



Open Science

SCIENTIFIC INFORMATION MANAGEMENT,
REPOSITORIES AND OPEN SCIENCE OFFICE
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Universidade do Minho

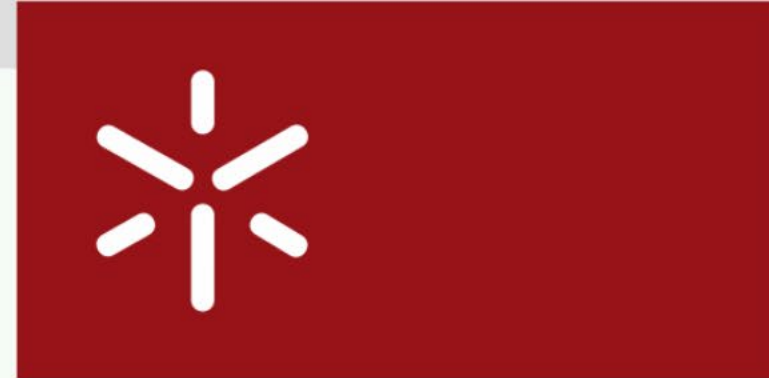
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CORETRUSTSEAL CERTIFICATION – MUCH MORE THAN A CERTIFICATION: empowering DataRepositoriUM's processes towards FAIR data and skilled data curators

07 june 2026 | Dataverse 2023



The screenshot displays the Data RepositórioUM website. At the top, there is a navigation bar with links for 'Adicionar Dados', 'Pesquisar', 'Guia de Utilizador', 'Suporte', 'Português', 'Criar Conta', and 'Iniciar Sessão'. Below this, a search bar contains the text 'Pesquisar este dataverse...' and a search button. The main content area shows search results for '1 a 10 de 111 Resultados'. The results list includes various datasets such as 'Laboratório de Aprendizagem e Comportamento Animal', 'QuestFEB', 'Inquérito de satisfação aos participantes do 3.º Fórum de Gestão de Dados de Investigação', and 'HIV Infection / AIDS Dataverse'. Each result entry includes a brief description and a link to the dataset. On the left side, there are filters for 'Dataverses (45)', 'Datasets (66)', and 'Ficheiros (173)'. Below these are sections for 'Categoria do Dataverse', 'Ano de Publicação', 'Autor: Nome', 'Assunto', 'Palavra-chave: Termo', 'Data de Depósito', 'Produtor: Nome', 'Data de Produção', 'Colaborador: Nome', and 'Informação de Financiamento'. At the bottom of the page, there is a footer with 'SUPPORT' information, 'Normas Gerais', 'Contact-us', and 'Copyright © 2021'.



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Data RepositórioUM

Launched on February 17th, 2020

<https://datarepositorium.uminho.pt>



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ESTRATÉGIA INSTITUCIONAL PARA A GESTÃO DOS DADOS DE INVESTIGAÇÃO: ESTUDO E RECOMENDAÇÕES

Relatório do grupo de trabalho constituído por:

Rui L. Reis, Vice-reitor (coordenador), Eloy Rodrigues (Serviços de Documentação), Eugénio Ferreira (Centro de Engenharia Biológica), Joana Palha (Instituto de Ciências da Vida e da Saúde), José Manuel Meijome (Centro de Física), Manuela Gomes (Grupo de Investigação 3B's), Miguel Gonçalves (Centro de Investigação em Psicologia), Moisés Martins (Centro de Estudos de Comunicação e Sociedade), Natália Monteiro (Núcleo de Investigação em Políticas Económicas), Paulo Novais (Centro Algoritmi), Pedro Príncipe (Serviços de Documentação).

Setembro de 2017

<http://hdl.handle.net/1822/63930>



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DATA REPOSITORY IS A SERVICE INTEGRATED IN THE RDM STRATEGY DEFINED FOR UMINHO

COMPONENTS OF THE STRATEGY FOR RESEARCH DATA MANAGEMENT AT UNIVERSITY OF MINHO (2018)

Policies (OA, OS, RDM) at UMinho

Infrastructure - systems and services

- Data Box UMinho
- Open Data RepositóriUM
- Data Catalogue
- Software RepositóriUM
- Data vault

Tools

- Online Data Management Plans
- License selector
- Metadata and documentation
- Digital Object Identifier register

Training

- Library training actions (OS cafés)
- Open Science e-learning courses
- Data Champions best practices sessions
- Practical courses for Data Science
- RDM in post-graduate training

Licenses, data protection and intellectual property (support and consulting)

DataRepositóriUM & the Core Trust Seal



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A goal since the beginning...

The trustworthiness certification established by CoreTrustSeal was one of the goals established for the first years of the service's operation,

along with the registration in the main world directories and metadata aggregation systems, such as RE3DATA, FAIRsharing or OpenAIRE.

TRUSTED REPOSITORY

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Registered in directories	Aggregated in reference services	Certificate of Trustworthiness
 re3data.org REGISTRY OF RESEARCH DATA REPOSITORIES	 OpenAIRE	 CORE TRUST SEAL soon
 FAIRsharing.org standards, databases, policies	 DataCite FIND, ACCESS, AND REUSE DATA	
	 Google Scholar	

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“Perfect is the enemy of the good



The repository was made available in production even though we knew about the imperfections.

More than presenting the activities developed with the certification process, we want to highlight the relevant role of the process itself:

- **the improvement of the data repository procedures towards its trustworthiness;**
- **self-training potential of the process itself.**





DataRepositóriUM & the Core Trust Seal

CTS was a process defined from the beginning to bridge the gaps we had in our data repository service.

- Workflows definition and improvements;
- Establishment of policies...
- Proper documentation about the repository service;
- Alignment with other institutional components.



CTS application is part of a goal of a national project - PortAberta

We started the process in a project meeting between UMinho and IPBragança.

(April 2022)

PORTABERTA

Portal de Investigação para a Ciência Aberta

<https://portaberta.pt/en/sobre-o-projeto/>





Much more than the seal of trust...

The application was prepared in na **iterative process** inside the OS UMinho team and the PortAberta project.

From this process is strongly **emphasised the pedagogical role of the self-assessment instrument** that the CTS represents.



AÇÕES - materiais a produzir

Requisitos onde devem ser mencionados	Documentação / Materiais a criar	QUEM
R0.3	Criar guia/checklist genérica e disciplinar sobre metadados (usar como base os textos para os metadados disciplinares disponibilizados pelo Dataverse)	André Paula
R0.3	Publicar guia PORTAGE e colocar link na página do about	Paula
R0.5 R1	Fazer política de preservação	Quem? Pedir proposta Keep
R4	Inserir Termos de Uso na página do "About"	Paula
	tradução dos termos de uso para inglês	Paula
R1	Adicionar a informação do mandato/missão da biblioteca que indica que assume a responsabilidade de gestão do repositório.	
R3	Solicitar política de desastres e recuperação à <u>USSIC</u> / inform	
R4	1) Incluir página de Ética e de Proteção de dados nos nossos guias 2) Criar página no About "Cumprimento de código de ética e RGPD" de baixo de "Sobre" 3) Incluir info no boletim de preparar dados	André
R6	Criar página para demonstrar a existência do grupo de coordenadores/responsáveis de unidades de investigação (na página de CA da UMinho).	
R9	Identificar junto da <u>USSIC</u> forma de backup, storage assim o assumir de sistema de redundância → documentação de todo o processo	



Dataverse CTS support documentation was key

- Great and useful contribution from the Dataverse community that provides a set of support materials to prepare the certification request.

The screenshot shows the Dataverse Project website. The navigation bar includes 'Dataverse Project', 'About', 'Community', 'Best Practices', 'Software', and 'Contact'. The main content area is titled 'Dataverse Software Guide for CTS Certification' and includes a table of contents on the left and a main text area on the right.

CONTENTS	
<i>Dataverse Software Guide for CTS Certification</i>	
Introduction	
OAIS Reference Model and the Dataverse Software	
R0.1. Repository Type	
R0.3. Brief Description of the Repository's Designated Community	
R0.4. Level of Curation Performed	
R0.5. Insource/Outsource Partners	

Dataverse Software Guide for CTS Certification
Version 1, published 2021-03-08

The Dataverse Project community has written this guide to help collection support staff of Dataverse repositories, as well as those considering using the Dataverse software, apply for the CoreTrustSeal (CTS) certification.

This guide describes how the core functionality and design principles of all 4.0+ versions of the Dataverse software, as well as the Dataverse community itself, can help collection support staff complete most sections in the most recent version of the CTS application. The guide also includes answers from the successful CTS applications of three Dataverse repositories.

Substantive updates to the guide will be made once a fiscal year (July-June) to account for relevant changes to the Dataverse software and the CTS application, and to incorporate feedback that we receive and collect from users of the guide.

<https://dataverse.org/cts-guide>

The certification self-assessment process included the following stages:



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- analysis and documentation of the global vision of the CoreTrustSeal requirements;
- self-diagnosis and identification of the most critical gaps in complying with the requirements;
- **documentation of the processes and policies** associated with the requirements that are partially complied with, but not yet sufficiently documented;
- creation of the **service processes and policies** associated with the requirements that have not been complied with or are partially defined;
- publication of the information and documentation of the processes on a **public webpage** providing support to the DataRepositóriUM;
- link with the USDB Quality Management System of the processes and policies defined within the CoreTrustSeal certification framework.



Mission and Objectives

General Norms

Terms of Use

Code of Ethics and GDPR

Integrations and External Serv

Guides

Factsheets

Tutorials

Webinars

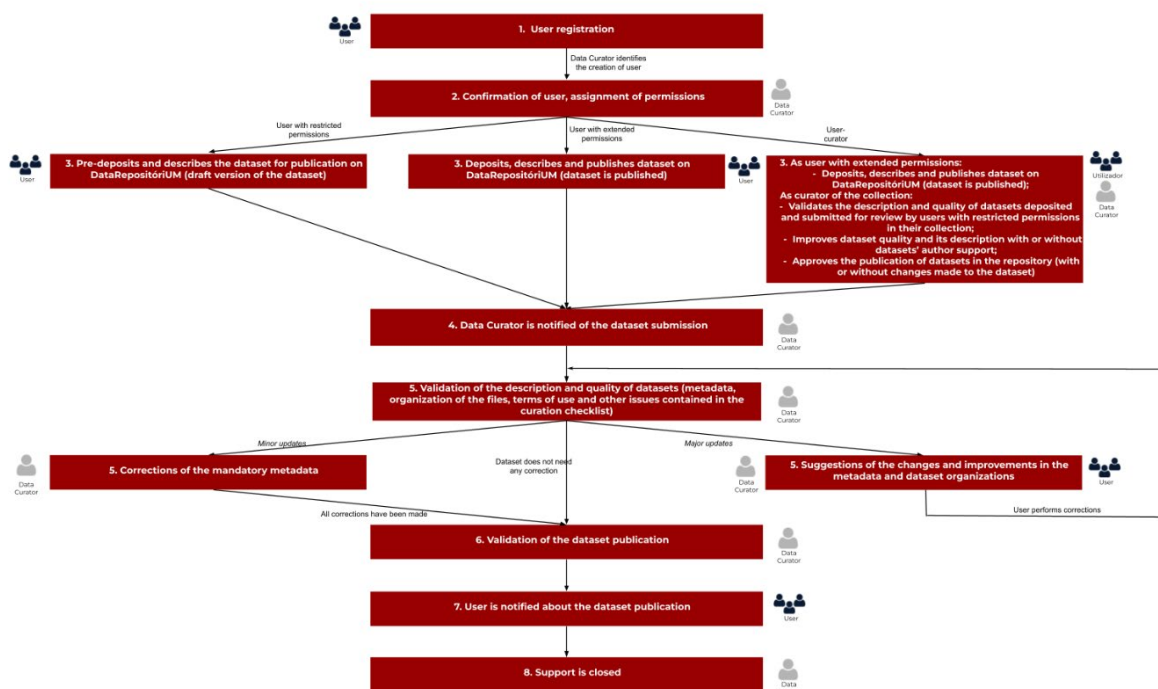
FAQs

FOR SHARING, PUBLISHING AND MANAGING RESEARCH DATA! SECURE

TAKE ADVANTAGE OF THE INSTITUTIONAL INFRASTRUCTURE TO GUARANTEE ACCESS TO YOUR DATA, CONNECT TO PUBLICATIONS AND PRESERVE IT FOR THE LONG TERM!

DataRepositóriUM Data Curation Workflow

The publication of datasets in DataRepositóriUM includes the following steps (Figure 1):



R NOW!

PRESERVATION POLICY

[Version 1.0, January 2023]

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GESTÃO DE INFORMAÇÃO CIENTÍFICA,
REPOSITÓRIOS E CIÊNCIA ABERTA

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