Self-checklist for studies

How FAIR are your data?

Are metadata describing your study already published in a registry?

❍ yes ❍ no

    ⇨ If not, register now and enter the respective metadata on the German Central Health Study Hub: https://csh.nfdi4health.de/

Is a description of your study instruments (e.g. questionnaires) published?

❍ yes ❍ no

    ⇨ If not, publish now: https://csh.nfdi4health.de/

Do you already have data dictionaries (synonyms: code plan, metadata catalogue)?

❍ yes ❍ no

    ⇨ If not, use template: Coming soon

If yes, does it use rich metadata? [1]

[1]Rich metadata means that variables are described comprehensively, with description, examples, code option, measurement unit, formats and so on.

If yes, have you published it?[1]

[1]Publishing your data dictionaries allows other scientists to see what kind of data have been assessed, if they are available and helps them evaluate whether your study data may be useful to answer their research questions.

❍ yes ❍ no

    ⇨ If not, publish now: https://csh.nfdi4health.de/

Are your study instruments or data dictionaries labelled with a licence [1]?

[1]Documents are copyrighted works. To foster reusability of the published documents, authors of study documents, such as instruments or data dictionaries, may allow third parties to use them (i.e., make a copy, redistribute, edit, post online) by signing a license agreement with them. You must be the author of the documents to assign a license (some questionnaires are protected).

❍ yes ❍ no

    ⇨ If not, follow our guide to provide your study documents with a licence: Flyer "Publish study documents and survey instruments quickly and easily"

Was a DOI [1] already assigned to your study instruments or data dictionaries?

[1] With this persistent identifier, your document is uniquely referenceable worldwide and thus not only permanently findable but also citable.

❍ yes   ❍ no

    ⇨ If not, please contact us via studyregistration@ndfi4health.de to reserve a DOI

We invite you to have a look at our data publication policy. It describes recommendations and requirements for the publication of research data (studies and study documents) with a focus on the services developed by NFDI4Health: https://zenodo.org/record/6257742#.YtMYwnZBwuV

For NFDI4Health participants

To become participant, contact coordination@nfdi4health.de

Have you already harmonised [1] your research data?

[1] Data harmonisation is a prerequisite for federated data analyses. NFDI4Health offers participants project-specific data harmonisation services.

❍ yes   ❍ no

    ⇨ If not, use our harmonisation protocol https://github.com/nfdi4health/data-harmonisation-protocol/wiki

Have you installed and configured DataSHIELD to conduct federated analyses on your research data?

❍ yes   ❍ no

    ⇨ If not, use our Standard Operating Procedure for Installation and Configuration of Opal DataSHIELD https://github.com/nfdi4health/opal-datashield-sop/wiki