAD Kate Stacey - Scholarships Systems Analyst ...	View Edit
Plan GFAKKZ3040	test 3	7 years	Official	Success	LEAD Kate Stacey - Scholarships Systems Analyst ...	View Edit
Plan EUTISX9525	test fifty	5 years	Official	Success	LEAD Kate Stacey - Scholarships Systems Analyst ... SUPERVISOR Chris Williams - Senior Manager,... COLLABORATOR Yvette Wyborn - Delivery Team...	View Edit
Plan AJXWKG2803	Research Data Storage request demo project	5 years	Official	Success	LEAD Kate Stacey - Scholarships Systems Analyst ... SUPERVISOR Chris Williams - Senior Manager,... COLLABORATOR Yvette Wyborn - Delivery Team...	View Edit

Request Data Storage

Data Storage / Request Data Storage

Plan *

Select...



PLAN: USZYPO9572 - Test Project

Select...

Help with this question

Classification *

Select...

Help with this question

Migrate RDSS Data Storage

Select...

Optionally migrate one of your existing RDSS folders into the new data storage.

Save



View Data Storage

Data Storage / View Data Storage



Success

Your data storage has been provisioned.

Plan

PLAN: AJXWKG2803 - Research Data Storage request demo project

Members

LEAD Kate Stacey - Scholarships Systems Analyst - Director's Office, Student Administration

Retention Period

5 years

Classification

Official

Migrate RDSS Data Storage

Data Storage

Home / Data Storage

Getting Started

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Plan GFAKKZ3040	test 3	7 years	Official	Success	LEAD Kate Stacey - Scholarships Systems Analyst ...	View Edit
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Plan AJXWKG2803	Research Data Storage request demo project	5 years	Official	Success	LEAD Kate Stacey - Scholarships Systems Analyst ... SUPERVISOR Chris Williams - Senior Manager,... COLLABORATOR Yvette Wyborn - Delivery Team...	View Edit

DMP User Experience Survey - Results

31 July to 21 August (3 weeks)

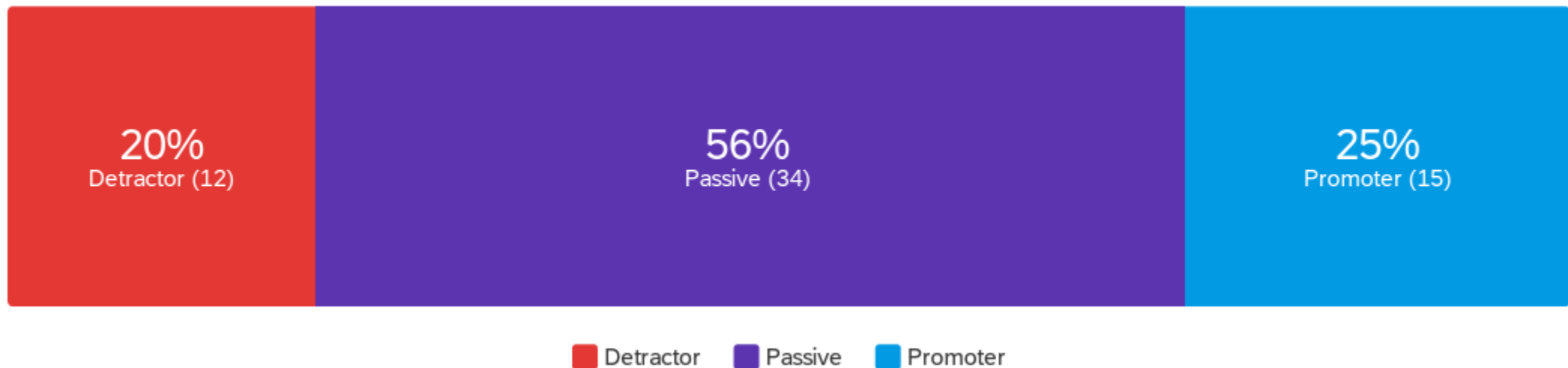
61 responses - 43 HDR students, 12 academic staff and 6 professional staff

4 x Coles Group & Myer gift cards offered

One year on, just over 600 plans have been created

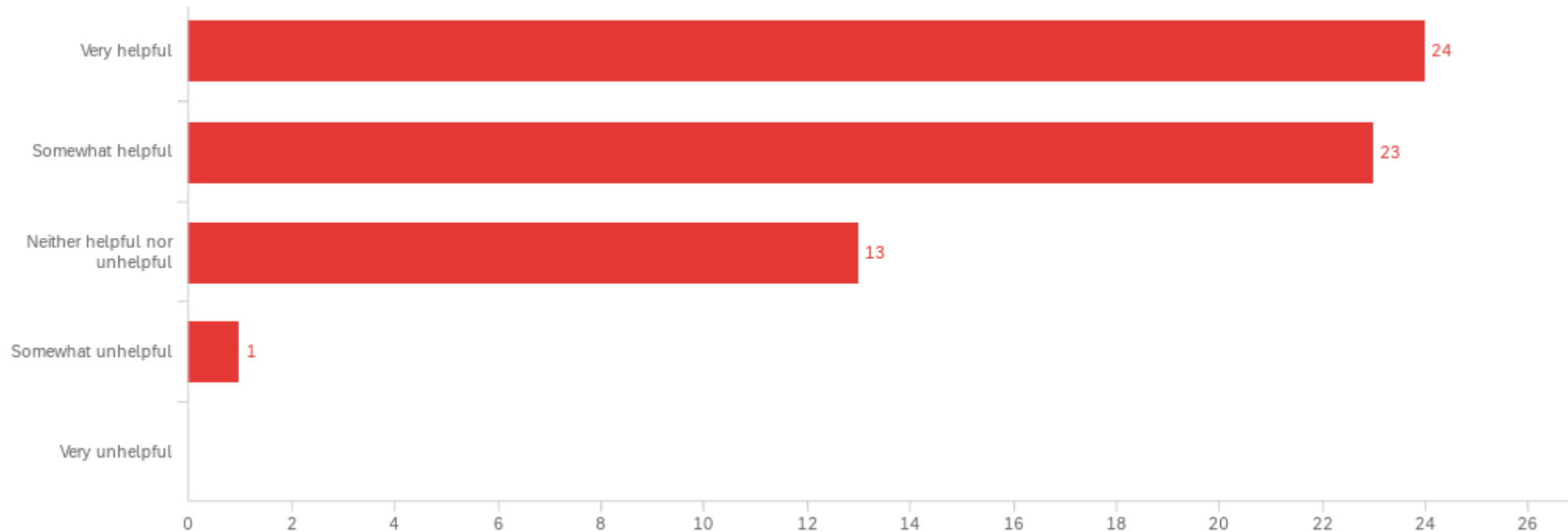
DMP User Experience Survey - Results

Q. Would you recommend the Data Management Planner to a student or college?



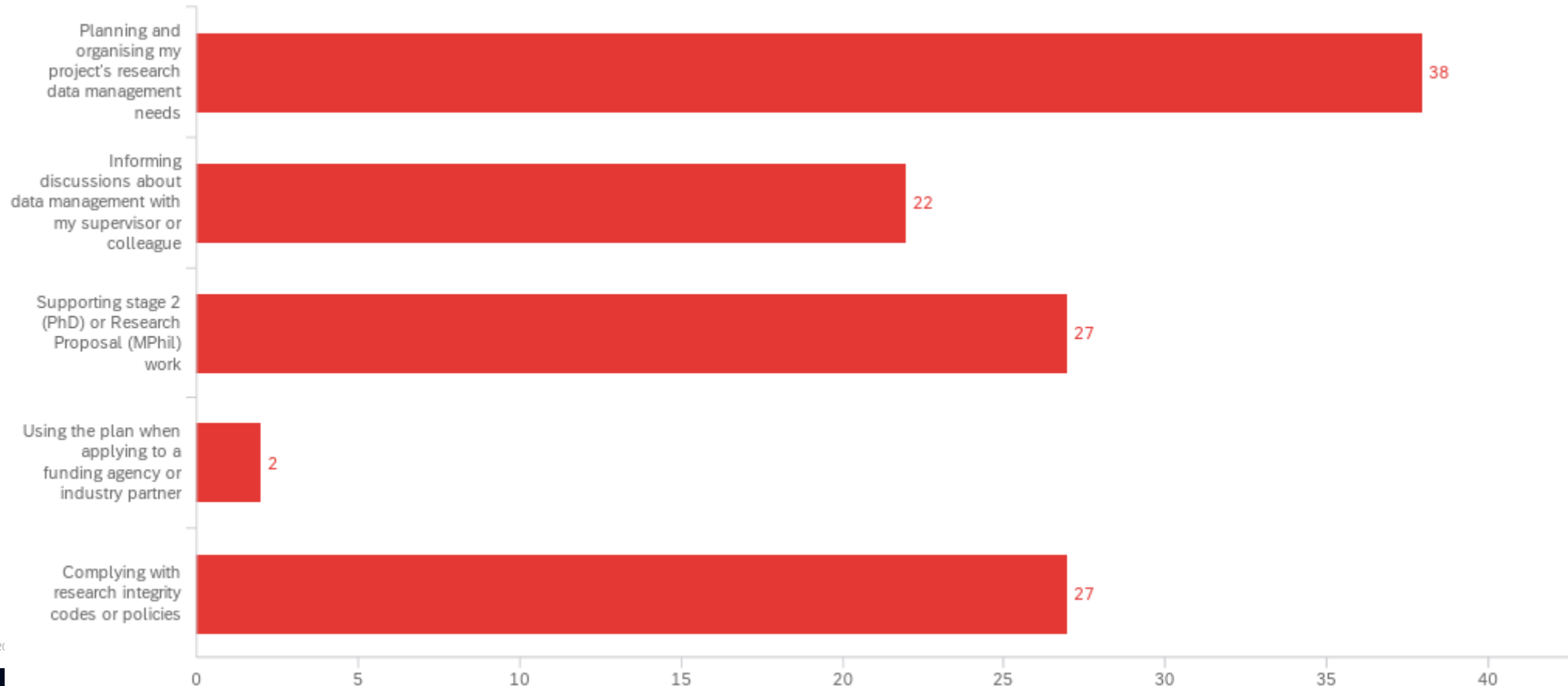
DMP User Experience Survey - Results

Q. How helpful was the Pre-Plan Checklist in discussing your data management requirements with your supervisor or colleague?



DMP User Experience Survey - Results

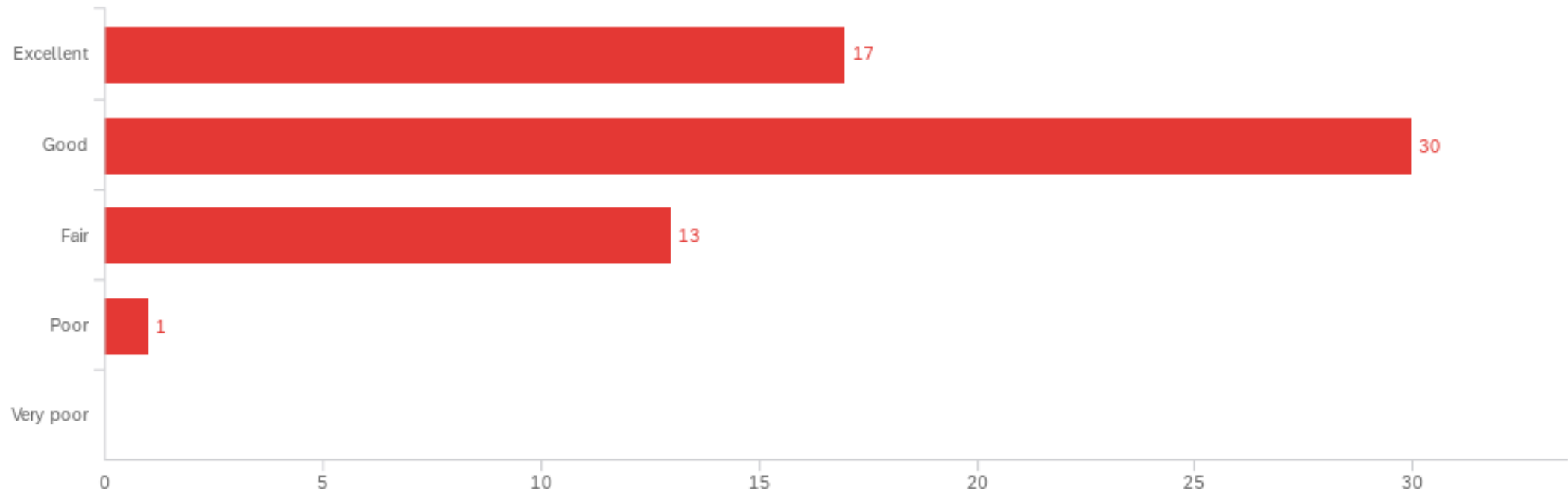
Q. In what ways did working on a data management plan benefit your project?



TEQSA Provider ID PRV120

DMP User Experience Survey - Results

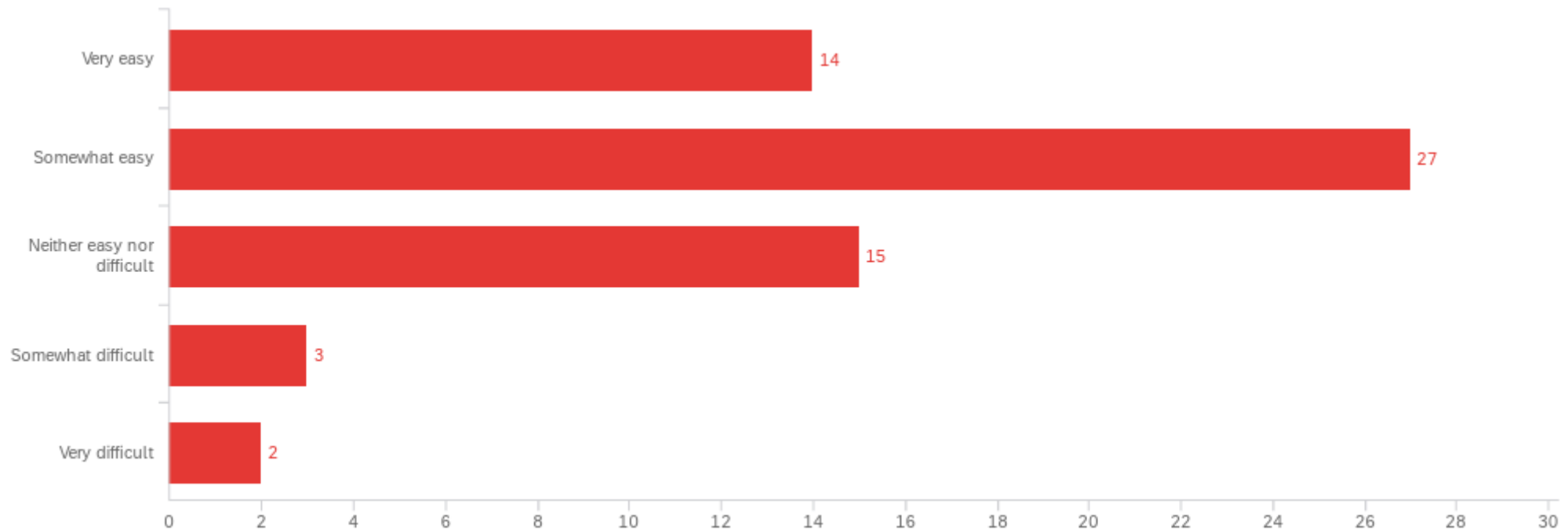
Q. How would you rate the available guidance and instructions?



TEQSA Provider ID PRV12079 Australian University | CRICOS No.00213J

DMP User Experience Survey - Results

Q. How easy was it to navigate the Data Management Planner?



DMP User Experience Survey - Results

"The planner was easy to follow with its step-by-step format, which helped me understand what to include in my data management plan. The built-in guidance and QUT templates made it easier to meet university requirements."

"Good for teaching students the prospective planning required in data management, and the relevant issues."

"Clear documentation of how data will be stored/maintained for the purpose of external ethics approval."

I also liked the tips and notes that helped me remember important things like storage, sharing, and ethics. Being able to save and update the plan as my project changed was also very useful."

"I liked the check-list because it gave me insight into the tasks that I needed to complete, especially ones that are often overlooked (e.g. creating an ORCID account). Also going through the modules in the plan helped me start conversations with my supervisor about storing and archiving any data collected in my project."

DMP User Experience Survey - Results

“There are some sections (e.g. Data Publishing) that I cannot fill out yet because I'm only in the first stages of my masters. It might be good to have an option to tick a box to say "started conversations with primary supervisor," that way it prompts and acknowledges that the student has discussed this with their supervisor.

“At times, it was hard to understand what some questions were asking, especially with technical terms. I wasn't always sure what level of detail was needed. It also took some time to find the right information to complete certain sections.”

“My projects are already governed by extensive data governance procedures, so this essentially becomes a duplicate requirement were I to engage with it.”

“I found it a bit difficult to navigate especially because not many people around me were actively using it. I found it difficult to understand what advantages filling out a long questionnaire type planner had. This made it harder for me to continue using the planner.”

#	Solution Component	Description
1	Amazon SES	Sends notifications to users (Collaborators) who have been added to the DMP. This is delivered via Amazon Simple Email Service that provides low cost and high deliverability.
2	QUT IDP	This controls access to components of the system. The usage has been extended to use the WIF component, which provides the email address for a QUT user.
3	AWS WAF	AWS Web Application Firewall that protects QUT IDP, Checklist API and Pure API from common web attacks
4	CDN	This component uses AWS CloudFront to cache and serve static content to end users.
5	Front-end Distribution	Storage of static website resources that are delivered via CDN (#4). Delivered via Amazon S3 storage.
6	Front-end Access Logs	Records access to Fron-end Distribution (#5) resources. Delivered via Amazon CloudWatch and S3 storage.
7	Cognito	AWS Cognito: Integrates with QUT IDP, applies access control and user pools.
8	API Gateway	Controls access to the Checklist API, ensuring only authorized users can access the Checklist API (#9)
9	Checklist API	<p>The Checklist API performs the following functions:</p> <ul style="list-style-type: none"> • Retrieves researcher details, Orchid ID, registered project/application details from Pure • Saves and Retrieves Checklist Details from Checklist Storage • Sends email notifications to users to inform them that they have been included on a checklist
10	Checklist Storage	AWS Dynamo DB which is used to store details of the DMP
11	Pure API Secrets	Stores Pure API secrets in AWS Secrets Manager. Access to these secrets is controlled via XXXXX
12	API Access Logs	AWS Cloud Watch records access to the Checklist API.
13	Pure API	Restricted endpoint access to Pure's REST API's. Access keys are stored in Pure API Secrets (#11).



Questions