

## eThesis submission: research data

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### Types of research data

When you submit your thesis electronically, your submission must be comprised of a single PDF (Portable Document Format) file. During your postgraduate degree, you may have collected or created research data that you wish to refer to in your thesis submission or make available alongside the final version of your thesis.

Examples of digital research data:

- Numerical data, instrument readings, spreadsheets
- Image files
- Audio or video recordings of observations, experiments, performances, or interviews
- Text files of notes, transcripts, protocols

Examples of non-digital research data:

- Artistic performances
- Sculpture, models, works of art
- Physical samples
- Paper files containing notes from labs, fieldwork, or archival research

### eThesis submission form

The eThesis submission form includes free-text boxes that you can use to describe additional digital or non-digital materials eg. research data (step 3). This section can be used to record a persistent identifier (eg. Digital Object Identifier) for any related research data.

## Electronic thesis submission - Step 3 of 5

### Electronic thesis submission window details

Name: Mr Karl Roger Davies  
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Qualification: Master of Philosophy  
Course: MPhil Chemistry  
Submission type: Doctoral level electronic thesis (examination submission)

### Attach PDF version of your thesis

#### Select your file

##### Please note:

You must upload a PDF version of your thesis only. Attaching your thesis in another format, e.g. a Microsoft Word document, will not allow you to complete submission.

#### Version

Thesis full-text PDF

#### File

No file chosen

\* Remember to click the 'Attach file' button AFTER selecting your file.

#### Description(s)

Describe any digital materials that make up your thesis and are not submitted here



Describe any non-digital additional materials that make up your thesis



## Why should I share my research data?

It may be possible to store research data in a way that facilitates access for other interested users.

Sharing research data has numerous benefits, including facilitating new collaborations, allowing new research questions to be answered, and increasing the discoverability of research findings.

Data sharing is also mandated by many research funders, including the UKRI research councils (AHRC, BBSRC, EPSRC, ESRC, MRC, NERC, and STFC). Funders, publishers, and institutions increasingly require researchers to share the data which underpins their publications, so it is good practice to think about this for your thesis.

## What data should I share?

Please contact your supervisor ahead of sharing any research data from your PhD project. They will help you consider what research data you can share. For example, it might not be appropriate to make an interview recording or third-party data publicly available, due to ethical concerns or license restrictions. The Library's Research Data Management Service, and the Library's Copyright Service can also provide advice and guidance on this. Any material or data which is not made openly available should be stored for as long as required by funders, regulatory requirements or whilst still of value.

## How do I share my data?

There are several ways to share your research data. Firstly, you need to consider if and when you can share your data openly and/or whether you need to share your data privately (eg. with an examiner).

## Providing access to research data for thesis examination

When you are submitting your thesis for examination you may have research data which you wish to share with your examiners, alongside your thesis. You can do this via the University's institutional research data repository, [Figshare](#).

1. Deposit your data in Figshare following the guidance to [upload your data](#).
2. Complete all the mandatory fields, providing a useful description of your data.
3. Click 'Save changes' (do NOT click 'Submit for review').
4. Your data will remain private within your 'My data' area in Figshare.
5. To generate a link to give to your examiners (or anyone else you would like to privately share your data with) click on 'Share with private link'.
6. You can change the date when the private link will expire and can disable the link at any time.

### Item actions

 Add embargo

5.

 Share with private link

DOI Reserve DOI

 Edit timeline

Preview item 

Delete item

3.

Save changes

Submit for review

### Private Link

<https://figshare.com/s/a015abea057f2e663e11>

Copy link

Do not reference this link in papers. For referencing, use the public DOI.

Currently, the private link will be disabled on the date shown below. You can select a new one by using the calendar. Please note that Figshare uses UTC time!

6.

2037-12-31

If you want to immediately disable the private link, use the button below.

[Disable private link](#)

Close

## Sharing data publicly

### Using Figshare

If appropriate to share your research data publicly, for example, at the point you submit your final eThesis following examination, you can do this using the University's institutional research data repository, [Figshare](#). This enables you to easily link your thesis, and any publications, to your data. This makes your data more accessible and reusable, and it prevents the need for other researchers having to contact you to access your data.

1. If you have already uploaded your data and created a data item to share with your examiners using a private link (see above), you can edit this record as needed (including replacing any files if changes have been made). Click 'Save changes' and 'Submit for review'.
2. If you have not uploaded any data previously to Figshare, then follow the guidance to [upload and publish your data](#).
3. Data deposited to Figshare can be made immediately open or can be embargoed for a chosen period of time (after which it will become open).
4. When you click on 'Submit for review' your data item will be checked by the Library to ensure that sufficient metadata has been provided and it will then be published and become publicly available either immediately or following the selected embargo period.
5. Once the data is published anyone can find and reuse your data.
6. You will receive a unique, permanent DOI (Digital Object Identifier) for your published data, which you can cite and share to enable users to locate and access your data.
  - you can include the DOI in the box provided for describing additional digital or non-digital material at step 3 of the eThesis submission form.
  - we recommend also including the DOI in your final eThesis file as part of a Data Access Statement to facilitate discovery of your data.
  - we recommend including the link to your final thesis within the 'References' field in your Figshare data item(s).

If you have non-digital data, you can use Figshare to create a metadata record which describes your data. This metadata record will be given a DOI which can be shared and cited to let users know about your data.

Access to our institutional Figshare repository is via your university log-in credentials, and you will not have access once you have completed your course of study, or you have left The University of Manchester. You will have ongoing public access to any data you have published and made openly available in Figshare.

### **Other repositories and funder requirements**

If you prefer, there are also discipline-specific data repositories available; you can find one for your subject via [Re3data](#).

If your PhD is funded or sponsored, there may be additional funder requirements around depositing your research data. For example, the Natural Environment Research Council (NERC) requires that all data arising from funded research is deposited to a specific subject repository.

### **Further help and guidance**

The University of Manchester Research Data Management Policy:  
<http://documents.manchester.ac.uk/DocuInfo.aspx?DocID=33802%20>

The Library's Research Data Management (RDM) service can provide guidance on data management, data sharing, specific funder requirements, and using Figshare:

Email: [libraryresearch@manchester.ac.uk](mailto:libraryresearch@manchester.ac.uk)

Website: <https://www.library.manchester.ac.uk/services/research/theses/pgr-students/sharing-data/>

The Library's eThesis team can support your thesis submission:

Email: [libraryresearch@manchester.ac.uk](mailto:libraryresearch@manchester.ac.uk)

Website: <https://www.library.manchester.ac.uk/services/research/theses/>

The Library's Copyright team can provide information and guidance on reuse and sharing of content:

Email: [uml.copyright@manchester.ac.uk](mailto:uml.copyright@manchester.ac.uk)

Website: <http://subjects.library.manchester.ac.uk/copyright/>