

Researchers and the University have obligations to preserve, store and provide access to research outputs, including research data. Demonstrable good practice in research data management and a commitment to data sharing are increasingly required by funding organisations and research

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### Scope of applicability

Research data is defined as the evidence base on which academic researchers build their analytic or other work (HEFCE, 2008).

This policy applies in the first instance to academic staff and postgraduate research students (PGRs). It is expected that data generated by undergraduate (UG), postgraduate taught students (PGTs) and non-academic staff in the normal course of study or administration

7. The University will

### Data storage and sharing

17. Researchers are expected to maintain research data in formats which facilitate data access and sharing.
18. Researchers should create and record sufficient metadata to facilitate the research data discovery and access. The University will develop guidance to help researchers standardise metadata creation and format by data type.
19. All published research outputs will be required to contain sufficient information about how the supporting data can be accessed.
20. Research data may be deposited within appropriate designated storage at the University or an appropriate external data repository or service (eg UK Data Archive, Figshare). Advice

29. Guidance on confidential data storage and applicable contractual agreements is provided by [RSDO](#) and on open access and confidential data from the [Library](#).