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Facilitate Open Science Training for European Research

## **RESEARCH DATA MANAGEMENT AND OPEN DATA**

**6-7 October 2015**  
University of Manchester, UK



# IN PRACTICE - HANDLING AND SHARING RESEARCH DATA FROM HUMAN PARTICIPANTS

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*Libby Bishop, UK Data Service*



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UK Data Service

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# Consent needed across the data life cycle

- Engagement in the **research process**
  - decide who approves final versions of transcripts
- **Dissemination** in presentations, publications, the web
  - decide who approves research outputs
- Data **sharing** and archiving
  - consider future uses of data

Always dependent on the research context - special cases for covert research, verbal consent, etc.



# Timing and form of consent

	+	-
One-off	Simple Least hassle to participants	Research outputs not known in advance Participants will not know all info they will contribute
Process	Ensures 'active' consent	May not get all consent needed before losing contact Repetitive, can annoy participants

Written	More solid legal ground, e.g. participant has agreed to disclose confidential info Often required by Ethics Committees Offers more protection for researcher Not possible for some cases: infirm, illegal activities
Verbal	Can be difficult to make all issues clear verbally Possibly greater risks for researcher Best if recorded

# Aspects to consider

- Different forms of consent for different materials, e.g. audio recordings vs transcripts
- Right to withdraw - what to do with already collected data?
- Simple, without omitting key issues (like sharing!)
- Balancing of benefits and harms

# In practice: wording in consent form / information sheet - interviews, photos

We expect to use your contributed information in various outputs, including a report and content for a website. Extracts of interviews and some photographs may both be used. We will get your permission before using a quote from you or a photograph of you. After the project has ended, we intend to archive the interviews at .... Then the interview data can be disseminated for reuse by other researchers, for research and learning purposes.

The interviews will be archived at ..... and disseminated so other researchers can reuse this information for research and learning purposes:

- I agree for the audio recording of my interview to be archived and disseminated for reuse
- I agree for the transcript of my interview to be archived and disseminated for reuse
- I agree for any photographs of me taken during interview to be archived and disseminated for reuse

# In practice: wording in consent form / information sheet - focus group

Any personal information that could identify you will be removed or changed before files are shared with other researchers or results are made public.

We ask you to consider the following points before agreeing to participate.

- Your contribution to the research will take the form of a focus group participant. This will be digitally video recorded and transcribed.
- Your name and any information which may directly or indirectly identify you will be altered to protect your anonymity.
- Any recordings of the discussions will be kept securely, and only authorised to other researchers on the condition they preserve your anonymity.
- The transcriptions (*excluding* names and other identifying details) will be retained by the researcher and analysed as part of the study. They will also be deposited with the UK Data Archive which has strict regulations about accessing data for research and protecting participant confidentiality.

[ukdataservice.ac.uk/manage-data/legal-ethical/consent-data-sharing/consent-forms.aspx](http://ukdataservice.ac.uk/manage-data/legal-ethical/consent-data-sharing/consent-forms.aspx)

# In practice: wording in introductory letter- survey

UK • DATA  
ARCHIVE

UK Data Archive, June 2015

Dear,

*[Introduction explaining the research]*

Thank you very much for agreeing to participate in this survey.

The information provided by you in this questionnaire will be used for research purposes. It will not be used in a manner which would allow identification of your individual responses.

Anonymised research data will be archived at the UK Data Archive in order to make them available to other researchers in line with current data sharing practices.

Yours,

|  
*[Name, institution and contact details of researcher]*



# Audio-visual data

Digital manipulation of audio and image files can remove personal identifiers

*e.g. voice alteration, image blurring (e.g. of faces)*

Labour intensive, expensive, may damage research potential of data

Better:

- obtain consent to use and share data unaltered for research purposes
- avoid mentioning disclosing information during audio recordings

# Open about data with access restrictions

- Publish / advertise:
  - Which data exist
  - Where data are kept, e.g. which repository
  - Who can access them
  - For which purpose
  - Under which conditions

# In practice: data with access conditions

Health and Social Consequences of the Foot and Mouth Disease Epidemic in North Cumbria, 2001-2003 (study 5407 in UK Data Archive collection) by M. Mort, Lancaster University, Institute for Health Research.

- Interviews (audio + transcript) and written diaries with 54 people
- 40 interview and diary transcripts are archived and available for re-use by registered users
- 3 interviews and 5 diaries are embargoed until 2015
- audio files archived and only available by permission from researchers

[discover.ukdataservice.ac.uk/catalogue/?sn=5407](https://discover.ukdataservice.ac.uk/catalogue/?sn=5407)

[doc.ukdataservice.ac.uk/doc/5407/mrdoc/pdf/q5407userguide.pdf](https://doc.ukdataservice.ac.uk/doc/5407/mrdoc/pdf/q5407userguide.pdf)

# In practice: access conditions ReShare

## Global Uncertainties: Security In an Africa of Networked, Multi-Level Governance

Leonard, David 2014. Global Uncertainties: Security In an Africa of Networked, Multi-Level Governance. [Data Collection]. Colchester, Essex: Economic and Social Research Council. <http://reshare.ukdataservice.ac.uk/id/eprint/851233>

The programme of research centres on how the various institutions responsible for the production of security and the management of conflict in Sub-Saharan African societies do, could and should evolve in response to the presence of violent conflict. These institutions include: the armed forces, police, courts (civil as well as criminal), 'traditional' institutions of local governance, elections (and other methods of choosing leadership), international organisations (such as the United Nations, African Union, UN High Commission for Refugees, the World Court,), and the community of international donor nations. The programme is built on the observation that all governance (especially in Africa) is multi-leveled and networked - from the village to the international organisation, and well beyond what is specified in formal government structures. Thus the focus will be not only on the ways in which key conflict-management institutions evolve themselves but also on the changing ways in which the networks in which they are embedded actually operate. This leading edge research challenges theories about the state, state formation, and sovereignty as well as the dynamics of violent conflict as presented in the dominant current work on Africa. The primary methods of research will be network analysis and qualitative interviewing.

Creators:	Creator Name	Email	Affiliation	ORCID
	Leonard, David	Unspecified	Institute of Development Studies	Unspecified
Research funders:	Economic and Social Research Council			
Grant reference:	RES-071-27-0048			
Subjects:	Law, crime and legal systems Politics			
Date deposited:	31 Jan 2014 19:00			
Last modified:	22 Oct 2014 19:27			

# In practice: access conditions ReShare

## — Coverage and Methodology

**Collection period:** **Date from:** 1 April 2009 **Date to:** 31 March 2013  
**Country:** Sierra Leone  
**Data collection method:** Group interviews in 39 villages and towns in rural Sierra Leone  
**Observation unit:** Groups  
**Kind of data:** Alpha-numeric, Textual  
**Type of data:** Qualitative and mixed methods data  
**Resource language:** English

## — Access and Administration

**Data sourcing, processing and preparation:** Citizen interviews

<b>Copyright holders:</b>	<b>Name</b>	<b>Email</b>	<b>Affiliation</b>	<b>ORCID</b>
	Leonard, David	Unspecified	Institute of Development Studies	Unspecified
	,	Unspecified	Unspecified	Unspecified

<b>Contact:</b>	<b>Name</b>	<b>Email</b>	<b>Affiliation</b>	<b>ORCID</b>
	Leonard, David	leonard@berkeley.edu	Institute of Development Studies	Unspecified

**Notes on access:** The names of individual respondents have been removed from the data set.

**Publisher:** Economic and Social Research Council

**Last modified:** 22 Oct 2014 19:27

# In practice: access conditions ReShare

## AVAILABLE FILES

### Data

– Security\_%26\_Networks.xlsx

**Accessible to:** Registered users only (safeguarded data)

**File or bundle content:** Data

**File or bundle description:** Security & Networks

**File format:** application/octet-stream

**License:** UK Data Service End User Licence

**File size:** 10Kb

+ Sierra\_Leone\_Security\_%26\_Networks\_\_Coded.xls

+ Copy\_of\_Somalia\_SC\_peace\_initiatives.xlsx

### Documentation

– Sierra\_Leone\_methods.doc

**Accessible to:** Anyone (open data)

**File or bundle content:** Documentation

**File or bundle description:** Sierra Leone methods

**File format:** application/msword

**License:** UK Data Service End User Licence

**File size:** 64Kb

# In practice: access conditions ICRAF dataverse

World Agroforestry Centre - ICRAF Dataverse

RAVA - AMAZON LIVELIHOODS AND ENVIRONMENT NETWORK [< View Previous Study Listing](#)

hdl:1902.1/17457  
Version: 8 - Released: Wed Jan 09 08:06:42 EST 2013

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<b>Data Manipulation Tools</b>	<input type="checkbox"/> Access Database Append Tool.docx	application/octet-stream	391 KB	0 downloads	<a href="#">Download</a>	Append Database Guide
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