Arequipa Nexus Institute Protocol for Research Data

This protocol governs research projects supported by the Nexus Institute and the digital data that they utilize and produce. Data may be retrieved from existing, external sources or may be newly generated by the project. Working data are data that are actively being collected, generated, and utilized while research is taking place. Working data typically will change as more data are collected, processed, analyzed, and results from the research are being produced. When results from research are ready to be published, final data products that support research findings should be archived and cited in any relevant manuscript.

- University policies relating to the responsible conduct of research, data management, protections for sensitive and restricted data, institutional review boards, and superseding policies and laws must be followed.
- All projects that are supported by the Institute must have a data management plan that is approved and on file with the Data Committee.
- Data management plans must address both working data and data products.
- One person from each project must be designated as the data steward and oversee data management for their project.
- Data may be managed locally as the research is taking place and the data are being collected, generated, and analyzed.
- Every three months, local data should be uploaded to Data Depot for the purpose of backups and made available, if desired, in the data catalog to the other projects of the Institute. Any data in the data catalog should be documented using the Institute's data documentation form (https://forms.gle/cWmWodeibHtFEb1F9).
- When a manuscript is prepared for publication, the data product/s that support the findings of the manuscript should be deposited in the Purdue University Research Repository (PURR, http://purr.purdue.edu) with documentation and descriptive metadata to help reviewers and other researchers understand and reuse the data product/s.
- Each data product that is deposited in PURR will automatically receive a Digital Object Identifier (DOI). Data from PURR should be cited in the manuscript using its DOI and not submitted as supplementary data to the journal.
- Data publications in PURR may be submitted and scheduled for release (i.e., embargoed) at the date the manuscript is anticipated to be published.
- In mid-year and annual reports to the Institute, data products must be listed with publications and other outputs of the project.