**Research Data Management Activity**

The [RISE (Research Infrastructure Self-Evaluation)](https://www.dcc.ac.uk/guidance/how-guides/RISE) model is a benchmarking tool designed to facilitate RDM service planning and development at the institutional level. It provides a framework for discussion and is designed to help organisations to take stock of their current RDM support provision and identify areas of focus for future development.

**Note:** Before starting this activity, you may wish to read pages 3 to 7 of the [RISE Guide](https://www.dcc.ac.uk/sites/default/files/documents/publications/UsingRISE_v1_1.pdf) (Introduction and Using capability models for self-assessment and planning).

**Activity instructions**:

Using the RISE framework for guidance, you will now carry out a short assessment of the Research infrastructure and support provided by your organisation. For this exercise, we will not complete the full RISE assessment, instead we will focus on just two areas: Training and Data Management Planning.

For each section, you should:

1. Read the requirements to meet each level 0-3 and identify what level your organisation is currently at
2. Identify what level is realistically feasible and desirable for your organisation
3. Where the desired level is higher than the current level; consider what steps will your organisation need to take to achieve the desired level? Including any challenges you might face whilst working towards your desired level.

**Training**

This area covers online and face-to-face delivery of learning materials on RDM principles and practice that are designed to meet the needs of both researchers and support staff. Facets to consider:

* What objectives does the training programme aim to address, e.g. which capabilities of the service will be improved
* Whose skills or competencies need to be developed, and what are they
* What channels are used to connect staff and researchers with training opportunities
* How can RDM be aligned with other learning approaches

**Online Training**

| **Level Zero** | **Level One** | **Level Two** | **Level Three** |
| --- | --- | --- | --- |
| Non existent | Externally sourced online  courses are linked to from  RDM pages. | Externally sourced online  courses are supplemented  with some materials which  support local needs and  services. | The institution produces a  significant amount of online  training material which meets  the needs of its researchers  and staff. Materials are  reused by others in the sector. |

| **Current level** | **Why did you select this level?** | **Target Level** | **Actions required to reach the target level** |
| --- | --- | --- | --- |
|  |  |  |  |

**Face to Face Training**

| **Level Zero** | **Level One** | **Level Two** | **Level Three** |
| --- | --- | --- | --- |
| Non existent | Face to face training in basic  RDM principles is available on request.  Course content is regularly  updated and responsive to  feedback. | Regular, structured face to  face RDM courses are available to all.  Training objectives are aligned with the objectives of the institution’s RDM strategy. | Competencies for relevant  researchers and professional  support staff are defined in  standard role descriptions.  Training is provided which  facilitates this development. |

| **Current level** | **Why did you select this level?** | **Target Level** | **Actions required to reach the target level** |
| --- | --- | --- | --- |
|  |  |  |  |

**Data Management Planning**

This area covers online and face-to-face support for researchers to effectively plan the data component of their research and produce associated documentation. This should enable them to meet their funders’ requirements and allow the institution to monitor future support needs. Facets to consider:

* To what extent professional service units need to be joined up to deliver effective support
* How can the information gathered in data management plans be best used to the advantage of the researcher and the institution

| **Level Zero** | **Level One** | **Level Two** | **Level Three** |
| --- | --- | --- | --- |
| Non existent. No guidance or support provided | Institution provides guidance  to researchers on completing  funder-mandated DMPs as  part of grant bids. | Institution mandates DMP  production at bid stage for all researchers. Guidance and templates are provided.  Research Office connects to  relevant stakeholders to  appraise DMP content and  notify them of relevant  resource implications. | Institution promotes best  practice in data management  planning and facilitates good  research design in relation to  data generation and  preservation. Automated  systems flag researcher  requirements to the relevant  institutional support services  (e.g. exceptionally large  projected data volumes). |

| **Current level** | **Why did you select this level?** | **Target Level** | **Actions required to reach the target level** |
| --- | --- | --- | --- |
|  |  |  |  |

If you wish to complete the full RISE assessment, you can find the full framework and guidance on the [digital curation centre (DCC)](https://www.dcc.ac.uk/guidance/how-guides/RISE) website.