



JOHNS HOPKINS

INSTITUTE *for* CLINICAL &
TRANSLATIONAL RESEARCH

JHU Data Management Best
Practices Initiative

Agenda

- **Introduction**, Dr. Daniel Ford
- **Background**, Scott Carey
- **Data Sharing and Archiving Workgroup Presentation**,
Betsy Gunia
- **Data Management Planning Workgroup Presentation**,
Sharon Ghazarian
- **Data Backup and Security Workgroup Presentation**,
Scott Carey

JHU – Standards / Policies / Guidelines

JHU would benefit from comprehensive resources related to Best Practices in Research Data Management

- JHU - Institutional Guidance?
- SOM, SON, SPH... - Minimum Standards?
- Departmental Policies?
- Specific Project/Grant Requirements?

The OXFORD Wheel



This diagram is from a Paper on Good Practice in Research Data Management from [Oxford University](https://www.oxfordjournals.org/doi/full/10.1093/oxfordjournals/itct.a011111)

A Call to Action

Three Working Groups

- Data Management Planning

- Sharon Ghazarian

- Data Sharing and Archiving

- Betsy Gunia

- Data Backup and Security

- Scott Carey

A Call to Action

Goals

- Identify what we are currently doing
- Investigate external resources
- Make recommendations



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Data Archiving and Sharing

Subgroup Leader: Betsy Gunia

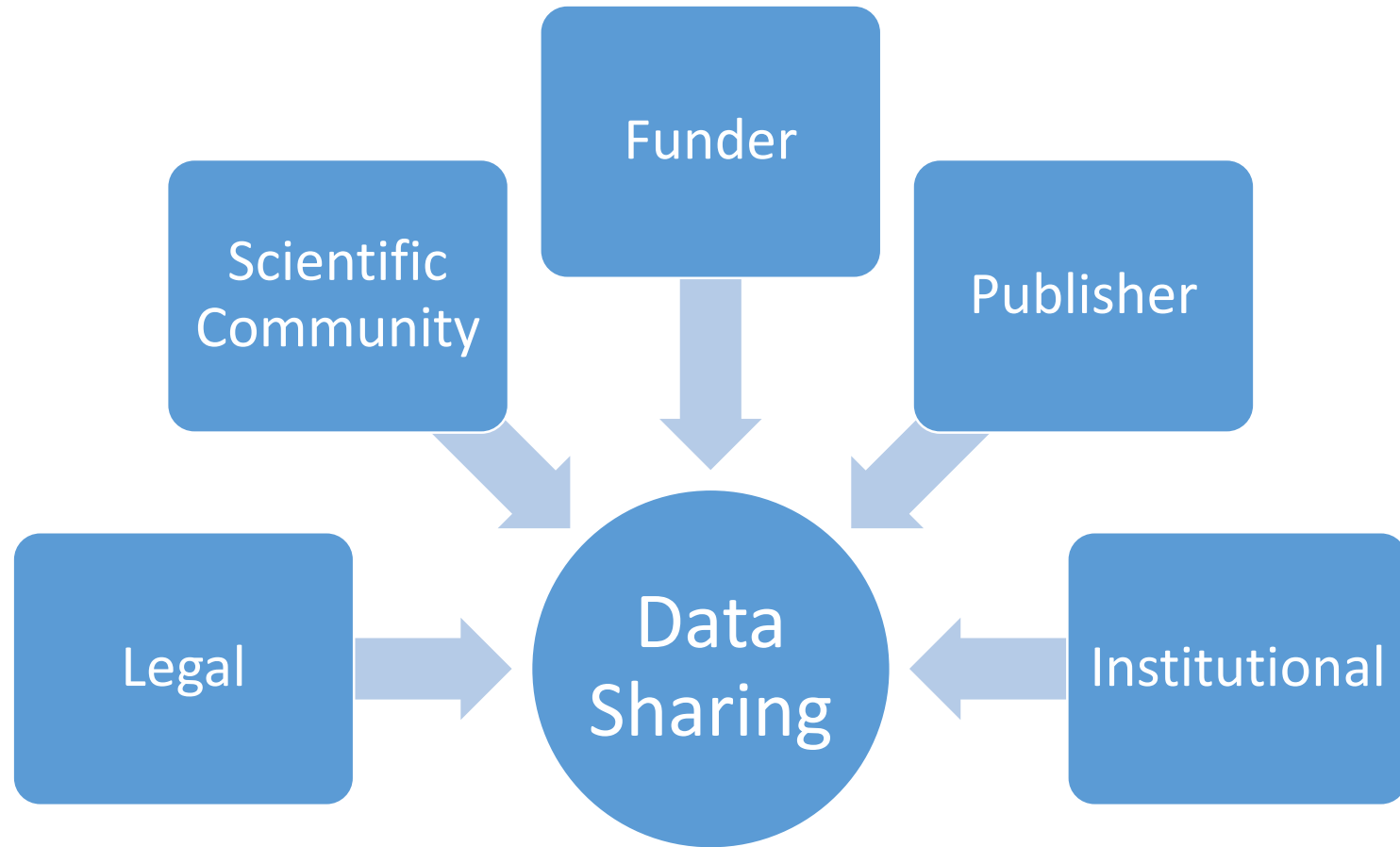
Background

- At the completion of a study, what happens to the data?
 - Share?
 - Retain?
 - Destroy?
- PIs and study teams are not always trained to think about data requirements/needs for data sharing and archiving

Archiving Versus Storing

- Ensuring file integrity and documenting provenance
- Considering longevity of file formats
- Using metadata (e.g., experimental procedures documented, file names)

Data Sharing



Plan for Today: Information Gathering

- Discuss definitions for and provide examples of activities around the following concepts:
 - Data sharing
 - Digital preservation
 - Data destruction
 - Data re-use
- Discuss existing best practices/policies/guidelines
- Prioritize policies/best practices for working group to focus on

Plan for Working Group

- Discuss best practices for data sharing and archiving, recognizing the wide diversity of requirements by stakeholders (e.g., funders)
- Determine which best practices should be implemented for PIs and study teams
- Collaborate with other working groups in an ongoing manner



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Data Management Planning

Subgroup Leader: Sharon R. Ghazarian, PhD

Background

- Proper planning prior to the conduct of research can mitigate potential risks to:
 - Security
 - Validity
 - Future accessibility of research data
- PIs and study teams are not always trained to think about data management *before* the study begins

Plan for Working Group

- Determine which aspects of data management are important to consider prior to conducting research
- Determine which best practices should be implemented for PIs and study teams
- Discuss the organization of data management plans including points for inclusion/exclusion
- Collaborate with other working groups in an ongoing manner



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Data Backup and Security

Subgroup Leaders: Scott Carey, Kerry Stewart

Background

- Data backup and security are critical to ensuring that data are not lost, tampered with and/or accessed by unauthorized users
- Minimal training and information exists for PIs and study teams regarding data backup and security, including at what point in the study these concerns need to be addressed (e.g. before the study begins, during the study, at the conclusion)

Plan for Working Group

- Discuss best practices around mechanisms for:
 - Data encryption
 - Data transfer
 - Versioning
 - Storage features
 - Data backup
- Determine which best practices should be implemented for PIs and study teams
- Collaborate with other working groups in an ongoing manner

Interest Group Input

- Anything to add/edit?
- Any expectations from the larger group?
- Anything you'd like to see this working group focus on in particular?

- A) Data Management Planning – G01
- B) Data Sharing and Archiving – G03
- C) Data Backup and Security – G07

Please pick up lunch on the way to
your breakout session!

