Training Expert Group – Data Repositories 101 WG

Terms of Reference

Goal:
To develop a web-based basic training module for learning about data repositories. It is intended for audiences of the following communities of practice: researchers; librarians and data stewards; service and infrastructure providers; and policy makers and administrators.

Specific responsibilities:
- To develop a web-based training module on data repositories, which will be made publically available through the Portage website
- The training module will be designed to meet the following criteria:
  - Provides a basic level of information that is general enough so that novices can understand
  - Introduces the main components of data repositories, explaining their intended purpose, forms and functions related to the research data life cycle
  - Provides targeted information for the following communities of practice: researchers; librarians and data stewards; service and infrastructure providers; and policy makers and administrators

Working Group Members:
TBD

Term:
The members will serve for 6 months, starting with **January 2019**, and report back to the Training Expert Group.

Frequency of Meetings:
Bi-weekly

Chair:
TBD

Record of Meetings:
Agenda and minutes to be documented in the Portage Team Drive, as it supports sharing and collaboration.

Method of Operation:
- All members are encouraged to identify issues and to provide them as agenda items (with the necessary background/support documentation) for review and discussion.
- Members are to express opinions openly and respectfully.
- Members are encouraged to identify any potential threats so that risks can be mitigated.