APM Opportunity Management Survey

0. Administrative questions

1. Name of data management support staff consulted during the preparation of this plan.

Nicolas Dintzner, TPM Data Steward was consulted.

2. Date of consultation with support staff.

2022-02-25

I. Data description and collection or re-use of existing data

3. Provide a general description of the type of data you will be working with, including any re-used data:

Type of data	File format(s)	How will data be collected (for re-used data: source and terms of use)?	Purpose of processing	Storage location	Who will have access to the data
Answers to survey questions	Qualtrics, CSV, XLS	Survey	Testing hypotheses; answering research questions	SurfDrive	PIs

4. How much data storage will you require during the project lifetime?

- < 250 GB

II. Documentation and data quality

5. What documentation will accompany data?

- Data dictionary explaining the variables used
- Methodology of data collection

III. Storage and backup during research process

6. Where will the data (and code, if applicable) be stored and backed-up during the project lifetime?

- SURFdrive
- Project Storage at TU Delft

IV. Legal and ethical requirements, codes of conduct

7. Does your research involve human subjects or 3rd party datasets collected from human participants?

- Yes

8A. Will you work with personal data? (information about an identified or identifiable natural person)

If you are not sure which option to select, ask your [Faculty Data Steward](#) for advice. You can also check with the [privacy website](#) or contact the privacy team: privacy-tud@tudelft.nl

- No

8B. Will you work with any types of confidential or classified data or code as

listed below? (tick all that apply)

If you are not sure which option to select, ask your [Faculty Data Steward](#) for advice.

- No, I will not work with any confidential or classified data/code

9. How will ownership of the data and intellectual property rights to the data be managed?

For projects involving commercially-sensitive research or research involving third parties, seek advice of your [Faculty Contract Manager](#) when answering this question. If this is not the case, you can use the example below.

Data will be open; results will be published in a report to the sponsor APM, and used in academic papers.

V. Data sharing and long-term preservation

26. What data will be publicly shared?

- All data (and code) underlying published articles / reports / theses

28. How will you share your research data (and code)?

- All data will be uploaded to 4TU.ResearchData

30. How much of your data will be shared in a research data repository?

- < 100 GB

31. When will the data (or code) be shared?

- As soon as corresponding results (papers, theses, reports) are published

32. Under what licence will be the data/code released?

- CC BY

VI. Data management responsibilities and resources

33. Is TU Delft the lead institution for this project?

- Yes, leading the collaboration - please provide details of the type of collaboration and the involved parties below

See PI information for the organisations involved,

34. If you leave TU Delft (or are unavailable), who is going to be responsible for the data resulting from this project?

Data is self explanatory and does not need active involvement after the survey has been completed and results have been published.

35. What resources (for example financial and time) will be dedicated to data management and ensuring that data will be FAIR (Findable, Accessible, Interoperable, Re-usable)?

Since this is an unfunded project, only limited resources can be made available. Still, the survey results will be made openly available after the project.