

# Information Management Needs Survey Briefing

## NRM Climate Change Adaptation Information Management Support Project



### Survey purpose and response rate

In October 2013, the NRM Climate Change Adaptation Information Management support (CCAIMS) project surveyed nine Element 2 information management focal points on the information management procedures and support required for their respective projects. The survey response rate was 100%, and the key findings have been summarised in this briefing document.

### Key findings

#### Types of information/data being managed

Projects are using and producing a wide variety of existing and new information types, e.g. GIS ready impacts/adaptation layers, visualisations, images, decision-making tools, literature reviews and project reports.

#### Intellectual property

- Projects are sourcing data and information from subscription databases, public websites and government departments.
- There will be extensive reuse of existing material, including data sourced from a range of third party providers (mostly, but not only, government agencies).
- Sourced information and data will be reused in a variety of ways, either shared in its entirety or in part, or incorporated into new products.
- Most projects intend to have an inventory of information sought from third parties, but do not have one yet.
- Formal data reuse agreements or licences are generally not in place with data providers.
- Uncertainty exists around licencing terms and conditions for existing data, particularly with regards to reuse and sharing.
- Ownership of, and licencing options for, final outputs produced by the projects, are also not always well understood.

*The projects could face problems around the sharing and reuse of existing third party information and data. Copyright legislation and some common licences will likely not allow the desired reuse of some data. In some instances formal reuse agreements may need to be negotiated.*

#### Ethical issues

The survey indicated that some outputs may contain personal information and culturally sensitive material.

*Information will need to be managed in accordance with privacy legislation, ethical guidelines, and protocols for indigenous research.*

#### Data management during the project

- A range of devices and hosts are being used to store data during projects. Institutional network storage, cloud storage services and hard drives are the most popular working storage solutions.
- There is a strong focus on digital data.
- Most data will be password protected.
- The most popular data sharing and transfer options are via email or cloud storage.

*Projects will need to have strategies in place to manage the risks associated with some of the identified storage and transfer options.*

#### Storage and discoverability of outputs

Survey responses indicated that projects intend to deposit final outputs in a variety of places. NRM groups, institutional data and document repositories, and discipline-based repositories such as Terra Nova were the most commonly identified long-term storage options.

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*Outputs will need to be discoverable across a range of destinations to meet the needs of different audiences. Long term discoverability will be affected by choice of repository, the type of metadata assigned within that repository, and the syndication arrangements associated with it (i.e. whether metadata is 'harvested' by other search services such as Research Data Australia and Google Scholar). Projects will receive guidance and criteria for deciding where they should deposit project outputs.*

## **Description of final outputs (documentation and metadata)**

- There is a high level of interest in documentation and metadata, including the use of persistent identifiers such as Digital Object Identifier names (DOIs).
- Terms and qualifiers from controlled vocabularies recommended by the Spatial Information Council (ANZLIC) will be relevant to outputs.
- In some cases climate change-specific keywords or tags will be needed.

*While choice of metadata schema will be largely limited to that built into existing discipline and institutional repositories, content guidelines (i.e. how to create good metadata within the selected schemas, including assigning keywords from controlled vocabularies) will assist with discoverability.*

## **Engagement with institutional support services**

The majority of projects indicated that they were already engaging with institutional data management support services and/or were happy for the Griffith CCAIMS project to make connections on their behalf.

*Positive engagement with local support services will ensure that information management*

*practices adopted by the projects are sustainable beyond the end of the CCAIMS project.*

## **Information and support required from Griffith CCAIMS Team**

- All suggested data management topics were of some interest to project teams. Long-term storage and description of final outputs were of greatest interest.
- Considerable interest was also shown in data storage and transfer during projects.
- Short information sheets are overwhelmingly the preferred method of information delivery (all respondents positive).
- In-person information delivery is of interest and could be delivered via scheduled meetings of individual project teams.

*Information and support products will be delivered in accordance with Element 2 project team needs.*

## **Next steps**

- Survey findings will be shared with Stream 2 project teams and a follow-up teleconference will be held with the Element 2 Focal Points to discuss the survey findings in more detail.
- Survey results will inform the development of comprehensive information management protocols and a storage options paper.
- Short information sheets will be developed, prioritised by identified issues of interest and stage of project at which issues are likely to arise. Immediate priorities are issues around intellectual property, working data storage and data transfer.
- Information delivery preferences will inform the planning of face-to-face contact in 2014.

Prepared by: Griffith University NRM CCAIMS Project

Last modified: 28 January 2014 (version 1.1)



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