# Data Management Plan

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| **Administrative Data** | |
| Project Name | xxx |
| Project Code | xxx |
| Donor | xxx |
| Project partners | xxx |
| Project Description | xxx |
| Project Data Contacts | xxx |
| **Data Collection** | |
| What data will you collect or create? | xxx |
| How will the data be collected or created? | xxx |
| **Documentation and Metadata** | |
| What documentation and metadata will accompany the data? | xxx |
| **Ethics and Legal Compliance** | |
| How will you manage any ethical issues? | xxx |
| How will you manage copyright and Intellectual Property Rights (IPR) issues? | xxx |
| **Storage and Backup** | |
| How will the data be stored and backed up during the research? | xxx |
| How will you manage access and security? | xxx |
| **Selection and Preservation** | |
| Which data should be retained, shared, and/or preserved? | xxx |
| What is the long-term preservation plan for the dataset? | xxx |
| **Data Sharing** | |
| How will you share the data? | xxx |
| Are any restrictions on  data sharing required? | xxx |
| **Responsibilities** | |
| Who will be responsible for data management? | xxx |