

TU Delft Library

Research Data & Software

Operational Plan 2024

This operational plan highlights work done within each specific team of TU Delft Library, in the period from January 2024 to December 2024.

The plan is divided into four parts. It should be maximum three pages, including this page. Descriptions should be concise. If desired, include links to longer plans or descriptions.

- 1) **Services (Run)**. What plans are there for maintaining or modifying and updating services that fall under the team's responsibility? Does the team contribute to services managed by other teams?
- 2) **Projects (Change)**. What projects fall under the team? Are these projects significant changes to services or exploring possibilities for new services? Are they part of the larger programmes?
- 3) **Innovation ideas**. What are new areas that are interesting to be explored? Areas that might or might not evolve into new projects or services? What ideas are there for projects and services that might start in 2025?
- 4) **Other area of work** - What other work is the team doing that does not fit under 1, 2 or 3. For example, staff development, team building

Services

Service name (Consult the service list for the names of services)	Description of work (Briefly describe plans to maintain, modify or update the service.)	Responsible Owner
Coordinate Data Stewardship	Coordinate faculty data stewards and other university services on data and software management. Look into future data stewardship needs. Provide RDM support to cross-faculty collaboration and groups that are not affiliated with faculties	Yasemin Turkyilmazvan der Velden and Deepshikha Purwar
Manage online advice on data management	Continuous content creation and management of online guidance on data management and FAQ for the RDS website . Ensure the timely management of online content to reflect new and expanded services.	Yasemin Turkyilmazvan der Velden
Provide topical advice on data and software management	Collaborate with various university teams to advice on 1) doing research with privacy-sensitive data, 2) metadata for research data, 3) clarifying RDM related costs and staffing requirements in project proposals	Yasemin Turkyilmazvan der Velden
Write a data management plan	Monitor and maintain DMPonline. Ensure up to date and relevant guidelines on various DMP templates. Coordinate DMP feedback requests.	Deepshikha Purwar and Yasemin Turkyilmazvan der Velden
Use an Electronic Lab Notebook	Provide both RSpace and eLabJournal to help researchers document and maintain reproducibility of their research.	Deepshikha Purwar
Learn research data management & digital skills (as researcher)	Update and continue implementation of the ' Vision for Research Data & Software management training at TU Delft ' Coordinate, organise and run training for PhD candidates and researchers (and MSc students in some cases) Continue collaborations with stakeholders from library, TU Delft and external on new training development and integration.	Paula Martinez Lavanchy
Get hands-on support with data management	Continue providing hands-on support for research data management to researchers at TU Delft.	DCC coordinator

Projects

Project Name	What is the goal of the project?	Project Manager
Guide on research data and software management for PhD supervisors	Creation of a website and its content to guide supervisors in supporting PhD candidates with the implementation of best practices along their projects.	Paula Martinez Lavanchy
Course on version control and collaborative development for research software	Coordination to develop a course and reusable course materials in collaboration with the DCC. It aims to (1) fill a gap on skills detected from DCC support; (2) cover the demand for version control training of PhD candidates.	Paula Martinez Lavanchy

Project Name	What is the goal of the project?	Project Manager
Integration of FAIR Data and Software in the new Academic Career Track (ACT) programme	Collaboration and exploration with HR and Research and Funding (Innovation centre) to embed Responsible Conduct in Research in the new Academic Career Track programme.	Paula Martinez Lavanchy
Creation of Face-to-Face sessions for the 'Personal Data and Human subject in Research course'	Collaboration between the RDS training team, data stewards, privacy team and ethics to develop the class plan and reusable materials of two face-to-face sessions, which will be complementary to the self-paced online course.	Shoko Dauwels
IRODS pilot	Exploring the operational potential of iRODS in real case projects, providing service, training workshops and tutorials for users, and policy development.	Fardad Maghsoudi Moud
Guidelines for Research Data/Software Management in various research fields	Co-create with researchers on tailored instructions, best practices, and strategies for managing research data/software in various research fields.	Asya Kochkurova
Research data and software peer review	Collaborating with TU Delft OPEN publishing to experiment innovative open peer review processes of data/software as independent research outputs.	Saba Sharma
FAIR4ResearchSoftware	A 10-week program on releasing/publishing FAIR software/data combines training with mentorship and optional hands-on support.	DCC
OPEN4UA	Member of the EU project OPEN4UA, aims to support Open Science implementation in Ukrainian higher education institutions.	Yan Wang

Innovation Ideas

Area	Description
Future of DMPonline	Integrate with other TUD applications to improve the request tracking and support coordination. Automation of the workflow/processes: Machine actionable DMP Consider an own installation of DMPonline (open source tool) to offer more innovation opportunities to customise DMPonline to TU Delft needs.
Engaging other support teams in Data Stewardship	Clarify responsibilities and raise awareness among other supporting teams on RDM support. Establish partnership with them.
Upscaling RDM 101 courses for PhD candidates	Elaborate a plan with relevant TUD educational units and start testing different actions and formats of delivering the RDM 101 course to cover the long waiting list.
Research on the impact of RDM 101 course on PhD projects	Investigate the impact of the RDM 101 course on the research projects from the PhD candidates who attend the course by collecting feedback for qualitative/quantitative analysis.
Data Stewards Knowledge Management Program	Capture and maintain tacit and explicit knowledge exchanged among the data stewards, to create efficient learning and inventory of best practices
IGSN	Collaborate with 4TU.ResearchData and TU Delft repository to explore the workflow of assigning IGSN to research physical samples.

Policy alignment	Reflect and align the implementation of TU Delft policies on research data and software
Future of Electronic Lab Notebooks at TU Delft	Determine the best way to continue providing ELNs at TU Delft, and explore the possibility of integration with other data management applications, e.g. RSpace and iRODS/DMOonline

Other Areas of Work

Area	Description
Contribution to the development of the EOSC	TU Delft is an official member of the European Open Science Cloud (EOSC) Association. The Head of RDS is the official delegate and contributions to various activities (strategic roadmap, monitoring and reporting, oversight of the EOSC Advisory groups and task forces). The RDS team is also the fellowship host organization of the Skills4EOSC project .
International engagement	RDS team members are actively involved in numerous international networks: Research Data Alliance (RDA) (organisational member and co-chairs), The Carpentries (gold member).
Participation in national networks	RDS team members are actively contributing to several national networks: LCRDM, Research Software Training NL (RSTNL) and NL carpentries membership coordinator network.
Education and training network	Coordination and alignment between RDS training team and the Education Support team working on education and training. The organisational responsibility of the network is shared between the two teams.
Team training	The RDS team constantly faces the challenge of coping with fast-growing demands. It aims to seek proper training to enable members to better work with limited resources and under time pressure.