

Dataverse: The Essentials

(a brief guide for busy people)

This brief guide presents key information for researchers to understand Dataverse, its features, and how to access and use it.

1

What is Dataverse?

- 1.1 A free, open source web application developed at Harvard University.
- 1.2 Stores, shares, cites, explores, and analyzes research data.
- 1.3 Facilitates making your data available to others, as appropriate.
- 1.4 A robust repository environment for depositing your research data.

2

Why should I use Dataverse?

- 2.1 Helps you meet both funding and journal requirements.
- 2.2 Stores many types of data, including:
 - Tabular data (CSV, SPSS, R, etc)
 - Documentation (pdf, doc, text, code)
 - Geospatial data
 - Multimedia file (audio-visual)

3

What are the benefits?

- 3.1 Creates a Digital Object Identifier (DOI) so your data is a citable research output for publications and CV.
- 3.2 Increases the impact and visibility of your research.
- 3.3 Stability and longevity of your data as created at time of deposit.
- 3.4 Statistics and metrics to track and understand how your data is used worldwide.

4

How open is my data? *It's up to you!*

- 4.1 Choose your access settings: modify access to your data files - ranging from fully open to completely restricted.
- 4.2 Customize the terms of use, specifying how your data can be used.
- 4.3 Modify access to your data files at any time.
- 4.4 Your metadata is publicly available. Therefore, your data is always discoverable!

5

How do I start?

- 5.1 Find out if your institution has a local Dataverse - you can check the [Portage](#) site to see if your institution is using Dataverse.
- 5.2 If needed, check with your local Data contact for help.
- 5.3 Create your Dataverse account.

6

What's the next step?

- 6.1 Ensure that your data follows best practices for formatting and metadata.
- 6.2 Upload your data and add your metadata.
- 6.3 Set any access restrictions or terms of use for your data.
- 6.4 Option to create a 'guestbook' to track the use of your data.
- 6.5 Publish your data!