



Research Data Management and Open Science

Support and Services for
University Members



The University of Vienna offers you a wide range of services in the field of Research Data Management (RDM) and Open Science. In the background, several departments are working together on research support services. For a central overview and starting point, visit the [website `rdm.univie.ac.at`](https://rdm.univie.ac.at). For all inquiries, there is the central **helpdesk** that you can reach by sending an email to [`rdm@univie.ac.at`](mailto:rdm@univie.ac.at). On the websites listed below you will find more specific contact information.

Relevant University Policies



- Research Data Management Policy: <https://rdm.univie.ac.at/rdm-policy-and-faq/>
- Open Access Policy: <https://openaccess.univie.ac.at/en/oa-basics/university-of-vienna-oa-policy/>
- Data Protection Guideline: <https://wiki.univie.ac.at/x/U6sLCg> (Login with u:account)
- Open Educational Resources Policy: <https://oer.univie.ac.at/oer-policy-der-universitaet-wien/>
- Affiliation Policy: <https://wiki.univie.ac.at/x/BGA6Cw> (Login with u:account)
- Recommendations to increase the visibility of academic publications: <https://www.qs.univie.ac.at/en/analyses/evaluation-concepts/>

Data Stewardship



On selected faculties or research centres, data stewards are your go-to-persons for all questions related to research data management and Open Science. They help you identify the right services, offer training, and support you with all your data needs. Find out more on <https://rdm.univie.ac.at/data-stewards-at-the-university/>.

Training



Regular workshops: The RDM team offers a wide range of workshops designed to answer your most critical questions - for experienced researchers as well as for early-career researchers such as PhD students. We discuss how to better manage your data, write a data management plan, use the PHAIDRA repository, and much more! You can view our current workshop catalog and register on <https://rdm.univie.ac.at/training-and-registration/>.

Custom workshops: The RDM team offers custom training options for your research group, department, or other operational unit: <https://rdm.univie.ac.at/build-a-custom-workshop/>



Planning



Basics: For an introduction to Research Data Management, information on the research data cycle, and the FAIR and CARE principles, visit <https://rdm.univie.ac.at/research-data-management/>. Download our Quick Start Guides on <https://rdm.univie.ac.at/services-and-consulting/>.

Data Management Plan: Do you need to complete a data management plan (DMP) for a third-party funded project and have questions about it? Then make an appointment for a DMP consultation: <https://rdm.univie.ac.at/services-and-consulting/>

Data Protection: If you process personal data and have any questions, please contact the data protection officers: <https://dsba.univie.ac.at/> and <https://wiki.univie.ac.at/x/U6sLCg> (Login with u:account) or our legal support via our helpdesk at rdm@univie.ac.at.

Ethics Committee: If the publisher or funding body requires an ethics vote from you or you have deeper ethical questions, you can contact the ethics committee. <https://ethikkommission.univie.ac.at/en/mission-statement/>



Data Collection and Analysis

Storing Data during the Project: You have various options for securely storing and sharing smaller and larger amounts of data for a limited time. <https://zid.univie.ac.at/en/it-services/store-and-share-data/>

Web Databases: The ZID offers infrastructure for web databases: <https://zid.univie.ac.at/en/web-database/>

SoSci Survey: This solution for academic online surveys is provided for all members of the university by the Faculty of Psychology. <https://sosci.univie.ac.at/>

Transkribus is a powerful tool for the automatic transcription of historical documents. It enables AI-supported text and layout recognition of handwritten and printed sources. The Library offers consulting and credits for working with this tool. <https://datamanagement.univie.ac.at/forschungsdaten-anreichern/>

Topic Modelling allows you to identify and visualise thematic patterns in large text corpora. This enables you to discover hidden structures and connections within your research data. <https://datamanagement.univie.ac.at/forschungsdaten-anreichern/>

PHAIDRA Vocabulary Server: Collaboratively build a multilingual ontology with a controlled vocabulary during your project. <https://datamanagement.univie.ac.at/phaidra/vokabular-server/>

GitLab: Many research projects develop software to process and analyse data. GitLab supports project staff during the development process and ensures that the source code of the software remains accessible for a long time. <https://zid.univie.ac.at/en/gitlab/>

YARM is a sophisticated reference manager which you can use for building bibliographic databases. It is used e.g. by The Digital Library and Bibliography for Literature in Translation and Adaption (DLBT). <https://datamanagement.univie.ac.at/en/about-phaidra/phaidra-add-ons/yarm-for-phaidra/> and <https://dlbt.univie.ac.at/>.



Data Collection and Analysis - continued

MTA and Nagoya Protocol: The Research Service supports you with handling Material Transfer Agreements and the Nagoya Protocol on Access and Benefit Sharing. <https://transfer.univie.ac.at/en/researchers/mtas-nagoya-protocol/>

Citizen Science: At the University of Vienna, the number of projects where citizens are involved into the research process is continuously increasing. The Research Service informs about approaches, projects, and funding. <https://citizenscience.univie.ac.at/>



Archiving

Long-term archiving in PHAIDRA: In the institutional repository PHAIDRA, you can upload different document types, apply metadata, provide them with a suitable license and archive them permanently. <https://datamanagement.univie.ac.at/en/about-phaidra/> (information) and <https://phaidra.univie.ac.at/> (repository). For trying out the PHAIDRA functions, you can use the PHAIDRA sandbox at <https://sandbox.phaidra.org/> (within the university network or via VPN).

u:scholar offers an interface to PHAIDRA specialised on scientific publications and can be used for primary and secondary publications. Your input will be functionally and technically checked by the Open Access Office. <https://openaccess.univie.ac.at/en/publication-services/uscholar/> (information) and <https://uscholar.univie.ac.at/> (repository)

PHAIDRA Local is a long-term archive that is independent of PHAIDRA and only accessible via the University of Vienna's data network. The files archived in it and the associated metadata cannot be found or viewed on the Internet, for example via search engines. PHAIDRA Local is therefore particularly suitable for sensitive files or for files with legal restrictions. Another difference to PHAIDRA is that you can actually delete files from PHAIDRA Local. <https://zid.univie.ac.at/en/phaidra/>

PHAIDRA Webarchive is a PHAIDRA-Service for archiving websites that consist completely or mainly of static content. Static content is characterised by the fact that it does not change when users interact with it. The web crawler generates static snapshots of the website. This makes archiving websites relatively easy and low-maintenance. <https://zid.univie.ac.at/en/phaidra/>

AUSSDA: The Austrian Social Science Data Archive AUSSDA is a data infrastructure for the social science community in Austria. AUSSDA archives research data (such as representative population surveys) and makes them available in common data formats for subsequent reuse. <https://aussda.at/en>

Ethnographic Data Archive: Archiving and re-use of ethnographic data poses major challenges of a pragmatic, ethical and legal nature. The Ethnographic Data Archive EDA digitises data from ethnographic research and makes it available in PHAIDRA. It also provides specialised advice on research context, metadata, legal and ethical issues. <https://eda.univie.ac.at/>



Publishing and Reuse

Open Access: The Open Access Office supports you in content-related, financial or legal issues if you want and/or need to make your publications freely accessible. <https://openaccess.univie.ac.at/en/about-us/>

Open Journal Systems: Open Access journals with a close relationship to the University of Vienna may make use of the journal management system Open Journal Systems (OJS) and are supported by the Open Access Office. <https://openaccess.univie.ac.at/publikationsdienste/ojs-service/>

Unidam: With the web-based digital asset management system Unidam you can manage digital media content (images, videos, music, etc.) and make it accessible to a restricted group of users, e.g. for courses. <https://datamanagement.univie.ac.at/unidam/>

Intellectual Property Rights: We will gladly put you in contact with our legal helpdesk via our helpdesk at rdm@univie.ac.at. For help with regard to patents, employee inventions, and technology transfer, refer to the Research Services at <https://transfer.univie.ac.at/en/researchers/>

Open Educational Resources (OER): If you want your data and research results to be the basis for free educational resources, you can get legal, technical and didactical support here: <https://ctl.univie.ac.at/en/services-for-teaching-staff/digital-teaching/> and <https://www.openeducation.at/en/>.

PHAIDRA offers a dedicated submit form for open educational resources. OER within PHAIDRA will automatically be indexed by the austrian OERhub. <https://oerhub.at/>

Bibliometrics: The Department of Bibliometrics and Publication Strategies offers basic training as well as individual advice on optimising publication strategies and increasing visibility based on individual bibliometric profiles. <https://bibliothek.univie.ac.at/bibliometrie/en/index.html>

u:cris: The research information system u:cris documents publications, lectures, externally funded research projects, and many other activities. <https://ucrisinfo.univie.ac.at/en> (information) and <https://ucrisportal.univie.ac.at/en/> (portal)

Persistent Identifiers: The University of Vienna offers various persistent identifiers: Handle (automatically for all document types in PHAIDRA); DOI (upon request while uploading to PHAIDRA); URN (for specific document types). <https://doi-service.univie.ac.at/en/persistent-identifier/> and <https://doi-service.univie.ac.at/en/>

ORCID: The ORCID iD is an internationally accepted digital identifier for researchers, which establishes a direct connection between them and their research contributions - throughout their career. Find out more on <https://bibliothek.univie.ac.at/bibliometrie/en/orcid.html>
