12.º FÓRUM
GESTÃO DE DADOS
DE INVESTIGAÇÃO

27-28 DE NOVEMBRO 2025
INSTITUTO POLITÉCNICO DE BRAGANÇA

The contribution of Universidade Aberta's
Project Support Services Directorate to Research Data Management

Direção de Serviços de Apoio a Projetos

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DIREÇÃO DE SERVIÇOS DE APOIO A PROJETOS

Estrutura de apoio à investigação e a projetos financiados, de investigação e de natureza institucional,
ao planeamento e elaboração de candidaturas e na execução administrativa e orçamental de projetos.

DIÁRIO DA REPÚBLICA

UNIVERSIDADE ABERTA

Despacho n.º 12193/2025

Sumário: Regulamento Orgânico dos Serviços da Universidade Aberta.
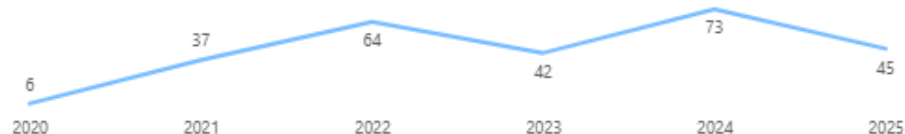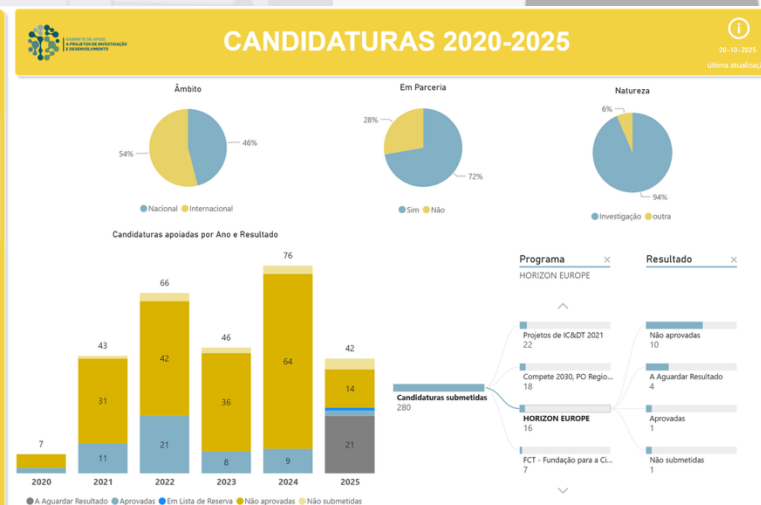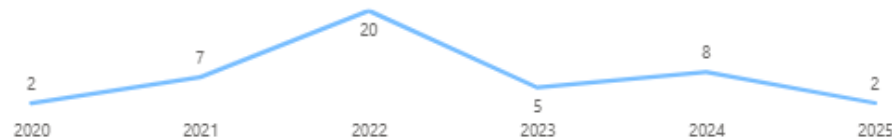
BECAUSE

Research funding agencies require that a data management plan be developed early on and implemented throughout the research project, to **preserve the data** & to **publish** and make it available in a trusted data repository ...

For Horizon Europe and the Portuguese Science & Technoloy Foundation (FCT), **Open Science is a priority**, focusing on freely sharing research results without barriers or pay-walls.

When addressing Open Science and Research Data Management in section "Part B – 1.2", the key take-away is to be as concrete and specific as possible. Proposers will have to demonstrate how they plan to comply with the mandatory Open Science practices (see below, 1-2). Failure to sufficiently address this, will result in a lower evaluation score. Conversely, a clear explanation of how they will adopt recommended practices (see below, 3), as appropriate for their projects, will result in a higher evaluation score.

We are implementing an initiative...

… it is not [*only*] about storage during the project or about the preservation after the project … or about data sharing

Serviços de Documentação

SCAN ME

Communities & Collections   Browse repository ▾   Entities ▾   Statistics

Repositório Aberto
Universidade Aberta Scientific Repository

🔍 Search the repository …   Search

... it is about motivating researchers to communicate, deposite and manage their scientific knowledge and research data — ensuring visibility, compliance, and engagement **through regular, positive communication**.

[imagem de uma apresentação num workshop Re.Data]

Implementing a Human-centered Approach to Research Data Management

Making this initiative a human-centered engagement process

OCLC Research. (2017). *A tour of the research data management (RDM) service space*. OCLC Research.
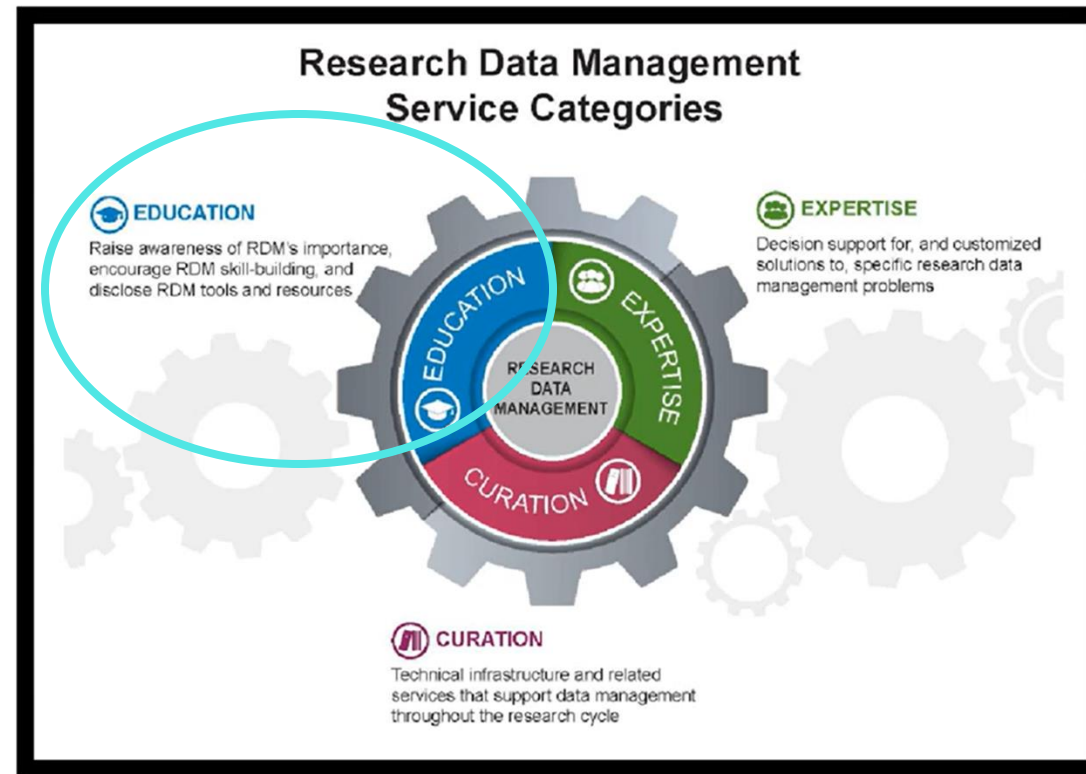
It starts with identifying a complete and detailed list of all data and project[s] outputs

DATA MANAGEMENT PLAN

(To be filled in and uploaded as deliverable in the Portal Grant Management System, at the due date foreseen in the system (and regularly updated).

⚠️ *The template is recommended but not mandatory. If you do not use it, please make however sure that you comply with the research data management requirements under Article 17 of the Grant Agreement.)*

PROJECT	
Project number:	[project number]
Project acronym:	[acronym]
Project name:	[project title]

Funded by the European Union

UK Research and Innovation

Deliverable 1.3

Completed Data Management Plan

(Revised after the 12-month Periodic review)

Project Title:	Transforming Education for Democracy through Aesthetic and Embodied Learning, Responsive Pedagogies and Democracy-as-becoming
Project Acronym:	AECED

EU Funding & Tenders Portal

Procurement ▾ | **Projects & results ▾** | **News & events ▾**

Home > Grants centre > Projects

Projects

5 results found

Acronym ↑	Topic ID ⇅	
AECED	HORIZON-CL2-2022-DEMOCRACY-01-04	HORIZON

Project Continuous Report

01094052 (AECED) HORIZON-

Call: HORIZON-CL2-2022-DEMOCRACY-01
Topic: HORIZON-CL2-2022-DEMOCRACY-01-04

Project Summary | Researchers involved in the project | Deliverables | Milestones | Critical Risks | Publications | Results | Dissemination activities | Communication Activities | Standards | Intellectual property rights (IPR) | Impact | Impact Continuation | Dat...

Deliverables and Other Reports ⓘ

ⓘ For each Deliverable, a single file (max 52MB) can be uploaded.

Add actual delivery dates (or new due date for late deliverables, together with an explanation for the delay). In the Comments, please indicate if the deliverable was achieved as planned or not.
The labels used mean:
Public — fully open
Sensitive — limited under the conditions of the Grant Agreement
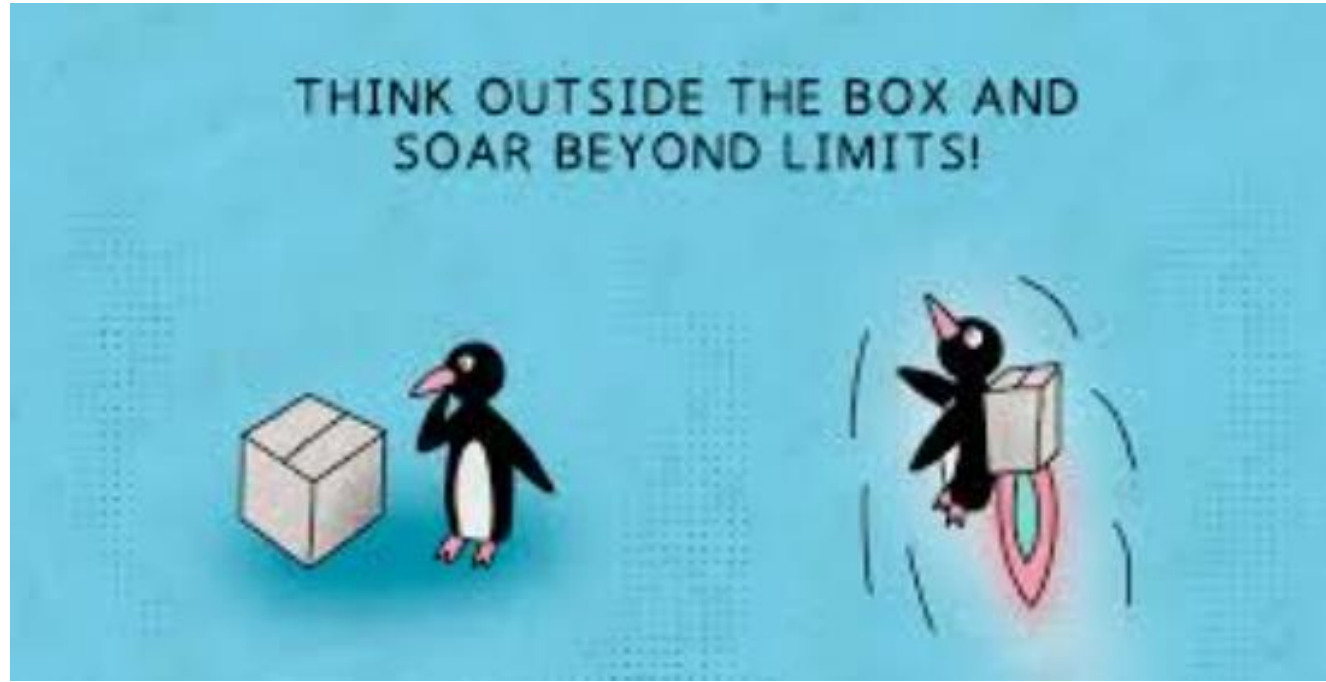EU classified — RESTREINT-UE/EU-RESTRICTED, CONFIDENTIEL-UE/EU-CONFIDENTIAL, SECRET-UE/EU-SECRET under Decision 2015/444. For items classified under other rules (e.g. national or international organization), please select the equivalent
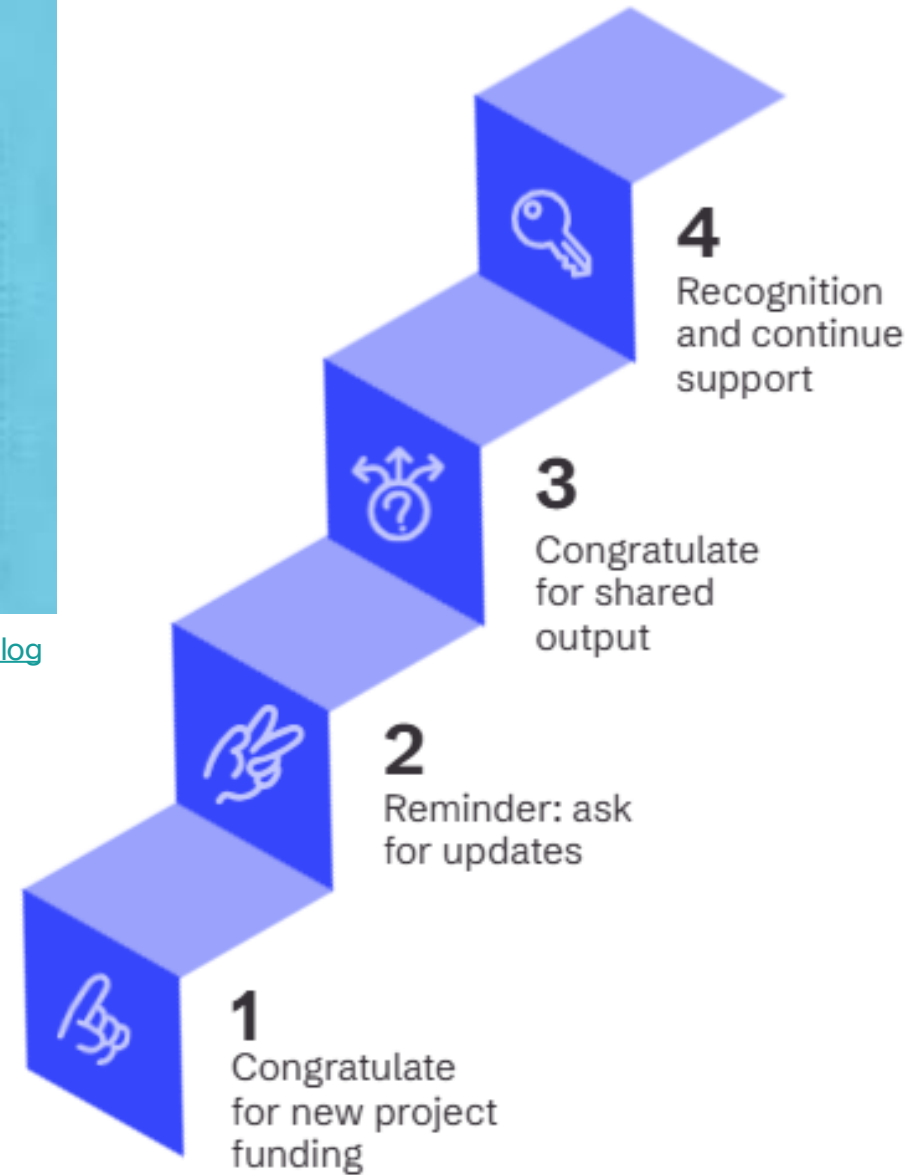
Show Filters | Clear Filters

Work Pac	Deliveral	Deliver	Deliverable Name	Description	Lead	Type	Dissemin	Due Date	New Due Da	Delivery Dat	Approval Date	Status	
WP1	D1.1	D6	Project handbook	Project handbook to describe the management str...	ULA	R	PU	30 Jun 20		20 Jul 2024	27 Jul 2024	Approved	
WP1	D1.2	D7	Progress report 1	Reporting to the Commission, Progress report 1	ULA	R	PU	31 Mar 20		31 Mar 20		Submitted	
WP1	D1.3	D8	Completed Data Manageme	Completed data management plan	ULA	DMP	SEN	30 Sep 20	30 Sep 20	26 Sep 20	22 Oct 2024	Approved	
WP1	D1.4	D9	Updated Data Management	Updated data management plan	ULA	DMP	SEN	30 Sep 20		30 Sep 20		Submitted	
WP1	D1.5	D10	Final Data Management Plar	Final Data Management Plan	ULA	DMP	SEN	31 Mar 20				Pending	
WP2	D2.1	D11	DEC plan/Communication a	Creation of DEC (dissemination, exploitation an...	UH	R	SEN	30 Sep 20	31 Oct 20	26 Sep 20	22 Oct 2024	Approved	
WP2	D2.2	D12	DEC plan (1st update)/Com	DEC plan (1st update)/Communication activity re...	UH	R	SEN	30 Sep 20	31 Oct 20	30 Oct 20		Submitted	
WP2	D2.3	D13	DEC plan (2nd update/Com	DEC plan (2nd update)/Communication activity rep...	UH	R	SEN	30 Sep 20	31 Oct 20			Pending	
WP2	D2.4	D14	Incorporation into the proje	Incorporation into the website of the framework...	UH	DEC	PU	30 Nov 20	31 Jan 20			Pending	
WP2	D2.5	D15	Webinar event	Webinar event launching the framework, template...	UH	DEC	PU	30 Nov 20	28 Feb 20			Pending	
WP2	D2.6	D16	Completed conference pres	Completed conference presentations (At European...	UH	R	PU	31 Mar 20				Pending	
WP2	D2.7	D17	Project report	Project report, including reports of accounts o...	UH	R	PU	31 Mar 20				Pending	
WP2	D2.8	D18	Policy brief 1	Policy brief	UH	R	PU	30 Sep 20		30 Sep 20		Submitted	
WP2	D2.9	D19	Policy brief 2	Policy brief	UH	R	PU	31 Mar 20				Pending	
WP3	D3.1	D20	Prototype framework	Prototype framework, including its rationale, d...	ULA	DEM	PU	31 Jul 202	30 Sep 20	30 Sep 20	22 Oct 2024	Approved	

iD	Data Type	Stage	Materiality	Project_Acronym	Work Package	Deliverable Related	Deliverable Name	Status
1	text and data mining	processed data	digital	AECED	WP1	D1.1	Project handbook	Approved
3	text and data mining	raw data	digital	AECED	WP1	D1.3	Completed Data Management Plan	Approved
6	text and data mining	processed data	digital	AECED	WP2	D2.1	DEC plan/Communication activity report 1	Approved
15	text and data mining	processed data	digital	AECED	WP3	D3.1	Prototype framework	Approved
16	text and data mining	processed data	digital	AECED	WP3	D3.2	Prototype guides	Approved
17	text and data mining	processed data	digital	AECED	WP4	D4.1	Report of methodological framework	Approved
18	text and data mining	processed data	digital	AECED	WP4	D4.2	Reports of case research designs	Approved
24	text and data mining	processed data	digital	AECED	WP6	D6.1	OEI - Requirement No. 1	Approved
25	text and data mining	processed data	digital	AECED	WP6	D6.2	OEI - Requirement No. 2	Approved
26	text and data mining	processed data	digital	AECED	WP6	D6.3	OEI - Requirement No. 3	Approved

FINDABILITY

STORING DATA IN A LAB COMPUTER   STORING DATA IN A DOMAIN SPECIFIC REPOSITORY

Fair-wizard blog

Published	Repository	Repositório Aberto

THE CORE WORKFLOW

THINK OUTSIDE THE BOX AND SOAR BEYOND LIMITS!

Fair-wizard blog

1 Congratulate for new project funding

2 Reminder: ask for updates

3 Congratulate for shared output

4 Recognition and continue support

Cycle	Frequency	Purpose & Message
E-mail follow-up cycle	Every 3 months	encourage, reminde, monitor research data and projects outputs

Congratulate for ongoing efforts and any recent achievements
Ask about the new / on going research project(s)
Remind the researcher of the importance and benefits of publishing and sharing data
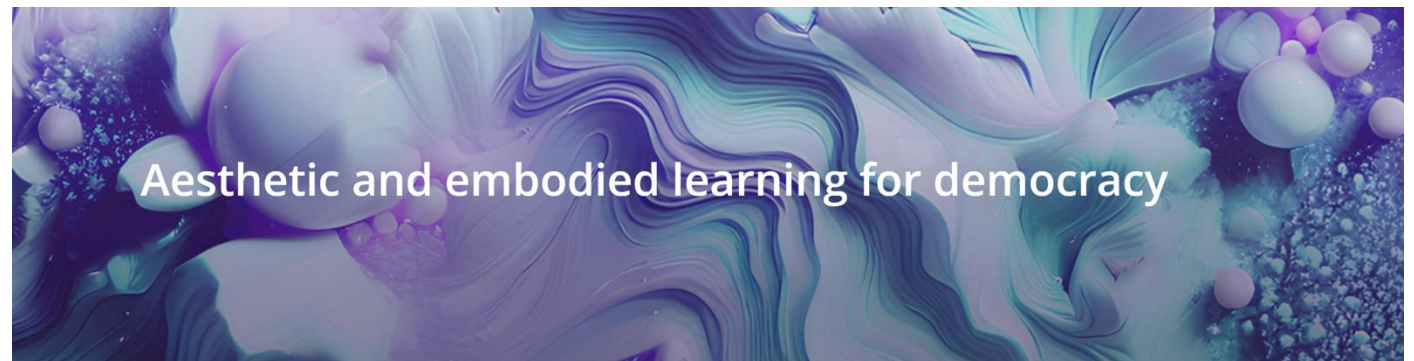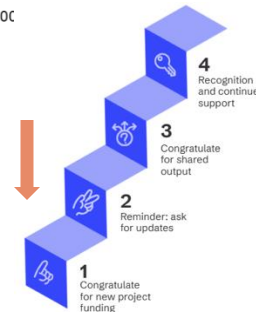Recommend to contact Serviços de Documentação for repository submission

Projecto Aprovado_AECED

Estimada Investigadora,
Parabéns pela aprovação da candidatura!
Gostaríamos de lembrar da importância e benefícios de partilhar dados e de os publicar.
Partilhar dados e os outputs do projeto aumenta a sua visibilidade e fortalece as oportunidades de financiamento futuro.
Recomendamos contactar os Serviços de Documentação sempre que surja alguma questão ligada à submissão no Repositório Aberto.
Estamos aqui para a apoiar assim como a toda a equipa!

Universidade Aberta, Rua Almirante Barroso, 38-G, 10(
www.uab.pt
www.cred4teach.eu
www.aeced.org

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4 Recognition and continue support
3 Congratulate for shared output
2 Reminder: ask for updates
1 Congratulate for new project funding

AECED
aesthetic and embodied learning for democracy

Aesthetic and embodied learning for democracy

Cycle	Frequency	Purpose & Message
Reminder (if no response)	in 2 weeks_after the e-mail	a polite follow-up asking for project updates_if no reply

Estimada Investigadora,
Pode ajudar-nos com notícias sobre os dados ou publicações do seu projeto?
Gostaríamos muito de atualizar o registo do seu projeto!
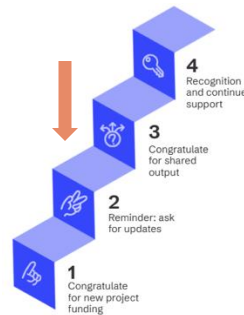
Istock image

Cycle	Frequency	Purpose & Message
Calendar invites	Recurs quarterly_same week as e-mail	reinforce the habit of sharing scientific outputs

This is your quarterly reminder to update us on your project's outputs or new data.
Let's keep your research visible and impactful!
publishing contact Serviços de Documentação for repository submission.

Enviar

Título   Lembrete_Resultados e dados de projeto

Obrigatório

Participantes Opcionais

Hora de Início   ter 02/12/2025   09:00   ☐ Todo o dia   ☐ 🌐 Fusos horários

Hora de Fim   ter 02/12/2025   09:00   🔄 Tornar Periódica

Localização

Caro Investigador,
Este é o seu lembrete trimestral para nos atualizar sobre novos resultados do seu projeto ou novos dados.
Agradecemos a sua colaboração!

Have a great day!

Don't forget to call!

TAX TIME!

Cycle	Frequency	Purpose & Message
Recognition e-mail	Whenever new outputs/data	celbrate and strengthen collaboration send congratulations and offer any help

Congratulate!

Nova Publicação_Projeto AECED

Estimada Investigadora,
Parabéns pela sua nova publicação!
Obrigado por contribuir para a visibilidade da investigação da nossa instituição.
Gostaríamos de reforçar que estamos disponíveis para algum eventual apoio que possa precisar.
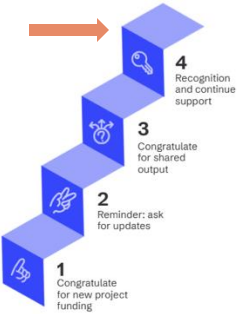Continuação de excelentes trabalhos!

Universidade Aberta, Rua Almirante Barroso, 38-G, 1000-013 Lisboa

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Tirar nomes

Cycle	Frequency	Purpose & Message
Infographics	1 ou 2 per year	show progress and collective achievements a visual report showing progress, engagement, and shared outputs + an updated one with endof-year results

Goal:
Showcase progress, celebrate achievements!

Purpose:
Transform metrics into a visual narrative — turning compliance into collective pride.

Content:
Number of researchers who shared data
Datasets and publications added to the repository as a result of R&I projects, per year
Number of active funded projects
A few highlighted success stories

Cycle	Frequency	Purpose & Message
E-mail follow-up cycle	Every 3 months	encourage, reminde, monitor research data and projects outputs
Reminder (if no response)	in 2 weeks_after the e-mail	a polite follow-up asking for project updates_if no reply
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Recognition e-mail	Whenever new outputs/data	celbrate and strengthen collaboration send congratulations and offer any help
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4 Recognition and continue support

3 Congratulate for shared output

2 Reminder: ask for updates

1 Congratulate for new project funding

*"And so, **I should ask, please, that you do not take what I say as something definite** or final, but rather as a conversation among friends."*
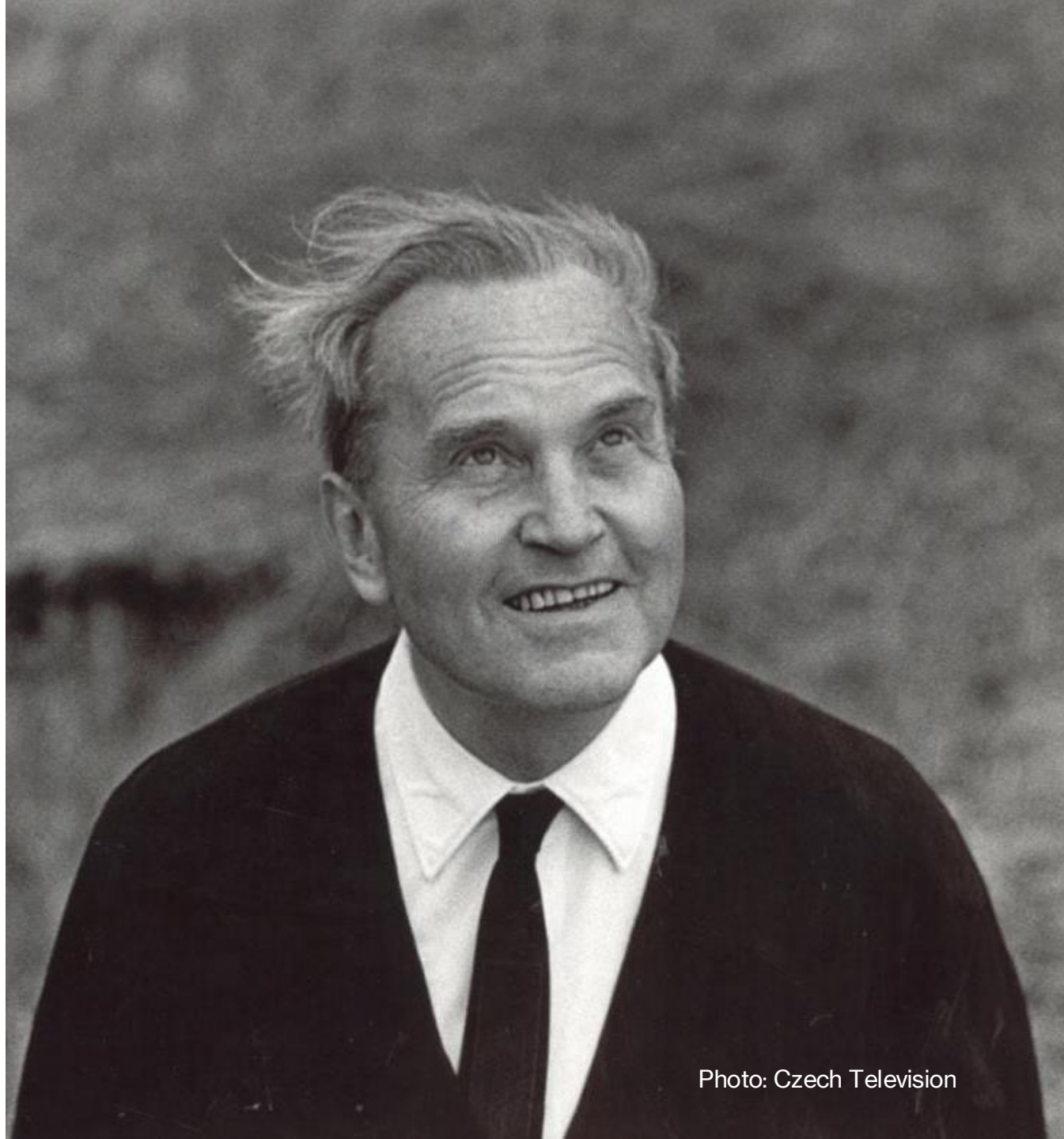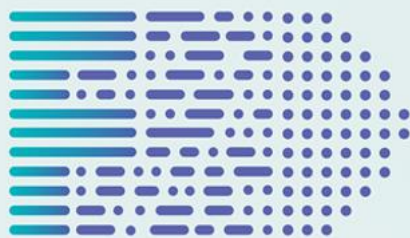
Jan Patočka

Plato and Europe, 1991

Photo: Czech Television

Thank you!

Direção de Serviços de Apoio a Projetos
Universidade Aberta

Obrigado!