COURSE MANUAL

RESEARCH INTEGRITY AND RESPONSIBLE SCHOLARSHIP

S_RIRS

2020-2021, PERIOD 6, JUNE 2021

CONTENTS

Course name	Research Integrity and Responsible Scholarship
Executed by	Department of Sociology, University Library
Course code	S_RIRS
Level	600
Academic Year	2020-2021
Period	6 (June)
EC	Research Master: 3 EC, 84 hours Graduate School: 2 EC, 56 hours DMP Workshop: 1 EC, 28 hours
Teaching staff	René Bekkers, r.bekkers@vu.nl: Coordinator Jolien Scholten, Data Management Plan training
Mode of instruction	Interactive workshops
Mode of assessment	Essay; graded assignments
Language of instruction	English
Open to	Students in the Research Master Societal Resilience (Y1); students in the Graduate School for the Social Sciences (Y1)
Frequency per week	2 meetings, Wednesday morning (ResMa+GSS) and afternoon (ResMa)

Study load allocation	**Per week**	**Total**
1. Lectures, workshops	6	24
2. Reading	6	24
3. Assignments	9	36
4. Preparation for the exam	0	0
5. Total	21	84

GENERAL AIM OF THIS COURSE

This course seeks to contribute to a reflection and discussion on the normative consequences of the abstract ideals of science, and an awareness of standards of good conduct and the responsibility of researchers in the social sciences. This course also helps to ensure that the privacy safeguards built into the law and regulations for ethics review and data management at VU and the Faculty of Social Sciences are taking effect in the practice of social research.

For the social researchers of the future it is of key importance to be aware of the ethics of data and to uphold the rights of research participants. As the stream of Big Data swells, what are the appropriate procedures to ask for consent with participation in social research? When can research be conducted legitimately in the absence of explicit consent? What are the ethical limits to the use of publicly available data? What rights do people have with respect to their data, according to Dutch law and European regulations?

The course is open to PhD candidates from the Graduate School of Social Sciences and students in the Research Master Societal Resilience. As a PhD candidate and as a student in the research master programme it is important to discuss dilemmas in dealing with the interests and requests of stakeholders, such as internship hosts and other parties commissioning research. For students in the research master this is important before you start the internship in Year 2. For students in the research master and for PhD candidates it is important to discuss dilemmas before you engage in contract research and research with stakeholders.

COURSE DESCRIPTION

The course provides a safe space to discuss research integrity dilemmas and violations, ethics review guidelines in faculty, national and European laws and regulations. You will explore the terrain of scientific integrity and research quality, and discuss violations of integrity, sloppy science and questionable research practices. You will learn about proper data collection and storage; handling and analysis of data; reliable and verifiable research practices, open science, impartiality, independence and norms on co-authorship. You will discuss standards of good practice in interaction with societal stakeholders.

The course consists of four parts: (1) values and responsibility in science; (2) standards for research at the Faculty of Social Sciences at VU Amsterdam; (3) integrity dilemmas in practice; (4) data management.

All students enrolled in the course participate in the 10.00 – 11.45 workshops on Wednesdays and complete 4 assignments. Students in the Research Master also have 13.30 – 15.15 workshops on Wednesdays for discussions on ethics and responsible data practices in Big and Small Data. These meetings are optional for PhD candidates. As a student in the Research Master Societal Resilience you conclude the course with a short essay about an ethical dilemma that you find relevant. You use current scientific literature, and relate the dilemma to the latest developments in the discussions about the dilemma. You will also comment on two papers by other participants.

LEARNING GOALS

Knowledge and Understanding. The student has acquired knowledge and understanding of:

(1) Public values embodied in science, particularly according to the Netherlands association of universities (VSNU) (KU3, JF11);

(2) behavioral consequences of these values in daily practice, and proper scientific behavior (JF11);

(3) ethics review board procedures and data management procedures within the Faculty of Social Sciences at VU Amsterdam (LS16);

(4) codes of conduct for academic research in the Netherlands (KU3, LS16);

(5) ethical standards for peer review (LS16);

Application. The student has acquired the competences to:

(6) identify problematic ethics issues in research projects (LS16);

(7) create a data management plan (KU3);

Making judgements. The student is able to:

(8) develop a critical position on his/her own responsibility in academic research (JF10, JF11);

Communication. The student has acquired the skills to:

(9) discuss ethical dilemmas in the practice of research (LS14, LS16).

Learning about codes of conduct and ethics review at the Faculty of Social Sciences contributes to knowledge and understanding of research design (KU3) and of norms about working with funders and stakeholders outside university (LS14). Plenary discussions and discussions in diverse groups about research ethics and data management contribute to effective teamworking in international and diverse contexts (LS16). Completing the ethics review self-check, writing a data management plan, the discussions about ethical dilemmas and the final paper make you reflect on ethics in all phases of the research process (JF10), and specifically on the social and ethical aspects of big and small data (JF11). Writing the paper also develops your writing skills (C12).

PLACE OF THE COURSE

In the program of the Research Master Societal Resilience, this is a skills course at the end of Year 1, in which you have worked with and discussed ethics issues of Big Data in *Peer Group Learning* and in the *Big Data, Small Data* course. Having finished your research proposal in P5, you can conduct the ethics review based on your own research plans. The course runs parallel to the course *Communicating Science*, in which you discuss integrity issues and the responsibilities of researchers in the communication of research results. This course prepares for the Internship and the Master Thesis in Year 2. During the course you discuss integrity issues and responsibilities of researchers and commissioning parties in commissioned research.

In the program of the Graduate School for Social Sciences, this is a mandatory course for all PhD candidates at the Faculty of Social Sciences at VU Amsterdam.

REQUIRED LEVEL OF ENTRANCE

This courses focuses on research integrity and responsible scholarship. The course supposes that you have collected data in previous research and have written research reports.

As a student in the Research Master Societal Resilience you will need the knowledge from this course about ethics review and research data management for your internship and the master thesis in year 2.

The maximum number of participants in this course is 25.

LEARNING ACTIVITIES

With COVID-19 restrictions phasing out, this course has online meetings in the morning as well as hybrid meetings on campus in the afternoon, which you can attend via Zoom. You can find the link for each session on Canvas in the Zoom menu.

We have three different types of meetings:
- Plenary meetings for instruction and to report on results of small group discussions;
- Breakout sessions in small groups (5 persons) to discuss public values, codes of conduct, and ethics review procedures;
- Bilateral meetings to discuss peer feedback on draft research questions, the final essay, and the data management plan.

Before each meeting, make sure you are well prepared. Read the literature, complete the assignments listed below, and submit them before the deadline on Canvas. Typically, the assignment asks you to prepare a single slide that you can present in the breakout sessions.

In online meetings, we

a. Start with a plenary session to welcome everyone, and preview the structure of the meeting. Please check in by putting a short comment in the chat box in Zoom.
b. Then we go into breakout rooms to discuss the assignments. Each participant briefly presents one slide. Keep to the allotted time. After each presentation, other participants ask questions. Vote: after all participants have presented, the group votes which is the best case to be presented in the plenary session. The course coordinator will go around to visit the breakout sessions.
c. Back in the plenary session, the author of the best case presents the slide in 1 minute, and we discuss it.

You pass the course if you have completed all assignments in a sufficient way. Course results are either insufficient, sufficient, or good. Students in the Research Master Societal Resilience receive the qualification 'good' if they have completed all the assignments in a sufficient way and their final paper is good or excellent.

Assignments for all participants in this course are shaded grey. Assignments specifically for students in the Research Master Societal Resilience are not shaded. They are open to PhD candidates.

MODE OF ASSESSMENT

Assignments	Grading	Deadline
0. Getting to know each other	Not graded	June 2, 2021
1. Code of conduct	Insufficient/sufficient	June 2, 2021
2. Violations	Insufficient/sufficient	June 2, 2021
3. Ethics review and data availability	Insufficient/sufficient	June 9, 2021
4. Data Management Framework	Insufficient/sufficient	June 16, 2021
5. Draft research question	Insufficient/sufficient	June 9, 2021
6. Your dilemma	Insufficient/sufficient	June 16, 2021
7. Stakeholder relations	Insufficient/sufficient	June 16, 2021
8. Data management plan (DMP)	Insufficient/sufficient	June 23, 2021
Peer review of DMP	Insufficient/sufficient	June 30, 2021
9. Peer review of essay	Insufficient/sufficient	June 23, 2021
10. Final paper	Insufficient/sufficient/good	June 30, 2021
11. Revised assignments and final DMP	Insufficient/sufficient	July 7, 2021

The assignments are not graded with a mark, but as sufficient when they meet the minimum standards. You complete them as preparation of the course meeting. If you do not complete an assignment or have not completed it in a sufficient way, you can submit a revised version on Canvas before July 7, 2021.

INSTRUCTIONS FOR ASSIGNMENTS

Some assignments are designed specifically for students in the Research Master Societal Resilience, labeled (RMSR). If you are participating in the course through the Graduate School for Social Sciences, you are welcome to submit these assignments as well, but they are optional.

Assignment 0: Getting to know each other
   a. Bring a personal item that symbolizes your research. Online participants: show an object in front of the camera, or share a picture on your screen.
   b. Think about the following question: What does responsible scholarship mean to you, personally, in these times of COVID-19 limitations? How has your research changed in the past year?

Assignment 1: Implications of the code of conduct

Read the Netherlands code of conduct for research integrity, posted here:
http://www.vsnu.nl/files/documents/Netherlands%20Code%20of%20Conduct%20for%20Research%20Integrity%202018.pdf. Describe:

    a.   What principles, values, or practices do you miss in the code? List these, with a short argument why they should be included. If you do not miss anything, state this.

    b.   What are the implications of the code for you, your supervisors, the Faculty of Social Sciences and the Vrije Universiteit Amsterdam? Highlight one of the implications, explaining why you think it is an important one.

Prepare a single slide summarizing your responses to these questions.

Submit the assignment before the meeting on June 2, 2021 on Canvas.

Assignment 2: Violations of the code of conduct (RMSR)

    a.   Find a violation of the code for research integrity in a piece of published research. Briefly explain what the violation is and how it was uncovered.

    b.   What policy could have prevented this?

Resource: http://retractionwatch.org/

Prepare a single slide summarizing your responses to these questions.

Submit the assignment before the afternoon meeting on June 2, 2021 on Canvas.

Assignment 3: Ethics Review and Data Management

Watch the video explaining how ethics review works at VU Amsterdam here:
https://drive.google.com/file/d/1VfxudwKRHkShfVqKgQh1swe_lXIlvmgr/view?usp=sharing

Read the summary of integrity policies at VU Amsterdam, posted here:
https://renebekkers.files.wordpress.com/2020/05/200529-research-integrity-in-social-science-research-at-vrije-universiteit-amsterdam.pdf

    a.   Data availability

Study the Data Management policy at the Faculty of Social Sciences, posted at
https://fsw.vu.nl/nl/Images/VU_FSW_Datamanagementbeleid_2019_tcm249-867378.pdf

Prepare a single slide presenting answers to the following questions.

For the most recent empirical research paper you have written or co-authored, note the following:

    1.   The title of the paper, names of co-authors (if any), and date of production.

    2.   Where did you archive the data that you have used?

    3.   Where did you archive the script / protocol that you have used to produce the results?

    4.   Did anyone ever ask you to give access to these data?

    5.   Imagine you are a reviewer of the paper. Would you be able to reproduce the results reported in the paper from the archived data and script?

    b.   Ethics review

Study the website of the Research Ethics Review Committee,
https://fsw.vu.nl/nl/onderzoek/research-ethics-review/index.aspx and the regulations of

the Faculty of Social Sciences for ethics review, posted at https://fsw.vu.nl/nl/Images/RERC-Regulations-Feb18_tcm249-880617.pdf.

For the most recent data collection you have participated in:
1. Complete the ethics review self-check at https://vuletteren.eu.qualtrics.com/jfe/form/SV_6hCj2czIWzboW6V
2. Save the pdf you obtain at the end of the self-check and submit it on Canvas.

Prepare a single slide presenting the result of the ethics review self-check and any thoughts you may have about it.

Submit the assignment (i.e.: two slides, one for 3.a and one for 3.b) before the meeting on June 9 on Canvas.

Preparation for the Data Management Framework workshop on June 9
Study the following materials prior to the workshop:

1. Video Scientific Integrity & Research Data. Watch the video and think about how research integrity and research data management relate.
2. Video Research planning: Data Management Plans. Watch the video and start thinking about what a data management plan (DMP) would look like for your research project. Choose a template for the DMP that you will write (from the VU or a grant provider, see https://dmponline.vu.nl/).
3. Section Data Management Plan on the LibGuide Research Data Management. Get familiar with the concept of a DMP and the aspects that need to be discussed there.
4. VU RDM policy (4p). Become familiar with the general requirements that constitute the RDM framework at the VU.
5. Faculty RDM policy. Find out which practical guidelines your faculty provides for managing your research data.
6. VSNU (2018). Netherlands Code of Conduct for Research Integrity. Find out what it says about handling research data in sections: 3.2.10-3.2.11; 3.3.23-3.3.26; 3.4.35; 3.4.45.

Assignment 4: RDM Framework
The goal of this assignment is to find out which RDM requirements apply to your research project and to think about how you can meet these requirements. This assignment consists of two components: reading documents that impose requirements and talking to colleagues about their research practices.

Read the documents which describe requirements that need to be applied to your research project (see reading materials listed above under c), that is: RDM policies from the VU and your faculty, applicable legislation, your funding agency if applicable, and the Netherlands Code of Conduct for Research Integrity. If there are relevant protocols, guidelines or standard operating procedures in your field, include those as well. By studying these documents, try to get an understanding of the framework in which your research takes place with respect to RDM.

In addition to exploring the RDM framework, also try to identify current research practices in your field. If you are a graduate student: talk to one or two of your colleagues (either direct colleagues at the VU or distant colleagues working in the same discipline) about their RDM practices, based on the questions below.

If you are a research master student: consult a publication by one of the teachers in the programme.

Answer the following questions based on the documents mentioned above and the conversations you had with your colleagues or the publication that you selected. Identify the sources you used. If you find conflicting information, please describe these contradictions. The information that you collect here will serve as input for your Data Management Plan. Provide short answers to the questions below; the assignment should be 1 A4 max.

1. Data storage

a. Where do your colleagues/teachers store their research data? Is this in line with institutional policies for data storage?

b. Do your colleagues work with confidential data of any kind (personal data, state secrets, competitive corporate information, animal-testing data)? If so, how do they protect their data from unauthorised access? Is this in line with relevant requirements and guidelines?

2. Data archiving

a. Which requirements apply to data archiving with respect to the digital identifier assigned to your dataset and certification of the repository?

b. Is data archiving common in your field? If so, which repositories do your colleagues/teachers use? Why do they use those? Do they meet the requirements indicated in your answer to question (2a), if any? If data archiving is not common in your field, what are the reasons to refrain from data archiving?

c. How many years do your data need to be accessible after your research findings have been published? Do your colleagues manage to meet this requirement? If so, how? If not, what are the obstacles?

3. Findability

Do your colleagues/teachers have strategies to make sure that their data are findable for others? If so, what are they and are they in line with institutional and disciplinary requirements? If not, what are their reasons?

Assignment 5: Formulate Preliminary Research Question (RMSR)
  a. Find another course participant who will act as peer reviewer of your final paper. Together you agree upon a deadline for the submission of your respective draft papers. At a convenient time, you discuss the drafts of your conference papers with each other. Inform the course coordinator before the meeting on Wednesday, June 9, 2021 with whom you have teamed up and what date you have agreed upon as a deadline. Otherwise the course coordinator will assign a peer reviewer and set a deadline for you.
  b. Present a preliminary formulation of the research question that you would like to answer in your final paper for the course and submit this for peer review through the assignment on Canvas.
  c. Read the research question submitted by your peer and provide written feedback. Keep in mind the COPE guidelines for peer review posted at https://publicationethics.org/resources/guidelines-new/cope-ethical-guidelines-peer-reviewers and the suggestions in 'How to review a paper'. https://doi.org/10.31219/osf.io/7ug4w

Assignment 6: Your dilemmas

a. Study the dilemma game, posted at https://www.eur.nl/sites/corporate/files/dilemmagame-mrg.pdf. Nominate two dilemmas from the game you would like to discuss in class. If you want, you can also suggest a new dilemma, e.g. from your own experience, a news article or research paper of your choosing. In that case, clearly describe the context, and present at least one possible action.

b. Read the report on the integrity survey (Huberts & Van Rijswoud, 2019). What is your view on the prevalence and severity of integrity violations at VU Amsterdam? Would you say we have few or many violations? Which ones are mild and which ones are severe? Do we have the right policies in place to curb integrity violations?

Put screenshots of the two dilemmas on two separate slides, and your thoughts on the integrity survey on a third slide.

Submit the assignment before the meeting on June 16 on Canvas.

Assignment 7: Stakeholder relations (RMSR)

During your internship and in contract research you may interact with various stakeholders. Reread the code for research integrity with the plan for your internship in mind, or a study you conducted for another party (work for hire). Pay explicit attention to the way you will collect, use and archive data.

a. How does the research you are planning or conducted comply with the principles in the VSNU Code of Conduct for Research Integrity?

b. How can you or did you enable replication of the research you do during your internship?

Summarize your thinking about these questions in a single slide.

Submit the assignment on Canvas before the meeting on June 16.

Preparation for the Data Management workshop on June 23

Study the following materials:

- LibGuide Research Data Management. Focus on the following sections, so that you can relate important RDM aspects to the data life cycle:
  - Overview for the context.
  - Everything under Plan & Design to learn about all aspects that you need to think about in the initial phase of your project.
  - Everything under Collect & Store to learn about things you need to consider when collecting and storing data.
  - Video Collecting, Recording & Managing data
  - Everything under Selecting Data & Data Archiving, including the video Archiving & Publishing Research Data
  - Video Data Management: Data Citation
  - Everything under Publish & Share, including the video Persistent identifiers and data citation
- UGent Data Stewards. Knowledge clip: FAIR data principles. Watch the video and get familiar with the properties of data repositories that help making your data FAIR.

- Michener, W. (2015). [Ten Simple Rules for Creating a Good Data Management Plan](#) (9p). Study the practical guidelines for what a good DMP should contain and think about how you can use those to write your own DMP.
- Wilkinson, M.D. et al. (2016). [The FAIR guiding principles for scientific data management and stewardship](#) (9p). Find out what the main goal of FAIR data management is and how the various principles aim to achieve those.
- Research data management guidelines for information security Vrije Universiteit Amsterdam (7p). Read sections 3.2 and 3.3. Focus on the storage, sharing and archiving facilities provided and which ones are suitable for the data you'll be working with.

Assignment 8: First draft DMP

The main outcome of this course is a Data Management Plan (DMP) for your research project. Please follow the steps below to start working on the first draft of your DMP.

a. Set up an account in DMPonline

We strongly recommended that you write your DMP in the online tool DMPonline. In this tool you can set up your DMP based on a set of questions. You need to create an account in DMPonline to be able to work with it. If you have VU credentials, please use those to set up your account. If you don't have a VUnetID, you can create an account based on a personal email address.
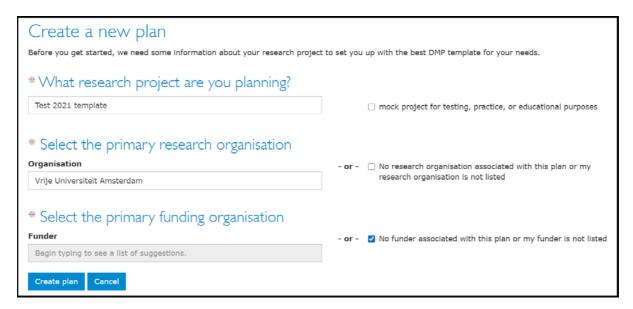
b. Choose a template for your DMP

Various templates exist in which you can set up your DMP. Once you have access to DMPonline, you can choose a template to write your DMP in. We strongly encourage you to use our institutional template, as explained below. However, if your project receives funding from an organisation that requires you to use a certain template, you can use that.

VU template

The VU has a template for writing a DMP. You can find it in DMPonline. We recommend you to use this template, because it includes concise guidance on how to complete your DMP. If you have to use your funder's template, however, you can go for theirs (see below).

You can select the VU template by taking the following steps (see also the picture below).

1. On your dashboard, click on 'Create plan'.
2. Enter the title of your research project (you don't have to select the check box for mock testing).
3. Select 'Vrije Universiteit Amsterdam' as your primary research organisation.
4. For the question on primary funding organisation, select the check box on the right, saying that no funder is associated with your plan.

If you have problems when using DMPonline, please get in touch with rdm@vu.nl.

Funder template

If you receive funding from a funding agency that requires you to use their template, you can use the template they provide. Many funder templates can be found in DMPonline as well (e.g. NWO, ZonMw, ERC). If you select 'Vrije Universiteit Amsterdam' as your primary research organisation, you will see guidance from the VU.

You can select a funder template by taking the following steps (see also the picture below).

1.   On your dashboard, click on 'Create plan'.
2.   Enter the title of your research project (you don't have to select the check box for mock testing).
3.   Select 'Vrije Universiteit Amsterdam' as your primary research organisation.
4.   Start typing your funder's name and select the right funder from the drop down list.

c. Write a first draft of your DMP

Once you have selected a template for your DMP, you can start answering the questions. Try to answer all questions and be as precise as possible. If a question is not applicable to your research project, indicate this clearly. Guidelines for writing a DMP can be found in our LibGuideLinks to an external site. (see reading materials). On the website of the Digital Curation Centre (Links to an external site.) you can also find some practical guidelines for writing a DMP.

d. Define your data assets

An important starting point for your DMP is a concise and elaborate list of your 'data assets', i.e. all the different parts of your prospective dataset (see the slides on Canvas). For example, the raw data and the analysed data of your research might constitute separate data assets. In addition, files of a more administrative nature, like informed consent forms or contact details of your participants, are considered to be data as well and as such, need to be managed. You can find an example of a list of data assets on the LibGuide Research Data ManagementLinks to an external site.. Not all templates readily facilitate a list of data assets, so if the template of your choice does not have a separate section for your 'data assets', create one yourself. Try to answer all the subsequent questions for all your data assets.

Requirements

In Assignment 4 you have collected information about the RDM framework for your research project. Please use this information as input for the description of requirements in your DMP.

Self-explanatory

Please note that a DMP should be a self-explanatory document. This means that an outsider should be able to understand what is written in the DMP without having to consult other files. You may of course refer to other files where relevant, but the core properties of the way in which you will handle your data will have to be explained in your DMP.

An important aspect that researchers do not always discuss in their DMP is with which partners they will collaborate. This is important information when it comes to e.g. data sharing with your partners or data ownership. Please make sure that you include information about whether there are partners in your project, and if so, who they are and what their role is. This kind of information is typically part of a research proposal, but with respect to being self-explanatory, the DMP should include this type of information as well.

VUnetID

NB: the LibGuide Research Data Management discusses some facilities at the VU that can only be used if you have a VUnetID. If you do not have a VUnetID, please take into account that the choice of facilities is limited. Make sure that, in your DMP, you refer to facilities that are available to you. For example, VU has repositories for data archiving that are only accessible to VUnet accounts. When you are developing a plan for archiving your data and you do not have a VUnetID, you might need to rely on your supervisor. Alternatively, you can also consider repositories outside VU.

Submit first version of your DMP

Submit your DMP in Canvas in Assignment 8a, where you can find further instructions. Do so before the deadline, so that we can assign the peer reviews on time.

Remarks

Please remember that a DMP is a living document that should be updated every time a significant change arises. Once you start your data collection, make sure you will implement your plan. Also think about how often and by whom your DMP will be reviewed during the research project.

Review

The first draft of your DMP will be reviewed by another participant of this course as well as by someone from your faculty (in most cases this will be the faculty data steward). They will provide feedback, which you are expected to take into consideration and to incorporate into the final version of your DMP. In the context of this course, there is no need to use the 'Request feedback' button in DMPonline, because you will receive feedback after you have submitted your DMP in Canvas.

What if you already have a DMP?

In case you (or the principal investigator of your project) have written a DMP for your study already (for example because the funding agency requested you to do so), you can continue working in your existing DMP. A DMP is a living document, so it is always possible to adjust it to new insights. If this is the case for you, contact the course coordinator at rdm@vu.nl, so that we can discuss how to adjust this assignment to your situation. Please do so as soon as possible.

Peer review of a draft DMP

Peer review a DMP from one of the other participants (see Canvas for instructions on whose DMP you should review). Once you're in the peer review environment, go to 'Show Rubric'/'View Rubric'. Please give comments for each of the criteria, save them, and add a general comment in the comment field at the level of the assignment.

Assignment 9: Draft Paper Peer Review (RMSR)

Discuss the draft of your paper with your peer reviewer. We advise you to organize the peer review *after* you have refined the research question of your final paper. Respond to your peer in a revision letter. Discuss the letter with your peer before the meeting on June 23, 2021.

Assignment 10: Final paper (RMSR)

Write a short essay of maximum 4,000 words in which you address an ethics or integrity issue of your own choosing. Clearly state the problem: what goes wrong and why is it a problem? What damage is done in this case? Which articles of the code of conduct are violated? Who are the actors involved, what are their incentives? What are their alternative action possibilities? Which policies are in place to avoid or remedy the problem? Build on the comments from your peer reviewer. Revise your paper building on the feedback you receive and submit the final paper on Canvas before June 30, 2021.

Assignment 11: Revise assignments and finalize DMP

Finalize your DMP. Revise the plan with comments you received on the first draft of your DMP. Try to answer all questions in the DMP template to the best of your knowledge. In case things are unclear or undecided at this stage, please explain this in the DMP.

The teacher of this course or another RDM expert from the University Library will review your DMP and assess whether you pass this assignment. Your DMP will be reviewed based on the rubric attached to the assignment. In order to successfully complete this assignment, all criteria in the rubric should be at least evaluated at the level of 'sufficient'.

ASSESSMENT MATRIX

Learning outcomes	Exit qualification:	Assessment: in assignment #
1. Public values	KU3, LS14	0, 1, 2, 3, 6
2. Behavioral consequences	KU3, LS14	1, 2, 3
3. Ethics review	KU3, LS14	3
4. Codes of conduct	KU3, LS14	1, 2, 5, 6
5. Ethical standards	KU3, LS14, JF10	1, 2, 3, 7
6. Ethics issues	KU3, LS14, JF10	3, 7
7. Data management	JF10, JF11	4, 8
8. Critical position	JF10, JF11, C12	4, 5, 6, 10
9. Dilemmas in practice	KU3, LS14, JF10, JF11, LS16	4, 5, 6, 10

General guidelines for papers & presentations

- Papers should be typed in an 11 point font. Number the pages. Always mention your name, your student number, title of the paper, the name of the course, your e-mail address and a word count. Use the APA style for references.
- Suggestions on how to create presentations are here: https://renebekkers.files.wordpress.com/2019/05/presenting-your-research.pdf
- Plagiarism is absolutely not allowed. For more information: http://www.fsw.vu.nl/nl/Images/RR%20excie%20FSW%202012-13_tcm30-246808.pdf

FORMATIVE ASSESSMENT & FEEDBACK

You receive feedback from peers and the course instructor on assignment 1 and assignment 3 after the meetings. You receive feedback from peers on assignments 2, 5, and 6 during the meetings.

You receive feedback on assignment 8 (data management plan) from a data management specialist at the University Library or the research office at the Faculty of Social Sciences.

Students in the Research Master Societal Resilience discuss their assignment 4 (preliminary research question) and assignment 7 (draft paper) with a peer – another participant in the course – at a time that is convenient for both of you. You incorporate the feedback in the final paper.

Meetings for all participants in this course are shaded grey. Meetings specifically for students in the Research Master Societal Resilience are not shaded. They are open to PhD candidates.

#	DATE	TOPIC	ASSIGNMENT	VENUE	READINGS
1	June 2, 2021 11:00-12.45	Values in science	0. Getting to know each other 1. Code of conduct	Online	13
2	June 2, 2021 13:30-15.15	Responsibility in big data and small data	2. Violations of the code of conduct	NU 4A25	12
3	June 9, 2021 11:00-12.45	Research integrity and Data Management at VU FSS	3. Ethics review and data availability; 4. Data Management Framework	Online	2, 4, 5, 7, 8, 9, 10, 11
4	June 9, 2021 13:30-15.15	Research question for essay	5. Draft research question	NU 4A45	1, 3
5	June 16, 2021 11.00-12.45	Integrity dilemmas	6. Your dilemma	Online	6
6	June 16, 2021 13:30-15.15	Stakeholder relations	7. Stakeholder analysis	HG 7A32	
7	June 23, 2021 11:00-12.45	Data Management	8. Data management plan	Online	14, 15, 16
8	June 23, 2021 13:30-15.15	Progress in essays	9. Peer review of essay	NU 4A25	1

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