



[Deliverable D6.1.]

Data management plan

Project Title: Migration, Affective Geopolitics and European Democracy in Times of Military Conflicts

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Executive Summary

Deliverable 6.1. Data management plan (DMP) aims to assure qualitative and comprehensive data management in MAGnituDe. It provides clear and overarching guidance on collecting, storing, using data in the Consortium as well as consider potential ways to make data accessible and reusable beyond the lifetime of the project and by a broader research community. DMP ensures that data in the project are processed in accordance with Section 2 Article 15 of the Grant Agreement and in accordance with specific rules applied to research data. DMP is guided by FAIR principles and provides project partners with specific instructions on data management that allows for creating findable, accessible, interoperable and reusable data sets. In addition to the current DMP, each project partner is obliged to establish the local version of DMP following the requirements and standards described in the current document but also attending to national and local routines and legislation.

DMP covers all stages of data management – from preparation for data collection through obtaining all necessary approvals to data collection, data storage, and data preservation. A particular emphasis is made on management of personal data in accordance with General Data Protection Regulation (GDPR). Section 2 Data security and ethics covers all aspects of data protection and confidentiality of sensitive personal data.

MAGnituDe mainly collects new data. Section 3 explains in detail what types of data the project collects and how data is classified. There are four classes of data managed in MAGnituDe: non-sensitive (NS), sensitive publishable (SP), sensitive publishable with restricted access (SPra), sensitive unpublishable (SU). Depending on the class of data, different routines are established in the Consortium for storage and preservation of data.

To increase findability, interoperability and reusability of data, Section 4 describes requirements to documentation and metadata. In turn, Section 5 establishes common principles and standards for organisation of data including folder structure, file naming conventions and file formats allowing for long-term preservation and reuse of data.

Section 6 describes resources for data management. Section 7 is dedicated to preservation and archiving of data in accordance with FAIR principles.

This is the first version of DMP. The collection and analysis of research data in social sciences and humanities is always a process bringing new questions and challenges. DMP will be regularly updated to address issues that cannot be foreseen at the current, initial, stage of working with research data in MAGnituDe.

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Abbreviations

Project Abbreviations:

HUG	HELP UKRAINE GOTHENBURG -SWEDEN
UPF	UNIVERSIDAD POMPEU FABRA-SPAIN
LSMC	LIETUVOS SOCIALINIŲ MOKSLŲ CENTRAS- LITHUANIA
KKNU	V. N. KARAZIN KHARKIV NATIONAL UNIVERSITY-UKRAINE
UEF	UTA-SUOMEN YLIOPISTO-FINLAND
UG	UNIWERSYTET GDANSKI- POLAND
UGR	UNIVERSITÄT GREIFSWALD -GERMANY
ZAVOD APIS	ZAVOD ZA AVTORSKO PRODUKCIJO IZOBRAŽEVANJE INOVATIVNOST IN SODELOVANJE-SLOVENIA
UGOT	UNIVERSITY OF GOTHENBURG-SWEDEN
CSO	Civil society organisation
FDP	Forcibly displaced people
GDPR	General Data Protection Regulation
NS	Non-sensitive (data)
SLB	Street-level bureaucrats
SP	Sensitive publishable (data)
SPra	Sensitive (data) publishable with restricted access
SU	Sensitive unpublishable
WP	Work package

File History

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Version:	Version 1.0.

1. Overview

1.1 Project description

The general objective of MAGnituDe is to enhance citizen participation through preventing polarisation and the fragmentation of identities related to mass displacement in response to Russia's war in Ukraine by utilizing affect as a tool, tapping into the sensuous, emotional, and corporeal dimensions of human experience. MAGnituDe explores the consequences of mass migration caused by Russia's invasion for European democracy and provides evidence-based strategies to reinvigorate democratic governance in response to the negative social consequences of the war for European societies. MAGnituDe utilises the feminist concept of affective geopolitics to analyse how geopolitical narratives and imaginations shape everyday human encounters through which social, political, and cultural identities get constructed and contested. The project explores human encounters on 3 levels: 1) migrant-state (between forcibly displaced people from Ukraine (FDPs) and street-level bureaucrats); 2) migrant-migrant (between FDPs and migrants from Belarus, Russia, and Syria), and 3) migrant-host societies (FDPs encounters with the material culture of host societies). To study the affective dimension of human encounters and identities and to suggest attuned political interventions fostering democratic participation in the sensitive context of the war, MAGnituDe develops and implements an innovative affect-centred methodological framework based on SensArticulate methods, encompassing art-based, experiential, and embodied techniques. MAGnituDe advances an innovative methodology for comprehensive analysis of the interrelations between social, cultural, and political identities, as well as the sense of belonging, and democracies, which will be used to formulate policy recommendations and pilot strategies preventing discrimination, alienation and marginalisation and to diffuse antagonistic identities and social norms.

MAGnituDe consists of 6 workpackages (WPs).

Table 1. Workpackages.

WP1	SensArticulate: affect-centered methodologies for fostering democratic participation (WP lead: Pompeu Fabra University)
WP2	Affective citizenship (WP lead: University of Gothenburg)
WP3	Spaces of conviviality (WP lead: Lithuanian Center for Social Sciences)
WP4	Agonistic memory and belonging (WP lead: University of Eastern Finland)
WP5	Communication, Dissemination and Exploitation (WP lead: University of Greifswald)
WP6	Management and ethics (WP lead: University of Gothenburg).

1.2 Primary investigator/researcher (person, institution, or organization)

Olga Sasunkevich, Associate Professor in Gender Studies, Department of Cultural Sciences, University of Gothenburg, ORCID: <https://orcid.org/0000-0003-1426-6830>

1.3 Contributing researcher(s) and/or organization(s) and their roles

Table 2. Contributors.

Organisation	Name	Role / Responsibility
GOETEBORGS UNIVERSITET (UGOT)	Olga Sasunkevich	Project PI, Research Principal for UGOT, Researcher in WP3
	Oksana Shmulyar Gréen	Researcher in WP2 and WP3
	Andrea Spehar	Researcher in WP2
	(Not specified)	Postdoc, Researcher in WP3
	Ludvig Sunnemark	Research Assistant, Policy Analysis and Expert Interviews for WP2
	(Not specified)	Research Assistant – Data Collection for WP2
	(Not specified)	Research Assistant – Data Collection for WP3
UNIVERSIDAD POMPEU FABRA (UPF)	Nena Mocnik	Research Principal for UPF, Develops SensArticulate Methods for WP2–WP4
ZAVOD APIS	Romana Zajec	Research Principal for Zavod Apis
	Manca Juvan Hessabi	Documentary Production for WP1
HELP UKRAINE GOTHENBURG (HUG)	Mariya Melnyk	Research Principal for HUG
	Nadiia Kvasha	Lead Coordinator for HUG
	Viktoriiia Svidovska	Researcher in WP1–WP3
	Alla Tangstad	Coordinator in WP1–WP3
	Yehor Suslenko	Responsible for Communication at HUG
LIETUVOS SOCIALINIŲ MOKSLŲ CENTRAS (LSMC)	Kristina Šliavaite	Research Principal for LSMC, Researcher in WP2–WP4
	Monika Frėjutė-Rakauskienė	Researcher in WP2–WP4
	Vilana Pilinkaite Sotirovic	Researcher in WP2–WP4
	Dmytro Mamaiev	Researcher in WP2–WP3

V. N. KARAZIN KHARKIV NATIONAL UNIVERSITY (KGNU)	Olena Muradyan	Research Principal for KGNU, Researcher in WP1–WP3, WP5
	Ruslan Zaporozhchenko	Researcher in WP2
	Artem Lytovchenko	Researcher in WP3
	Oksana Nekhaienko	Researcher in WP3
	Dmytro Boiko	Researcher in WP3
	Oleksandra Deineko	Researcher in WP2, WP3
UNIVERSITY OF EASTERN FINLAND (UEF)	Olga Davydova-Minguet	Research Principal for UEF, Researcher in WP2–WP4
	Olga Filippova	Researcher in WP2–WP4
	(Not specified)	Research Assistant – Data Collection
	(Not specified)	Postdoc – WP4
UNIwersytet Gdanski (UG)	Marta Grzechnik	Research Principal for UG
	Maja Grabkowska	Researcher in WP2 and WP3
	Elzbieta Chapka	Researcher in WP2 and WP3
UNIVERSITAET GREIFSWALD (UGR)	Alexander Drost	Research Principal for UGR, Responsible for WP5 – Communication, Dissemination and Exploitation
	Sophie Schmäing	Postdoc, Researcher in WP2 (T2.1, T2.2) and WP4 (Task 4.1)

1.4. Research principal

Table 3. Research Principals

Organisation	Name	Role / Responsibility
LIETUVOS SOCIALINIŲ MOKSLŲ CENTRAS (LSMC)	Kristina Šliavaite	Research Principal, responsible data management and ethical approvals at LSMC
V. N. KARAZIN KHARKIV NATIONAL UNIVERSITY (KGNU)	Olena Muradyan	Research Principal, responsible for data management and ethical approvals at KGNU
UNIVERSITY OF EASTERN FINLAND (UEF)	Olga Davydova-Minguet	Research Principal, responsible for data management and ethical approvals at UEF
UNIwersytet Gdanski (UG)	Marta Grzechnik	Research Principal, responsible for data management and ethical approvals at UG
UNIVERSITAET GREIFSWALD (UGR)	Alexander Drost	Research Principal, responsible data management and ethical approvals at UGR

1.5. Responsible department/unit

Department of Cultural Sciences, University of Gothenburg

1.6. Funding

European Commission, Horizon Europe/Horizon Research and Innovation Actions, Grant agreement ID: 101178269

1.7. Guidelines about data management

The data management plan is developed in accordance with following regulations:

- Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC ('GDPR')
- Grant Agreement (Article 15, Article 17, Annex 5, pp. 11-12)
- Rules for research data, UGOT, signed into action 2025-02-13
<https://gunet.sharepoint.com/sites/mp-organisation-och-styrning/SitePages/en/Policy-rules-plans.aspx#rules-9>
- The Swedish Research Council's recommendations for research data: FAIR and open access, <https://www.vr.se/english/analysis/reports/our-reports/2025-03-24-the-swedish-research-councils-recommendations-for-research-data-fair-and-open-access.html>

2. Data security and ethics

2.1. Ethical review

Parts of this project needs ethical approval – research involving processing of sensitive personal data in WP2-4.

Each partner involved in data collection and analysis will apply for ethical approval in accordance with national and institutional rules and procedures.

Since sensitive data in this project are collected by several national teams in their respective contexts, we decided that each team involved in collection of data applies for their own ethical approval in accordance with local institutional and national procedures.

LSMC is also responsible for data collection in Latvia but applies for ethical approval in accordance with Lithuanian regulations since the data will be then stored and processed in Lithuania.

UGOT is also responsible for the storage of data collected by KGNU and, if needed, HUG. KGNU applies for their own ethical approval for collecting and analysing data in accordance with procedures and regulations established in Ukraine. UGOT applies for ethical approval concerning storage and processing of sensitive personal data from Ukraine in Sweden.

Table 4. Reference numbers for ethical approvals

Partner	Reference No	Date
UGOT		
LSMC	AMTEK P-6	2025-04-14
KKNU		
UEF		
UG		
UGR		

2.2. Information security and classification

The project will process (collect, store and analyse) personal and sensitive personal data. The data should be stored in secure storages depending on the routines established in partner institutions. The access to the data will be limited only to researchers and research assistants directly employed for the project.

2.3. Confidential information

The research material includes sensitive personal data which is confidential. This data will be stored in secure storages depending on partners' established rules and routines. Only authorised persons will have access to the raw unprocessed data.

2.4. Information about personal data processing

Before giving their informed consent, each research participant will receive thorough information about processing, storing and using their data for research aims. Participants will be informed how their data will be stored, who will have access to them, and for what research purposes data will be used. They will also receive contact information of a principal investigator for the entire project as well as of a research principal, a responsible researcher, and a data controller for a respective institution processing the data.

Additionally, it will be underlined both in writing and orally that data will be stored for a minimum of 17 years after the end of the project and that it can be used in future research upon certain conditions. The period of 17 years is based on the business standard for Swedish universities for EU funded projects allowing sufficient time for reviewing the research results. Since MAGnituDe is coordinated by the Swedish public university, this standard is suggested for the entire consortium. No objections to this requirement have been raised by project beneficiaries.

WP leads for WP2-4 prepare templates with information for different groups of research participants in English. Partners translate this information into their local languages or the language/s that research participants are most comfortable with.

2.5. Protection of participant identity

All personal data will be pseudonymised. Neither names of audio files nor transcripts of interviews will contain real names, addresses or contacts of research participants. Researchers in the project will be able to connect pseudonymised interviews to real names through specially developed code keys. Code

keys will be stored separately from data sets in a password protected area and the access will require personal identification.

After the end of the project, the original data will be archived. Data deemed relevant for future research will be de-identified even further. Researchers will prepare the tables with relevant metadata for each interview data set (e.g. pseudonym, age, gender, ethnicity, native language, region of origin). If resources allow, interview transcripts will be “cleaned” from indirect identifiers (e.g. city or town of origin, place of settlement in the EU, workplace, names of people from social networks, etc.), If indirect identifiers are assessed as important for analysis of data, they will be encrypted.

2.6. Data protection officer

The personal data will be reported to the data protection officer in accordance with the routines established in each partner institution.

2.7. Intellectual property rights/copyright

Video production related licensing

The licensing for video production related services, such as video editing cloud service and music libraries for the duration of the project. The necessary licenses for software and music, which are integral to the post-production process of the documentary (D1.2).

There are no copyright issues regarding the actual material that will be used in the project.

2.8. Agreements with other parties

The possible transfer of data between the parties requires additional agreements. Since data collected by KGNU will be stored by UGOT, the agreement needs to be in place before the transfer of data occurs.

2.9. Limitations to access

Under the project time only MAGnituDe researchers will be able to access research data. Non-sensitive data will be made accessible after the embargo period. Sensitive data (personal data) will become accessible to researchers outside MAGnituDe upon special permission after the embargo period ends.

2.10. Embargo

MAGnituDe aims to make data “as open as possible, as closed as necessary.” However, since the project has a limited number of academic deliverables during its lifetime, researchers in the project will have a primary access to the data several years after the end of the project to make sure that they are able to publish as much academic outcomes related to MAGnituDe as possible. Embargo does not apply if the national legislation requires that partners provide information about collected data for the purpose of validating or controlling the project results (as in the case of Sweden, for instance, where all research data have a status of public documents).

The following embargo periods are established within the consortium depending on the class of data (on data classification see section 3.3.):

Embargo for non-sensitive data – 5 years after the end of the project (until January 31, 2034).

Embargo for sensitive publishable (including with restricted access) **data** – 7 years after the end of the project (until January 31, 2036).

3. Collect or produce the research data

3.1. Type of data

All data in the project will be newly collected. MAGnituDe will operate with the following types of data:

- Typed and handwritten texts
- Images
- Videos
- Audio files – recordings of interviews, focus-group discussions, dialogues
- Spreadsheets with data collected via questionnaire (WP3) and quantitative content-analysis of media (WP4)

3.2. Existing data

We need to collect original data because our project is based on novel methodology (SensArticulate methods) and because most data in our research field are newly produced and, therefore, are not yet publicly available for reusage within MAGnituDe.

3.3. Data collection

Table 5. Types of data in the project

WP	Type of data	Partners involved	Countries	Time period	Required resources	Class of data ¹
1	Video materials documenting development and implementation of SensArticulate methods	UPF, Zavod Apis	Germany, Finland, Latvia, Lithuania, Poland, Slovenia, Spain, Sweden, Ukraine	M6-M37	Director/operator; camera Sony fx6 or compatible, lens, 2 memory cards, tripod, microphone, storage, software for montage and post production	SU
2	Dataset of policy documents regulating key migrant-related areas	UGOT, LSMC, UEF, UG,	Germany, Finland, Latvia, Lithuania,	M4-M11	N/A	NS

¹ Non-sensitive (NS), Sensitive publishable (SP), Sensitive publishable with restricted access (SPra), Sensitive unpublishable (SU)

		UGR	Poland, Sweden			
2	Expert interviews with SLBs and CSOs responsible for housing, education and labour market integration of FDPs (36)	UGOT, LSMC, UEF, UG, UGR	Germany, Finland, Latvia, Lithuania, Poland, Sweden	M4- M11	Autonomous audio recorders	SPra
2	Focus-group discussions with SLBs and CSOs (18)	UGOT, LSMC, UEF, UG, UGR	Germany, Finland, Latvia, Lithuania, Poland, Sweden	M8- M16	Autonomous audio recorders	SPra
2	SensArticulate interviews with FDPs including returnees to Ukraine (75)	UGOT, LSMC, UEF, UG, UGR, KKNU	Germany, Finland, Latvia, Lithuania, Poland, Sweden, Ukraine	M8- M16	Autonomous audio recorders	SPra
2	Audio and/or video recordings or minutes collected while piloting affective dialogues between SLBs, CSOs, and FDPs	HUG	Sweden	M16- M27	Camera, software for video production	SU
3	Questionnaire screening the challenges that CSOs face while working with various groups of migrants	UGOT, LSMC, UEF, UG, UGR	Germany, Finland, Latvia, Lithuania, Poland, Sweden	M12- M18	N/A	SP
3	SensArticulate interviews with FDPs and service providers in CSOs (120)	UGOT, LSMC, UEF, UG, UGR	Germany, Finland, Latvia, Lithuania, Poland, Sweden	M18- M33	Autonomous audio recorders	SPra
3	Fieldnotes from participant observations in CSOs, workplaces,	UGOT, LSMC, UEF,	Germany, Finland, Latvia, Lithuania,	M18- M33	N/A	SU

	neighborhoods, educational settings	UG, UGR	Poland, Sweden			
3	Fieldnotes from digital ethnography supported by excerpts from public online forums where different groups of migrants interact	KKNU	Physically – Ukraine, digitally- Germany, Finland, Latvia, Lithuania, Poland, Sweden	M18-M33	N/A	SU
4	Quantitative and qualitative analysis of media texts of media texts from max 3 largest national newspapers (>100 per country, 300 in total), speeches of politicians (>20 per country, 60 in total), governmental programs and laws(>10 per country, 30 in total), as well as discourse-analysis of artifacts of popular culture (>10 per country, 30 in total), museums and exhibitions (>5 per country, 15 in total)	LSMC, UEF, UGR	Germany, Finland, Lithuania	M8-M20	Software for content-analysis (NVivo, Maqda or similar)	SP
4	SensArticulate ethnography including participant observation on memory sites and focus-group discussions (6) (Class 3)	LSMC, UEF, UGR	Germany, Finland, Lithuania	M20-M33	Tickets for recruited research participants to travel to memory sites, lunch, and venue for focus-group discussions	SU

4. Documenting the research data to increase reuse and findability

4.1. Documentation

To increase reuse of data, MAGnituDe will produce the following documentation related to data:

- Codebook and coding list for quantitative and qualitative content-analysis
- Interview guides (themes or questions) and protocols for qualitative interviews describing SensArticulate methodology
- Logbooks for policy documents, focus-group discussions, interviews with relevant metadata (Excel spreadsheets)
- A protocol for conducting SensArticulate participant observation including instructions on writing fieldnotes
- A template for a questionnaire (WP3)

The documentation will be published in open repositories together with data or, in case when data have restricted access, separately from them to increase re-usage and interoperability of data.

4.2. Metadata

To increase findability and accessibility of data, the rich metadata for each data set will be produced.

MAGnituDe follows the EU Open Research Repository minimal metadata requirements. The following metadata are required for each data set:

- Visibility: public or restricted (with or without embargo and/or access request)
- Resource types
- Licenses (if applicable)
- Funding information
- Creators
- Subjects: relevant fields of science in accordance with the European Science Vocabulary (<https://op.europa.eu/en/web/eu-vocabularies/euroscivoc>)
- Keywords

Additional metadata may be provided for embargoed datasets and datasets with restricted access. For example, the following metadata are provided for datasets with qualitative interviews

Interviewee Information

- Participant ID or pseudonym
- Age
- Gender
- Ethnicity or cultural background

- Occupation
- Education level
- Location (e.g., city, region)

Interview Context

- Date and time of the interview
- Location or setting (e.g., in-person, phone, Zoom)
- Length of the interview
- Interviewer ID or name
- Language used
- Consent status (e.g., informed consent given)

Technical Details

- Recording equipment or software used
- Transcription method (manual, automated, verified)
- File format (e.g., MP3, DOCX, PDF)

Thematic or Analytical Metadata

- Interview topic or focus area
- Keywords or initial codes
- Research project or study ID
- Versioning (e.g., original vs. edited transcript)

5. Organize the research data to increase interoperability

5.1. Folder structure

To increase interoperability of data within and beyond the project, all partners are required to structure data in accordance with the following folder structure:

```

[Confidential information]2
  [Country]
    [Separate folder for each task with personal data – 2.1., 2.2., 3.1., 3.3., 3.4; 4.1., 4.2. ]
      [Consent forms]
      [Ethical approvals]
      [Code keys]
  
```

² This folder should be protected with an additional password and authorised access.

[WP1]

[Country]

[Material (video materials)]

[WP2]

[Country]

[Task (2.1., 2.2.)]

[Material (separate folders should be created for desk research and expert interviews in task 2.1.; focus-group discussions with SLBs; interviews with FDPs and interviews with returnees in task 2.2.), see 3.3. for the full list of data in WP2]

[WP3]

[Country]

[Task (3.1., 3.3., 3.4)]

[Material] (separate folders should be created for questionnaire; interviews with FDPs and CSOs in task 3.1.; fieldnotes in task 3.1.; interviews with FDPs in task 3.3.; fieldnotes in task 3.3.; fieldnotes and materials from digital ethnography in task 3.4.), see 3.3. for the full list of data in WP3]

[WP4]

[Country]

[Task 4.1. or 4.2.]

[Material (In task 4.1. separate folders should be created for media texts, speeches of politicians, governmental programs and laws, artifacts of popular culture or their textual descriptions; textual or visual descriptions of museums and exhibitions; in task 4.2 separate folders for fieldnotes from trips to memory sites and focus-group discussions), see 3.3. for the full list of data in WP4].

5.2. File naming convention

Naming files in accordance with the same standards established within the consortium will increase interoperability and findability of data within and beyond the project.

All files with data should be named in accordance with the following model:

Task No_Partner No, as in the Grant Agreement_Type of data_Ordinal No or date (for fieldnotes)_version

Example 1: Expert interviews collected by UGOT in task 2.1., major version without revisions

2.1._1_Expert Interview_1_v1.0.

Example 2: Fieldnotes from participant observations with CSOs in task 3.1. written by LSMC's team, major version with minor revisions

3.1._5_Fieldnotes_03052026_v1.1.

To increase findability of data, additional metadata can be added to the names of the files at a later stage upon agreement with partners.

5.3. File formats

To make data accessible and reusable far beyond the lifetime of the project, MAGnituDe chooses file formats that are suitable for sharing and long-term preservation of data. Our choice of file formats for different types of data is guided by recommendations from the Swedish National Data Service, <https://snd.se/en/research-data-support/manage-data-descriptions-doris/recommended-file-formats>. The range of file formats for each type of documents will be updated accordingly.

- Typed texts (.docx, .txt, .odt)
- Handwritten texts (scanned version should be in .pdf)
- Images (.jpg, .png, .pdf, .svg)
- Videos (.avi, .mkv, .mxf, .mj2/.mjp2, .mpg/.mpeg, .mp4)
- Audio files – recordings of interviews, focus-group discussions, dialogues (wav, .bmf, .aif/.aiff, .flac, .mka, .mpg/.mpeg)
- Spreadsheets with quantitative data (.xlsx, .ods).

5.4. Versioning

The starting point is that all major versions – the original, unchanged version of the document – are marked as v1.0. Minor changes such as typo fixes, formatting, increase the second number (0 in the major version). Major revisions would imply significant intervention in data such as, for example, erasure of some information from interview materials with the aim of de-identification. Major versions should be always preserved for archival purposes.

Major changes should be documented in logbooks which are specific for each data set.

Research Principal for each partner institution is responsible for maintaining, updating, documenting, and versioning “master files” (see 1.3.).

5.5. Storage and backup

All partners are obliged to store data in secure storages with regular automated backups in accordance with established procedures and routines in their respective institutions. Non-sensitive data should be stored in cloud services formally approved by partner institutions (e.g. OneDrive or SharePoint). Sensitive data should be stored in secure storages with strong identification requirements which should be regularly backed up by responsible institutions. Researchers in the project are discouraged from backing up their data on external data sources (digital recorders, USB drives, external hard drives, CDs, DVDs, hard drives on laptops) since these sources are susceptible to an eventual theft, damage, or loss.

Partners are encouraged to consult with their IT-departments on best backup solutions for different types of data and describe their backup routines in local DMPs.

6. Resources for managing the research data

6.1. Staff

Collection, processing, management, and documentation of data in MAGnituDe is an integral part of the research process, no additional resources are allocated for this. Researchers are also responsible for preparing data and documentation for long-term preservation. Project PI Olga Sasunkevich and project manager Dalila Kurtalija Sabanic are responsible for providing clear guidelines and templates for the documentation and preservations of data and for supervising the process of preparing datasets for preservation beyond the timeline of the project.

Additional costs may be required for de-identificaiton of sensitive personal data for making them available for future research. There can be project assistants or research interns hired. Approximate cost is 3PM. This question will be regularly discussed with the partners.

6.2. Hardware and software

No additional costs for obtaining hardware and software are included in the project. Partners rely on the resources available to them through their institutions. If needed, reallocation of the grant resources for data management needs can be considered in consultation with PI of the project and with approval by PO.

It is formally agreed between the parties involved that UGOT as Project Coordinator can also provide additional support and resources in storing sensitive personal data collected by KGNU as a non-EU partner as well as by HUG as a grassroots non-governmental organisation. The costs will be covered via MAGnituDe budget including overhead costs.

6.3. Storage

Each partner is responsible for costs related to storage and preservation of data they are responsible for.

Additionally, UGOT is responsible for storage of sensitive personal data collected by KGNU and, if needed, by HUG.

7. Preserve and make the research data findable, accessible, interoperable and reusable

7.1. Prepare data and documentation

File formats distinguished in 5.3. are chosen in accordance with their suitability for long-term preservation of data. Consult section 5.3. for further information.

To increase interoperability of data, the following project documents from the list provided in section 4.1. will be included with the data material after the project has ended:

- Codebook and coding list for quantitative and qualitative content-analysis

- Interview guides (themes or questions) and protocols for qualitative interviews describing SensArticulate methodology
- Logbooks for policy documents, focus-group discussions, interviews with relevant metadata – (Excel spreadsheets)
- Protocol for conducting SensArticulate participant observation including instructions on writing fieldnotes
- A template for a questionnaire (WP3)

Fieldnotes will not become accessible because ethnographic data collected through participant observations are linked to researchers' subjective experience in the field and cannot be reproduced with the same precision. These data are also particularly sensitive because researchers cannot be de-identified to the same extent as research participants. We will provide detailed metadata for fieldnotes to the degree which the project participants will assess as sufficient for critical revisions of the project results.

Non-sensitive data sets will be made accessible through the EU Open Research Repository.

Personal data may be made accessible via repositories with restricted access. One possibility we investigate is Swedish National Data Service and their tool DORIS. At the moment, the possibility of making sensitive personal data visible via SND's DORIS is available only to Swedish universities including UGOT. MAGnituDe PI has received the advice from SND in regard to publication of sensitive personal data for the entire project in the repository with restricted access. One option is that partners publish their data in national archives/repositories. There are several national data archives/repositories across Europe that, in some cases, can accept data containing personal information, and in some its more difficult. Here is a list of European data archives that, like SND, are part of the CESSDA collaboration for social science data: <https://www.CESSDA.eu/About/Consortium-and-Partners/List-of-Service-Providers>. If the data can be made available in a repository in its "home country," clean metadata records can then be created in DORIS and searchable via Researchdata.se. It is also possible to create a so-called "collection" in Researchdata.se for the entire project's datasets.

Another option is that the responsible organisations within the project agree that the University of Gothenburg (UGOT) will be responsible for making the data available. This would mean that UGOT is listed as the principal research organisation (research data host) for the datasets shared via DORIS and would also be responsible for evaluating and approving any requests for access to the data. In that case, some form of agreement or contract is needed – which the research data support at UGOT will assist with.

7.2. Metadata and keywords

See section 4.2. This section will be developed further when data are collected and metadata relevant for data publication are discussed by partners.

7.3. Preserve and make the data accessible

The project records will be archived for minimum 17 years after the end of the project. Project Principals from each participating institution are responsible for archiving their own project records. PI Olga Sasunkevich is responsible for archiving project records for the entire consortium (e.g. minutes, reports,

meeting agendas, etc.). The Department of Cultural Sciences is responsible for archiving legal and financial documentation.

MAGnituDe strives to implement FAIR principles for accessibility to the largest extent possible. The data will be as “as open as possible, as closed as necessary.” Since the project collects a lot of sensitive personal data, we will need to consider carefully under which conditions and with what resources these data can become accessible for other researchers. Preliminary, we consider the possibility of restricted access to sensitive personal data which will be granted on a case-by-case basis under careful consideration of research aims and research questions of the future research projects. We consider as our ethical responsibility to make sure that sensitive personal data collected in MAGnituDe do not get misinterpreted and misused in future research about migration and about experience of Ukrainian FDPs in the EU.

MAGnituDe’s PI is responsible for finding appropriate possibilities of publishing sensitive personal data in repositories with restricted access (see also section 7.1.).

If sensitive personal data cannot be made accessible via repositories with restricted access, MAGnituDe will publish well-developed metadata for these data sets in the EU Open Research Repository.

7.4. Responsible organization

Each partner institution involved in collecting, processing, analysing, and storing data is responsible for preparing data for making them accessible in a data repository in accordance with provided guidance and templates. UGOT as Project Coordinator is responsible for collecting prepared data sets from partner organisations, compiling them into project data sets and publishing them in the EU Open Research Repository, SND’s DORIS or other relevant alternatives.

7.5. Local research data support unit

Project PI maintains a regular contact with Research Data Support at UGOT (researchdata@gu.se.)

7.6. Certified data repository

PI Olga Sasunkevich will be a project contact for the EU Open Research Repository and for SND’s DORIS.

7.7. Limitations due to guidelines or legal/ethical restrictions

The data will be as “as open as possible, as closed as necessary.” Since the project collects a lot of sensitive personal data, we will need to consider carefully under which conditions and with what resources these data can become accessible for other researchers.

It may not be possible to publish personal data due to GDPR regulations and ethical considerations within the project. However, MAGnituDe’s PI is responsible for exploring possibilities of publishing sensitive personal data in repositories with restricted access (such as SND’s DORIS, for example, see section 7.1. on possible limitations and solutions).

Alternatively, metadata for datasets with personal data will be published in open repositories.

7.8 Limitations due to hardware and software

The project doesn’t plan to use specific software or tools beyond those that are widely accepted in social sciences and humanities for analysing quantitative and qualitative data.

7.9. Data access rules and/or licenses

Creative Commons License for non-classified data, CC BY-NC-ND 4.0

Data Sharing Agreements (DUAs) for permitted use for Class 3 data.

7.10. Persistent identifier (PID)

Each data set will receive DOI when it is placed in the EU Open Research Repository or other repositories.