



# A Data Management Plan Template for Archaeology

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# General outline

# Data Management Plan ?

Data Management Plans (DMPs) are a *key element* of good data management. A DMP describes the data management life cycle for the data to be collected, processed and/or generated by a Horizon 2020 project. As part of making research data findable, accessible, interoperable and re-usable (FAIR), a DMP should include information on:

- the handling of research data during and after the end of the project
- what data will be collected, processed and/or generated
- which methodology and standards will be applied
- whether data will be shared/made open access and
- how data will be curated and preserved (including after the end of the project).

[https://ec.europa.eu/research/participants/data/ref/h2020/grants\\_manual/hi/oa\\_pilot/h2020-hi-oa-data-mgt\\_en.pdf](https://ec.europa.eu/research/participants/data/ref/h2020/grants_manual/hi/oa_pilot/h2020-hi-oa-data-mgt_en.pdf)

# Introduction to data management planning and plans

A data management plan is a document that describes the way you are going to manage the data and datasets related to a project.

- It is an adjustable roadmap.
- DMPs are often required by research funding agencies
- DMPs also tackle the FAIR data issues to make sure research data are findable and can be reused.



<https://www.goshen.edu/academics/data-management/>

# DMPs with disciplinary standards?

Funding agencies recommend the use of disciplinary standards, formats and repositories.

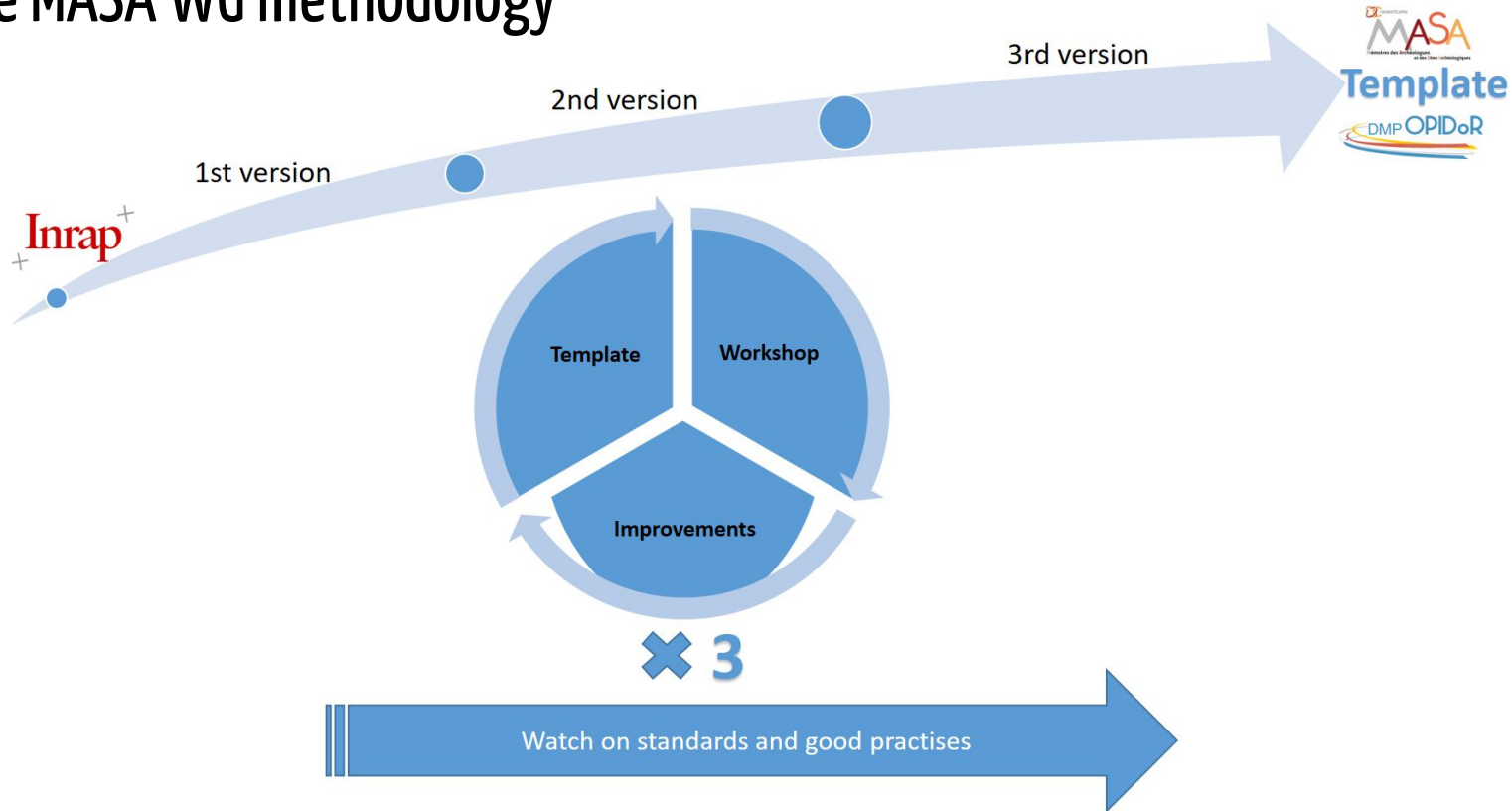
“Justify the use of certain formats. For example, decisions may be based on staff expertise within the host organisation, **a preference for open formats, standards accepted by data repositories, widespread usage within the research community**, or on the software or equipment that will be used.”

ANR 2019 template recommendation : [https://dmp.opidor.fr/template\\_export/1858712127.docx](https://dmp.opidor.fr/template_export/1858712127.docx)

“Specify standards for metadata creation (if any). If there are no **standards in your discipline** describe what metadata will be created and how”

EC H2020 Fair template recommendation : [https://dmp.opidor.fr/template\\_export/1858712127.docx](https://dmp.opidor.fr/template_export/1858712127.docx)

# The MASA WG methodology



# How to create a DMP with the MASA template

# The DMP OPIDoR platform

1. Connect to <https://dmp.opidor.fr/>
2. Sign in


## Welcome!

DMP OPIDoR guides you through the drafting and implementation into practice of data or software management plans.

 Accessible by any member of the High Education and Research community as well as its French or foreign partners

 Customizable by any research organization willing to implement a data policy

 Enriched by examples and recommendations relevant to research environments

 Collaborative: it facilitates exchanges between partners of a same project and support staff

Thanks to your feedback DMP OPIDoR will continue to evolve. The development work is a combined international effort around DMP Roadmap open source software.

[Join the DMP OPIDoR user's community](#)

Create an account, sign in and let you guide!

[Discover DMP OPIDoR](#)

[Sign in](#) [Create account](#)

### Institutional Access

[Sign in](#)

### Individual Access

\* **Email**

\* **Password**

[Forgot password?](#)

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# Finding the MASA template

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MASA Consortium

Admin









## DMP Templates

DMP templates provided by a funder or research organisations, available on DMP OPIDoR. You can download these templates and related guidances, create a plan from these templates.

Template Name	Organisation Name	Organisation Type	Description	Last Updated	Download	Actions
ANR - Modèle de PGD (français)	Agence nationale de la recherche (ANR)	Funder	Dans le cadre de sa politique science ouverte, et en lien avec le Plan national pour la science ouverte, l'Agence nationale de la recherche (ANR) demande l'élaboration d'un Plan de Gestion des Données (PGD) pour les projets financés à partir de 2019. Elle	07-05-2020	 	

# Creating your own DMP from the MASA template

Template Name	Organisation Name	Organisation Type	Description	Last Updated	Download	Actions
MASA - Modèle de PGD (français)	MASA Consortium	Institution	<p><b>Plan de gestion de données pour l'archéologie</b></p> <p>Ce modèle a été élaboré dans le cadre d'un groupe de travail du consortium <i>Mémoires des archéologues et des sites archéologiques</i> (MASA). Il est basé sur une version initiale réalisée à l'INRAP en 2018.</p> <p>décrire les données de manière globale (onglet <i>Généralités sur les données</i>) puis, plus finement, par jeu de données ou lot de fichiers. Ces ensembles de données peuvent être constitués en référence à une typologie documentaire (photographies, transcriptions, fiches descriptives d'objets, etc.) ou selon des ensembles intellectuellement cohérents (étude céramique, d'anthropologie, etc.).</p> <p>Si votre projet comporte plusieurs jeux de données, vous devez préalablement les identifier dans la section <i>Produit de recherche</i> (en sélectionnant le type "dataset"). L'onglet <i>Jeux de données</i> est ensuite automatiquement subdivisé en autant de sous-onglets qu'il n'y a de "produits de recherche" afin de permettre une description détaillée de chaque jeu de données.</p> <p>Pour contacter le groupe de travail : <a href="mailto:pgdmasa@groupes-renater.fr">pgdmasa@groupes-renater.fr</a></p>	15-06-2020	 	 
MASA - Template for a DMP (English)	MASA Consortium	Institution	<p><b>Data Management Plan for Archaeology</b></p> <p>This model was developed by a working group of the Memories of Archaeologists and Archaeological Sites Consortium (MASA). It is based on an initial version produced at INRAP in 2018.</p>	16-06-2020	 	 



Project Details

Research outputs

Selected Template

Context

Data management

General points on data

Datasets

At the end of the project

Share

Download

# Project details : Mock project for training

Project Details

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General points on data

Datasets

At the end of the project

Share

Download

\* Project title

mock project for testing, practice, or educational purposes

Funder

Grant number

## Plan Guidance Configuration

To help you write your plan, DMP OPIDoR can show you guidance from a variety of organisations.

Select up to 6 organisations to see their guidance.

Find guidance from additional organisations below

[See the full list](#)

Save

# “The evolution of Rome’s maritime facade”’s project

Amanda Claridge<sup>1</sup> and Helen Rendell<sup>2</sup>

1. Department of Classics, Royal Holloway, University of London, UK. Email: [A.Claridge@rhul.ac.uk](mailto:A.Claridge@rhul.ac.uk)

2. Department of Geography, University of Loughborough, UK. Email: [H.M.Rendell@lboro.ac.uk](mailto:H.M.Rendell@lboro.ac.uk)



Cite this as: Claridge, A. and Rendell, H. 2013 The Evolution of Rome’s Maritime Façade: archaeology and geomorphology at Castelporziano (Data Paper), *Internet Archaeology* 35. <https://doi.org/10.11141/ia.35.11>

## Dataset Location

This dataset has been deposited with the Archaeology Data Service. doi: [10.5284/1000127](https://doi.org/10.5284/1000127)

## Referee

[Referee statement](#) by Charles French

## Dataset Content

The dataset (Claridge and Rendell [2010](#)) comprises both original digital and digitised (scanned) archival records relating to archaeological, topographical and geophysical fieldwork carried out by British teams at Castelporziano from 1984 to 2009 and geomorphological and environmental fieldwork in the area during 2006-2009 (Rendell *et al.* [2007](#); Bicket *et al.* [2009](#)). The data are organised in 8 sections and 53 subsections, defined primarily by type of survey and then subdivided by individual site or group of sites, and/or data type.

# “The evolution of Rome’s maritime facade”’s project details

Project Details | Research outputs | Selected Template | Context | Data management | General points on data | Datasets

At the end of the project | Share | Download

**\* Project title**

ERMF - The evolution of Rome’s maritime facade

Indicate: Project Acronym - Project Title | International purposes

**Funder**

**Grant number**

**Project abstract**

**B** *I*

This project investigated the evolution of the Laurentine Shore, integrating archaeological and multi-variate geographical analysis to achieve a holistic interpretation of the relationship between the built and natural environments. Working principally within the confines of the modern Castelporziano Estate whose sea front extends 7-13 km south-east of the Tiber mouth at Ostia, the project focused on the period between 100BC and AD500 and the development of the shore as a 'maritime façade' of luxury villas

### Plan Guidance Configuration

To help you write your plan, DMP OPIDoR can show you guidance from a variety of organisations.

Select up to 6 organisations to see their guidance.

Find guidance from additional organisations below

[See the full list](#)

**Save**

# “The evolution of Rome’s maritime facade”’s project details

**ID**

**Principal Investigator**

**Name**

Amanda Claridge

**ORCID iD**

0000-0003-1689-8356

**Email**

a.claridge@rhul.ac.uk

**Phone**

**Data Contact Person**

Same as Principal Investigator

**Name**

Richard Lindon

**Email**

richard.lindon@ucl.ac.uk

**Phone**

Save

Project Details

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Share

Download



# Context

## The evolution of Rome's maritime facade

Project Details   Research outputs   Selected Template   Context   Data management   General points on data   Datasets

At the end of the project   Share   Download

Basic and administrative information related to the general context of production or collection of the data sets described in the plan.

expand all | collapse all

- Identification of the project ( 6 questions ) +
- Description of the project and keywords ( 4 questions ) +
- Identification of associated archaeological operations (optionnel) ( 6 questions ) +
- Document history ( 4 questions ) +

Document history ( 4 questions )

Artefacts   D\_geomorpha

This section's answers are common to all research outputs

**Creation date**

**Save**

MASA exemple answer +

**Guidance**   **Comments**

MASA

Indiquer la date sous la forme JJ/MM/AAAA

**Document Version**

**Save**

MASA exemple answer +

**Guidance**   **Comments**

MASA

Indiquer le numéro de version du plan de gestion de données. Cela peut prendre la forme d'un libellé d'étape ("initiale" vs "intermédiaire" vs "finale") ou d'une numérotation (v.2.1.1) ou d'une version datée (version du 12/12/1019).

**Number of planned versions**

**Save**

MASA exemple answer +

**Guidance**   **Comments**

MASA

Vérifiez si le financeur impose un nombre de versions ou si les modalités du versionnage sont libres. Expliquez la logique retenue.

**Data Management Plan Writer(s)**

**Save**

MASA exemple answer +

**Guidance**   **Comments**

MASA

Le rédacteur du plan de gestion de données n'est pas forcément le responsable scientifique du projet. Le contenu de ce champ peut être différent du contenu du champ "Créateur du PGD" de l'onglet "Renseignement sur le projet" qui désigne la personne en charge de la validation du plan de gestion de données. Dans le modèle ANR, il s'agit du coordinateur du plan de gestion de données.

Intégrer, quand il existe, un identifiant de personne (ORCID, ISNI, IdRef, IdHAL).

# Description of the project and keywords

## Subject or theme

Event type (England) GEOPHYSICAL SURVEY, EXCAVATION, GEOMORPHOLOGICAL SURVEY, ENVIRONMENTAL SAMPLING  
FISH Archaeological Objects (England) COIN, CERAMIC, BRICK, POT, ROOF TILE, Animal Bone  
Monument Type (England) FISHPOND, FORUM, MOSAIC, VICUS, BUILDING, BATH HOUSE, )  
VILLA, STATUE, DOMESTIC

Save

since emmanuelle.bryas@inrap.fr saved the answer below while you were editing. Please, combine your changes and then save the answer again.

## Subject or theme

**B** *I* [List] [List] [Link] [Grid]

ype (England) GEOPHYSICAL SURVEY  
Event Type (England) EXCAVATION  
Event Type (England) GEOMORPHOLOGICAL SURVEY  
Event Type (England) ENVIRONMENTAL SAMPLING  
FISH Archaeological Objects (England) COIN  
FISH Archaeological Objects (England) CERAMIC  
FISH Archaeological Objects (England) BRICK

Save

MASA example answer +

SUBJECTS COMMENTS

MASA

If possible, use a controlled vocabulary. It is preferable to use reference vocabularies for the research theme or the community the project is part of. If the repository is online and has perennial identifiers (Uniform Resource Identifier or URI) or "permalinks", link the keyword to this identifier.

Using the [Pactols](#) thesaurus is recommended

The following answer cannot be saved

## Chronology

Roman

Save

since emmanuelle.bryas@inrap.fr saved the answer below while you were editing. Please, combine your changes and then save the answer again.

## Chronology

**B** *I* [List] [List] [Link] [Grid]

Roman

Save

MASA example answer +

## Sites

From the Getty Thesaurus of Geographic Names :

[World, Europe, Italy, Lazio, Roma province, Rome, Castelporziano \[1004239\]](#)

Save

since emmanuelle.bryas@inrap.fr saved the answer below while you were editing. Please, combine your changes and then save the answer again.

## Sites

**B** *I* [List] [List] [Link] [Grid]

From the Getty Thesaurus of Geographic Names Full Record Display

[World, Europe, Italy, Lazio, Roma province, Rome, Castelporziano \[1004239\]](#)

Guidance

Comments

MASA

Indicate here the keyword(s) that describe the chronological period associated with the project. If the repository is online and has perennial identifiers (Uniform Resource Identifier or URI) or "permalinks", link the keyword to this identifier.

If possible, use a controlled vocabulary. The "Chronology" domain of the [Pactols](#) thesaurus is recommended.

MASA

If possible, use a controlled vocabulary. It is preferable to use reference vocabularies for the research theme or the community the project is part of. If the repository is online and has perennial identifiers (Uniform Resource Identifier or URI) or "permalinks", link the keyword to this identifier.

Examples of geographical reference domains and indexes which are useful for projects related to archaeology or the study of ancient worlds:

- "Places" domain of the [Pactols](#) thesaurus;
- [GeoNames](#) online index;
- [Pleiades](#) geo-historical index of ancient places;
- 

If it is an archaeological projection, fill in the coordinates according to the **Lambert93 projection** (the official projection for maps of mainland France which linked to the RGF93 geodetic system). Indicate the level of **accuracy used** and justify this if necessary (e.g. use of the commune's baricentre to protect the site).

# Identification of associated archaeological operations (optional)

### Identifier of the operation or operation(s)

**Guidance** **Comments**

MASA

This field only needs to be filled in if this number exists. For example for excavations in France, indicate the identifier of the operation in the national reference system ("OA" code) here.

Save

### Name of the of the operation or operation(s)

**Guidance** **Comments**

MASA

Title(s) of the archaeological operation(s) as it/they appear(s) in the national reference system for archaeological operations in France or as it/they has/have been attributed by the Ministry of Foreign Affairs for French missions abroad

Save

Answered 40 minutes ago by emmanuelle.bryas@inrap.fr

### Administrative status of the operation

**Comments**

Add comments to share with collaborators

Save

MASA example answer +

### Nature of the intervention(s)

**Comments**

Add comments to share with collaborators

Save

MASA example answer +

Answered 39 minutes ago by emmanuelle.bryas@inrap.fr

### Director of the excavations

**Guidance** **Comments**

MASA

Several personal identifier systems can be used. If the person identifier does not exist in ORCID, other registries may be used (e.g. ISNI, IDREF, VIAF, wikidata, etc.).

Save

MASA example answer +

Answered 2 minutes ago by emmanuelle.bryas@inrap.fr

### Geographical coordinates of the operation

**Guidance** **Comments**

MASA

Latitude 41.686892  
Longitude 12.372665  
bounding box : Latitude 41.9954562082 41.5428394878  
longitude 12.1055009453 12.6121857727

Indicate the Lambert 93 coordinates here.  
Indicate the level of precision used, and justify it if necessary (e.g. use of the town's barycentre to protect the site)

Save

Answered 11 minutes ago by emmanuelle.bryas@inrap.fr

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# “Research outputs”

## The evolution of Rome's maritime facade: archaeology and geomorphology at Castelporziano

Helen Rendell, Amanda Claridge, 2010

[Introduction](#)

[Overview](#)

[Downloads](#)

[Metadata](#)

[Usage Statistics](#)

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### Downloads

The Castelporziano archive is split into eight sections, for a detailed guide to the contents of each section please see the [overview](#) page. Choose the section of the archive you wish to view from the list below:

- [Section 1: Project context & Guide to Site Records](#)
- [Section 2: Archaeological Survey and Excavation Datasets](#)
- [Section 3: Topographical Survey](#)
- [Section 4: Geophysical Surveys](#)
- [Section 5: Geomorphological Surveys](#)
- [Section 6: Environmental Survey data](#)
- [Section 7: Archaeo-Zoological data](#)
- [Section 8: Artefact Assemblages](#)

# “Research outputs”

Research output: dataset, software, workflow, sample, protocol...

Please fill in separately for research outputs requiring a management specific to their nature or discipline.

\* **Abbreviated Name (20 chars max.)**

\* **Fullname**

\* **Type** ⓘ

**Persistent Identifier**

\* **Abbreviated Name (20 chars max.)**

\* **Fullname**

\* **Type** ⓘ

- Collection
- Audiovisual
- Collection**
- Dataset
- Image
- Interactive Resource
- Model
- Physical Object
- Service
- Software
- Sound
- Text
- Workflow
- Other

**Persistent Identifier**

[Add a research output](#)

+ x

+

# “Research outputs”

Constructing a corpus ( 1 question )

Artefacts D\_geomorpho

This section's answers are common to all research outputs

Origins of the data

B I [Rich text editor icons]

Save

MASA example answer +

Comments

Add comments to share with collaborators

B I [Rich text editor icons]

Save

Organisation ( 2 questions ) +

Volume ( 3 questions ) +

Legal framework ( 1 question ) +

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# Data management: Responsibilities

The data manager must be involved in steering the project (data stewardship) from its creation to its completion.

He/she is responsible for the collection, organization and storage of data. He/she may be a different person from the scientific manager.

### Responsibilities ( 2 questions )

This section should be used to designate the persons in charge of data management during the project, unlike the "Data Contact" field in the "Project Information" phase, which designates the person responsible for the data once the project has been completed.

#### Head(s) of data management during the research project

B	I	☰	☰	🔗	📅
Claridge, Amanda, ( <a href="mailto:A.Claridge@rhul.ac.uk">A.Claridge@rhul.ac.uk</a> ) Department of Classics, Royal Holloway, University of London 0000-0003-1689-8356					
Rendel Helen, ( <a href="mailto:H.M.Rendell@lboro.ac.uk">H.M.Rendell@lboro.ac.uk</a> ) department of Geography, University of Loughborough. 0000-0002-9445-0146					

**Save**





MASA example answer +

Answered less than a minute ago by emmanuelle.bryas@inrap.fr

Guidance	Comments
MASA	<p>The project leader will appoint a qualified data manager to manage the data which is collected, processed and analysed.</p> <p>The data manager must be involved in steering the project (data stewardship) from its creation to its completion. He/she is responsible for the collection, organization and storage of data. He/she may be a different person from the scientific manager.</p> <p>In the case of a project involving partners on other sites or in other institutions, the management responsibilities shared between the partners must be specified here.</p>

# Data management: Responsibilities

### Other people involved in data management

**B** *I*    

Data quality manager : [Lindon, Richard](#). [Department of Classics, Royal Holloway, University of London](#)

**Save**

Answered just now by [emmanuelle.bryas@inrap.fr](mailto:emmanuelle.bryas@inrap.fr)

Guidance	Comments
MASA	<p>Describe the roles and responsibilities of all those involved in data management: data entry, metadata modelling and production, data quality management and product file management, data storage and backup, archiving and data sharing. Give the name(s) of those in charge as far as is possible.</p> <p>For collaborative projects, explain how data management responsibilities shared between partners is coordinated.</p>

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# Data overview

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Download

The data will be described by batch or dataset. Each dataset will consist of a set of files gathered with reference to a documentary typology (photographs, images, etc.) or according to intellectually coherent sets (ceramic, anthropology study, etc.). The file classification tree can be used as a basis for building batches.

The re-used data will constitute separate lots.

expand all | collapse all

Constructing a corpus ( 1 question )



Organisation ( 2 questions )



Volume ( 3 questions )



Legal framework ( 1 question )



# Data overview: Organisation

## The evolution of Rome's maritime facade: archaeology and geomorphology at Castelporziano

Helen Rendell, Amanda Claridge, 2010

[Introduction](#)  
[Overview](#)  
[Downloads](#)  
[Metadata](#)  
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- Section 4: Geophysical Surveys
- Section 5: Geomorphological Surveys
- Section 6: Environmental Survey data
- Section 7: Archaeo-Zoological data
- Section 8: Artefact Assemblages

Constructing a corpus ( 1 question )

Organisation ( 2 questions )

Artefacts D\_geomorpho

This section's answers are common to all research outputs

### File classification data tree

**B** *I*

- Project context & Guide to Site Records
- Archaeological Survey and Excavation Datasets
- Topographical Survey
- Geophysical Surveys
- Geomorphological Surveys
- Environmental Survey data
- Archaeo-Zoological data
- Artefact Assemblages

Save

MASA example answer +

Answered 3 hours ago by emmanuelle.bryas@inrap.fr

Guidance

Comments

MASA

Indicate here the classification tree of the files used and produced during the project. This must be set up at the start of the project and used throughout the project. This tree can help to identify the data sets.

For advice on developing a classification plan, you can refer to the guide "Traçabilité des activités de recherche et gestion des connaissances: guide pratique de mise en place" (Traceability of research activities and knowledge management: a practical implementation guide) developed by the CNRS Mission for Transversal and Interdisciplinary Initiatives (2018) which is available on Doranum,

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# Datasets

## The evolution of Rome's maritime facade

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Each dataset will consist of a set of files gathered with reference to a documentary typology (photographs, images, etc.) or according to intellectually coherent sets (ceramic, anthropology study, etc.). The file classification tree can be used as a basis for building batches. The data reused in the state will constitute separate batches.

If your project includes several datasets, you must first identify them in the "research product" section (by selecting the "dataset" type). You will be able to describe each dataset in a dedicated tab.

**Be careful!**  
The questions followed by an asterisk (\*) relate to the reused datasets.

expand all | collapse all

Datasets ( 3 questions )	+
Description of data ( 8 questions )	+
Associated metadata ( 7 questions )	+
Data storage ( 3 questions )	+
Data safety ( 3 questions )	+
Access to data ( 3 questions )	+
Protection of sensitive data during the project ( 2 questions )	+

# Datasets: Associated metadata

Description of data ( 8 questions )

Associated metadata ( 7 questions )

The purpose of metadata is to describe the digital document to ensure its traceability and to know :

- the technical characteristics of the file;
- its identifier, and the intellectual content to which it corresponds;
- the context in which it was produced or received;
- under which ownership regime the file is located.

Most of the time they are gathered in a "metadata file" associated with the file they describe.

For more information on metadata :

- Metadata, standards and formats (DORANum)
- Sustainability metadata (CINES)

If it is a reused dataset, complete questions 6 and 7 only.

Artefacts **D\_geomorpho**

This section's answers are common to all research outputs

**Format of metadata**

**B** *I*

ADS Collection-level metadata for the entire corpus

ADS File-level Metadata for each file. They differ dependent on data type

**Save**

Answered less than a minute ago by emmanuelle.bryas@inrap.fr

Guidance

Comments

MASA

Indicate here the metadata format used to describe the file(s) which make up the dataset.

The use of standards is recommended: Dublin Core, Inspire, IPTC, etc.



# Datasets: Associated metadata

Which indexing systems were used to describe the data?

**B** *I*    

The vocabularies developed and maintained by the *Forum on Information Standards in the Field of Heritage (FISH)* : the archaeological object thesaurus, the monument types and Event type thesauri (England)

Save

MASA example answer –

- People: ISNI and ORCID
- Places: Geonames
- Subjects of the thesaurus PACTOLS
- Ontology: CIDOC-CRM

Answered 1 minute ago by emmanuelle.bryas@inrap.fr

Guidance





Comments

MASA

- Indicate the indexing system(s) here (controlled vocabularies, ontology, etc.)
- Use the domain system and provide for these to be enriched during the project if necessary.

# Datasets: Data safety

### Guarantee of data integrity and traceability

**B** *I*    

Save

Guidance	Comments
MASA	<p>Describe here the processes put in place to ensure data integrity and traceability. Certain aspects like quality control and access management are covered by the data management plan and do not need to be repeated here. Insist on backup, duplication and version management procedures.</p> <p>You can refer to the guide "<a href="#">Traçabilité des activités de recherche et gestion des connaissances: guide pratique de mise en place</a>" (Traceability of research activities and knowledge management: a practical implementation guide) developed by the CNRS Mission for Transversal and Interdisciplinary Initiatives (2018) which is available on Doranum,</p>

Project Details

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At the end of the project

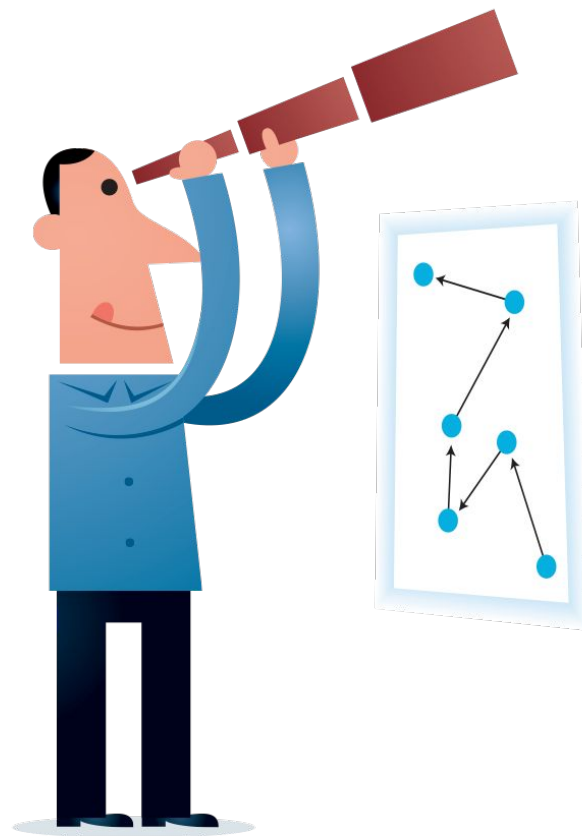
Share

Download

# Post-project action items

Data preservation and reuse need anticipation and planning, eg:

- User needs
- Data centres requirements



Digitalbevaring.dk

# The evolution of Rome's maritime facade

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This phase aims to describe the following aspects:

- data archiving
- dissemination of data

expand all | collapse all

Archiving policy (created data only) ( 4 questions ) +

Dissemination of data ( 5 questions ) +

# Archiving policy: 4 questions

- Duration of the data retention or conservation
- Final Volume
- Arrangements for data conservation at the end of the project
- Terms and conditions for post-project data access



**Terms and conditions for access to data at the end of the project**

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ADS Terms of Use and Access Summary

<https://archaeologydataservice.ac.uk/advice/termsOfUseAndAccess.xhtml>

Save

# Dissemination: 5 questions

- Dissemination policy
- Embargos?
- Publications
- Reuse potential



## Potential for reuse of the data (target user groups, the resources required, etc.).



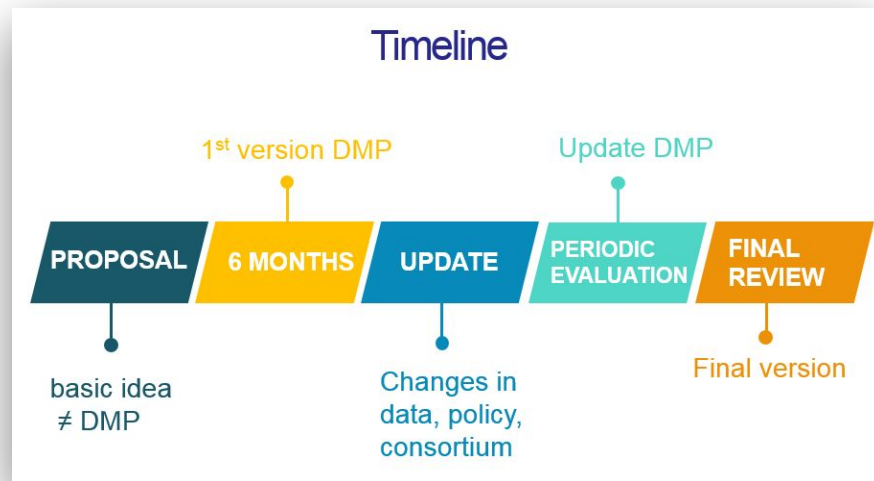
The dataset is intended to be re-usable in its entirety by the local Italian State archaeological service (Soprintendenza per i Beni archeologici del Lazio) for their own purposes; Sections 3-6 by the Castelporziano estate management (Segretariato Generale della Presidenza della Repubblica Italiana); the archaeological data in Sections 1-2 and 8, especially images, constitute primary research resources for the archaeology, topography and ancient history of coastal Latium (especially the international teams currently working at Portus, Ostia and the Tiber Delta e.g. Salomon *et al.* [2012](#)), Roman architecture, building materials and techniques, brickstamp studies. The geomorphological and palaeo-environmental datasets (5 and 6) complement those developed independently for the proximal areas of the Tiber delta around Ostia Antica by Bellotti and co-workers (e.g. Bellotti *et al.* [2007](#)).

Source: [Claridge, A. and Rendell, H. 2013](#) *The Evolution of Rome's Maritime Façade: archaeology and geomorphology at Castelporziano (Data Paper)*, *Internet Archaeology* 35. <https://doi.org/10.11141/ia.35.11>

Save

# First input completed!

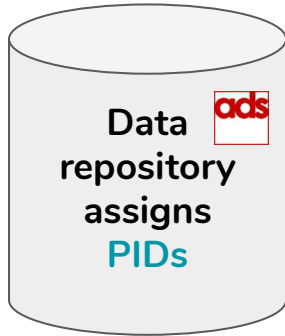
- Other iterations required to complement and refine the answers
- In a project funded by the ERC or the ANR in France, there are at least 2 versions to deliver.
- DMP OPIDoR facilitates the continuous updating of the DMP.



Source: <https://www.openaire.eu/when-do-i-have-to-create-a-data-management-plan>



# How to link a data deposit to the DMP document?



The screenshot shows a web interface for entering research output information. At the top, there are navigation tabs: "Project Details", "Research outputs" (which is selected), "Selected Template", "Context", "Data management", "General points on data", and "Datasets". Below these are sub-tabs: "At the end of the project", "Share", and "Download". The main heading is "Research output: dataset, software, workflow, sample, protocol..." with a sub-note: "Please fill in separately for research outputs requiring a management specific to their nature or discipline." The "DMP-OPIDoR" logo is in the top right. The form contains several input fields: "Abbreviated Name (20 chars max.)" with the value "Artefacts"; "Fullname" with the value "Artefacts assemblages"; "Type" with a dropdown menu showing "Image"; and "Persistent Identifier" with the value "https://doi.org/10.5284/1000127". A second set of fields is partially visible below, with "Abbreviated Name" containing "D. geomorpho", "Fullname" containing "Geomorphological surveys", and "Type" containing "Collection". A "Submit" button is at the bottom left of the form area.

# How to download and share a DMP created with OPIDoR

Project Details

Research outputs

Selected Template

Context

Data management

General points on data

Datasets

At the end of the project

Share

Download

# “Download” tab

Users can configure the document to download:

- section
- format (html, pdf, docx)
- PDF formatting (font, size, etc.)

## The evolution of Rome's maritime facade: archaeology and geomorphology at Castelporziano

Project Details Research outputs Selected Template Context Data management General points on data Datasets

At the end of the project Share Download

### Download settings

**Select research outputs to download**

- All
- Artefacts
- D\_geomorpho

**Research output export mode**

- Export by research output
- Export by section
- Export by question

**Select phase to download**

- All
- Context
- Data management
- General points on data
- Datasets
- At the end of the project

**Plan Components**

- project details coversheet
- question text and section headings
- unanswered questions

html  
✓ pdf  
docx

### PDF formatting

Font

Face: Arial, Helvetica, Sans-Serif

Size (pt): 10

Margin (mm): Top, Bottom, Left, Right

Download Plan

# Wrap up time!

# Topics covered in this presentation

- A brief introduction to DMPs and what they are useful for
- The MASA template = a specialized DMP template for Archeology datasets
- How it was tested, and can be improved with your feedback
- A brief overview of the template inside the collaborative platform OPIDoR
  - How to create a DMP with the MASA Template
  - How to fill the forms and answer the questions
  - How to comment, download and share

# Feedback welcome!

Online MASA DMP template: <https://dmp.opidor.fr/>

MASA DMP template mailing list: [pgdmasa@groupe.renater.fr](mailto:pgdmasa@groupe.renater.fr)

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[emmanuelle.morlock@cnrs.fr](mailto:emmanuelle.morlock@cnrs.fr)

See also MASA's blog: <https://masa.hypotheses.org/>

# Questions?



# Big Thanks to:

- **DMP OPIDoR Team:** OPIDoR assistance
- **INIST-CNRS:** English translation (Ongoing)
- **TGIR HUMA-NUM:** Research infrastructure supporting MASA
- **MASA Consortium**
- **ADS:** Digital repository for Digital Heritage in the UK Data of the example dataset (DOI: 10.5284/1000127)
- **Our Research Centres:**
  - **INRAP** (French National Institute for Preventive Archaeological Research)
  - **MSH Mondes** (House for Houses for the Social Sciences and Humanities) at the University Paris Nanterre
  - **HiSoMA Research Centre** (History and Sources of the Ancient Worlds)

