

## **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 publicly 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;
  - Explains how a researcher knows what type of repository to choose; and
  - 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:**

Laurence Horton (Co-chair)  
Vivek Jadon, McMaster University (Co-Chair)  
Carrie Breton, University of Guelph  
Liz Hill, University of Western Ontario  
Kevin Lindstrom, University of British Columbia  
Courtney Matthews, Queen's University  
Amy Paterson, Thompson Rivers University  
Tatiana Zaraiskaya, University of New Brunswick

#### **Term:**

The members will serve for 12 months, starting in **March 2019**, and report back to the Training Expert Group.

#### **Frequency of Meetings:**

Bi-weekly

**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.