

NEUROTECH

Deliverable D5.1: Data Management Plan for NEUROTECH Portal – version 3

- Project: NEUROTECH, Grant number 824103
- Report dissemination level: public
- Report target delivery date: project month 6 = April 2019
- The first version of the Deliverable has been rejected in the review meeting on 2 October 2019 as being too concise. A more thorough description of the handling plan for the data as the project evolves has been requested.

Requested change by EC reviewers for version 2: “The plan is way too short, no detailed information is provided, no plan for data management after the termination of project, no reference made to GDPR. All this needs to be there before the portal is populated with more content and more external stakeholders data is being aggregated.”

Introduction

The Data Management Plan for NEUROTECH Portal deliverable is defined in the Grant Agreement as "Data management plan for data that will be collected and made available through the NEUROTECH Portal." The general definition of the Data Management Plan on the EC webpage https://ec.europa.eu/research/participants/docs/h2020-funding-guide/cross-cutting-issues/open-access-data-management/data-management_en.htm adds:

- the handling of research data during & after the end of the project
- what data will be collected, processed and/or generated
- which methodology & standards will be applied
- whether data will be shared/made open access and
- how data will be curated & preserved (including after the end of the project).

Data management

As of October 2019 the NEUROTECH Portal <https://neurotechai.eu/> contains public accessible information on the project itself, the project partners, a contact address and a BLOG section, written by project partners. So far no external user provided data (polls, forms, ...) is collected via the portal website. The registrations for the NEUROTECH Forum in November is handled via eventbrite (i.a. to avoid having to store personal data on the projects website)

The project website (website, CMS and database) is hosted at DigitalOcean hosting. The hoster keeps logfiles of server activity for debugging purposes. The project does not access this logfiles. The traffic between user and the webserver is using HTTPS, i.e. it is encrypted during transport. The external web developer /site maintainer (HeyChefMe UG, Berlin (Germany)) is using Google Analytics in order to optimise the marketing strategy and has insights about browsers and devices the users use.

Elements to request data from site visitors may be added to the project portal website later. Examples are:

- A registration possibility for events, like the NEUROTECH Forum
- The possibility to subscribe for a newsletter
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If/when such user provided data collection is added to the website, the forms will inform the data providing users, that the data is going to be stored and processed. The service provider will document the backend database backup and security concept.

Data curation

The data getting to the NEUROTECH website is curated - there is no direct way for anonymous users to publish data on the website. Blog posts are curated by Micahel Schmuker, event announcement are curated by Yulia Sandamirskaya. It is not planned to have any anonymous data entry possibilities on the website.

Open Access

The majority of data collected or generated by the project (e.g. list of educational resourced, the NMC roadmap etc.) is meant to be public and will thus be published on the NEUROTECH forum or linked from there. As of October 2019 there are no plans to hide any information collections behind a “paywall”.

External service providers

The project does not only use the own website (neurotechai.eu) to reach out to the community, but also e.g.:

- Facebook at: <https://www.facebook.com/neurotechai>
- Linked-in at <https://www.linkedin.com/groups/8800039/>
- Twitter at <https://twitter.com/JoinNeurotech>

The data handling of these external companies is not under the influence of NEUROTECH. All data deposited on these external service providers is publicly accessible information.

GDPR statement (Personal information)

The GDPR is about personal data. The project will likely set up collections of email addresses (mailing lists) for different purposes. People signing up for these lists / collections will be have to agree to their email address being used for the purpose of the email list. They will informed, that they of course have the right to be removed from the mailing lists at any time.

On the portal the project places information, which is already public or to which the information provider agreed to make it public (e.g. for the blog posts, photos, lists of resources, ...)

Long-term availability of the data: No claims

The portal will exist at least until the end of the project grant. No claims are made for after the end of the project, as project funds cannot be used after the end of the project duration. It is not possible to pay “in advance” for keeping the hosting active for an additional N years after the projects end. The portal will therefore disappear at some point after the end of the project, unless additional funding is acquired or a partner takes over to host the static portal pages.