Before you begin

Are you familiar with Research Data Management good practice?

Yes

Yes

Have you written a Data management Plan?

Yes

Yes

Will you be working with sensitive data?

Yes

Visit the Research Data Service (RDS) website for scheduled and online training opportunities: www.ed.ac.uk/is/data-training

Use DMPonline to write a Data Management Plan: https://dmponline.dcc.ac.uk
Include any costs or other resources required. Contact data-support@ed.ac.uk for assistance.

Visit the RDS Research in Progress web pages, especially Working with Sensitive Data and Data Safe Haven: www.ed.ac.uk/information-services/research-support/research-data-service/during
Any costs for a Data Safe Haven environment must be included in funding applications. If you think you will need a secure environment for your data contact data-support@ed.ac.uk for a quote.

Proceed to Research in Progress
Do you need to find and access existing data?

- **No**

  Visit the RDS Discover and re-use data page for support:
  [www.ed.ac.uk/is/discover-data](http://www.ed.ac.uk/is/discover-data)

Do you need networked storage for your research data?

- **No**

  Visit the RDS Active data storage page to learn about using DataStore:
  [www.ed.ac.uk/is/datastore](http://www.ed.ac.uk/is/datastore)

- **Yes**

  Visit the RDS Open research tools page to select an appropriate tool:
  [www.ed.ac.uk/is/notebooks](http://www.ed.ac.uk/is/notebooks)

Would you like to use an Electronic Notebook to record your research?

- **No**

- **Yes**
The IS Research Computing service provides a suite of high-performance computing services:
www.ed.ac.uk/information-services/research-support/research-computing/ecdf

Visit the RDS Collaboration and data syncing page to find suitable tools to share active data with collaborators:
www.ed.ac.uk/is/collaboration-sync

Visit the RDS Versioning and code management page to get Gitlab and Subversion:
www.ed.ac.uk/is/versioning

Will your research project create code or require clear version control of content?

Yes

Are you working with collaborators?

No

Do you require high-performance computing solutions?

Yes

Proceed to Approaching Completion

No
Approaching Completion

Visit the RDS Approaching completion page for guidance on a suitable data repository: www.ed.ac.uk/information-services/research-support/research-data-service/after
Deposit your data in that repository and create a dataset record in Pure: www.ed.ac.uk/pure

Are you required or do you wish to offer your research data to a disciplinary data repository?

No

Do you have research data that can be shared openly?

No

Do you need to securely retain data that is too large for a repository or that needs to be kept confidential?

Yes

Deposit your data in Edinburgh DataVault for long-term retention and safekeeping by the University. A Pure record will be created as part of this process. www.ed.ac.uk/is/datavault

Yes

Deposit your data in Edinburgh DataShare. Your data can now be re-used and cited by yourself and others, will be linked in Pure and preserved indefinitely: https://datashare.ed.ac.uk

Yes

Consult your data management plan. Securely destroy your data if no archiving options are suitable.

No

If you require this document in an alternative format, such as large print or a coloured background, please contact [insert: name and contact details]