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Leibniz Institute for Psychology Information

DataWiz Technical Report

Description of the DataWiz metadata scheme (fields,
identifier and vocabularies), mapping to Dublin Core and
DDI

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1 Introduction

1.1 DataWiz

DataWiz supports researchers throughout the entire research data management process, from data management planning and documentation of collected research data to publication. DataWiz is divided into a system for knowledge-based support, a system for procedural support and comprehensive system functions that enable collaborative work in a team.

Procedural support as well as comprehensive system functions are offered via the DataWiz web application, while context-sensitive knowledge-based support is enabled from the independently accessible DataWiz knowledge base (<https://datawizkb.leibniz-psychology.org/>).

An essential part of research data management is the planning of the handling of research data and their description (including their development process) by means of metadata. Therefore, DataWiz, as an assistant system to support data management, offers the possibility to document data and their collection context by means of a discipline-specific description scheme and to document the planning of data management.

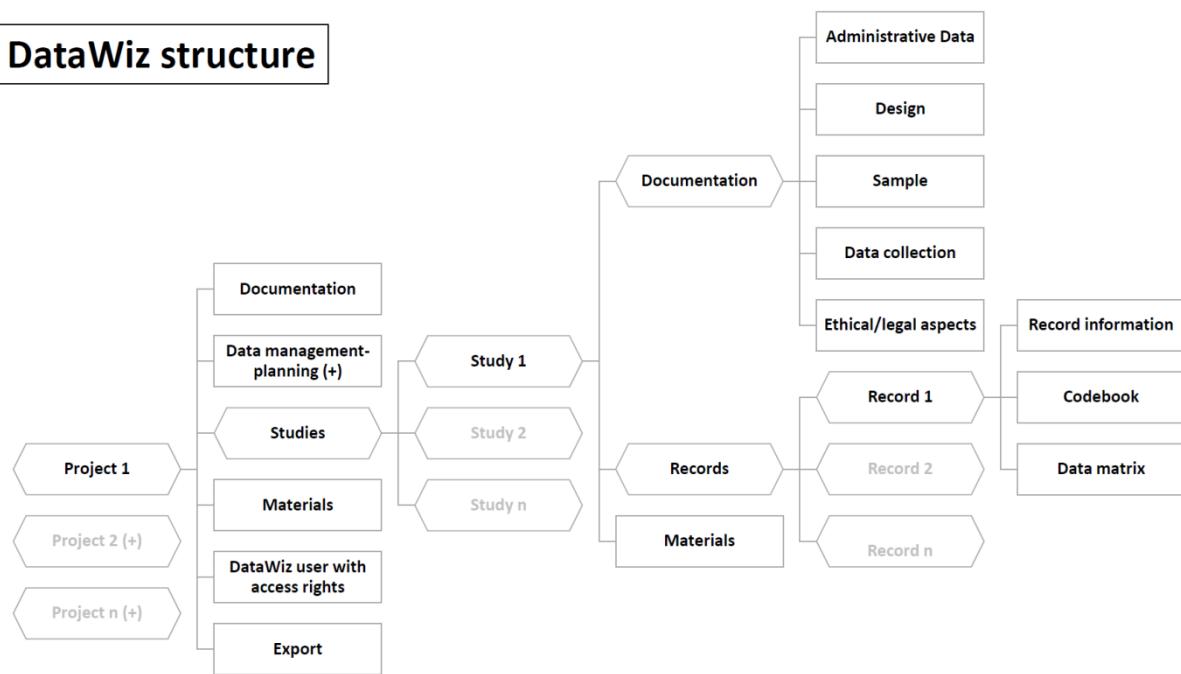
The purpose of this document is to document the DataWiz metadata scheme, which researchers can use in the DataWiz web application to independently describe their research data. In DataWiz, research data and metadata are initially only accessible to members of a project who have the corresponding rights.

1.2 DataWiz metadata scheme

The DataWiz metadata scheme is mainly intended to describe the context in which research data is generated, to record administrative information that is relevant for the handling of the data, and to describe quantitative research data collected at variable level. The elements used for this are presented below.

The presentation of the DataWiz metadata scheme in this document is based on the hierarchical structure of research projects implemented in the program (components in which metadata is entered, in italics): There is a project level at which *information on the general documentation of the higher-level research project* can be provided and *data management planning* can be described. Within each project, several studies can be created, each of which documents *one data collection*. Within a study, there can be any number of data records, which belong to the data collection documented in the study. A data set can consist of data set information, a data matrix and a codebook that documents the variables entered in the data set. Finally, any files can be stored as additional materials at project and study level, whereby metadata is also automatically generated for these. A visualization of the structure is given in the following figure:

DataWiz structure



The description of an element of the metadata scheme within this document contains the following information:

Nr.	The location of the metadata element in the current section
German element	The element's label in german language
English element	The element's label in english language
Min. – Max.	An explanation of how often the element must be present or can be repeated. 1 = the element is mandatory and has to be answered 0 - 1 = the element is obligatory and can not be repeated 0 - n = the element is obligatory and can be repeated as often as required
Remarks, examples, permitted values	Remarks regarding content, references to used default values or used controlled vocabularies
Database-ID	The database ID used in the DataWiz Web application for this metadata item.

If there is a controlled vocabulary for a specific field, the **Remarks, examples, permitted values** field refers to a table listing the values allowed within that vocabulary.

2 Datawiz metadata elements

2.1 Metadata record at project level

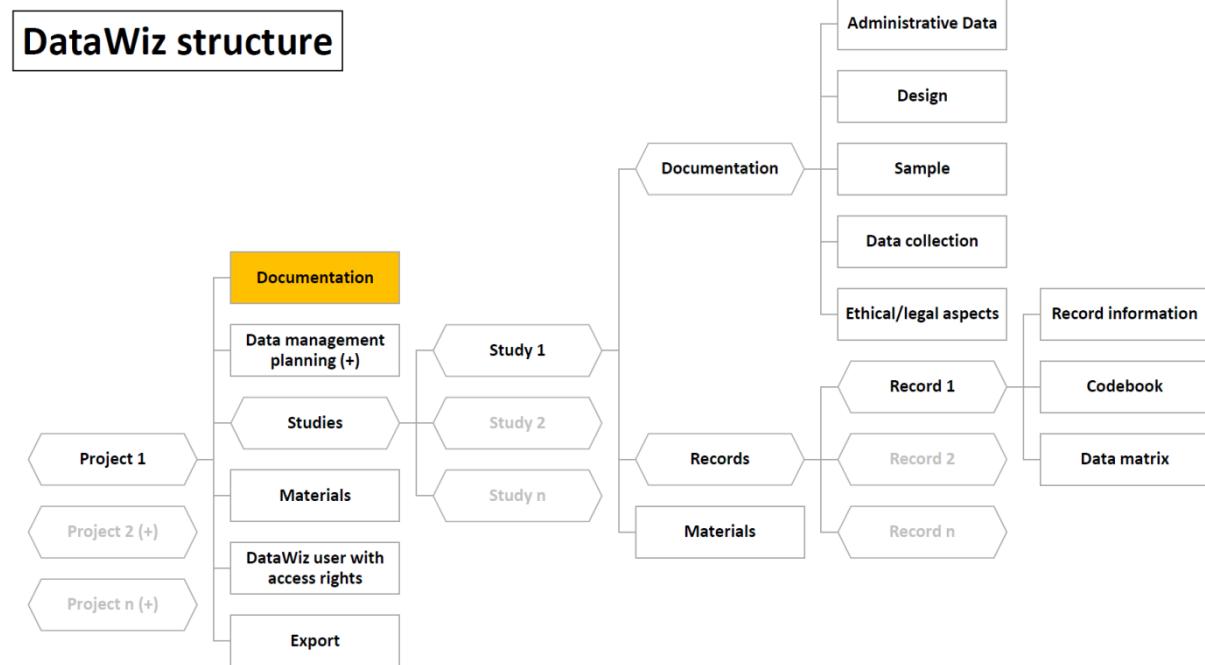


Table 1: DataWiz metadata record at project level

Nr.	German element	English element	Min. – Max.	Remarks, examples, permitted values	Database-ID
Metadata at project level					
1	Projektname	Project Title	1		dw_project.title
2	Projekt ID	Project ID	0-1		dw_project.projectident
3	Ziele und Inhalte des Projekts	Project objectives and scope	0-1		dw_project.description
4	Projektleitung	Principal Investigator	0-1	Project manager does not have to be registered in the system.	dw_contributors
@	Titel	Title	0-1		@
@	Vorname	First name	0-1		@
@	Nachname	Last name	0-1		@
@	Institut	Institute	0-1		@
@	Abteilung	Department	0-1		@
@	ORCID	ORCID	0-1		@
5	Finanzielle Förderung	Funding	0-1		dw_project.funding
6	Fördernummer	Grant number	0-1		dw_project.grant_number
7	Ko-Autoren/ Forschende	Coauthors/Researchers			dw_contributors

Nr.	German element	English element	Min. – Max.	Remarks, examples, permitted values	Database-ID
@	Titel	Title	0-n		@
@	ORCID	ORCID	0-n		@
@	Vorname	First name	0-n		@
@	Nachname	Last name	0-n		@
@	Institut	Institute	0-n		@
@	Abteilung	Department	0-n		@

2.2 Metadata record at study level

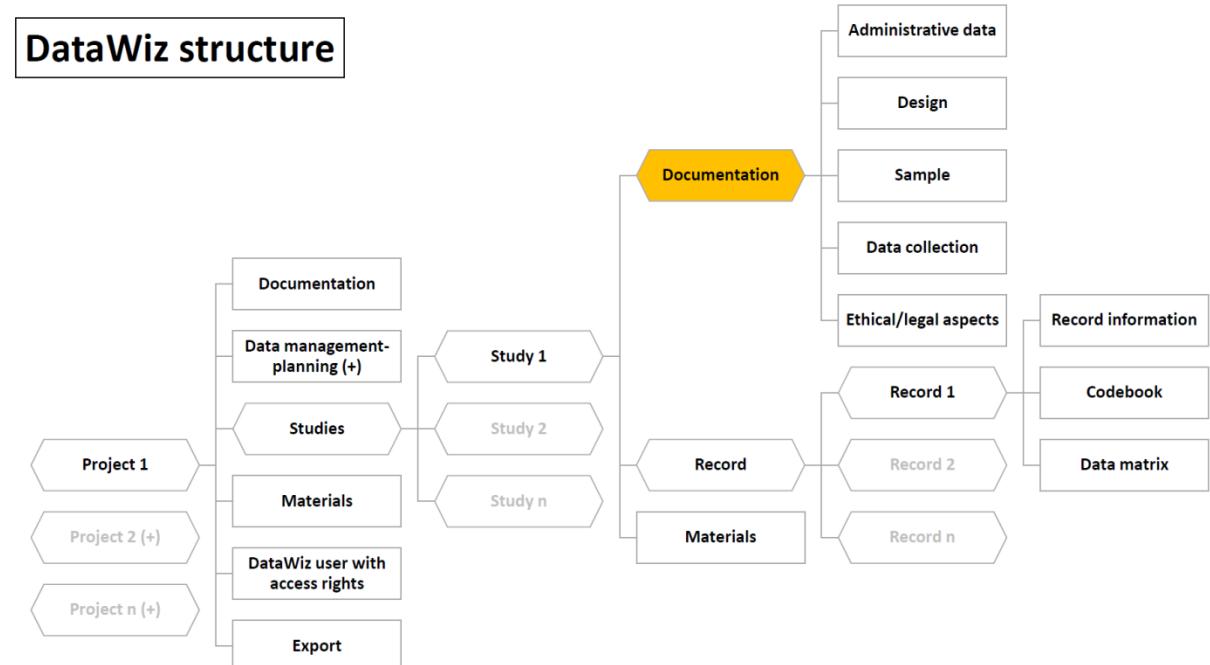


Table 2: DataWiz metadata record at study level

Nr.	German element	English element	Min. – Max.	Remarks, examples, permitted values	Database-ID
Metadata at study level					
Administrative Data					
1	Studiename	Study Title	1		dw_study.title
2	Studien ID	Study ID	0-1		dw_study.internalID
3	Übersetzter Studiennname	Translated Study Title	0-1		dw_study.transTitle
4	Autoren	Authors	0-n	Authors do not have to be registered in the system.	dw_studies

Nr.	German element	English element	Min. - Max.	Remarks, examples, permitted values	Database-ID
5	Abstract	Abstract	0-n	By default set to project description (no. 6)	dw_study.sAbstract
6	Übersetzter Abstract	Translated Abstract	0-n		dw_study.sAbstractTrans
7	Datenstatus	Data Status	0-1	See Table 3 for controlled vocabulary	dw_study.completeSel
@	Sicherstellung der Nutzbarkeit bei auszugweiser Übertragung	Measures to ensure reuse potential of the subset	0-1	Depends on answer "subset" for study.completeSel	dw_study.excerpt
8	Bezug zu früheren Arbeiten	Relation to previous work	0-1	See Table 4 for controlled vocabulary	dw_study.prevWork
@	Anderer	Other	0-1		dw_study.prevWorkStr
9	Software	Software	0-n		dw_study_listtipes
10	Veröffentlichungen	Publications	0-n		dw_study_listtipes
11	Interessenkonflikte	Conflict of Interest	0-n		dw_study_listtipes
Design					
12	Hypothesen und Ziele	Hypotheses and Objectives	0-n	See Table 5 for controlled vocabulary	dw_study_objectives
13	Relevante Theorien	Relevant theories	0-n		dw_study_listtipes
14	Erhebungsdesign	Research Design	0-1	Set to DMP values by default; see Table 6 for controlled vocabulary	dw.study.repMeasures
15	Nähere Beschreibung des längsschnittlichen Designs	Description of the Longitudinal Study Design	0-1	Depends on answer "Longitudinal study" for study.repMeasures	dw_study.timeDim

Nr.	German element	English element	Min. - Max.	Remarks, examples, permitted values	Database-ID
16	Forschungsform	Research Method	0-3	Block heading; set to DMP values by default; see Table 7 for controlled vocabulary	
@	Befragung	Survey	0-1		dw_study.surve yIntervention
@	Testentwicklung	Test development	0-1		dw_study.testI ntervention
@	Experiment	Experiment	0-1		dw_study_expe rimentalInterv ention
@	Art der Intervention	Intervention Type	0-1	Depends on answer „Experiment“ for study.experime ntalIntervention ; see Table 8 for controlled vocabulary	dw_study.inter TypeExp
@	Art der Intervention	Intervention Type	0-1	Depends on answer „Experiment“ for study.experime ntalIntervention ; see Table 9 for controlled vocabulary	dw_study.inter TypeDes
@	Art der Intervention	Intervention Type	0-1	Depends on answer „Experiment“ for study.experime ntalIntervention ; see Table 10 for controlled vocabulary	dw_study.inter TypeLab
@	Art der Intervention	Intervention Type	0-1	Depends on answer „Experiment“ for study.experime ntalIntervention ; see Table 11	dw_study.rand omization

Nr.	German element	English element	Min. - Max.	Remarks, examples, permitted values	Database-ID
				for controlled vocabulary	
17	Studienarme/Treatmentgruppen	Study arms	0-n	Depends on answer „Experiment“ for study.experimentallIntervention	dw_study_listtpes
18	Messzeitpunkte	Measurement Occasions		Set to DMP values by default	dw_study_listtpes
@	Messzeitpunkt	Time			dw_study_listtpes
@	Interventionszeitpunkt	Dimension		Depends on answer „Experiment“ for study.experimentallIntervention	dw_study_listtpes
@	Sortierung	Sorting			dw_study_listtpes
19	Art des Befragungsinstruments	Type oft the survey instrument	0-1	Depends on answer „Survey“ for study.surveyIntervention; see Table 12 for controlled vocabulary	dw_study.surveyType
20	Konstrukte	Constructs	0-n	Set to DMP values by default	dw_study.constructs
@	Konstrukt	Construct	0-n	Set to DMP values by default	dw_study.constructs
@	Funktion	Function	0-n	Set to DMP values by default; see Table 13 for controlled vocabulary	dw_study.constructs

Nr.	German element	English element	Min. - Max.	Remarks, examples, permitted values	Database-ID
@	Andere	Other	0-n	Depends on answer „Other“ for „dw_study.con structs: Function“; set to DMP values by default	dw_study.const ructs
21	Messinstrumente	Measurement Instruments			dw_instrument s
22	Instrument	Instrument			dw_instrument s
@	Titel	Title	0-n	Set to DMP values by default	dw_instrument s
@	Autor	Author	0-n		dw_instrument s
@	Zitation	Citation	0-n		dw_instrument s
@	Abstract	Abstract	0-n	Especially interesting for new developments	dw_instrument s
@	Testkonzept: Theoretischer Hintergrund	Instrument concept: theoretical background	0-n	Especially interesting for new developments	dw_instrument s
@	Testkonzept: Testaufbau	Instrument concept: structure	0-n	Especially interesting for new developments	dw_instrument s
@	Testkonstruktion	Instrument development	0-n	Especially interesting for new developments	dw_instrument s
@	Gütekriterien: Objektivität	Quality Criteria: Objectivity	0-n	Especially interesting for new developments	dw_instrument s
@	Gütekriterien: Reliabilität	Quality criteria: Instrument reliability	0-n	Especially interesting for new developments	dw_instrument s
@	Gütekriterien: Validität	Quality Criteria: Instrument validity	0-n	Especially interesting for new developments	dw_instrument s

Nr.	German element	English element	Min. - Max.	Remarks, examples, permitted values	Database-ID
@	Gütekriterien: Normierung	Quality criteria: norm-referenced	0-n	Especially interesting for new developments	dw_instruments
23	Beschreibung der Forschungsform	Description of the research method	0-1		dw_study.description
Sample					
24	Ein- und Ausschlusskriterien	Eligibility criteria	0-n		dw_study.listypes
25	Population	Population	0-n		dw_study.population
26	Stichprobengröße	Sample Size	0-n		dw_study.sampleSize
27	Poweranalyse	Power analysis	0-1		dw_study.powerAnalysis
28	Angestrebte Stichprobengröße	Intended sample size	0-1		dw_study.intSampleSize
29	Untersuchungseinheit	Unit of Analysis	0-1	See Table 14 for controlled vocabulary	dw_study.obsUnit
@	Andere	Other	0-1	Depends on answer „Other“ for dw_study.obsUnit	dw_study.obsUnitOther
30	Mehrebenenstruktur	Multilevel Structure	0-1		dw_study.multilevel
31	Geschlecht	Sex	0-1		dw_study.sex
32	Alter	Age	0-1		dw_study.age
33	Sondergruppen	Special groups	0-1		dw_study.specGroups
34	Geographische Herkunft der Stichprobe	Geographic origin of the sample		Block heading	
@	Land	Country	0-1		dw_study.country
@	Stadt	City	0-1		dw_study.city
@	Region	Region	0-1		dw_study.region
35	Fehlende Werte	Missing values	0-1		dw_study.missing

Nr.	German element	English element	Min. - Max.	Remarks, examples, permitted values	Database-ID
36	Datenrücklauf	Return/Dropout	0-1		dw_study.dataRerun
Data Collection					
37	Verantwortlichkeit	Responsibility	0-1	Set to DMP values by default; See Table 15 for controlled vocabulary	dw_study.resp onsibility
@	Andere(r)	Other	0-1	Depends on answer "Other" for dw_study.resp onsibility	dw_study.resp onsibilityOther
38	Erhebungszeitraum	Data collection period	0-1	Block heading	
@	Beginn der Datenerhebung	Start of data collection	0-1		dw_study.collSt art
@	Ende der Datenerhebung	End of data collection	0-1		dw_study.colle nd
39	Vorgehen bei der Datenerhebung	Collection Mode	0-10	Block heading; Set to DMP values by default; see Table 16 for controlled vocabulary	dw_study→dw _study_formt ypes→dw_formt ypes
@	Spezielle Aparaturen oder Messinstrumente	Specialized apparatus or measuring instruments	0-6	Depends on answer „Specialized apparatus or measuring instruments“ for “Collection Mode”	dw_study.other CMIP
@	Andere Methode	Other	0-4	Depends on answer „Other“ for “Collection Mode”	dw_study.other CMINP
40	Stichprobenziehung	Sampling Method	0-1	See Table 17 for controlled vocabulary	dw_study.samp Method
@	Andere	Other	0-1	Depends on answer „Other“ for	dw_study.samp MethodOther

Nr.	German element	English element	Min. - Max.	Remarks, examples, permitted values	Database-ID
				dw_study.samp Method	
41	Rekrutierung	Recruiting	0-1		dw_study.recruiting
42	Format der Ursprungsaufzeichnungen	Original record type/raw data format	0-6	Set to DMP values by default; see Table 18 for controlled vocabulary	dw_study→dw_study_formtypes→dw_formtypes
@	Sonstiges Format	Other format		Depends on answer „Other format“ for „Original record type/raw data format“	dw_study.otherSourFormat
43	Digitalisierung der Rohdaten	Transformation of Sources	0-1	See Table 19 for controlled vocabulary	dw_study.sourTrans
@			0-1	Depends on answer „Transfer of the original records into a data matrix required more complex steps (...)“ for dw_study.sourTrans	dw_study_otherSourTrans
44	Transformationen oder Aggregationen der Rohdaten	Digitization of raw data	0-1		dw_study.transDescr
45	Besonderheiten der Erhebungssituation	Special Circumstances	0-1		dw_study.specCirc
46	Qualität: Qualitätsindikatoren	Quality: Quality indicators	0-1		dw_study.qualInd
47	Qualität: Limitationen	Quality: Limitations	0-1		dw_study.qualLim
Ethical and Legal Aspects					
48	Ethikvotum	Ethical review	1	Set to DMP values by default; see Table 20 for	dw_study.irb

Nr.	German element	English element	Min. - Max.	Remarks, examples, permitted values	Database-ID
				controlled vocabulary	
@	Ethikkomission und Implikationen des Ethikvotums	Ethics committee and implications of the ethical review	0-1	Set to DMP values by default; depends on answer „Yes“ for study.irb;	dw_study.irbName
49	Einwilligungserklärung	Informed Consent	1	Set to DMP values by default; see Table 21 for controlled vocabulary	dw_study.consent
@	Berücksichtigung des Data Sharing	Provision for Data Sharing	1	Set to DMP values by default; depends on answer „Yes“ for study.consent; see Table 22 for controlled vocabulary	dw_study.consentShare
50	Erhebung personenbezogener Daten	Collection of personal data	1	Set to DMP values by default; see Table 23 for controlled vocabulary	dw_study.persDataColl
@	Anonymisierung	Anonymization	0-1	Depends on answer „Yes“ for study.persDataColl; see Table 24 for controlled vocabulary	dw_study.persDataPres
@@	Anonymisierung	Anonymization	0-1	Depends on answer “Anonymized” for study.persDataPres	dw_study.anonymProc
51	Eigene geistige Eigentumsrechte	Copyright on study outputs	1	Set to DMP values by	dw_study.copyright

Nr.	German element	English element	Min. - Max.	Remarks, examples, permitted values	Database-ID
				default; see Table 25 for controlled vocabulary	
@	Lizenierung und Nutzungsrechte an den betreffenden Objekten	Licenses and rights on objects concerned	0-1	Set to DMP values by default; depends on answer „Yes“ for study.copyright	dw_study.copy rightHolder
52	Geistige Eigentumsrechte Dritter	Third party rights	1	Set to DMP values by default; see Table 26 for controlled vocabulary	dw_study.third Party
@	Lizenierung und Nutzungsrechte an den betreffenden Objekten	Licenses and rights on objects concerned	0-1	Set to DMP values by default; depends on answer „Yes“ for study.thirdParty	dw_study.third PartyHolder

Table 3: Controlled vocabulary for field 7 (dw_study.completeSel) Data status
 (back to **Table 2**)

Controlled vocabulary for field 7 (dw_study.completeSel) Data status:

Vollständige Studiendaten
 Auszug aus den Studiendaten

Table 4: Controlled vocabulary for field 8 (dw_study.prevWork) Relation to previous work
 (back to **Table 2**)

Controlled vocabulary for field 8 (dw_study.prevWork) Relation to previous work:

Replication
 Follow-up study
 Other
 No relation

Table 5: Controlled vocabulary for field 12 (dw_study_objectives) Hypotheses and objectives
 (back to **Table 2**)

Controlled vocabulary for field 12 (dw_study_objectives) Hypotheses and objectives:

Primary
 Secondary
 Exploratory

Table 6: Controlled vocabulary for field 14 (dw_study.repMeasures) Research Design
 (back to **Table 2**)

Controlled vocabulary for field 14 (dw_studyrep.Measures) Research Design:

- Cross-sectional study
- Longitudinal study

Table 7: Controlled vocabulary for field 17 (dw_study_listtypes) Research Method
 (back to **Table 2**)

Controlled vocabulary for field 17 (dw_study_listtypes) Research Method:

- Survey
- Test development
- Experiment

Table 8: Controlled vocabulary for field 17@ (dw_study.interTypeExp) Intervention Type
 (back to **Table 2**)

Controlled vocabulary for field 17@ (dw_study.interTypeExp) Intervention Type:

- Experimental design
- Quasi-experimental design

Table 9: Controlled vocabulary for field 17@ (dw_study.interTypeDes) Intervention Type
 (back to **Table 2**)

Controlled vocabulary for field 17@ (dw_study.interTypeDes) Intervention Type:

- Design with repeated measures (only „within subjects“ variables)
- Group comparison (only „between subjects“ variables)
- Mixed design („within subjects“ and „between subjects“ variables)

Table 10: Controlled vocabulary for field 17@ (dw_study.interTypeLab) Intervention Type
 (back to **Table 2**)

Controlled vocabulary for field 17@ (dw_study.interTypeLab) Intervention Type:

- Laboratory experiment
- Field experiment

Table 11: Controlled vocabulary for field 17@ (dw_study.randomization) Intervention Type
 (back to **Table 2**)

Controlled vocabulary for field 17@ (dw_study.randomization) Intervention Type:

- Randomized
- Non-Randomized

Table 12: Controlled vocabulary for field 19 (dw_study.surveyType) Survey instrument type
 (back to **Table 2**)

Controlled vocabulary for field 19 (dw_study.surveyType) Survey instrument type:

- Hardly standardized survey instrument (question area predefined; open answer format)
- Partially standardized survey instrument (question phrasing predefined; open answer format)
- Fully standardized survey instrument (question phrasing and answer format predefined)
- Mixed survey instrument (combination of hardly, partially and fully standardized parts)

Table 13: Controlled vocabulary for field 20@ (dw_study.constructs) Function
 (back to **Table 2**)

Controlled vocabulary for Field 20@ (dw_study.constructs) Function:

- Dependent Variable
- Independent Variable

Control variable
Other

Table 14: Controlled vocabulary for Field 29 (dw_study.obsUnit) *Unit of Analysis*
 (zurück zu **Tabelle 2**)

Controlled vocabulary for Field 29 (dw_study.obsUnit) Unit of Analysis:
Individuals
Dyads
Families
Groups
Organizations
Other

Table 15: Controlled vocabulary for field 37 (dw_study.responsibility) *Responsibility*
 (back to **Table 2**)

Controlled vocabulary for field 37 (dw_study.responsibility) Responsibility:
Principal Investigator
Other

Table 16: Controlled vocabulary for Field 39 (dw_formtypes) *Collection mode*
 (back to **Table 2**)

Controlled vocabulary for Field 39 Collection mode:
<u>Collection in the presence of the investigator:</u>
Individual presentation
Group presentation
Paper-pencil
Photo, video or audio recordings
Computer supported
Specialized apparatus or measuring instruments
<u>Collection without the presence of the investigator:</u>
Telephone survey
Post survey
Online survey
Other

Table 17: Controlled vocabulary for Field 40 (dw_study.sampMethod) *Sampling Method*
 (back to **Table 2**)

Controlled vocabulary for Field 40 (dw_study.sampMethod) Sampling Method:
Convenience sample (ad-hoc sampling)
Census
Simple random sample
Cluster Sample
Stratified systematic sample
Quota sample
Other

Table 18: Controlled vocabulary for Field 42 (dw_study_formtypes) *Original record type/raw data format*
 (back to **Table 2**)

Controlled vocabulary for Field 42 (dw_study_formtypes) Original record type/raw data format:
Questionnaires filled out by the subject or investigator with closed and/or open response formats
Other paper-pencil reactions from the subjects such as drawings, diary notes, video recordings, photographs, audio recordings, etc.
Records from computer-supported data collection (e. g. subject related data files)
Records from specialized apparatus, for example for the recording of biological signs
Other format

Table 19: Controlled vocabulary for Field 43 (dw_study.sourTrans) Digitization of raw data
 (back to **Table 2**)

Controlled vocabulary for Field 43 (dw_study.sourTrans) *Digitization of raw data*:

Data matrix and original records are the same or the data matrix results from direct transfer of the original records into a machine-readable format according to simple coding rules (e. g. digitized Paper and Pencil questionnaires)

Transfer of the original records into a data matrix required more complex steps (e. g. complex coding rules, rating procedures):

Table 20: Controlled vocabulary for Field 48 (dw_study.irb) Ethical review
 (back to **Table 2**)

Controlled vocabulary for Field 48 (dw_study.irb) *Ethical review*:

Yes

No

Table 21: Controlled vocabulary for Field 49 (dw_study.consent) Informed Consent
 (back to **Table 2**)

Controlled vocabulary for Field 49 (dw_study.consent) *Informed Consent*:

Yes

No

Table 22: Controlled vocabulary for Field 49@ (dw_study.consentShare) Provision for Data Sharing
 (back to **Table 2**)

Controlled vocabulary for Field 49@ (dw_study.consentShare) *Provision for Data Sharing*:

Yes

No

Table 23: Controlled vocabulary for Field 50 (dw_study.persDataColl) Collection of personal data
 (back to **Table 2**)

Controlled vocabulary for Field 50 (dw_study.persDataColl) *Collection of personal data*:

Yes

No

Table 24: Controlled vocabulary for Field 50@ (dw_study.persDataPres) Anonymization
 (back to **Table 2**)

Controlled vocabulary for Field 50@ (dw_study.persDataPres) *Anonymization*:

Anonymized: Datasets of this study do not include personal data (i. e. less than three identifiers and no direct identifiers).

Not anonymized: Datasets of this study include personal data (i. e. at least one direct identifier or three indirect identifiers).

Table 25: Controlled vocabulary for Field 51 (dw_study.copyright) Copyright on study outputs
 (back to **Table 2**)

Controlled vocabulary for Field 51 (dw_study.copyright) *Copyright on study outputs*:

Yes

No

Table 26: Controlled vocabulary for Field 52 (dw_study.thirdParty) Third party rights
 (back to **Table 2**)

Controlled vocabulary for Field 52 (dw_study.thirdParty) *Third party rights*:

Yes

No

2.3 Metadata record at user level

Table 27: DataWiz metadata record at user level

Nr.	German element	English element	Min. - Max.	Remarks, examples, permitted values	Database ID
Metadata at user level					
1	Titel	Title	0-1		dw_user.title
2	Vorname	First Name	0-1		dw_user.first_name
3	Nachname	Last Name	0-1		dw_user.lastName
4	ORCID	ORCID	0-1		dw_user.orcid_id
5	E-Mail	Email	0-1		dw_user.email
6	Alternative E-Mail	Alternative email	0-1		dw_user.email2
7	Passwort	Password	0-1		dw_user.password
8	Telefon	Phone	0-1		dw_user.phone
9	Fax	Fax	0-1		dw_user.fax
10	Webseite	Website	0-1		dw_user.homepage
11	Institut	Institute	0-1		dw_user.institution
12	Abteilung	Department	0-1		dw_user.department
13	Straße & Hausnummer	Street address	0-1		dw_user.street
14	Postleitzahl	ZIP code	0-1		dw_user.zip
15	Stadt	City	0-1		dw_user.city
16	Bundesland	State	0-1		dw_user.state
17	Land	Country	0-1		dw_user.country

2.4 Metadata record at project material/study material level

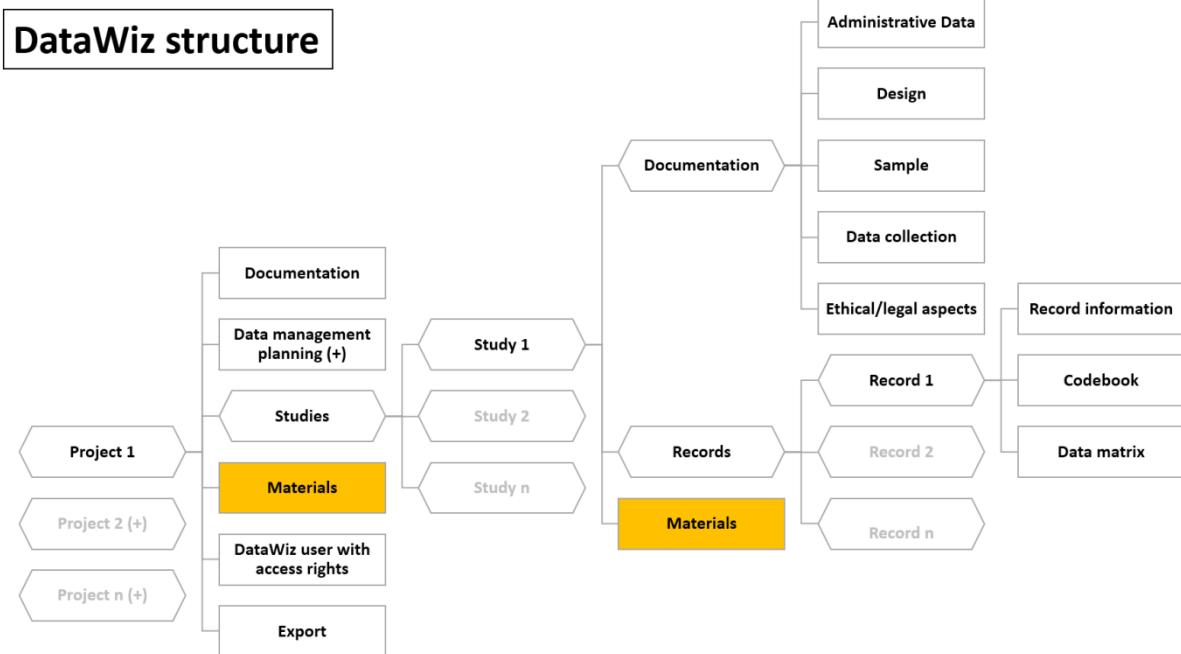


Table 28: DataWiz metadata record at project material/study material level

Nr.	German element	English element	Min. - Max.	Remarks, examples, permitted values	Database ID
Metadata at project material level					
1	Dateiname	File name	1		dw_files.name
2	Dateigröße	File size	1	generated automatically	dw_files.size
4	Hochgeladen am:	Uploaded	1	generated automatically	dw_files.upload Date
5	Prüfsumme	Checksum	1	generated automatically	dw_files.sha1; dw_files.sha256 ; dw_files.md5

2.5 Metadata record at DMP level

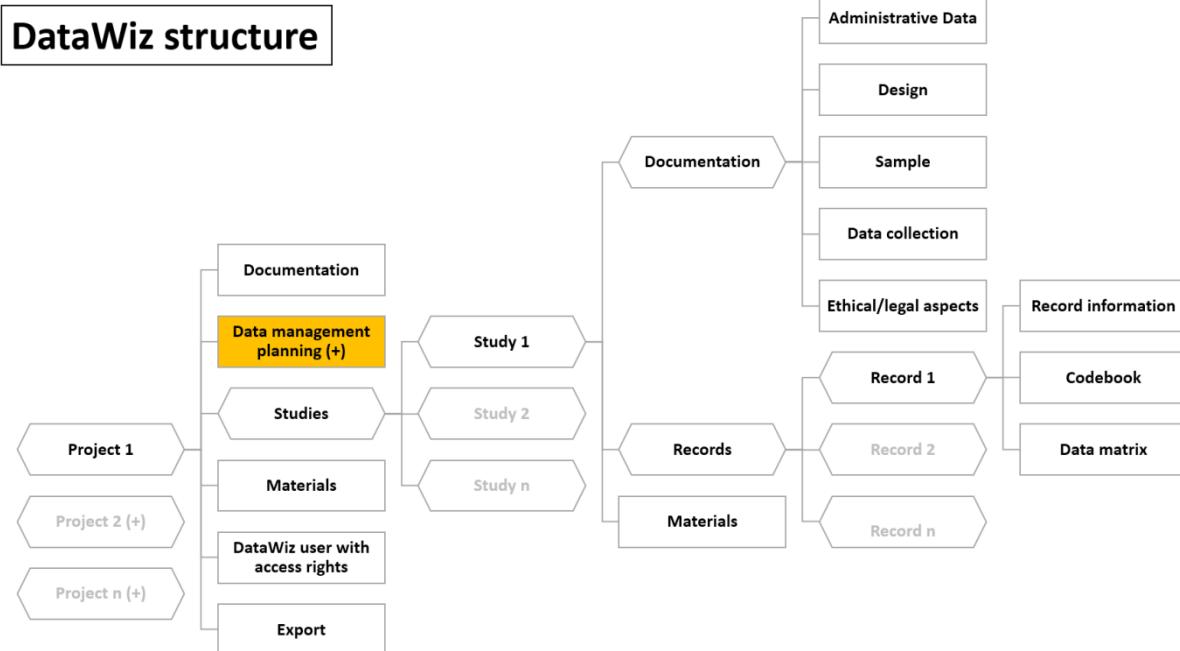


Table 29: DataWiz metadata record at DMP level

Nr.	German element	English element	Min. – Max.	Remarks, examples, permitted values	Database-ID
Metadata at DMP level					
Administrative data					
1	Projektname	Project title	1	Equated with project documentation values	dw_project.title
2	Ziele und Inhalte des Projekts	Project objectives and scope	0-1	Equated with project documentation values	dw_project.description
3	Finanzielle Förderung	Funding	0-1	Equated with project documentation values	dw_project.funding
4	Laufzeit des Projekts	Project duration	0-1		dw_dmp.duration
5	Projektpartner	Project partners	0-1		dw_dmp.organizations
6	Projektleitung	Principal investigator	/	Equated with project documentation values	dw_contributors
@	Titel	Title	0-1		@
@	ORCID	ORCID	0-1		@

Nr.	German element	English element	Min. – Max.	Remarks, examples, permitted values	Database-ID
@	Vorname	First name	0-1		@
@	Nachname	Last name	0-1		@
@	Institut	Institute	0-1		@
@	Abteilung	Department	0-1		@
7	Zweck und Zielgruppe der Planung des Datenmanagements	Aim or target audiences of this datamanagement plan	0-1		dw_dmp.planAims
Research Data					
8	Nutzung bereits existierender Daten	Reuse of already existing data	0-1	See Table 30 for controlled vocabulary	dw_dmp.existingData
9	Bedeutung existierender und neuerzeugter Daten für das Vorhabensziel.	Relevance of existing and generated data to the project's objective	0-1	Depends on answer „Existing data are used“ for dw_dmp.existingData	dw_dmp.existingDataRelevance
10	Integration bereits existierender und neuerhobener Daten	Integration of already existing and generated data	0-1	Depends on answer „Existing Data are used“ for dw_dmp.existingData	dw_dmp.existingDataIntegration
11	Zitation der existierenden Daten	Data Citation	0-1	Depends on answer „Existing Data are used“ for dw_dmp.existingData	dw_dmp.dataCitation
12	Forschungsform	Research Method	0-9	See Table 31 for controlled vocabulary	dw_dmp → (dw_dmp_formtypes) →dw_formtypes
@	Andere	Other	0-1		dw_dmp.otherDataTypes
13	Reproduzierbarkeit	Reproducibility	0-1		dw_dmp.dataReproducibility
14	Vorgehen bei der Datenerhebung	Collection mode	0-10	See Table 32 for controlled vocabulary	dw_dmp → (dw_dmp_formtypes) →dw_formtypes

Nr.	German element	English element	Min. – Max.	Remarks, examples, permitted values	Database-ID
@	Erhebung in Anwesenheit eines Versuchsleiters	Collection in the presence of the investigator	0-6		dw_dmp → (dw_dmp_formtypes) → dw_formtypes
@@	Spezielle Apparaturen oder Messinstrumente	Specialized apparatus or measuring instruments	0-1		dw_dmp.otherC MIP
@	Erhebung in Abwesenheit eines Versuchsleiters	Collection without the presence of the investigator	0-4		dw_dmp → (dw_dmp_formtypes) → dw_formtypes
@@	Andere Methoden	Other	0-1		dw_dmp.otherC MINP
15	Erhebungsdesign	Measurement Occasions	0-1	See Table 33 for controlled vocabulary	dw_dmp.measOcasions
16	Maßnahmen der Qualitätssicherung oder des Qualitätsmanagements	Measures of quality assurance or quality management		Block heading	
@	Trainingsmaßnahmen zur Sicherung der Reliabilität der Erhebenden	Training to ensure reliability of data collectors	0-1		dw_dmp.reliabilityTraining
@	Nutzung verschiedener Maße je Konstrukt	Use of multiple observations per construct	0-1		dw_dmp.multiple Measurements
@	Weitere Informationen zur Qualitätssicherung	Other information regarding quality assurance according to the study's context	0-1		dw_dmp.quality Other
17	Dateiformate	File formats	0-1		dw_dmp. fileFormat
18	Gründe der Datenaufbewahrung	Reasons for data preservation		Block heading	
@	Arbeitskopie	Working copy	0-1	See Table 34 for controlled vocabulary	dw_dmp.working Copy
@	Nachweis der guten wissenschaftlichen Praxis	Proof of good scientific practice	0-1	See Table 35 for controlled vocabulary	dw_dmp.goodScientific
@	Nicht-Reproduzierbarkeit	Non-Reproducibility	0-1	See Table 36 for controlled vocabularies	dw_dmp. subsequentUse

Nr.	German element	English element	Min. – Max.	Remarks, examples, permitted values	Database-ID
@	Rechtliche oder vertragliche Auflagen	Legal or contractual obligations	0-1	See Table 37 for controlled vocabulary	dw_dmp.requirements
@	Best Practice	Best Practice	0-1	See Table 38 for controlled vocabulary	dw_dmp.documentation
19	Selektion und Bereinigung der Daten	Data selection and data cleaning	0-1	See Table 39 for controlled vocabulary	dw_dmp.dataSelection
20	Zeitpunkt der Datenselektion	Point of time for selection	0-1	Depends on answer „Yes“ for dw_dmp.dataSelection	dw_dmp.selectionTime
21	Vorgehen bei der Datenauswahl	Selection procedure	0-1	Depends on answer „Yes“ for dw_dmp.dataSelection	dw_dmp.selectionResp
22	Dauer der Aufbewahrung	Storage duration	0-1		dw_dmp.storageDuration
23	Löschen- oder Entsorgungsprozeduren	Deletion or disposal procedures	0-1		dw_dmp.deleteProcedure
Documentation					
24	Zweck der Dokumentation	Purpose of the documentation	0-5	See Table 40 for controlled vocabulary	dw_dmp → (dw_dmp_formtypes) → dw_formtypes
25	Inhalt der Dokumentation	Content of the documentation	0-1		dw_dmp.metaDescription
26	Standardisierung der Erfassung der Dokumentation	Standardization of the documentation	0-1		dw_dmp.metaFramework
27	Vorgehen bei der Erfassung der Dokumentation	Procedure of generating the documentation	0-1		dw_dmp.metaGeneration
28	Prüfung der Dokumentation	Monitoring of the documentation	0-1		dw_dmp.metaMonitor
29	Austausch- und Speicherformat der Dokumentation	Exchange and Storage format of the documentation	0-1		dw_dmp.metaFormat
Data Sharing					

Nr.	German element	English element	Min. – Max.	Remarks, examples, permitted values	Database-ID
30	Vorliegen einer Verpflichtung, die Daten freizugeben	Obligation to share data	0-1	See Table 41 for controlled vocabulary	dw_dmp.releaseObligation
31	Zugänglichkeit der Daten für Dritte	Data access for third parties	0-1	See Table 42 for controlled vocabulary	dw_dmp.publStrategy
32	Beabsichtigte oder vorhersehbare Verwendung der Daten	Intended or expected uses of the data	0-1		dw_dmp.expecte dUsage
@	Suchbarkeit der Daten	Searchability of the data	0-1	Depends on answer „Data access on demand only“ or „Data are accessible via repository or data archiv“ for dw_dmp.publStrategy	dw_dmp.searchableData
@	Begründung, warum die Daten nicht an ein Repozitorium oder Archiv übergeben werden können	Explanation why data will not be deposited within a repository or archive	0-1	Depends on answer „Data access on demand only“ for dw_dmp.publStrategy	dw_dmp.accessReasonAuthor
@	Begründung, warum die Daten nicht geteilt werden können	Explanation why data will not be shared	0-1	Depends on answer „Data are not accessible“ bei dw_dmp.publStrategy See Table 43 for controlled vocabulary	dw_dmp.noAccessReason
@@	Andere Gründe	Other	0-1	Depends on answer „Andere“ bei dw_dmp.noAccessReason	dw_dmp.noAccessReasonOther

Nr.	German element	English element	Min. – Max.	Remarks, examples, permitted values	Database-ID
@	Name des Repositorys oder Archivs	Name of the repository or archive	0-1	Depends on answer „Data are accessible via repository or data archive“ for dw_dmp.publSt rategy	dw_dmp.deposit Name
33	Zeitpunkt der Datenübergabe	Time of the data deposit	0-1	Depends on answer „Data are accessible via repository or data archive“ for dw_dmp.publSt rategy	dw_dmp.transfer Time
34	Besondere Anforderungen an die Datenbereitstellung durch das Vorliegen sensibler Daten	Special requirements on data sharing because of sensitive data	0-1	Depends on answer „Data are accessible via repository or data archive“ for dw_dmp.publSt rategy	dw_dmp.sensitiv eData
35	Recht auf Erstnutzung durch den Ersteller der Daten	Right to initial use	0-1	Depends on answer „Data are accessible via repository or data archive“ for dw_dmp.publSt rategy	dw_dmp.initialUs age
36	Nutzungseinschränku gen oder Lizenzbedingungen innerhalb des Archivs oder Repositorys	Usage restriction or license terms within the archive or repository	0-1	Depends on answer „Data are accessible via repository or data archive“ for dw_dmp.publSt rategy	dw_dmp.usageRe striction

Nr.	German element	English element	Min. – Max.	Remarks, examples, permitted values	Database-ID
37	Kosten des Datenzugangs	Charges for data access	0-1	Depends on answer „Data are accessible via repository or data archive“ for dw_dmp.publStrategy; See Table 44 for controlled vocabulary	dw_dmp.accessCosts
38	Festlegung der Verantwortlichkeiten des Datenproduzenten und des Datenarchivs oder Repository	Fixation of data producer's and data archive's or repository's responsibilities	0-1	Depends on answer „Data are accessible via repository or data archive“ for dw_dmp.publStrategy	dw_dmp.clarifiedRights
39	Vorliegen einer Übernahmevereinbarung mit dem Repositorium	Acquisition agreement with the repository	0-1	Depends on answer „Data are accessible via repository or data archive“ for dw_dmp.publStrategy	dw_dmp.acquisitionAgreement
40	Nutzung Persistenter Identifikatoren	Use of persistent identifiers	0-1	Depends on answer „Data are accessible via repository or data archive“ for dw_dmp.publStrategy; See Table 45 for controlled vocabulary	dw_dmp.usedPID
@ @	Andere	Other	0-1	Depends on answer „Data are accessible via repository or data archive“ for dw_dmp.publStrategy and „Other“ bei	dw_dmp.usedPIDTxt

Nr.	German element	English element	Min. – Max.	Remarks, examples, permitted values	Database-ID
				dw_dmp.usedPI D	
Storage and Infrastructure					
41	Verantwortlichkeiten für die Speicherung der Daten	Responsibilities for data storage	0-1		dw_dmp.storage Responsible
42	Namenskonvention	Naming convention	0-1		dw_dmp.naming Con
43	Ort der Datensicherung	Storage locations	0-1		dw_dmp.storage Places
44	Erstellung von Sicherheitskopien	Creating backups	0-1		dw_dmp.storage Backups
45	Datenübermittlung während der Projektzeit	Data transfer during the project	0-1		dw_dmp.storage Transfer
46	Erwartete Datenmenge	Expected data volume	0-1		dw_dmp.storage ExpectedSize
47	Vorliegen spezieller technischer Anforderungen zur Datennutzung	Specific technical requirements for data use	0-1	See Table 46 for controlled vocabulary	dw_dmp.storage Requirements
@	Spezielle technische Anforderungen	Specific technical requirements			dw_dmp.storage RequirementsTxt
48	Vorliegen einer Nachfolgeregelung	Succession plan	0-1	See Table 47 for controlled vocabulary	dw_dmp.storageS uccession
@	Nachfolgeregelung	Succession plan	0-1		dw_dmp.storageS uccessionTxt
Organisation und Policies					
49	Grenzübergreifende Kooperation	Cross-border collaboration	0-1	See Table 48 for controlled vocabulary	dw_dmp.framew orkNationality
@	Besondere Anforderungen an das Datenmanagement	Specific requirements for data management	0-1	Depends on answer „yes“ for dw_dmp.frame workNationality	dw_dmp.framew orkNationalityTxt
50	Verantwortlichkeit für das Datenmanagement	Responsibilities for data management	0-1		dw_dmp.responsi bleUnit
51	Mitarbeiter/Projekt-partner für das Datenmanagement	Co-worker/project partner for data management	0-1		dw_dmp.involved Institutions

Nr.	German element	English element	Min. – Max.	Remarks, examples, permitted values	Database-ID
52	Information der Mitarbeiter/Projekt-partner	Information of co-workers/project partners	0-1	See Table 49 for controlled vocabulary	dw_dmp.involvedInformed
53	Definition der Beiträge der Mitarbeiter/Projekt-partner	Definition of the co-workers'/project partners' contributions	0-1	See Table 50 for controlled vocabulary	dw_dmp.contributionsDefined
@	Beiträge der Mitarbeiter/Projekt-partner	Co-workers'/project partners' contributions	0-1		dw_dmp.contributionsDefinedTxt
54	Einwilligung der beteiligten Personen zur Übernahme der vorgesehenen Beiträge	Acceptance of responsibility for expected contributions by involved persons	0-1	See Table 51 for controlled vocabulary	dw_dmp.givenConsent
55	Vorliegen einer Beschreibung des Datenmanagement Workflows	Description of the data management workflow exists	0-1	See Table 52 for controlled vocabulary	dw_dmp.managementWorkflow
@	Beschreibung des Datenmanagement Workflow	Description of the data management workflow	0-1		dw_dmp.managementWorkflowTxt
56	Vorliegen einer Abschätzung von Personal- und anderen Ressourcen	Staff and other resources for data management were assessed	0-1	See Table 53 for controlled vocabulary	dw_dmp.staffDescription
@	Abschätzung von Personal- und anderen Ressourcen	Assessment of staff and other resources for data management	0-1		dw_dmp.staffDescriptionTxt
57	Auflagen von Institutionen und Förderern	Policies of Funding Agencies or Institutions	0-1		dw_dmp.funderRequirements
58	Einhaltung der Datenmanagementplanung	Adherence to data management planning	0-1		dw_dmp.planningAdherence
Ethical and Legal Aspects					
59	Ethikvotum	Ethical review	0-1	See Table 54 for controlled vocabulary	dw_dmp.irbApproval
@	Ethikkommission und Implikationen des Ethikvotums	Ethics committee and implications of the ethical review	0-1	Depends on answer „Yes“ for dw_dmp.irbApproval	dw_dmp.irbApprovalTxt

Nr.	German element	English element	Min. – Max.	Remarks, examples, permitted values	Database-ID
60	Informierte Einwilligung	Informed consent	0-1	See Table 55 for controlled vocabulary	dw_dmp.consent Obtained
@	Begründung des Verzichts auf das Einholen einer Informierten Einwilligung	Reason for not obtaining informed consent	0-1	Depends on answer „No“ for dw_dmp.consentObtained	dw_dmp.consent ObtainedTxt
@	Berücksichtigung des Data Sharing	Consideration of data sharing	0-1	See Table 56 for controlled vocabulary; depends on answer „Yes“ for dw_dmp.consentObtained	dw_dmp.sharingConsidered
61	Erhebung personenbezogener Daten	Collection of personal data	0-1	see Table 57 for controlled vocabulary	dw_dmp.dataProtection
@	Erfüllung der Anforderungen des Datenschutzes	Measures to comply with data protection laws	0-1	Depends on answer „Yes“ for dw_dmp.dataProtection	dw_dmp.protectionRequirements
62	Erhebung kommerziell oder in anderer Hinsicht sensibler Daten (außer personenbezogenen Daten)	Collection of commercial or otherwise sensitive data (other than personal data)	0-1	See Table 58 for controlled vocabulary	dw_dmp.sensitiveDataIncluded
@	Maßnahmen zum Schutz kommerziell oder in anderer Hinsicht sensibler Daten (außer personenbezogenen Daten)	Measures to protect commercially or otherwise sensitive data (other than personal data)	0-1		dw_dmp.sensitiveDataIncludedTxt
63	Eigene geistige Eigentumsrechte	Copyright on project outputs	0-1	See Table 59 for controlled vocabulary	dw_dmp.internal Copyright
@	Lizenierung und Nutzungsrechte an den betreffenden Objekten	Licenses and rights on objects concerned	0-1		dw_dmp.internal CopyrightTxt

Nr.	German element	English element	Min. – Max.	Remarks, examples, permitted values	Database-ID
64	Geistige Eigentumsrechte Dritter	Third party rights	0-1	See Table 60 for controlled vocabulary	dw_dmp.external Copyright
@	Lizenierung und Nutzungsrechte an den betreffenden Objekten	Licenses and rights on objects concerned	0-1		dw_dmp.external CopyrightTxt
Kosten					
65	Durchführung einer Kostenplanung des Datenmanagements	Costing of data management	0-1	See Table 61 for controlled vocabulary	dw_dmp.specific Costs
@	Kostenberechnung	Assessment of costs	0-1	Depending on the selection of a cost planning method for dw_dmp.specificCosts	dw_dmp.specific CostsTxt
@	Kostenübernahme	Assumption of costs	0-1	Depending on the selection of a cost planning method for 074dw_dmp.specificCosts	dw_dmp.bearCost

*Table 30: Controlled vocabulary for Field 8 (dw_dmp.existingData) Reuse of already existing data (back to **Table 29**)*

Controlled vocabulary for Field 8 (dw_dmp.existingData) Reuse of already existing data:
Existing Data are used
Search for already existing Data was not successful
No search for already existing data was carried out

*Table 31: Controlled vocabulary for Field 12 (dw_dmp.formtypes) Research Method (back to **Table 29**)*

Controlled vocabulary for Field 12 (dw_dmp.formtypes) Research Method:
Survey data
Experimental data
Test data
Other

*Table 32: Controlled vocabulary for Field 14 (dw_dmp.formtypes) Collection mode (back to **Table 29**)*

Controlled vocabulary for Field 14 (dw_dmp.formtypes) Collection mode:	
<u>Collection in presence of the investigator</u>	<u>Collection in absence of the investigator</u>
Individual presentation	Telephone survey
Group presentation	Post survey

Paper-pencil	Online survey
Photo, video or audio recordings	Other
Computer-supported	
Specialized apparatus or measuring instruments	

Table 33: Controlled vocabulary for Field 15 (dw_dmp.measOccurrences) Research design
 (back to **Table 29**)

Controlled vocabulary for Field 15 (dw_dmp.measOccurrences) Research design:

- Cross-sectional design
- Longitudinal design

Table 34: Controlled vocabulary for Field 18@ (dw_dmp.workingCopy) Working copy
 (back to **Table 29**)

Controlled vocabulary for Field 18@ (dw_dmp.workingCopy) Arbeitskopie:

- Yes
- No

Tabelle 35: Controlled vocabulary for Field 18@ (dw_dmp.goodScientific) Proof of good scientific practice
 (back to **Table 29**)

Controlled vocabulary for Field 18@ (dw_dmp.goodScientific) Proof of good scientific practice:

- Yes
- No

Table 36: Controlled vocabulary for Field 18@ (dw_dmp. subsequentUse) Reproducibility
 (back to **Table 29**)

Controlled vocabulary for Field 18@ (dw_dmp. subsequentUse) Reproducibility:

- Yes
- No

Table 37: Controlled vocabulary for Field 18@ (dw_dmp.requirements) Legal or contractual obligations

(back to **Table 29**)

Controlled vocabulary for Field 18@ (dw_dmp.requirements) Legal or contractual obligations:

- Yes
- No

Table 38: Controlled vocabulary for Field 18@ (dw_dmp.documentation) Best Practice
 (back to **Table 29**)

Controlled vocabulary for Field 18@ (dw_dmp.documentation) Best Practice:

- Yes
- No

Table 39: Controlled vocabulary for Field 19 (dw_dmp.dataSelection) Data selection and data cleaning

(back to **Table 29**)

Controlled vocabulary for Field 19 (dw_dmp.dataSelection) Data Selection and data cleaning:

- Yes
- No

*Table 40: Controlled vocabulary for Field 24 (dw_dmp_formtypes) Purpose of the documentation
(zurück zu **Table 29**)*

Controlled vocabulary for Field 24 (dw_dmp_formtypes) Purpose of the documentation: Interpretation (e. g. information on data collection) Exchange (e. g. informationen necessary to exchange information between cooperation partners) administration (e. g. copyright)
--

*Table 41: Controlled vocabulary for Field 30 (dw_dmp.releaseObligation) Obligation to share data
(back to **Table 29**)*

Controlled vocabulary for Field 30 (dw_dmp.releaseObligation) Obligation to share data: Yes No

*Table 42: Controlled vocabulary for Field 31 (dw_dmp.publStrategy) Data access for third parties
(back to **Table 29**)*

Controlled vocabulary for Field 31 (dw_dmp.publStrategy) Data access for third parties: Data are accessible via repository or data archive Data access on demand only Data are not accessible

Table 43: Controlled vocabulary for Field 32@ (dw_dmp.noAccessReason) Explanation why data will not be shared

(back to **Table 29**)

Controlled vocabulary for Field 32@ (dw_dmp.noAccessReason) Explanation why data will not be shared: Data protection Confidentiality Other
--

*Table 44: Controlled vocabulary for Field 37 (dw_dmp.accessCosts) Charges for data access
(back to **Table 29**)*

Controlled vocabulary for Field 37 (dw_dmp.accessCosts) Charges for data access: Yes No
--

*Table 45: Controlled vocabulary for Field 40 (dw_dmp.usedPID) Use of persistent identifiers
(back to **Table 29**)*

Controlled vocabulary for Field 40 (dw_dmp.usedPID) Use of persistent identifiers: No allocation of persistent identifiers DOI Other
--

Table 46: Controlled vocabulary for Field 47 (dw_dmp.storageRequirements) *Specific technical requirements for data use*
 (back to [Table 29](#))

Controlled vocabulary for Field 47 (dw_dmp.storageRequirements) *Specific technical requirements for data use*

Yes

No

Table 47: Controlled vocabulary for Field 48 (dw_dmp.storageSuccession) *Succession plan*
 (back to [Table 29](#))

Controlled vocabulary for Field 48 (dw_dmp.storageSuccession) *Succession plan*

Yes

No

Table 48: Controlled vocabulary for Field 49 (dw_dmp.frameworkNationality) *Cross-border collaboration*

(back to [Table 29](#))

Controlled vocabulary for Field 49 (dw_dmp.frameworkNationality) *Cross-border collaboration:*

Yes

No

Table 49: Controlled vocabulary for Field 52 (dw_dmp.involvedInformed) Information of co-workers/project-partners

(back to [Table 29](#))

Controlled vocabulary for Field 52 (dw_dmp.involvedInformed) *Information of co-workers/project-partners:*

Yes

No

Table 50: Controlled vocabulary for Field 53 (dw_dmp.contributionsDefined) Definition of the co-workers' / project partners' contributions:

(back to [Table 29](#))

Controlled vocabulary for Field 53 (dw_dmp.contributionsDefined) *Definition of the co-workers'/ project partners' contributions:*

Yes

No

Table 51: Controlled vocabulary for Field 54 (dw_dmp.givenConsent) *Acceptance of responsibility for expected contributions by involved persons*

(back to [Table 29](#))

Controlled vocabulary for Field 54 (dw_dmp.givenConsent) *Acceptance of responsibility for expected contributions by involved persons:*

Yes

No

Table 52: Controlled vocabulary for Field 55 (dw_dmp.managementWorkflow) *Description of the data management workflow exists*

(back to [Table 29](#))

Controlled vocabulary for Field 55 (dw_dmp.managementWorkflow) *Description of the data management workflow exists:*

Yes

No

Table 53: Controlled vocabulary for Field 56 (dw_dmp.staffDescription) *Staff and other resources for data management were assessed:*

(back to **Table 29**)

Controlled vocabulary for Field 56 (dw_dmp.staffDescription) <i>Staff and other resources for data management were assessed:</i>

Yes

No

Table 54: Controlled vocabulary for Field 59 (dw_dmp.irbApproval) *Ethical review*

(back to **Table 29**)

Controlled vocabulary for Field 59 (dw_dmp.irbApproval) <i>Ethical review:</i>

Yes

No

Table 55: Controlled vocabulary for Field 60 (dw_dmp.consentObtained) *Informed consent*

(back to **Table 29**)

Controlled vocabulary for Field 60 (dw_dmp.consentObtained) <i>Informed consent:</i>

Yes

No

Table 56: Controlled vocabulary for Field 60@ (dw_dmp.consentObtainedTxt) *Consideration of Data Sharing*

(back to **Table 29**)

Controlled vocabulary for Field 60@ (dw_dmp.consentObtainedTxt) <i>Consideration of Data Sharing:</i>
--

Ja

Nein

Table 57: Controlled vocabulary for Field 61 (dw_dmp.dataProtection) *Collection of personal data*

(back to **Table 29**)

Controlled vocabulary for Field 59 (dw_dmp.dataProtection) <i>Collection of personal data:</i>

Yes

No

Table 58: Controlled vocabulary for Field 62 (dw_dmp.sensitiveDataIncluded) *Collection of commercial or otherwise sensitive data (other than personal data)*

(back to **Table 29**)

Controlled vocabulary for Field 62 (dw_dmp.sensitiveDataIncluded) <i>Collection of commercial or otherwise sensitive data (other than personal data):</i>
--

Yes

No

Table 59: Controlled vocabulary for Field 63 (dw_dmp.internalCopyright) *Copyright on project outputs*

(back to **Table 29**)

Controlled vocabulary for Field 63 (dw_dmp.internalCopyright) <i>Copyright on project outputs:</i>

Yes

No

Table 60: Controlled vocabulary for Field 64 (dw_dmp.externalCopyright) Third party rights
(back to **Table 29**)

Controlled vocabulary for Field 64 (dw_dmp.externalCopyright) Third party rights:

- Yes
- No

Table 61: Controlled vocabulary for Field 65 (dw_dmp.specificCosts) Costing of data management
(back to **Table 29**)

Controlled vocabulary for Field 65 (dw_dmp.specificCosts) Costing of data management:

- Costing based on reference values
- Costing based on life-cycle analysis
- Costing based on other methods

2.6 Metadata record at dataset level

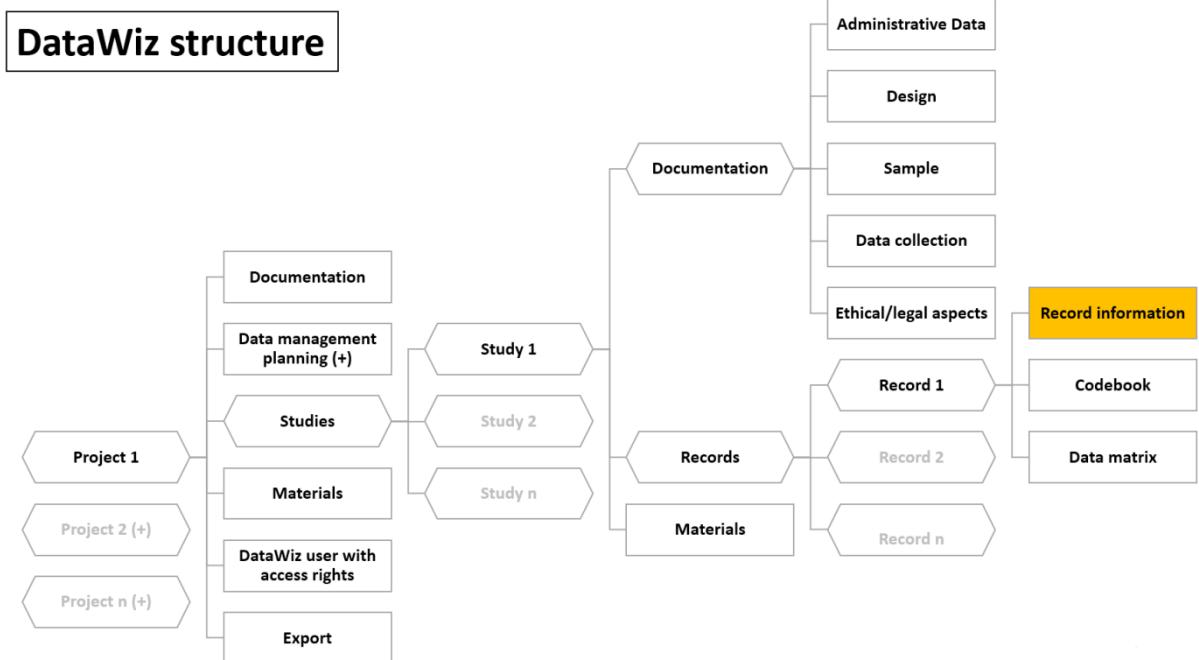


Table 62: DataWiz metadata record at dataset level

Nr.	German element	English element	Min. - Max.	Remarks, examples, permitted values	Database-ID
Metadata at dataset level					
1	Datensatzname	Dataset Title	1		dw_record.name
2	Beschreibung des Datensatzes	Dataset description	0 -1		dw_record.description
3	Änderungen	Changelog	1		dw_record_metadata.changeLog
4	Geändert am	Last Changed	1		dw_record_metadata.changed
5	Geändert von	Changed by	1		dw_record_metadata.changedBy
6	Version	Version	1		dw_record.version_id

2.7 Metadata record at codebook level

DataWiz structure

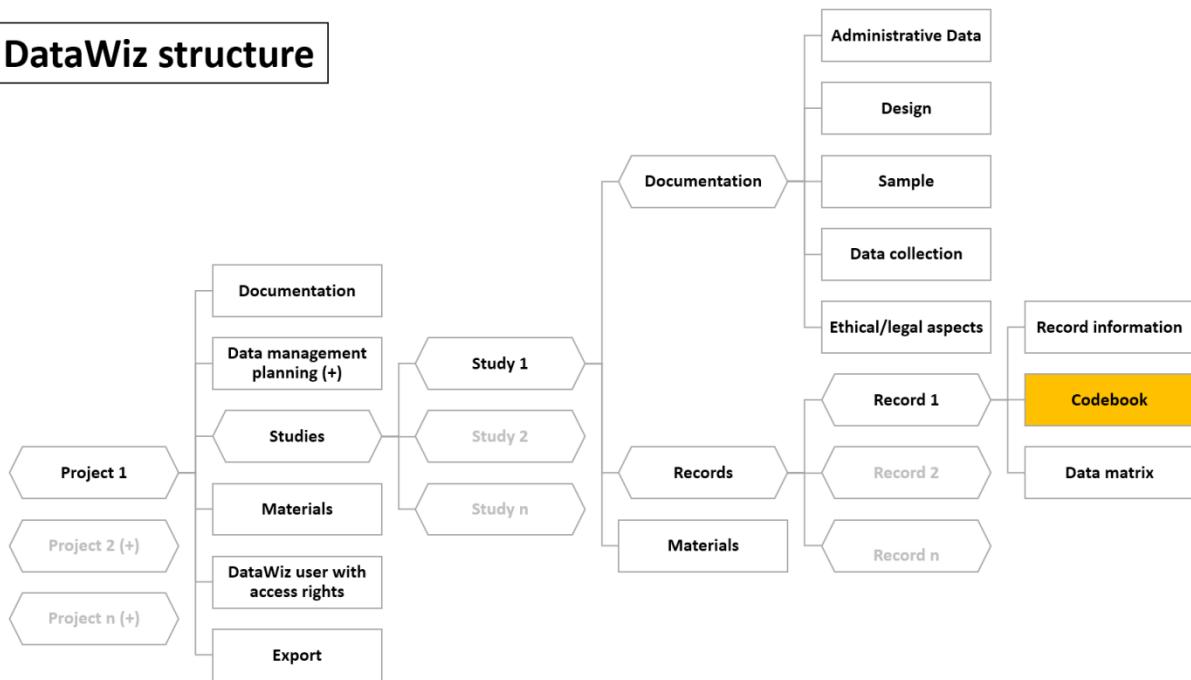


Table 63: DataWiz metadata record at codebook level

Nr.	German element	English element	Min. - Max.	Remarks, examples, permitted values	Database-ID
Metadata at codebook level					
1	Name	Name	1		dw_record_variables.name
2	Label	Label	0-1		dw_record_variables.label
3	Typ	Type	1	String/Date/Numeric with subtypes	dw_record_variables.type
4	Gültige Werte	Value labels	0-n		
@	Einzelner Wert	Value	1	Must correspond to type (numeric or date)	dw_record_var_allvalues
@	Werte Label	Value label	1		dw_record_var_allvalues
5	Fehlende Werte	Missings	1		
@	Fehlender Wert 1	Missing Value 1	0-1	Must correspond to type (numeric or date), depending on type: lower limit, range or first missing value	dw_record_variables.missingVal1

Nr .	German element	English element	Min. - Max.	Remarks, examples, permitted values	Database-ID
@	Fehlender Wert 2	Missing Value 2	0-1	Must correspond to type (numeric or date), depending on type: lower limit, range or second missing value	dw_record_variables.missingVal2
@	Fehlender Wert 3	Missing Value 3	0-1	Must correspond to type (numeric or date), depending on type: lower limit, range or third missing value	dw_record_variables.missingVal3
@	Fehlender Wert Typ	Missing Value Type	1	No missing value/one missing value/two missing values / three missing values / range of missing values /range of missing values and discrete missing value	dw_record_variables.missingFormat
6	Breite	Width	1	Cannot be edited: calculation or import from SPSS	dw_record_variables.width
7	Dezimalstellen	Decimals	1	Cannot be edited: calculation or import from SPSS	dw_record_variables.decimals
8	Spalten	Columns	1	Cannot be edited: calculation or import from SPSS	dw_record_variables.columns
9	Ausrichtung	Alignment	1	Cannot be edited: „left“	dw_record_variables.alignment

Nr .	German element	English element	Min. - Max.	Remarks, examples, permitted values	Database-ID
				or import from SPSS	
10	Messniveau	Measurement level	1	Cannot be edited: „Unknown“ or import from SPSS	dw_record_variables.measureLevel
11	Rolle	Role	1	Cannot be edited: „Input“ or import from SPSS	dw_record_variables.role
12	Konstrukt	Construct	0-1	List from study.constructs/construct.name	
13	Messzeitpunkt	Measurement occasion	0-1	List from dw_study_listtypes [meas_Occ]	dw_record_attributes[dw_measOcc]
14	Instrument	Instrument	0-1	List from dw_instruments	
15	Itemtext/Instruktion	Item text/Instruction	0-1		dw_record_attributes[dw_itemtext]
16	Filtervariable	Filter variable	1	Yes/No	dw_record_attributes[dw_filtervar]
17	Benutzerdefinierte Attribute	User-defined attributes	0-n	Cannot be edited: empty or import from SPSS	dw_record_attributes[dw_value]
18	Position	Position	1	Internal	dw_record_version_variables

3 Mapping – Study level elements to DMP level elements

The following table lists the study level elements that are set to DMP values by default.

Table 64: Mapping of study level elements to DMP level elements

Study level element	Database ID study level	DMP level element	Database ID DMP	Remarks
Research design	dw.study.repMeasures	Measurement Occasions	dw_dmp.measOccurrences	
Research method	dw_study_listtypes	Research method	dw_dmp → (dw_dmp_formtypes) → dw_formtypes	
Collection mode	dw_study → dw_study_formtypes → dw_formtypes	Collection mode	dw_dmp → (dw_dmp_formtypes) → dw_formtypes	
Informed consent	dw_study.consent	Informed consent	dw_dmp.consentObtained	
Collection of personal data	dw_study.persDataColl	Collection of personal data	dw_dmp.dataProtection	
Ethical review	dw_study.irb	Ethical review	dw_dmp.irbApproval	
Ethics committee and implications of the ethical review	dw_study.irbName	Ethics committee and implications of the ethical review	dw_dmp.irbApprovalTxt	
Provision for Data Sharing	dw_study.consentShare	Consideration of data sharing	dw_dmp.sharingConsidered	
Third party rights	dw_study.thirdParty	Third party rights	dw_dmp.externalCopyright	
Licenses and rights on objects concerned	dw_study.thirdPartyHolder	Licenses and rights on objects concerned	dw_dmp.externalCopyrightTxt	
Copyright on study outputs	dw_study.copyright	Copyright on project outputs	dw_dmp.internalCopyright	
Licenses and rights on objects concerned	dw_study.copyrightHolder	Licenses and rights on objects concerned	dw_dmp.internalCopyrightTxt	

4 Mapping – DMP level elements to project level elements

The following table lists the DMP elements that are taken from the project documentation and that cannot be edited (on DMP level).

Table 65: Mapping of DMP level elements to project level elements

DMP level element	Project level element	Database ID	Remarks
Project title	Project title	dw_project.title	
Project objectives and scope	Project objectives and scope	dw_project.description	
Funding	Funding	dw_project.funding	
Principal Investigator	Principal Investigator	dw_contributors	

5 XML structure with example

The description of the study documentation is compatible with the codebook of the Data Documentation Initiative (DDI). When exporting the study documentation, the complete study description according to DDI-C (DDI 2.5) is therefore annotated. The sample file (ddi_study_documentation.xml) is attached to this PDF document.

The same applies to the description at data set level (data matrix and variable documentation), this information is also annotated according to the DDI-C (DDI 2.5) scheme. The example file (ddi_record_documentation.xml) is attached to this PDF document.

Project documentation and data management planning, however, cannot be annotated according to the DDI metadata standard. Therefore, this documentation is annotated according to a self-developed xml schema. The example file (ddi_record_documentation.xml) is attached to this PDF document.

The example XML files contain the complete fields (that is, if all possible fields in DataWiz have been filled in) as well as information about dependencies and selection options. Depending on which fields you fill in or leave blank in DataWiz, the XML structure will be different.

All files mentioned in this section can be created in the DataWiz web application's export area.

6 DataWiz Metadata scheme assigned to Dublin Core

In case you want to transfer your data to PsychArchives or to other data archives that do not support the social science DDI standard, an additional assignment to the cross-disciplinary Dublin Core metadata scheme was made. However, this standard does not allow the complete DDI metadata scheme to be mapped. The example file (dc_mapping.xml) is attached to this PDF document.

The DDI Dublin Core Crosswalk, which is provided by the Data Documentation Initiative, can also serve as further orientation: [DDI to Dublin Core Crosswalk](#).

7 References

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