
Plan Overview

A Data Management Plan created using DMPonline

Title: HoloLearn

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HoloLearn

0. Administrative questions

1. Name of data management support staff consulted during the preparation of this plan.

The faculty data steward Santosh Ilamparuthi.

2. Date of consultation with support staff.

Question not answered.

1. Data description and collection or re-use of existing data

3. Provide a general description of the type of data you will be working with, including any re-used data:

Type of data	File format(s)	How will data be collected (for re-used data: source and terms of use)?	Purpose of processing	Storage location	Who will have access to the data
Questionnaire results	Spreadsheet file	Online	To elicit subjective experience of the lecture just given to the participants	Online	Only the researchers
Exam results	Spreadsheet file	Online	To test participants of their grasp of the material and content of the lectures	Online	Only the researchers
Video recording of teacher	.mp4 or another similar video format	Camera	To present the same lecture in different modalities as comparative experiments	Online	Only the researchers
Informed Consent Form	On paper	It will be written on paper	To inform and receive consent from participants	Locker	Only the researchers
Participants list	Spreadsheet file	Online	For a better view and to better manage all the participants	Online	Only the researchers

4. How much data storage will you require during the project lifetime?

- < 250 GB

II. Documentation and data quality

5. What documentation will accompany data?

- README file or other documentation explaining how data is organised
- Methodology of data collection

III. Storage and backup during research process

6. Where will the data (and code, if applicable) be stored and backed-up during the project lifetime?

- Another storage system - please explain below, including provided security measures

Exams and questionnaires will be saved on Google Drive, as well as the collected data.

IV. Legal and ethical requirements, codes of conduct

7. Does your research involve human subjects or 3rd party datasets collected from human participants?

- Yes

8A. Will you work with personal data? (information about an identified or identifiable natural person)

If you are not sure which option to select, ask your [Faculty Data Steward](#) for advice. You can also check with the [privacy website](#) or contact the privacy team: privacy-tud@tudelft.nl

- Yes

Personal data (name, email, etc.) will not be used except for administrative purposes, such as the Informed Consent form.

8B. Will you work with any types of confidential or classified data or code as listed below? (tick all that apply)

If you are not sure which option to select, ask your [Faculty Data Steward](#) for advice.

- No, I will not work with any confidential or classified data/code

9. How will ownership of the data and intellectual property rights to the data

be managed?

For projects involving commercially-sensitive research or research involving third parties, seek advice of your [Faculty Contract Manager](#) when answering this question. If this is not the case, you can use the example below.

The datasets underlying the published papers will be publicly released following the TU Delft Research Data Framework Policy. During the active phase of research, the project leader from TU Delft will oversee the access rights to data (and other outputs), as well as any requests for access from external parties. They will be released publicly no later than at the time of publication of corresponding research papers.

10. Which personal data will you process? Tick all that apply

- Data collected in Informed Consent form (names and email addresses)
- Signed consent forms
- Photographs, video materials, performance appraisals or student results
- Names and addresses

Video will be taken of the teacher, which is part of the research team. The teacher is in the same room as the students (research subjects).

11. Please list the categories of data subjects

Students

12. Will you be sharing personal data with individuals/organisations outside of the EEA (European Economic Area)?

- No

15. What is the legal ground for personal data processing?

- Informed consent

16. Please describe the informed consent procedure you will follow:

All study participants will be asked for their written consent for taking part in the study and for data processing before the start of the lecture.

17. Where will you store the signed consent forms?

- Same storage solutions as explained in question 6

18. Does the processing of the personal data result in a high risk to the data subjects?

If the processing of the personal data results in a high risk to the data subjects, it is required to perform a [Data Protection Impact Assessment \(DPIA\)](#). In order to determine if there is a high risk for the data subjects, please check if any of the options below that are applicable to the processing of the personal data during your research (check all that apply).

If two or more of the options listed below apply, you will have to [complete the DPIA](#). Please get in touch with the privacy team: privacy-tud@tudelft.nl to receive support with DPIA.

If only one of the options listed below applies, your project might need a DPIA. Please get in touch with the privacy team: privacy-tud@tudelft.nl to get advice as to whether DPIA is necessary.

If you have any additional comments, please add them in the box below.

- None of the above applies

22. What will happen with personal research data after the end of the research project?

- Personal research data will be destroyed after the end of the research project

V. Data sharing and long-term preservation

27. Apart from personal data mentioned in question 22, will any other data be publicly shared?

- All other non-personal data (and code) produced in the project

Results of the questionnaires and exams will be (possibly only summarized) in the research reports.

29. How will you share research data (and code), including the one mentioned

in question 22?

- No data can be publicly shared - please explain below

We do not plan to archive the data.

VI. Data management responsibilities and resources

33. Is TU Delft the lead institution for this project?

- Yes, the only institution involved

34. If you leave TU Delft (or are unavailable), who is going to be responsible for the data resulting from this project?

Collected data will be removed at the end of the research project.

35. What resources (for example financial and time) will be dedicated to data management and ensuring that data will be FAIR (Findable, Accessible, Interoperable, Re-usable)?

Data is collected and saved to Google Drive, and everything will be deleted at the end of the research project.