# Introductory Guide of Open Data for Administrative Staff

事務職員のためのオープンデータ入門

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#### Self Introduction

 Chief of the Digital Repository Section at Kyushu University Library

 A member of the working group of SPARC Japan seminar

•I am NOT an open data expert!

#### **Current Situation**

- Great impact of the report "Promoting Open Science in Japan"
- "Open Access" is the first priority.
- Administrative office in the university (including library) is not handling research data.



It is difficult for administrative staff to image their specific workflow.

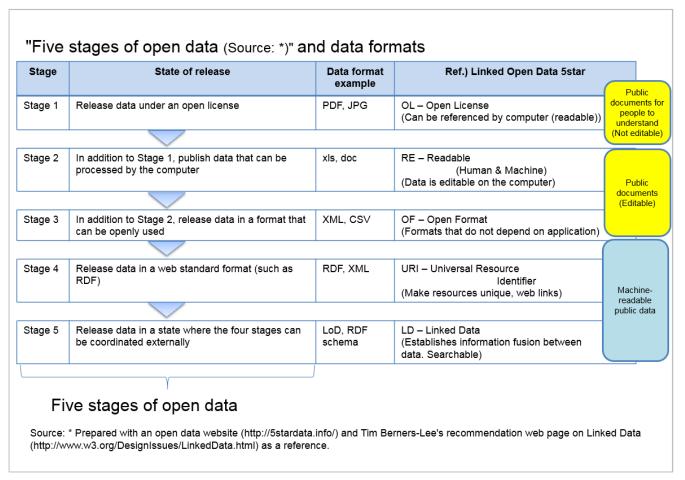
### Target of this presentation

 Introductory guide of open data for non-researchers by a non-researcher.

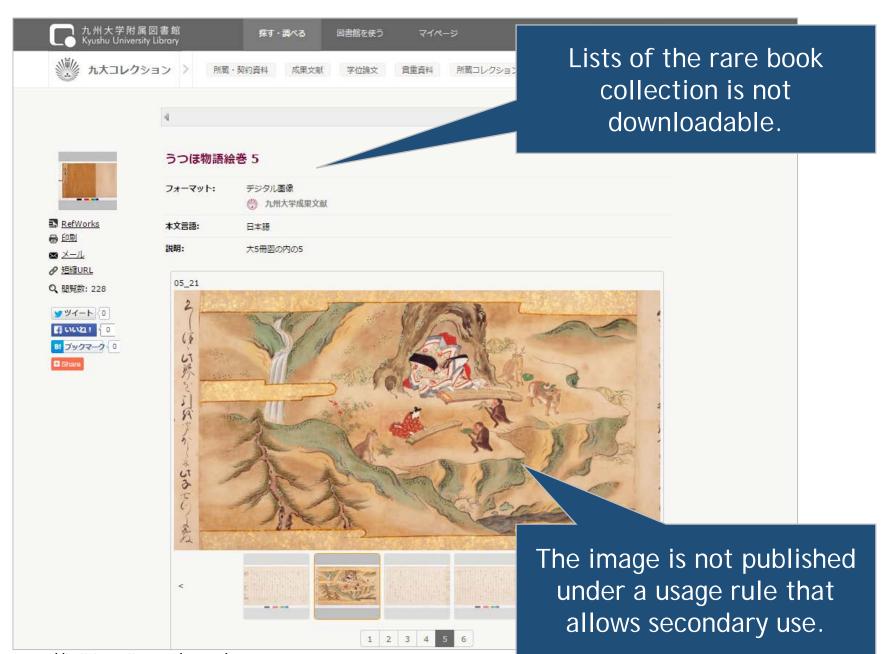
 Sharing basic information of open data to clarify the image of our work as an administrative staff.

#### Decision

- (1) the data format must be machine-readable; and
- (2) the data should be published under a usage rule that allows secondary use.



http://www.soumu.go.jp/menu\_seisaku/ictseisaku/ictriyou/opendata/eng/opendata01\_e.html



#### Decision



"In the past, activities related to open data were frequently interpreted as public disclosures of administrative data and other data possessed by governments."

Promoting Open Science in Japan —Opening up a new era for the advancement of science— (English version), p8

http://www8.cao.go.jp/cstp/sonota/openscience/150330\_openscience\_en1.pdf

"Let's Start Open Data(オープンデータをはじめよう)"
 http://www.data.go.jp/data/dataset/cas\_20150305\_0002



#### オープンデータをはじめよう

~ 地方公共団体のための最初の手引書 ~

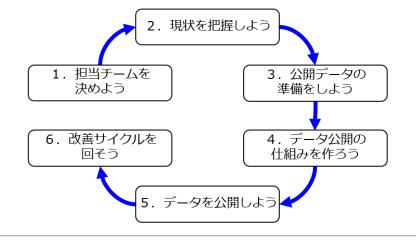
内閣官房 情報通信技術 (IT) 総合戦略室



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ープンデータにむけた6つのステップ(1)

この章では、データをオープンデータとして整備し、公開する作業の**6**つの ステップを説明します。



• Open Data of FUKUOKA CITY (福岡市オープンデータ) http://www.open-governmentdata.org/



 Infrastructure for Multilayer Interoperability (IMI) Core Vocabulary 2.20 http://imi.ipa.go.jp/ns/core/Core22.html



## <u>Differences between research and government data</u>

"Thus, in establishing Japan's basic policies, we must conduct our investigations with a clear understanding of the differences between the openness of research and government data."

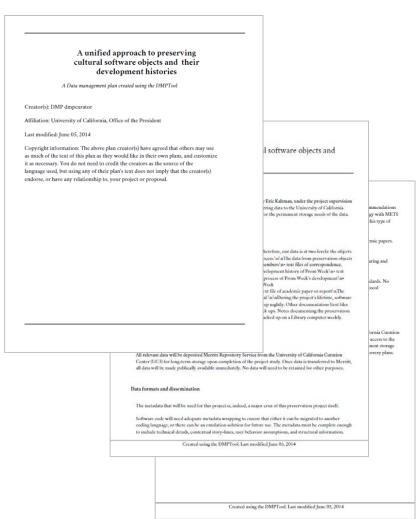
Promoting Open Science in Japan —Opening up a new era for the advancement of science— (English version), p8

http://www8.cao.go.jp/cstp/sonota/openscience/150330\_openscience\_en1.pdf

### Data Management Plan (DMP)



https://dmptool.org/



https://dmptool.org/plans/8273.pdf

### **Storage**

Decision point(s) Storage options													
Are you working with very large atasets?	Are you using <sup>2</sup> active data?	Are you using <sup>3</sup> sensitive data?	Are you sharing your data with researchers at QUT?	Are you sharing your data with researchers NOT at QUT?	Do you require remote access?	QUT's Research Data Storage service	QUT High Performance Computing (HPC) & Research Support	IHBI & IFE Storage on U Drive (i.e. QUT Institutes)	U Drive (excluding IHBI & IFE (not suitable for research data)	H Drive (eStore) (not suitable for research data)	QUT Media Warehouse (and other archival options e.g. QUT Wiki)	QCIF QRIScloud	AARNet's CloudStor service
Yes	Yes/No	Yes/No	Yes/No	Yes/No	Yes/No	✓	<b>✓</b>	-	-	1-	-	✓	✓ <100GB
No	No	Yes/No	Yes/No	Yes/No	Yes/No	✓	-	✓	-	-	✓	✓	✓
No	Yes	Yes/No	Yes/No	Yes/No	Yes/No	✓	✓	✓	-	-	-	✓	✓
No	Yes	Yes	Yes	Yes	Yes	✓	-	✓	-	-	-	✓	✓
No	Yes	Yes	Yes	No	Yes	✓	-	✓	-	-	✓ <2GB	✓	✓
No	Yes	Yes	Yes	No	No	✓	-	✓	-	-	✓ <2GB	✓	✓
No	Yes	Yes	No	No	No	<b>V</b>	✓	✓	-	-	✓ <2GB	✓	<b>√</b>
No	Yes	No	Yes	Yes/No	Yes/No	✓	-	1=0	-		✓ <2GB	✓	✓
No	Yes	No	No	No	Yes	✓	✓	✓	-	-	√ <2GB	✓.	✓
No	Yes	No	No	No	No	1	1	1		-	✓ <2GB	1	1

Dataset size (guide only): 'small', up to 3068; 'medium', between 3068 and 10068; 'large', greater than 10068 up to 50068; and, 'very large', greater than 50068.

QUT Digital Research Data Storage Options by Queensland University of Technology is licensed under a <u>Creative Commons Attribution</u>
4.0 International License. 30 April 2015, Version 1.0. This work is based on Monash University's '<u>Digital Data Storage Options at Monash</u>.'

<sup>3.</sup> The use of sensitive data includes any licenced, proprietary and commercially-produced data.

For the purposes of this document, active or working data are defined as data that require ongoing access for modification, analysis, compilation, etc. Archival storage solutions are more appropriate for 'end state' or completed data.

<sup>\*</sup> This document can be downloaded from http://www.library.gut.edu.au/services/research/data/#storage

<sup>\*\*</sup> For more information, please contact the QUT IT Helpdesk www.ithelpdesk.gut.edu.au.

#### Roles of Universities

文部科学省 科学技術・学術審議会学術分科会 学術情報委員会 「学術情報のオープン化の推進について(中間まとめ)」より

http://www.mext.go.jp/component/b\_menu/shingi/toushin/\_\_icsFiles/afieldfile/2015/10/06/1362565\_1.pdf

- Data Management Plan
- Data Storage (Academic Cloud)
- Data Preservation (Digital Object Identifier)
- Assessment
- Data Scientist / Data Curator

#### Cooperative Relationship

Planning Department **Academics** 

Systems Department

Research Administrator

Library

Legal Department

#### Roles of Librarian

1. As a coordinator...

2. As a data curator...