Plan Overview

A Data Management Plan created using DMPonline

Title: Decolonised Transformations: Confronting the UoE's Legacies of Enslavement and Colonialism

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Template: UoE Default DMP template for Research Staff

Project abstract:

This work is being conducted within the context of the UN International Decade for People of African Descent (2015-24) and in the wake of calls by grassroots communities of reparatory justice interest, students-led organizations and scholar-activists for HEIs to begin repairing the harms caused by institutional ties to the enslavement of African peoples and colonial oppression, and their legacies today. Each HEI is taking a different approach to their reparative justice programmes. Edinburgh is therefore at a critical point, and in a unique position, to do something different. Restoring the dignity of racially minoritized peoples from multiple Black (including African, African-descended, Caribbean) and Asian communities and other First Nation peoples requires an action plan designed to both recognize the past while providing a vision for institutional and cultural development in the future.

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Decolonised Transformations: Confronting the UoE's Legacies of Enslavement and Colonialism

Administrative Information

1) School or Institute

- Other (please state)

Institute for Advanced Studies in the Humanities

2) Project start date

2022-09-01

3) Project end date

2024-09-01

4) Project funder or sponsor.

Principal’s office

Data Collection

5) Data Collection

- Questionnaire responses will be collected online, via Qualtrics.
- Raw questionnaire responses will be stored in Excel file.
- Analysed data will be stored in .sav format, or pdf file.
- Data volume will be within 250GB.

Documentation & Metadata

6) Documentation & Metadata

Researchers will draft a README.txt file describing the research data files: file names; what they contain; how they are related; how they were created (e.g. data collection, analysis software, file format); how they should be used.
For encrypted data and files, a separate and encrypted file will be created and shared only with the Principal Investigators.
Questionnaire data will be named consistently using running head that records:
- questionnaire title
- DD/MM/YY of extracting the data from Qualtrics
- whether the data is raw or cleaned
- number of versions
(e.g., RacialClimate_11/11/23_raw_1.0)
Each excel file will be accompanied by metadata that describes:
1) whether the data is raw or cleaned, and the method of cleaning the data
2) status of anonymisation, and what has been anonymised or removed
3) filed codes

4) labels/symbols
5) abbreviations and so on
6) creator, or the person collecting the data
7) date and location of which the data is collected
8) access right
Analysed data will be stored and named using running head that records:
- questionnaire title
- statistical analysis
- date of performing the analysis
(e.g., RacialClimate_t-test_11/11/23)
Analysed data will be stored in both .sav format and pdf files. A brief description of how the analysis is performed will be included.

Ethics & Legal Compliance

7) Ethics & Legal Compliance

Participants' questionnaire responses and demographic information will be collected and stored anonymously and securely in DataStore. Participants will be assigned a unique participant number at the time of signing the Consent Form. This unique participant number will be used to name and store the participant's data. Should participants wish to withdraw from the study later on, they will present the researcher with this unique participant number and the associated data will be erased permanently. Our research team has sought data protection impact assessment, and was approved.

Data processing (i.e., storing the data, analysing the data, and so on) will be implemented on a desktop that is allocated to the researcher within the University's premises, or the researcher's personal laptop, with secure and encrypted log-in.

Directly identifiable data is only collected for archival purpose, and for identifying the participant's questionnaire response in case they would like to withdraw from the project. Directly identifiable data will only be accessed by the main researcher, Dr Yarong Xie, and the principal investigators, Professor Tommy Curry and Dr Nicola Frith.

Storage and Back-Up

8) Where will your data be stored and backed-up during the project?

Participants' questionnaire responses will be stored anonymously and securely on the University's encrypted storage space, DataStore, during the data collection period.

DataStore provides enterprise-class storage with guaranteed backup and resilience. Data is retained on DataStore until deletion by the data owner. The backups provide resilience in the case of accidental deletion and against incidents affecting the main DataStore storage. The data are automatically replicated to an off-site disaster recovery facility, with 10 days of file history visible online.

Selection and Preservation

9) Where will the data be stored long-term?

Anonymised questionnaire responses, in the format of exl. will be deposited in DataShare for long-term preservation and re-use. Edinburgh DataShare is a digital repository of research data produced at the University of Edinburgh, hosted by the Research Data Service in Information Services. Edinburgh DataShare acts as a trusted repository for research data. Data will be discoverable and accessible for others to use beyond the life of our research project. A permanent identifier can be recorded to ensure persistent access. Once deposited, management of your data is assured by Research Data Service staff.

Metadata, analysed data (in the format of sav. or pdf.) will be stored alongside the questionnaire responses.

10) Which data will be retained long-term?

Anonymised questionnaire responses (in the format of exl.), metadata, and analysed data (in the format of sav. or pdf.) will be retained long-term.

Data Sharing

11) Will the data produced from your project be made open?

- No: go to 13

13) Please explain why your data cannot be made open.

Participants' personal information, especially special categories (i.e., race, ethnicity, gender, nationality, and religion), will be collected, and used for data analysis.
However, analysed data will be made open and accessible in a Report and possible research publications.

Responsibilities & Resources

14) Who will be responsible for the research data management of this project?

The primary responsibility for study-wide data management lies with the co-PIs (Professor Tommy Curry and Dr Nicola Frith), during and beyond the completion of this project.
During data collection and data analysis (2022-2024), the researcher Dr Yarong Xie will be responsible for the data management.

15) Will you require any training or resources to properly manage your research data throughout this project?

Yarong Xie has attended two workshops to learn about managing personal and sensitive data:

1. Working with Personal and Sensitive Data
2. Writing a Data Management Plan for Your Research

Additional support and resources are preferred.

Planned Research Outputs

Text - "Equality Report"

This study is part of a decolonisation and reparatory justice project looking at issues of race, contemporary racism, Eurocentric and Afriphobic aspects of our curriculum and features of the University's historical links to slavery and colonialism.

The Equality Report will be submitted to the Steering Group and Executive via theEquality, Diversity and Inclusion Committee (EDIC). It will be made publicly available.

Planned research output details

Title	Type	Anticipated release date	Initial access level	Intended repository(ies)	Anticipated file size	License	Metadata standard(s)	May contain sensitive data?	May contain PII?
Equality Report	Text	Unspecified	Open	None specified		None specified	None specified	Yes	No