**DATA MANAGEMENT PLAN**

Please complete this form and include it as part of the ethical review process at BIMM Institute.

Name:

College:

Project Title:

Date form completed:

Project summary (maximum 150 words):

**DATA COLLECTION AND ANALYSIS**

Please provide a summary of the data which will be collected for this project, why it is necessary to collect it, and how it will be collected:

Please provide a summary of the proposed data analysis methods:

**DATA MANAGEMENT AND STORAGE**

Please complete this table with as much detail as possible:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| TYPE OF DATA | FORMAT OF DATA | Will this data be appropriately anonymised or pseudonymised  (if “no” please provide a brief explanation why not) | How will this data be protected against accidental loss, damage, and unauthorised access? | Will this data be shared with others during the research project?  (If “yes” please explain how you will ensure that you maintain participant confidentiality). |
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EXPECTATIONS REGARDING LONG-TERM STORAGE OF DATA

If you have any plans to retain any of the above data at the end of the project lifecycle, please detail them here:

DISPOSAL OF DATA

Please detail your plans for the secure destruction of all data which will not be retained at the end of the project lifecycle:

EXPECTED RESEARCH OUTPUTS

Please provide a brief list of expected research outputs (e.g. dissertation, published academic articles, conference papers):