

## Open Exeter Research Data Survey



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### Welcome

Welcome to the Open Exeter Research Data Management Survey. As part of our JISC-funded project we want to discover how research data is used and managed across the University.

The survey should take no more than 15 minutes to complete.

Although this survey can be completed anonymously, if you wish to be entered into the prize draw to win a top of the range Kindle please enter your name and email address at the start of the survey.

As part of the project we would like to interview a number of researchers about research data management. If you are willing to be interviewed we will be in contact in the next few months to arrange a meeting.

All survey responses will be held securely and personal details will only be used for purposes of the prize draw and contacting interviewees.

The data collected from the survey and follow up interviews will be anonymised for the purpose of all project reports and documentation and we shall obtain your express permission should we wish to use your data for any other purpose.

**Please note that once you have clicked on the CONTINUE button at the bottom of each page you cannot return to review or amend that page.**

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### Personal Details

If you wish to be entered into the prize draw and a chance of winning a Kindle please answer questions one and two. Information entered here will not be used for any other purpose.

#### Personal details

1. Name *(Optional)*

2. Email address *(Optional)*

3. Department/School

4. College

- The Business School
- College of Engineering, Mathematics and Physical Sciences
- College of Humanities
- College of Life and Environmental Studies
- College of Social Sciences and International Studies
- Peninsular College of Medicine and Dentistry

5. Which of the following best describes your position at the University.

- Post-Graduate Research Student
- Post-Doctoral Researcher
- Lecturer
- Senior Lecturer
- Associate Professor/Reader
- Professor
- Other *(please specify)*:

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### Your Current Research

In this section we would like to find out about your current research.

#### Current Research Information

6. Are you a member of a research group?

Yes

No

Please give details.

7. Are you currently working on a funded research project?

Yes

No

Who are the funders for your research? *(select all that apply)*

AHRC

BBSCR

Cancer Research UK

EPSRC

ESRC

MRC

NERC

STFC

Wellcome Trust

British Academy

Leverhulme Trust

Other *(please specify):*

8. Does your research involve collaboration?

Yes

No

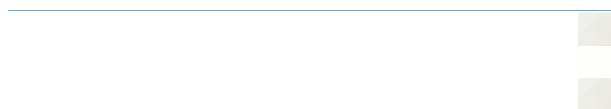
If yes, is it with:

Members of the University of Exeter

- Outside organisations, companies, etc.
- Both
- Other (*please specify*):
- 

9. Thinking of your current or most recent research grant/project, who is/was responsible for the safe storage of the data you create? i.e. if you were working as a member of a group was one person tasked to look after the whole group's data or was it each group member's responsibility?

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### Your Research Data

In this section we would like to find out more about how you create and manage your research data.

#### Data types

**10.** Which of the following methodologies do you use to collect your research data?  
(select all that apply)

- Observational, e.g. video or audio recordings; photographs; historical documents; Internet research etc.
- Survey/Interview/Focus Group, e.g. responses to survey or interview questions; oral history accounts
- Experimental, e.g. spectrometry results; genomic sequencing; medical
- Reference, e.g. data cataloguing; bibliographic
- Derived, e.g. data from interrelating survey data
- Simulated, e.g. data from an engineering model
- Other (please specify):

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**11.** Is any of your research data of a sensitive or confidential nature?

- Yes
- No

Are you under any legal obligations to keep it secure?

- Yes
- No
- Don't know

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**12.** Do you store any non-electronic research data?

- Yes
- No

Please give details, e.g. lab books

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**13.** If you store research data electronically, please select the main file types you use:

*(select all that apply)*

- Documents, e.g. Word; PDFs
- Spreadsheets, e.g. Excel; SPSS
- Databases, e.g. Access
- Images
- Audio
- Video/film
- Raw data, e.g. Machine generated
- Unique data format - Data format produced by unique programme written for the project
- Other *(please specify)*:

**14.** Where is the research data you are currently working on primarily held? (Please exclude back ups)

*(select all that apply)*

- Office computer hard drive
- Privately owned computer/laptop hard drive
- External hard drive
- USB stick
- DVD/CD
- University network drive
- Cloud storage, e.g. Dropbox; Amazon S3; Google Docs
- Other *(please specify)*:

**15.** How much research data do you currently hold? If possible, please answer in terms of file size, i.e. 10GB, 3TB, etc.

## Research Data Backup

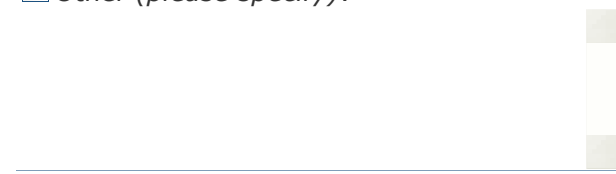
**16.** Who manages the back up of your research data?

*(select all that apply)*

- I do
- Somebody else does, e.g. University IT department or local IT support officer
- It's not backed up
- Don't know

If you personally manage the back up of your research data, how frequently do you do this? *(select all that apply)*

- Hourly
- Daily
- Weekly
- Monthly
- Yearly
- Ad hoc
- Frequency managed by back up software
- Other *(please specify)*:



**17.** If you personally back up your research data where is it backed up to? *(Optional)*

*(select all that apply)*

- Office computer hard drive
- Privately owned computer/laptop hard drive
- To a different area on the same device, e.g. hard drive; USB
- External hard drive
- DVD/CD
- USB stick(s)
- University network drive
- Cloud Storage, e.g. Dropbox; Amazon S3; Google Docs
- Other *(please specify)*:

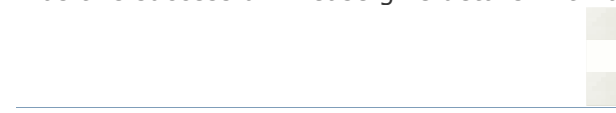


## Research Data Loss

**18.** Have you ever had to restore your research data from back up?

- Yes
- No

Was this successful? Please give details if it wasn't.



**19.** Have you ever lost any research data?

- Yes
- No

If so, how much did you lose? *(select all that apply)*

- One day's work



- One week's work
- One month's work
- One year's work
- All data lost because no back up made
- Other (*please specify*):



## Research Data Archiving

Data archiving is the process of moving data that is no longer actively used to a separate storage device or area for long term retention. Data archives consist of older data that is still important and necessary for future reference, as well as data that must be retained for regulatory compliance.

- 20.** Who decides for how long your research data is archived?  
(*select all that apply*)

- It isn't archived
- I do
- Research grant funder
- IT department
- College
- Don't know
- Other (*please specify*):



- 21.** How is it decided which of your research data is archived? Please give details, e.g. at what point is it decided that your research data is archived.



- 22.** Considering your current or most recent research grant, for how long do you expect to archive your research data?  
(*select all that apply*)

- Less than one year
- 1-5 years
- 5-10 years
- 10-20 years
- 20-30 years
- Forever
- Don't know
- N/A - data isn't archived

Other (*please specify*):

**23.** How do you currently archive the important elements of your research data once you have finished with it?  
(*select all that apply*)

- Delete when finished with it, i.e. not archived
- Leave it in place and expand use of hard disk
- Archive to DVD
- Archive to external USB drive
- Archive to network area
- Arrange for IT support to archive data
- Archive to a public data repository, e.g. dryad.org; Archaeology Data Service; UK Data Archive
- Other (*please specify*):

**24.** Once you have archived your data, do you delete it from its original area?

- Yes
- No
- N/A - data is not archived

## Research Data Sharing

**25.** Do you share research data?

- Yes
- No

How do you share this research data? (*select all that apply*)

- University network drive
- USB stick(s)
- Email attachments
- External hard drives
- Via personal websites
- Cloud Storage, e.g. Dropbox; Amazon S3; Google Docs
- Other (*please specify*):

## Research Data Encryption

26. Is any of your research data encrypted?

- Yes
- No
- Don't know

Please give details, e.g. How is it encrypted? Why is it encrypted?



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### Research Data Management Training and Requirements

#### Funding Body Requirements

**27.** Thinking of your current or most recent research grant, are you aware if your funder requires you to make your research data available via Open Access?

- I am aware of such requirements
- I am not aware of such requirements
- N/A

How long is your data expected to be available on Open Access?

**i.** Do you know who will fund the cost of making your data Open Access? Please give details. *(Optional)*

**28.** Thinking of your current or most recent research grant, are you aware of any other requirements from the funder regarding Research Data Management, e.g. data management plans?

- Yes
- No
- N/A

Please give details.

**29.** Have you ever completed a Data Management Plan?

- Yes
- No

Did you seek any help in completing this? If so, from whom?

## Training

As research data management is becoming more important for research funders, we would like to know what training, if any, you have received at Exeter and what training you might like to have in the future.

**30.** Have you received any data management training?

- Yes  
 No

**a.** Was this:

- On your own initiative  
 Organised by your department  
 Organised by your School/College  
 Organised by your funder  
 Other (*please specify*):

**b.** Please summarise the content of the training you have received.

**31.** Would you like to receive data management training in the following areas?  
(*select all that apply*)

- How to develop a data management plan  
 Organising research material  
 File and document management (e.g. naming, versioning, file type)  
 Legal and ethical issues (copyright, confidentiality issues, Freedom of Information Act)  
 Bibliographic software  
 Institutional Repositories and Open Access  
 Other (*please specify*):

**32.** What format would you like data management training to take?  
(*select all that apply*)

- Online training materials  
 Presentations and talks  
 Training workshops  
 One-to-one training

Other (please specify):



**33.** Do you use reference software to manage your secondary literature?

Yes

No

Which of the following do you use? (select all that apply)

EndNote

Mendeley

Zotero

RefWorks

Papers

Other (please specify):



**34.** Would you be willing to be contacted for a follow up interview on Research Data Management issues?

Yes

No

If you didn't enter your contact details in questions one and two please do so here. (Optional)



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### Final Page

Thank you for completing the Open Exeter Research Data Survey. We appreciate the time you have taken and your responses will help us understand how research data is managed at Exeter.

If you would like to find out more about the Open Exeter Project please follow the link below to our blog:

### [Open Exeter Blog](#)

Follow us on Twitter: [www.twitter.com/openexeterrdm](http://www.twitter.com/openexeterrdm)