How to make a data collection openly available

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More and more funders and publishers foster Open Science and the creation of FAIR research data. As a result of a joined effort by DataHub and Maastricht University Library researchers using the DataHub storage services have the opportunity to make their data collection openly available via DataverseNL. With a push of a button you can copy a data collection or parts of a data collection from DataHub to DataverseNL, including the descriptive metadata of the data collection. The data than can be published as open access or with restrictions (i.e. access upon request). The process is arranged in a way that every data collection will be curated by a data steward before the data collection is published. This minimises the risk of publishing sensitive data and increases the quality of the descriptive metadata of the data collection. With this service, researchers from both Maastricht University and Maastricht UMC+ are able to meet the demands of funders and publishers to make data publically available.

Step 1 - Enable feature on the parent project

> ⚠️ **Before you start!**
>
> **Prerequisites**
>
> In order to use the self-service "Copy to external repository" feature, you need to make sure that the feature is enabled on the parent project.
>
> - Go to your collection details page (e.g https://mdr.datahubmaastricht.nl/projects/P000000001/C000000001/).
> - Look for the "Data migrations" section and check if the button "Copy to external repository" is available on the page.
> - If it doesn't appear, it means that the feature is not enabled for your project. There are two ways to enable it:
>   - If you are a data steward for this project, you can enable it yourself by following these steps:
>   - Go to the project details page (e.g. https://mdr.datahubmaastricht.nl/projects/P000000001)
>   - Click on the pencil icon at "Copy to external repository (DataverseNL)"
>   - A pop up window opens where you need to choose "Enabled"
>   - Press "Confirm"
>   - All collections in this project are now eligible to be exported to an Open Access repository.
>   - In all other cases you need to contact your data steward to enable it for you. To find out who your data steward is:
>   - Go to the project details page (e.g. https://mdr.datahubmaastricht.nl/projects/P000000001)
>   - The person stewarding this project is listed at the row called "Data steward"
>
> **General conditions**
>
> - The data that you are uploading does not contain any personal identifiable information, such as patient names, addresses, BSN-registrations etc.
> - You must read the DataverseNL Terms & Conditions
> - You must read the UM privacy-regulations

End result

The end result will be:

- a data collection findable in an Open Access repository.
- your (meta)data are copied in the new data collection created in DataverseNL.
- a confirmation email sent to the depositor when the process is successful.
- a request for review sent to the UM Library Data Curators: to curate your data collection and then publish it.

Log in to the Maastricht Data Repository

User manual

If you want to look at the complete user manual for copying a data collection to DataverseNL, you can find it here:

User manual

More info

If you need more info you can contact us for help.

Contact us for help

Related Howto's

- How to make a data collection openly available
- What does storage cost?
- Customizable Metadata for Maastricht Data Repository
- How to add a custom metadata schema
- How to upload project data

Related FAQs

- What does storage cost?
- What is SURF Research Access Management (SRAM)?
- What are the available storage options?
- How can I access archived research data?
- What personal data does DataHub process?

Related User Manuals

- User manual: WebDAV connection setup
- User manual: Tape storage SURFsara - Putting collection offline
- User manual: Copy a collection to DataverseNL (Open Access Repository)
- User manual: Uploading new data (via Drop Zones)
- User manual: Methods for retrieving data