



CHECKLIST

for sharing your data



Certain types of research data are not (immediately) ready to be shared in open access. This checklist will help you identify data issues and choose the right SODHA access and reuse regime.

NO personal or confidential data

Make sure your data do not contain information which may (in)directly identify living natural persons. SODHA does not allow datasets with respondents' real names, addresses and other contact information. Doublecheck that respondents cannot be identified using a combination of variables (e.g. Job title: Mayor; Postcode: 1234). Confidential data (e.g. collected with a non-disclosure agreement) should not be deposited.

Sensitive data?

Does sharing your data have ethical and societal implications, e.g. with regard to harming vulnerable groups? Consider depositing your data under 'Restricted Access – CC-BY' or 'Restricted Access – Scientific Purposes Only'.

Copyright and database rights?

Check if your data or data format (e.g. audiovisual data) has specific copyright or database rights. If so, ask permission from all rights-holders.

Third-party data?

Does your dataset consist of or contain data supplied by a third party (e.g. government agency)? Check in your data contract whether you have permission to share the data or excerpts of the data (e.g. general processed data tables). Consider depositing your data under 'Open Access – Scientific Purposes Only'; 'Restricted Access – CC-BY' or 'Restricted Access – Scientific Purposes Only' to comply with the third party's restrictions.

Data with commercial/economic potential?

Do you want to pursue commercial or economic valorization with your data? If so, consider depositing your data under 'Restricted Access – CC-BY' or 'Restricted Access – Scientific Purposes Only' and specify an embargo period ('Terms' section: 'Availability Status').