Data Management Plan

Name: PhD DMP Sketch to reality

DMP Identifier: 615

Project title: Sketch to reality :How images and ideas change in the realisation of drawings.

Principal investigator: Skizo Adumbro

Data management plan creator: Katharine Harbison

1 Project Information

1.1 Research project name *
Sketch to reality : How images and ideas change in the realisation of drawings.

1.2 Version
Version 1.3

1.3 Chief Investigator / researcher *
Skizo Adumbro

1.4 ORCiD
0000-0002-2336-591X

1.5 Research team members *
Field not completed.

1.6 QUT affiliations *
Creative Industries Faculty, School of Design

1.7 Other affiliations
Field not completed.

1.8 Project contact regarding data management *
Skizo Adumbro
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1.9 Description of the project *
Various fields of creative work involve a process moving from preliminary sketches, drafts and drawings to scaled designs and physical or creative objects. This study examines the relationships between initial sketches and the realised product in various fields. Initital research will be in the fields of architecture, industrial design, sculpture and animation.

1.10 Funding bodies, grant and other reference IDs
Field not completed.

1.11 Research areas

120101 Architectural Design
120304 Digital and Interaction Design
1902 Film, Television and Digital Media
1905 Visual Arts and Crafts

1.12 Research ethics clearances
Field not completed.

2 Data Collection

2.1 Existing datasets

Existing data is just as it appears in existing drawings and plans

2.2 Data description

Data will be in several formats:

1. Sketches - hard copy
2. Sketches - scanned from 1 - mostly jpg but some pdf or tiff
3. CAD drawings - .dwg
4. Drawings and renderings from other tools - see https://en.wikipedia.org/wiki/Comparison_of_computer-aided_design_editors
5. Proofs and digital images from animations - depends on proprietry software used in creating animations - will convert a version to a common format
6. Digital videos of animations - JPEG 2000
7. Photographs of sculptures, buildings and objects - tiff or jpg
8. Materials used samples - physical
9. Digital models of sketches and of designs as they progress - depends on proprietry software used in creating animations - will convert a version to a common format
10. Data from measurements of elements of all of the above - excel
11. Interview recordings with artists/designers - MPEG-1
12. Transcripts of INTERVIEWS IN - RTF

2.3 Data collection procedures

Preliminary sketches and following designs and products will be sourced from the designers.

Interviews will be conducted with designers before and after the final product is finished.

Images of the final product will be photographed under natural light.

Measurements will be taken from the sketches and drawings at all stages and then from the final product.

2.4 Quality control procedures

The majority of the data involved will be visual

Scale will be clearly marked on all drawings, and photographs.

Metadata will ensure that the source and date of drawings are consistent and therefore comparable. Similarly with consistent naming and version of drawings/objects.

Photographs of 3d objects will be scaled and calibrated against each other.

Interviews will be conducted with standard form questions and reponses, however, as much of the interview will be 'open', consistency is neither possible nor desirable.

2.5 Data organisation

Folders will be created for each 'object' (building, product, animation, sculpture).

Subfolders will cover different versions of the plan - from preliminary sketch) to finished product

These will be named according to the version number

Under these folders will be other folders various objects, each of which will be named according to the folder in which it appears and its type

eg.

blighhouse_ver1.0_sketch1

blighhouse_ver1.0_sketch1_interview

Sketches, interviews, designs, plans and photographs will not be editable.they will be protected to ensure they remain as received.

Copies will be made and coded with their date to ensure version control

eg. blighhouse_ver1.0_sketch1_measurements_20160528

2.6 Expected volume of data

200 original paper drawings or copies

2000 images - scanned and coded (at 2MB per image- 4GB)

5000 photos (at 6 MB per photo 30GB)

Six hours of interview recordings - 10 GB

Spreadsheets and measures (minimal)

Request 35 GB

2.7 Start date of data collection *
2016-07-12

2.8 End date of data collection *
2017-05-08

3 Ethics, Policy and Legal Compliance

3.1 Data privacy

No privacy concerns are envisaged. Sketches will be sourced from their creators and can be edited to remove anything they do not want shown.

Drawings and images can be deidentified if desired. However, as the research relies on repeated iterations of drawings/sketches/photographs/objects, it is envisaged that the creative concerned will want to be involved in the analysis and the descriptions of their work that follows.

3.2 Data confidentiality

Survey and interview data will be stored securely and encrypted.

Interviews and transcripts will be returned to subjects for approval.

Approval will be sought for direct quotations .

Images used will be required to be available to go in the thesis. If this is not suitable to the creative another object will be selected instead.

3.3 Data ownership and intellectual property

Intellectual property of the sketches/drawings/final product will remain with the creator concerned (unless they have already assigned it elsewhere). the original sketches will be returned to the creator once scanned and stored.

IP of the measurements, data analysis and investigation will belong to the researcher.

3.4 Copyright
Joint ownership between the creators and the researcher.

3.5 Funding body and other stakeholder requirements
Field not completed.

4 Data Protection

4.1 Data storage
Physical sketches and objects will be stored securely in fireproof safes in researcher's room.

All other data will be stored in QUT Research Data Storage Service.

Copies will be made and stored on transportable devices or Syncplicity to take to discuss with individual creatives concerned.

4.2 Data loss prevention procedures
QUT Research Data Storage service is backed up automatically. However, I will also make a back up copy when I back up my laptop to an external hard drive weekly - for 'peace of mind'.

4.3 Data access
Data in QUT Research Data Storage service is password protected and securely stored. Copies of data which I store externally will be password protected and securely stored. Sharing with other people (eg other researchers or creatives) will be via secure folders on Cloudstor so only the data directly relevant to that researcher/creative is shared.

4.4 Data transmission procedures
Data to be shared with other researchers will be transmitted by Cloudstor - ensuring it is secure and encrypted.

5 Preservation

5.1 Preservation plan
Data will be retained for the five years required. Physical items will be stored securely and digital items will be retained in QUT Data Storage service.

5.2 Estimated costs
Transcription software and assistance - $1000

Camera and tripod - $450

Scanning and 3D scanning - $500

Total $1950

5.3 Retention period and disposal plan

Data will be retained for five years after publication of last paper from the project. This is in accordance with the guidelines. https://www.library.qut.edu.au/research/data/documents/GDL_GuidelinesResearchData.pdf

After this period, all sketches and drawings will be offered to their creator and otherwise stored or destroyed as they choose. Digital data will be retained for sharing.

5.4 Date of data retention review
2022-06-13

6 Data Sharing and Reuse

6.1 Method for data sharing

Metadata about the data will be made available through Research Data Finder. As the data is so diverse and varies in levels of privacy concerned, different types of data will be made available to different degrees.

- Scans of sketches and drawings - will be made available as mediated through the researcher
- Original sketches, CAD and animation files would still be owned by the creator. Access will depend on individual agreements with the creator.
- Interviews and transcripts will be available once deidentified - mediated htrough researcher
- Photographs, scans (if allowed) and measurements/calculations will all be made freely available through RDF. This allows immediate access to the actual subject matter of the research.

6.2 Restrictions on sharing and access procedures

Copyright and privacy concerns as detailed above will restrict the open sharing of all the data used.

6.3 Documentation

All items will be stored in a readily available and easily described manner.

Numerical analyses and measurements will also be stored and available as CSV to enable sharing between machines.

Accompanying documentation will define the source of the images, the way the measurements were taken and analysed, dates and version information, coding and file structure for all data.

6.4 Metadata

Metadata available through RDF will include:

- data related to creation - when made, by whom, on what and scale

- data related to collection - when gathered, when/how scanned/recorded, and SCALE
- data structure and naming conventions
- detailed descriptions of samples used in production - including links to where commercially available
- glossary of terminology used across the various areas
- description of how measurements and samples taken from the various images and objects

7 Responsibilities

7.1 Next DMP review date *
2016-11-13

7.2 Declarations

This plan is in compliance with:

- QUT MOPP D/2.8 Management of research data
- Australian Code for the Responsible Conduct of Research
- University and/or statutory requirements, guidelines and codes of practice.

The information contained in this form is true and accurate.

All investigators, students, supervisors and assistants this plan is shared with (see 'Share' tab) will be able to access a copy of the plan.

Signature _____ Date _____

Print name _____ Role/institution _____

Signature _____ Date _____

Print name _____ Role/institution _____

Signature _____ Date _____

Print name _____ Role/institution _____