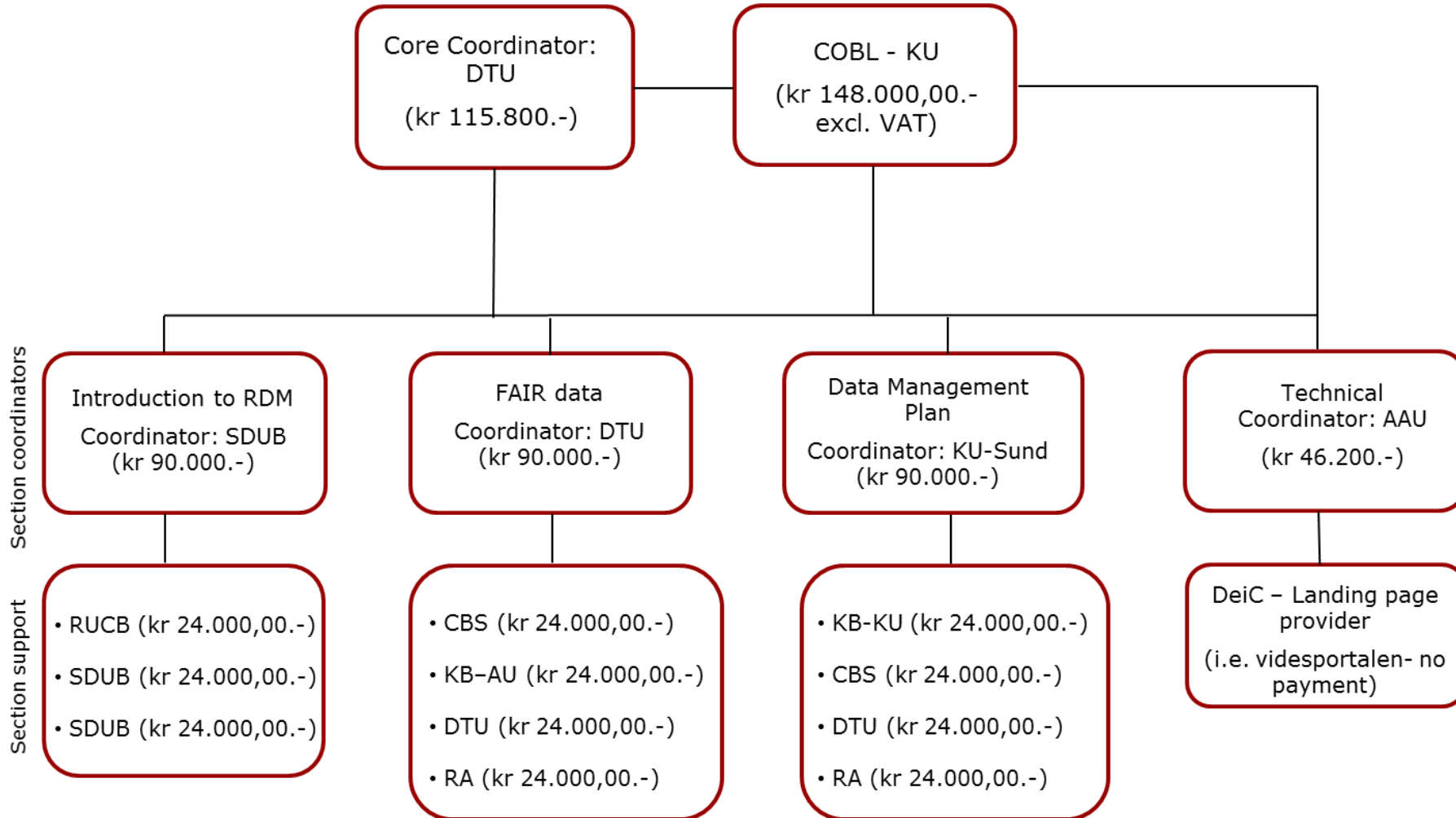


## Aktivitetsens navn: A Danish e-Learning module for Research Data Management

|                                    |   |
|------------------------------------|---|
| <b>Aktivitetsleder</b>             | DTU   |
| <b>Konsortium</b>                  | KU, SDUB, DTU, AUU, CBS, RUCB, KB-AU, KB-KU, RA   |
| <b>Aktivitetsens scope</b>         | <p><u>Objective:</u> To create an e-Learning module for an introduction to RDM, open to all, and developed in a standard format, which is suitable for sharing/download, and add to a standard LMS or web page. The module should form a basis for further in-depth modules on RDM.</p> <ul style="list-style-type: none"> <li>The module is intended for the teaching of PhD students, but could also be used by researchers and research support staff.</li> <li>The audience familiarises itself with the what, why and how of RDM and some of the relevant terms and tools, presented in 3 sections: 1. Introduction to RDM, 2. FAIR data, and 3. Data Management Plans.</li> <li>The module duration is 1 hour in total.</li> <li>The module can be used as a pre-requisite for attending face-to face training or as a stand-alone introductory course.</li> <li>The module will be made available and communicated through the landing page of DeiC (vidensportalen). Additionally, during the project it will be investigated the optimal platform to make the e-module openly available in an interoperable and sustainable manner, including the methods to incorporate it in LMS.</li> </ul> <p>The Centre for Online &amp; Blended Learning at KU will develop the module, including script writing, media production and course setup.</p> |
| <b>Must-have leverancer</b>        | <ul style="list-style-type: none"> <li>A fully developed and engaging introductory e-learning module in RDM.</li> <li>Communication and dissemination of the e-learning module.</li> <li>The activity will be successful when the module is incorporated in the RDM teaching at the Danish institutions.</li> </ul>   |
| <b>Nice-to-have leverancer</b>     | <ul style="list-style-type: none"> <li>Usage of the e-Learning module as a resource for RDM by other stakeholders e.g. research groups and research support staff, nationally and internationally.</li> <li>Dissemination strategy and related material to achieve the first point.</li> <li>Produce a relevant outcome within our national collaboration on RDM / Branding the DM- forum as a relevant contributor to RDM.</li> <li>Masterclass with an Open Science eLearning or MOOC expert, open to all DM-forum members.</li> </ul>  |
| <b>Økonomi</b>                     | <p>See diagram of project organization &amp; economy in Annex 1, the budget for the project in Annex 2 and a description of each project role in Annex 3</p> <ul style="list-style-type: none"> <li>1 Core Coordinator, responsible for the overall coordination of the project</li> <li>3 Section Coordinators, each responsible for the coordination of one of the content sections listed above</li> <li>9 section support collaborators to help the section coordinators with the development of content and delivery of relevant cases/examples</li> <li>1 Technical coordinator to ensure that the format of the content of the e-module fulfill the requirements of openness and interoperability</li> <li>Consultant (COBL) to develop the module - see quote in Annex 4</li> <li>Landing page provided by DeiC (i.e. vidensportalen): no payment</li> <li>Input/feedback from DM-forum participants: no payment.</li> <li>Input/feedback from RCR forum/researchers: no payment</li> </ul>   |
| <b>Tidspunkt for leveranceplan</b> | February 2018. Find the deliverables plan as Annex 5  |

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## Annex 1: Project Organization & Economy



*Note: The budgets for each institution include 20% overhead and 40% self financing (section coordinators + section support)*

## Annex 2 - Budgetskema

|  |  |
|--|--|
| Projekttitlel                                | eLearning module in RDM                      |
| Projektansvarlig (juridisk ansvarlig person) | Gitte Bruun Jensen                           |
| E-mail                                       | <a href="mailto:gibi@dtu.dk">gibi@dtu.dk</a> |
| Telefon                                      | 45 25 72 61                                  |

| Indtægter              | Budget 2018 |                |
|------------------------|-------------|----------------|
| Egenfinansiering       | kr          | 232.080        |
| Ansøgt NDMF-tilskud    | kr          | 653.920        |
| <b>Indtægter i alt</b> | <b>kr</b>   | <b>886.000</b> |

### Evt. noter til indtægter:

Skriv her...

| Udgifter   | Budget 2018 |                |
|--|-------------|----------------|
| Lønsum, projektdeltagelse                                | kr          | 483.500        |
| Evt. overhead af projektdeltagelse                       | kr          | 96.700         |
| <b>Lønsum projektdeltagelse + overhead hertil, i alt</b> | <b>kr</b>   | <b>580.200</b> |
| Lønsum, projektledelse                                   | kr          | 96.500         |
| Evt. overhead af projektledelse                          | kr          | 19.300         |
| <b>Lønsum projektledelse + overhead hertil, i alt</b>    | <b>kr</b>   | <b>115.800</b> |
| Udgifter til møder og rejser                             | kr          | 12.000         |
| Udgifter til konsulentbistand                            | kr          | 148.000        |
| Udgifter til Masterclass                                 | kr          | 30.000         |
| <b>Udgifter i alt</b>                                    | <b>kr</b>   | <b>886.000</b> |

|                 |           |          |
|-----------------|-----------|----------|
| <b>Resultat</b> | <b>kr</b> | <b>-</b> |
|-----------------|-----------|----------|

### Evt. noter til udgifter:

Konsulentbistand: se Annex 4 Vedr. COBL

Masterclass: Open Science eLearning-ekspert til åben masterclass for National DM Forums medlemmer - ca 30 pers.  
(<https://dans.knaw.nl/en> eller <https://opensciencemooc.eu>)

### Bemærk angående moms:

Specificér moms/momsfritagelse i noter.

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### **Annex 3. Description of project roles tasks**

#### **1. Core coordinator:**

- Main contact point between the activity and the DM-forum
- Reporting to DM-forum
- Manage the economy of the activity ensuring the distribution of resources to the partners
- Keep track that milestones are reached according to the time plan
- Make sure that section coordinators deliver the materials needed by COBL
- Coordinate the contact between the technical coordinator and COBL
- Keep track that COBL accomplish milestones and delivers in time
- Prepare a dissemination strategy
- Organize activity meetings
- Make sure that the activity delivers the final product in time

#### **2. Section coordinator:**

- Collect material, examples and cases from the section support institutions (3 institutions)
- Compile the material in the format required by COBL (it could be the description of the content, prepare the first draft of the scripts, etc.)
- Report to the core coordinator
- Accomplish milestones and submit deliverables according to the time plan
- Revise scripts provided by COBL
- Revise material after production
- Make sure to receive feedback from the section support institutions regarding in the review of the scripts
- Organize section meetings, if necessary
- Participate in regular activity meetings

#### **3. Technical coordinator:**

- Investigate IT-platforms that can be used for delivering the e-module, including content delivery (video platform), evaluation methods, LMS implementation options and licensing of content on various platforms.
- Collect and provide insights into IT-platforms and processes views for rolling out massive scale e-learning modules, and how this can be technically achieved. This knowledge will be based on AAU experience with a GDPR e-module in preparation. Hours of the technical coordinator will be spent to fulfill this task for these two e-modules.
- Keep dialogue with COBL to ensure that the format of the content of the e-module fulfill the requirements of openness and interoperability (with diff. LMS systems)
- Coordinate with DeiC in regards of the publication of the e-module
- Participate in regular meetings

#### **4. Section support:**

- Provide with material, cases and examples to the section coordinator
- Revise scripts and provide feedback to the section coordinator
- Ensure that the main research disciplines at her/his institution are well represented in the section.
- Revise the material after production
- Participate in section or activity meetings

# Annex 4: Budget - online RDM Course

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Januar 24, 2018

## Delivery

- 3 interactive online modules, duration 15 – 20 minutes each
- Course introduction (animation/video)
- Design and development of webpage for course hosting

## Tasks, COBL

Meetings and project management  
Concept development  
Scriptwriting and feedback  
Graphic design  
Animation  
Video and/or speak recording  
Editing  
Content implementaion in authoring tool  
CMS design  
Module implementation in CMS

**Price, excl. VAT** **kr. 125.000,00**

## Additional costs (estimate)

UK speak 7.000,00  
CMS development 15.000,00  
**I alt, kr. 23.000,00**

## Total

Excl. VAT **Kr. 148.000,00**

Payment in 2 equal rates to AUS/COBL (stednummer: 30302400, Alias: 7913855001)

1. rate, kr. Xxxxx, payment by xx.xx.2018
2. rate kr. Xxxxx, payment by completion dec. 2018

Vh, Anne-Marie Mosbech

Centre for Online and Blended Learning

University of Copenhagen  
Faculty of Health and Medical Sciences  
Øster Farimagsgade 5, Building 24.205  
DK-1353 Copenhagen K

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### Annex 5: Milestones and Deliverables Plan

| Tasks                               | 2017 < | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | > 2019 |
|-------------------------------------|--------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|--------|
| Initiate and plan project           |        |     | M1  |     |     |     |     |     |     |     |     |     |     |        |
| Activity start                      |        |     |     |     |     |     |     |     |     |     |     |     |     |        |
| Concept development, script writing |        |     |     |     |     |     | M2  |     |     |     |     |     |     |        |
| Peer review and pilot of content    |        |     |     |     |     |     | M3  |     |     |     |     |     |     |        |
| Media production                    |        |     |     |     |     |     |     |     |     |     | M4  |     |     |        |
| Peer review of eModule, finalise    |        |     |     |     |     |     |     |     |     |     |     | M5  |     |        |
| Launch e-Module and promotion       |        |     |     |     |     |     |     |     |     |     |     |     | D   |        |

#### Milestones:

M1: Final project plan submitted to DM-F

M2: Final storyboard finished

M3: Module content revised and approved by project members. Feedback will be collected from the Danish RCR forum and researchers.

M4: Production finished (Graphics, video etc.)

M5: Module ready in SCORM

**Deliverable (D):** Module finished and available online. Communication and dissemination starts.