

Data Management Timeline – Citizen Science



Project Name: _____

Project Supervisor: _____

*** use timeline as checklist for completing aspects of data management according to the PTMSC Data Management Plan (DMP)**

*** assign individual and deadline responsible at box to the left of each task**

SAMPLE

SAMPLE

Part A – Preparing to collect data

- ☐ Assess representativeness and comparability
- ☐ Create data sheets
- ☐ Assure data quality
- ☐ Train volunteers on protocol

Part C - Data processing/entry

- ☐ Select data to upload
- ☐ Upload data

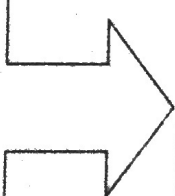
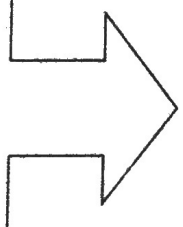
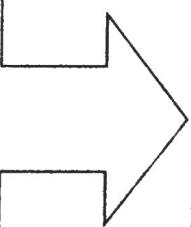
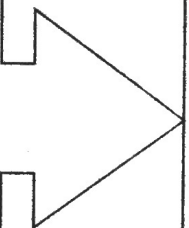
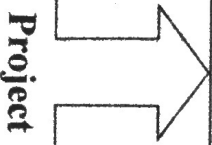
Part F- Data Sharing

- ☐ Consider data sensitivity
- ☐ Share with scientific community
- ☐ Share with CS volunteers
- ☐ Share with public

Project Selected | Immediately | In the field

Ongoing

In conclusion



Project supervisor does preliminary project report

Part B – Data recording

- ☐ Use field data sheets
- ☐ Verify precision and accuracy
- ☐ Assure data quality in field

Part D –Assuring data quality

- ☐ Check for data completeness
- ☐ Check for field errors
- ☐ Check for anomalies

Part E – Data analysis

- ☐ Data completeness.
- ☐ Analyze data
- ☐ Identify overall trends

Part G – Data storage

- ☐ Store electronic data
- ☐ Long term data storage