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List of Abbreviations and Definitions

DMP	Data Management Plan
DPO	Data Protection Officer
EC	European Commission
EU	European Union
EUI	European University Institute
ERA	European Research Area
FAIR	Findable, Accessible, Interoperable, Reusable
GA	Grant Agreement
GDPR	General Data Protection Regulation
HO	Host Organisation
HPC	High Performing Computing
PID	Persistent IDentifier
R&I	Research and Innovation
SwafS	Science with and for Society
UCY	University of Cyprus
WP	Work Package
YUFE	Young Universities for the Future of Europe

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DATA MANAGEMENT PLAN

1. Introduction

YUFERING Data Management Plan (DMP) is the detailed plan for the data management within the project in order to describe data collection methodologies, data management, storage, data privacy, availability, etc. The DMP is a deliverable in YUFERING Work Package 1 (WP1), Task 1.3. but it is conceived as a living document to be updated throughout the project lifespan. The Data Management Plan process derives input from all partners since all of them are involved in different work packages which activities implies data collection, management and analysis for the benefit of the project outcomes.

The main objective of this DMP is to present all the considerations to be taken into account related with the project data management, including data production, privacy and availability, security as well as ethical issues. The DMP includes also the type, format, sharability, etc of our research data, following the FAIR data principles, describing YUFERING data, using metadata standard and identifying them by PID (Persistent Identifiers) in order to make our data findable, accessible, interoperable and reusable, and also open when possible, and stored in a trustworthy repository.

This first version of the DMP is not intended to answer all questions, but rather to raise all relevant issues related to our research data. In a nutshell, the document is structured as follows:

- Section 2 provides an overall summary of the type, the format, and the kind of data to be generated or collected, and their relation to the objectives of the YUFERING project;
- Section 3 focuses on describing the FAIR management of the data: it explains how we plan to apply the FAIR data principles in terms of the findability, accessibility, interoperability, and reusability of the project data;
- Section 4 introduces data protection and security actions taken by the Host Organisation (UCY);
- Section 5 presents the informed consent procedures;
- Section 6 outlines the ethical aspects that may possibly arise;
- Section 7 presents some conclusions and future updates of the DMP
- Appendix A: YUFERING summary data information per WP/Deliverable (in excel format, document shared among partners and updated regularly)

2. Data Summary

2.1 Data Collection/Generation

The project will entail two types of data collection procedures: one for the participation of individuals in surveys and interviews and one for public dialogue with interested citizens about the results of the project. In more detail, the data produced within the project are

not only research data to reach the project aims, but also useful data to serve the following purposes of YUFERING project:

- **Administration:** Data in this category will be used mainly for the management of the project, and collected data will lead to guidelines for good management practices.
- **Communication:** Promotion of YUFERING and its vision will also be critical to ensure the necessary engagement of the partners and the stakeholders in the project. Generated data will allow the Consortium partners to follow closely the progress of the project and when necessary provide constructive input.
- **Analysis:** The data collected will offer the Consortium a valuable insight on the challenges for a new paradigm of R&I at European Universities in the renewal of the European Research Area (ERA).

2.2 Relation to the Objectives of YUFERING

The ultimate goal of any data collected and generated, will be to contribute towards the successful fulfilment of the main objectives and the smooth execution of the YUFERING project. The data collected and produced by the YUFERING project will allow the achievement of the following goals:

- **Project Management:** Reports, meeting minutes, standardised procedures, and guidelines will facilitate the proper development of best management procedures and enhance the relations between the members of the partnership.
- **Communication and Dissemination:** The generation of dissemination materials on the progress of the project, will promote the communication and interaction between the YUFERING partners and stakeholders.
- **Project Success:** the development of strict procedures and strategies will ensure the smooth implementation of the project. These ingredients will be essential for the correct execution of the project. Data collected will help YUFERING shape solid strategies that will guarantee longevity and success.

2.3 Data Types and Formats

YUFERING will handle a variety of heterogeneous digital data that consists of various formats and types. The project will have to deal with structured data (e.g., relational databases and Excel sheets). The data can be classified into *three* main categories:

(a) Procedures,
(b) Dissemination and Communication and,
(c) Quantitative/Qualitative/Analytical Data.

Table 1 presents a list of the generic research data identified in this first version of the DMP to be either generated, managed and collected, and produced.

Table 1 Data Types and Formats

Type	Examples	Data Format
Reports and Procedures	● Guidelines ● Questionnaires ● Technical reports	● Word (.doc) ● Portable Document format (.pdf)

	• Research reports • Administrative documents • Signed consent forms • Legal and other binding documents	• Plain text files (.txt)
• Dissemination and • Communication	• Presentations • Press Releases • Correspondence (Newsletter) • Meeting Minutes • Journal articles • Conference presentations and articles • Blog posts	• PowerPoint Presentations (.ppt) • Word (.doc) • Adobe Illustrator (.ai) • Adobe Photoshop (.ps)
Quantitative/ Qualitative/ Analytical Data	• Questionnaire Replies • Statistical Data • Interviews • Documents	• Excel (.xls, .csv)

Depending on the source of data and their validity, data will be categorized as open, internal, restricted, and confidential, and will be handled accordingly.

2.4 Data Origin

Existing Data: YUFERING members are expected to collect and exploit existing data, coming from different organisations, mainly in the self- assessment of the participating institutions, identifying the right interlocutor in each case.

Generated Data: YUFERING activity involves the generation of datasets and materials expected to be produced for example training materials, case studies etc.

Collected Data: The project will entail two types of data collection: one for the participation of individuals in the surveys and other data collection processes and one for public dialogue with interested citizens about the results of the project.

2.5 Data Usage

YUFERING data will be utilised by various entities: partners, scientific and academic networks policy makers, community, and societal stakeholders, etc.

3. FAIR Data

All data collected and or generated will be hosted in a trusted FAIR data repository agreed by all partners (to be designed, e.g. the location, timing for public opening etc.). The curation and preservation of the collected data will be carried out by the HPC facility personnel of UCY, in consultation with the YUFERING Coordinators and the YUFE Management board, both during and after the completion of YUFERING project. All data management activities will be handled based on this Data Management Plan to be periodically updated within the frame of Task 1.3 in WP1.

The data collected, generated, processed and managed within YUFERING aim to be FAIR, i.e., findable, accessible, interoperable and reusable. FAIR data is the key conduit to knowledge discovery and innovation, and YUFERING ensures a sound data management plan.

3.1 Data Findability

Data will be stored, managed and described in such a way to ensure a maximum likelihood of discoverability and identifiability. This will facilitate interoperability and data re-use, always according to data accessibility restrictions.

In particular, three methodologies will be used to achieve the discoverability and identifiability of data:
(a) Strict **naming conventions** of each dataset or file containing data
(b) Assignment of **rich standard metadata**, considering international standards inter operabilty parameters and the metadata schemas used in the final trustworthy repository.
(c) Organization of data in a searchable internal **folder structure to be also** translated into the open version thorough PIDs .

Strict **naming conventions** will be followed irrespective of the data location. For instance, deliverables can be named after their unique assigned number, while collected manuscripts can be identified by the year produced, the title and their authors. Possible sensor readings will be identified by the date and place of collection, and questionnaires by a unique identifier assigned to each study. Naming conventions will be refined and changed as data are collected and generated, and this existing DMP will be updated accordingly.

Data collected and generated will be accompanied by appropriate **metadata** and open standard formats are encouraged. Tagging the data as, "research manuscripts", "sensor data", "reports", "administration document" etc. will provide adequate metadata to facilitate the searchability of the data-items. Ontology-based data management will be considered as a possible way to address this. The finer the grouping of data the smaller the set of files will return from a search query. Additional documentation will be written on how to parse data where this is not the case. For instance, an index of tags and metadata should be maintained, to facilitate the quick retrieval of the data-items. In cases where software is developed, each particular version of the software will be under version control.

Finally, data will be sorted in searchable **folder structure**, according to the data type they contain and the intended data usage. For example, different folders may be created for deliverables, administration, market research etc. Moreover, folders should be created for individual projects that may be developed in YUFERING, and inside, data will be organized according to the set of tasks as per project requirements - such as the creation of folders for 'data collected', 'data generated', 'project-associated data' etc. These folders will become more specific as YUFERING develops and data are collected/generated, and this document will be updated.

3.2 Data Accessibility

YUFERING will employ a multi-level access protocol, to organize the procedures by which data can be shared between YUFERING researchers, affiliated members, collaborating partners and the general public. Data sensitivity levels will be used to classify which data will be accessible under each of the levels. Data can have different types and formats, and originate from a variety of sources. Depending on its source, data is classified as public, internal, restricted or confidential, with each class treated differently.

The project is expected to generate a number of surveys, reports, action plans, guidelines, manuals and pilots. Most of these outputs -where allowed by their nature- are envisioned to be openly accessible to the public, following the principle "as open as possible, as closed as necessary", when privacy or other legal issues are shorted out. There will be increased caution to respect personal data especially when these are received from the public either in the frame of the on-line public dialogue or in the frame of citizen-engagement in connection with the transformation modules of the proposal.

A key objective is to enable wider access to data whenever possible, and without prejudice to academic integrity and commercial practice. The widespread dissemination of YUFERING data will be made accessible, whenever possible, via the YUFE Open Science Strategy. Open Science will be used as an intrinsic mechanism to maximise its own impact, in YUFERING and YUFE sister projects by following all the best practices on Open Access and Open Research Data for H2020 projects, as well as going further (citizen science, research integrity, FAIR data, etc.) since the topic particularly target Open Science as one of the main targeted objectives for the specific SwafS call for EU universities.

The work to be done in YUFERING on Open Science will help pave the way for good practice, and will make further implementation of Open Science practices easier at all YUFE institutions. Currently, national policies and frameworks are the main driver (or inhibitor) of Open Science at European Universities. By combining data and case studies, implementing pilots for Open Science role-models and creatively improve researcher's skills in Open Science, YUFERING will equip YUFE institutions with knowledge and tools to go further.

3.3 Data Interoperability

Data to be collected and generated will be stored in a format that will allow us to use it in various computing platforms. To this end, formats that comply with open standards will be used such as pdf, csv and xml, thus being able to be loaded into different software. Moreover, data is to be accompanied by adequate metadata. In cases where data follows a non-standardized format additional documentation will accompany a dataset to describe explicitly the parsing methodology. The use of open standards, metadata and documentation will enable data utilization at all levels, thus promoting and facilitating interoperability and re-use.

3.4 Data Re-use

Data reuse is a concept that involves using research data for a research activity or purpose other than that for which it was originally intended. The project is expected to generate a number of surveys, reports, action plans, guidelines, manuals and pilots. Most of these outputs -where allowed by their nature- are envisioned to be openly accessible to the public, following the principle "as open as possible, as closed as necessary", when privacy or other legal issues are shorted out. It has been already identified that YUFERING will create a YUFE Open Science Strategy, but will use Open Science as an intrinsic mechanism to maximise its own impact by following all the best practices on Open Access and Open Research Data for H2020 projects, as well as going further (citizen science, research integrity, FAIR data, etc.) since the topic particularly

target Open Science as one of the main targeted objectives for the specific SwafS call for EU universities.

YUFE partners are well positioned to make Open Science (OS) mainstream in a digital and data-driven scientific world. The European Universities are expected to be a source of inspiration for successful cooperation and governance alignment models in the knowledge society.

We will address the 3 priorities and the 8 top level ambitions for Open Science in Europe: remove barriers and create incentives, development of infrastructures and embed Open Science in the society; and the 8 challenges (Open-FAIR data, the European Open Science Cloud (EOSC), Next Generation Metrics, the future of the scholarly communication, rewards and incentives, research integrity, educations and skills and citizen science). These challenges have been addressed at stakeholder level (e.g. LERU, YERUN, LIBER, etc.) to commit its work on Open Science.

4.   Data Protection and Security

The project will entail two types of data collection: one for the participation of individuals in the surveys and other data collection processes and one for public dialogue with interested citizens about the results of the project.

All research output information will be publicly available, so it is not considered as personal data. The latter type of data collection will concern the views and input of interested citizens in the YUFERING project, its purpose and the research results. Since this dialogue will take place in social networks, the research team will not ask for additional information on top of what the participant voluntarily provides, and all data to be used will be of both anonymous and aggregate form. All participants will be debriefed about the data collection, the scope of the project, and the planned analysis of the data in detail.

All data will be stored, backed-up and archived with highest safety and confidentiality. Participants' names or other facts that might point to identification will not be shared or published. Privacy and Data protection issues. The project is built in such a way as to avoid the unnecessary collection and use of personal data, though, due to its nature, it involves further processing of previously collected data. The project will go through all the necessary ethical requirements and obtain all necessary approvals. The coordinating team will inform the participants of the nature of the project and that their personal data may be stored in the YUFERING repository according to the purpose for which they are collected. This will be an online repository and will be password protected and managed by UCY. It will be necessary for beneficiaries to be able to share data and documents in order to work collaboratively, and care will be needed to ensure that the data remain confidential to the team.

Also, none of the information to be collected from the proposed project is specific enough to uniquely identify one individual, and therefore it is impossible to link the data with an identifiable person. The data involving personal information will not be kept longer than needed and the data will only be processed for the purpose of publications and presentations in conferences. No participants will be identifiable in print publications. Anonymization will take place and the personal data linking the name with the number

of the beneficiary will be stored in a secure environment so as to be reusable for continuing the collection of data in the next time series period. Moreover, all the necessary precautions will be taken to protect and safeguard vulnerable populations.

The Host Organisation (UCY) has appointed a Data Protection Officer (DPO) responsible for monitoring compliance with the Regulation within the organisation. Her role is advisory, and her main tasks are to inform the controllers of YUFERING data collection, of their obligations and to provide advice on request as to when and how a data protection impact assessment should be carried out. UCY DPO is accountable to the Commissioner of Personal Data. The DPO is responsible to oversee all the process and advise each relevant personal data issue of YUFERING and to assure that all personal data collection and processing by UCY will be carried out according to EU and national legislation.

During the lifetime of YUFERING we will mainly have two types of data collection, which will concern the views and input of interested citizens in the YUFERING project, its purpose, and the research results:

- participation of individuals in dataset, and
- data for public dialogue with interested citizens about the results of the project. The dialogue with interested citizens about the project will take place in social networks and therefore, the research team will not ask for additional information on top of what the participant voluntarily provided, and all data to be used will be both anonymous and aggregated.

The data generated and collected during the YUFERING project will be divided into two categories of decreasing confidentiality:

- datasets containing demographics (age, marital status, etc.) considered as personal data;
- datasets containing other R&I information such as research output, mobility patterns, collaboration patterns etc. All research output information will be publicly available and will be considered as non-personal data.

All information collected falls under the special category of personal data definition (Article 9 General Data Protection Regulation - GDPR). Personal data will be stored in accordance to relevant national and international legislation and good practice. Sensitive data will be stored only in high-security facilities.

According to UCY GDPR, the persons concerned about YUFERING, have different rights on their personal data.

- **Right to be informed:** They are allowed to be informed about the processing of their personal data, the reasons that data are collected or processed and by whom, and with whom UCY may share their personal data.
- **Right of access:** They entitled to request and obtain a copy of any information held about them by submitting a request for this purpose.
- **Right to rectification:** They are allowed to correct inaccurate or incorrect information as well as to fill in incomplete data concerning them.

- **Right to erasure:** When they no longer wish their personal data to be processed and maintained, they are entitled to request their deletion, provided that the data is not kept for a specific and legitimate purpose.
- **Right to object:** it is acceptable to object the processing of personal data, at any time for personal reasons related to their specific personal situation.

Also, the HO and beneficiaries have formulated Data Protection Policies in accordance with the GDPR Law which regulate all related matters. Data will also be archived via the EC open research data pilot, so that they will be available for re-use by others after completion and publication of research findings.

There are no activities or results raising security issues. The project does not involve EU-classified information' as background or results.

5.   Informed Consent Procedures

All data gathering from individuals during the implementation of a study or a questionnaire will require informed consent. Detailed information shall be provided to the potential participants by means of a consent form including descriptions / specifications of:

- aims, methods and implications of the research;
- nature of participation;
- duration of participation in research activities;
- adopted procedures;
- voluntary participation;
- possible benefits, risks of discomfort that research might ensue;
- benefits to the subject or others;
- data protection and confidentiality and privacy policies;
- rights to have data updated or removed them at any time;
- right to refuse participate or not to answer any question without any consequences;
- where to get more information participants can contact the coordinator DPO (UCY) or the DPO of the relevant YUFERING WP leader organization for answers to related questions about the data;
- what happens to data, samples and results at the end of the research.

The project investigators will try to anonymise the personal data as far as possible. Participants' names or other facts that might point to their identification will not be shared or published and will not be used during data collection. Only non-identifiable data will be shared, and this data will be shared in an aggregate form.

6. Ethical Issues

According to the Regulation 1291/2013 established under Horizon 2020 Programme, "All the research and innovation activities carried under Horizon 2020 shall comply with ethical principles and relevant national, Union and international legislation, including the Charter of Fundamental Rights of the European Union and the European Convention on Human Rights and its Supplementary Protocols." Therefore, all the activities carried out by YUFERING project will comply with the above regulation. The respect of human

dignity of research participants and their rights to freedom and security will be a key principle of the project.

Key ethical issues concerning the project planned tasks and research activities are recruitment of the ERA Chair and her/his research team, information to participants and informed consent during the planned research activities. The personal data of the project participants, will be protected throughout the implementation of the project, and especially in those tasks where potential problems might arise (datasets, longitudinal studies). Moreover, the project will guarantee that the recruitment procedure will be equitable and respect racial, ethnic, educational and gender diversity, according to non-discrimination principles. The project will respect cultural, religious and linguistic diversity and will ensure equality between men and women.

A preliminary investigation of potential factors that may give rise to issues of ethical concern, has revealed that there are no bioethical issues arising from the project activities, and the only concerns are around data collection / processing activity and privacy (handling personal or private data).

7. Conclusions

This document presented preliminary version of a detailed plan regarding the data collection methodology for the various consultations within institutions but also with relevant stakeholders and the citizens and the management of all data collected. As a starting point, the data summary was presented, i.e. the purpose and data collection/generation, the relation to the objectives of YUFERING, the data types and formats, the data origin and usage. Then the FAIR data management principles were analysed. Further protection and security issues, as well as informed consent procedures were included. Finally, a closer look on the ethical aspects showed that there are no bioethical issues arising from the project activities, and the only concerns are around data collection / processing activity and privacy (handling personal or private data).

Sources

1. European Commission, Research Executive Agency, 2020. Grant Agreement 101016967.
2. Article 19 "Ethical Principles, Horizon 2020
3. Open Science and its role in universities: A roadmap for cultural change (2018): https://www.leru.org/files/LERU-AP24-Open-Science-full-paper.pdf
4. YERUN statement on Open Science (2018): https://www.yerun.eu/strategic-actions/yerun-statement-on-open-science Note that seven of the eight YUFE Universities are YERUN members.
5. LIBER Open Science Roadmap (2018): https://zenodo.org/record/1303002#.XugFr0UzY2x
6. Guidelines on FAIR Data Management in Horizon 2020, EC, 2016

APPENDIX A

Updated: 31st August 2021	**Appendix A- D1.2 Data Management Plan**						
WP	**Deliverables**	1. **Purpose of the data collection/generation and its relation** to the objectives of your WP (specific deliverable).	2. **Types and formats of data** will the WP generate/collect	3. **Re-use any existing data and how**.	4. **Origin of the data**	5. **Expected size** of the data	6. To whom might it **be useful** ('data utility')	7. **Type of Access** (e.g., public or restricted)
WP1 - Management and Coordination	D 1.1 Minutes of project meetings	Decisions and Actions to be taken by the MC, AB and WP WGs, and shared among all partners for common understanding and the smooth implementation of the project. Minutes will be shared for comments with	Written reports etc	referencing purposes on actions/ follow- up	Primary - based on decisions/discussions of the meeting participants	2-4 pages - word document	All partners, Project Coordinator to keep track on the expected outcomes and deliverables, YUFE Strategy Board, and Commission Services	Restricted only for members of the Consortium (incl. the Commission Services)

		all partners involved before final approval and will be uploaded to MS Teams						
	D1.3 Report on legal, regulatory and financial barriers and recommendations	mapping of the existing legal, regulatory and financial barriers, and ethical requirements, that relate to the R&I dimension of European Universities, to analyze the environmental situation and find solutions.	Reports, Legal documents, University policies and internal regulations etc	Yes, for mapping purposes	Secondary - on existing sources and documents but a report with identified barriers, recommendations and suggested solutions will be formed.	Report -Best Practices, Regulatory Challenges and Solutions	YUFERING (YUFE) partners to be aware of the current state of the R&I of partner Universities, and create a common research agenda on barriers and solutions. European Bodies to aknolwedge needed changes to create a true European Research Area.	Public Report

	D 1.5 Policy Brief 1	This is a policy brief to be sent to the European Commission by the end of the first reporting period of the project (Month 18th)	various	based on the outcomes produced during the reporting period	depending on the rest of the outcomes during the reporting period	max 3 pages	All Partners- YUFERING (YUFE) and outside stakeholders	Public Report
	D 1.6 Policy Brief 2	This is a policy brief to be sent to the European Commission by the end of the reporting period of the project (Month 36th)	various	based on the outcomes produced during the reporting period	depending on the rest of the outcomes during the reporting period	max 3 pages	All Partners- YUFERING (YUFE) and outside stakeholders	Public Report
WP2 - YUFE Model towards a community engagement-based research & innovation agenda	D2.1 Report of YUFE community-engagement based research best practices	Mapping best practices of community-engagement based research within YUFE: contributes to WP2 aim "to develop and establish a YUFE-wide	surveys and /or science databases along with interviews of research group representatives	n/a	?	?	ultimately, the outcome of this task will be useful for further development of the YUFE community engagement-based R&I agenda, which as an agenda will be useful to	Public Report (be cautious on data/ information that needs to be

		community engagement-based R&I approach"					all YUFE researchers looking to do community engagement-based R&I.	restricted)
	D 2.2 Report of R&I support structures and mechanisms	Mapping of existing R&I support structures, in paritcular those that are community engagement-based, across YUFE. Contributes to WP2 aim "to develop and establish a YUFE-wide community engagement-based R&I approach"	direct contacts with relevant support/policy staff, surveys among researchers	?	?	?	ultimately, the outcome of this task will be useful for further development of the YUFE community engagement-based R&I agenda, which as an agenda will be useful to all YUFE researchers looking to do community engagement-based R&I.	Public Report (be cautious on data/ information that needs to be restricted)

	D 2.4 Report on expert best practice and testbed meetings /workshops	Reporting on the executed trainings and testbed meetings/workshops	written reports: blog format (?)	n/a	one reporter per activity?	10 blogs?	Reports of these activities may be of use to the whole YUFE community and beyond. It collects lessons learned, so that everyone can learn about do's and don'ts of community-engaged research	Public Report
	D 2.5 Report & Action Plan for YUFERI NG infrastru ctures	Identify common ground and complementar y resources/ infrastructure so as to identify potential for future collaboration and participation in calls	identificatio n of resources, common infrastructur e and other	data collected in YUFE related activities and other	potentially YUFE and other	n/a	For consortium members, especially project managers and sustainability professionals of YUFE/YUFERI NG participating universities	Public report

WP3 - YUFE as a catalyst for flipped knowledge transfer and deployment in society	D 3.1 Develop a common vision on Flipped Knowledge transfer	Mapping of existing knowledge transfer approaches at YUFE Universities. A SWOT analysis will be used as input for the shared vision.	Survey and Interview data (docx, CSV, PDF/A). Reports in docx and PDF/A. Images and diagrams generated in PNG or SVG.	n/a	direct contacts with relevant support/policy staff, surveys among researchers	< 5GB	All Partners- YUFERING (YUFE) and outside stakeholders	Public Report
	D 3.1 a Develop a transformation strategy to implement the YUFE flipped knowledge transfer vision	Implementation of the YUFE flipped knowledge transfer vision through a common transformation strategy, based on a gap analysis of the data collected in 3.2	Reports in docx and PDF/A. Images and diagrams generated in PNG or SVG. Possible additional survey (CSV)	n/a	n/a	< 5GB	All Partners- YUFERING (YUFE) and outside stakeholders	Public Report

	D 3.1 b Piloting the YUFE vision and transformation strategy on flipped knowledge transfer	At least three YUFE institutions will implementation the YUFE flipped knowledge transfer vision and transformation strategy. A self-assessment and peer assessment will be conducted for each of the pilots, resulting in a final report.	Survey results of the self-assessment in csv; Images and diagrams generated in PNG or SVG; Reports in docx and PDF/A.	n/a	Self-assessment will be conducted by participants in the pilots and peer review assessments by selected peers.	< 5GB	All Partners-YUFERING (YUFE) and outside stakeholders	Public Report
	D 3.2 Build the YUFE Knowledge Transfer Expert Network	Create a network of YUFE Knowledge Transfer Experts and hold regular thematic meetings. (6 Thematic online and one	Survey results (csv). Database containing contact information on experts; Reports of meetings in PDF/A, possible	n/a		< 1 TB	All Partners-YUFERING (YUFE) and outside stakeholders	Contact information will be restricted for members of the consortium

		virtual/physical event)	recordings of presentations and meetings in video (MP4)					/Report will be public
	D 3.3 Develop a common profile and career development path for knowledge transfer professionals	Develop a common profile and career development path for knowledge transfer professionals	Interviews with members of research community and society and business actors in docx and PDF/A. Documents in doc.x, PDF/A, Images and diagrams generated in PNG or SVG;	n/a	Direct contacts and interviews with members of the research community and society and business actors	< 1 GB	All Partners- YUFERING (YUFE) and outside stakeholders	Public Report
	D 3.4 Researchers' training on flipped knowled	YUFERING will develop training on Flipped Knowledge transfer for researchers at YUFE	Training material (website, PDF/A, mp4). Images and diagrams generated	n/a	All content in this work package will be created within the project.	< 1 TB	All Partners- YUFERING (YUFE) and outside stakeholders	Restricted only for members of the

								Conso rtium
	ge transfer	universities. This will include an online training module and blended coaching with workshops.	in PNG or SVG; Recordings of workshops in MP4. Report in PDF/A.					
WP4 - Transformi ng recognitio n, reward and circulation of talents and teams across Europe	D4.1 YUFE Compete nce Framew ork for Researc hers	The data of D4.5 will be used to build a YUFE Competence Framework for Researchers	collecting University policies, internal regulations, documents of existing frameworks, etc.; direct contact with relevant support staff	n/a	Secondary - on existing documents Primary - based on discussions of the WP participants and on contact with support staff	document YUFE Competence Framework (ca. 4 pages)	all YUFE partners	Restric ted only for memb ers of the Conso rtium
	D4.2 Develop a YUFE Training Program me for Supervis ors	Identify and map best practices in innovative and inclusive tools/training options for supervisors. The aim is to create a YUFE training	direct contact with relevant staff	n/a	Secondary - on existing documents about training options for supervisors Primary - based on discussions of the WP participants	/	The data on best practices will be used by YUFERING staff to develop training options for supervisors at the YUFE universities.	Restric ted only for memb ers of the Conso rtium

		programme for supervisors			and on contact with staff members			
	D4.3 Report on the accreditation pilot based in Open Science criteria	Map the existing systems researchers are assessed, and identify the best practices to create a transparent set of tools for accrediting researchers and/or research teams.	interviews with HR Directors and/or other relevant staff members at the partner universities.	n/a	Secondary - on existing documents about existing systems of accreditation. Primary - based on discussions of the WP participants and on contact with staff members	The way of dissemination is still be to be decided.	The collectetd data of the interviews will be used by YUFERING staff to develop the accreditation pilot.	Collect ed inform ation restrict ed only for memb ers of the Conso rtium / Report will be public
	D4.4 Publish a Strategy for a European Career Track System	Mapping of research career paths and of all researcher competency frameworks already in place at the YUFE	collecting University policies, internal regulations, documents of existing frameworks, etc.; direct	n/a	Secondary - on existing documents Primary - based on discussions of the WP participants and on contact with	Strategy document and document with recommendations	all YUFE partners and national/Europe an stakeholders who work on overcoming obstacles for talent circulation	Public

		Universities to analyze the current situation and develop recommendations and develop a strategy for a European Career Track System	contact with relevant support staff		support staff			
WP5 - Open Science (OS): establishing the New Normal	D5.1 Report. Towards a YUFE Open Science Commons (Month 36: March 2024)	This deliverable and the task involved in it (T5.1) will collect two kinds of data: 1) Data collected from researchers survey (We aim at having 100 answers by partner). 2) Texts or documents defining YUFERING OS policies. The comparative	Survey data organised in Excel or CSV format. Text and comparative tables.	The partners will re-use the documents describing their policies, if so.	Survey data. And data from policy documents	Max. 1 GB	All Partners-YUFERING (YUFE) and outside stakeholders	Public. Personal data will be anonymised

		analysis will generate a table by partners and policies.					
	D5.2. YUFE Open Science Model and guidelines for researchers' evaluation (Month 33: December 2023)	The data to be collected for this deliverable will gather qualitative information coming from semi-structured interviews with the responsible people (Human Resources, vice-rectors, etc.) in charge of research evaluation. It will also collect data from current projects and initiatives on Research indicators (ex. Hong Kong	Textual documents or tables organising the harvested information. Recordings of the interviews duly anonymised, if so.	Current research evaluation lists and indicators list will be re-used and analysed.	Qualitative data.	Max. 1GB	All Partners- YUFERING (YUFE) and outside stakeholders	Perso nal data will be anony mised, if so. Report will be restrict ed

	principles, EC reports, etc.)						
	D5.4 YUFE Open Science Calendar (M12: March 2022, probably finished in December 2021)	N/A	N/A	We might re-use icons, infographics and other material for inspiration	N/A	N/A	All Partners-YUFERING (YUFE) and outside stakeholders	Public. The calendar will be a "data" as a whole, to be freely available in YUFERING website and printed, translated, etc. Fully CC licensed.

	D5.3. Syllabus for Open Science training of researchers (Month 24: March 2023)	The data to be gathered for this deliverable are either public or collected from the intended institutional partners of YUFERING.	Textual documents or tables organising the harvested information. Recordings of the interviews duly anonymised, if so. All the people to be interviewed are active partners in the project.	Publicly available information about the training in Open Science in the partners institution websites will be re-used. Other public training initiatives will be consulted, collected and analysed	Structured information about all the analysed training in Open Science.	Max. 1GB	All Partners-YUFERING (YUFE) and outside stakeholders	Public. Both, the deliverable and the resulting structured data (if so) will be publicly available
WP6 - Dissemination, Exploitation and Communication (DEC)	D 6.1 Report on DEC activities	collection of all dissemination, exploitation and dissemination activities of the project	DEC plan and timeline, agenda and minutes of activities, presentations, blogs, anonymized statistics of participants in each activity etc	data and outcomes produced from this project and match the target audience of respective DEC activities	Project outcomes and deliverables	maximum 10 pages	Stakeholders and Policy-makers interested in the R&I European region.	Public

	D 6.2 Report on collaboration with other consortia of European Universities	collection of collaborating activities and best practices on R& I with other EU alliances and wider European Higher Education Community to extend expertise and experience gained through YUFE/ YUFERING	agenda, minutes of meetings, participating institutions/ stakeholders, and record of best practices	possible use of data, reports etc. produced by other consortia		maximum 10 pages	All Partners-YUFERING (YUFE) and outside stakeholders	Public
	D 6.3 Report on trainings	collection of all common outcomes of YUFE R&I activities, to feed YUFE lectures and outcomes of the training activities	agendas, presentations, exercises and related material given on training	data collected through other YUFERING activities to feed into YUFE trainings	Project outcomes	maximum 10 pages	All Partners-YUFERING (YUFE) and outside stakeholders	Public

	D 6.4 Revised DEC	updated DEC plan and stakeholder opinions based on which white papers, policy suggestions and other input will be provided at both the EU and national level.	DEC plan and timeline, agenda and minutes of activities, presentations, blogs, anonymized statistics of participants in each activity, etc.	data and outcomes produced from this project and match the target audience of respective DEC activities	Project outcomes and deliverables	maximum 10 pages	All Partners- YUFERING (YUFE) and outside stakeholders	Restricted, only for members of the consortium including the Commission Services