

Checklist

Share



Selection & Preparation

- ☐ I have selected the data to be published and made sure it is complete.
- ☐ I have stored the files in a comprehensible and logical folder structure and named them clearly.
- ☐ In cases where I did not use open and standardized file formats from the outset, I have converted the data into such formats.
- ☐ I have prepared a documentation with contextual information about my data and have stored it separately as README in .md or .txt format.
- ☐ Where possible, I have also assigned metadata, e.g. by amending the document properties.

Access & Licences

- ☐ I have ensured that I do not violate any third-party rights (e.g. data protection, copyright, non-disclosure agreements) with the data publication.
- ☐ I will publish the metadata in a repository even if the associated research data may not be accessible, for example, because of data protection reasons.
- ☐ In consultation with all rights holders, I have considered which license I will grant for subsequent use.

Platform & Dissemination

- ☐ I have selected a suitable research data repository and published my data there. This can be a disciplinary repository, an interdisciplinary repository or an institutional repository.
- ☐ I have considered whether to additionally submit a data paper about my research data to a data journal.

Questions & Support

- ☐ If I have any questions, I can contact the Thuringian Competence Network for Research Data Management.



<https://forschungsdaten-thueringen.de/about-us.html>

