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## Plan Overview

*A Data Management Plan created using DMPMelbourne*

**Title:** Exploring students' understanding and formation of a sense of belonging at university

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**Affiliation:** The University of Melbourne

**Funder:** Australian Research Council

**Template:** Australian Research Council Data Management Template 2021

### Project abstract:

This study will investigate coursework students' understanding of belonging at university and explore the factors that influence their feelings of belonging at university. Interviews will be conducted with up to 200 students currently enrolled in coursework degrees at least five Australian universities. This project will enable institutions to better understand barriers and challenges in forming a sense of belonging to university and foster students' engagement with university and their development of positive student identity, improving students' wellbeing, and educational outcomes.

**ID:** 2779

**Start date:** 31-08-2023

**End date:** 31-12-2026

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**Grant number / URL:** Themis agreement ID: TA108056

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# Exploring students' understanding and formation of a sense of belonging at university

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## Overview

Expected project start date (DD-MM-YYYY)

31/08/2023

Expected project duration.

- 3 years

Have you applied for or received ethics approval?

- Yes

Please indicate Ethics ID

27615

## Data Ownership

Will any of the following apply to your research data?

*Please indicate all that apply*

- None of the above

Are there any research agreements regarding data ownership in place?

- No

Describe your data ownership arrangements

N/A

## Data Storage

What type of research data and records will you be generating or storing?

Qualitative interview data will be collected via Zoom or face-to-face upon request. All interviews will be audio-recorded.

Will you store your digital research data and records on University-provided systems?

- Yes

Please indicate all University systems you will use to store your research data.

- OneDrive/Sharepoint
- Qualtrics
- Other (please indicate below)

All data files will be also stored on the hard drives of university computers used by the research team.

Will the project generate physical research materials or paper-based records?

- No

## Data Security

Will the data in the research project fall into any of the following categories?

*Please indicate all that apply*

- Personal information regarding individuals (e.g. identifiable details, photos, audio recordings, video recordings)

What safeguards and security features will protect data from unintended access?

All raw data will be stored digitally using The University of Melbourne's IRAP assessed Microsoft One Drive for Business services (<https://docs.microsoft.com/enus/compliance/regulatory/offering-IRAP-Australia>), thus complying with the University's records management policy. Only the research team will have access to any raw (unprocessed) data including audios. All data will be deidentified for analysis and reporting purposes.

## Data Retention

Will your research data fall into any of the following categories?

- None of the above (Retain for 5 years)

How will you retain your data for the required retention period?

All raw data will be stored digitally using The University of Melbourne's IRAP assessed Microsoft One Drive for Business services (<https://docs.microsoft.com/enus/compliance/regulatory/offering-IRAP-Australia>), thus complying with the University's records management policy. Any hardcopies of data and consent forms will be kept in a locked filing cabinet in the project supervisor's office, which is located within a secured section of the Elisabeth Murdoch Building at the University of Melbourne, Parkville Campus. All data generated by this project will be retained for five years after completion of research activity. After this period the data will be destroyed. In case any of the research team leave the University of Melbourne, data will be deleted from their Institutional computer and held only by relevant researchers employed by the Melbourne CSHE. The project supervisor will be responsible for managing and storing consent forms and interview data. Digital audio files of the interviews will be generated in MP3 or MP4 (.mp3, .mp4) format. Transcripts will be generated in Microsoft Word (.docx) or PDF (.pdf) format.

## Data Publication

Will you make your data available for re-use by others?

- Yes

**How will you make your data available for re-use?**

- Other (please indicate below)

Deidentified and analysed data from this project will be published in reports, university website, academic publications and/or presented in conferences focused on Higher Education.

**Are there any restrictions (e.g. legal or ethical obligations) to making the data available for re-use?**

- Yes

**Please describe what restrictions are in place.**

Raw data which includes audio of interviews will be accessible only by relevant research staff at the Melbourne CSHE. Any personal information provided by participants (e.g., personal email addresses) will be deleted 3 years after the completion of all research activities and reporting.