



## Jisc Final Report

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## 2 Project Summary

The KAPTUR project brought together four institutions: The Glasgow School of Art; Goldsmiths, University of London; University of the Arts London; and the University for the Creative Arts. It was a highly collaborative project led by the Visual Arts Data Service, a research centre of the University for the Creative Arts.

The project affected real change in the way research data is managed in the visual arts. At the beginning of the project none of the specialist arts institutions, or art departments in multidisciplinary institutions, had research data management policies or infrastructure. Less than 18 months later all four partner institutions have policies available to view on the Digital Curation Centre website and have agreed plans of action which will ensure the work of the project is sustained beyond the Jisc funding.

The KAPTUR project has had many successes which are detailed in the final report, highlights include: improvement of the understanding of the nature of visual arts research data across the UK HE sector; easily re-useable outputs and templates including a Research Data Management Discussion paper, training plan, toolkits, IT Costs model and Business Plan; and a detailed analysis of technical systems suitable to manage visual arts research data which has resulted in efficiency savings for other institutions.

## 3 Main Body of Report

### 3.1 Project Outputs and Outcomes

Output / Outcome Type	Brief Description and URLs (where applicable)
<b>tangible outputs</b>	
project website	<a href="http://vads.ac.uk/kaptur/">http://vads.ac.uk/kaptur/</a>
project blog	<a href="https://kaptur.wordpress.com/">https://kaptur.wordpress.com/</a>
Environmental Assessment report	<a href="http://www.research.ucreative.ac.uk/1054/">http://www.research.ucreative.ac.uk/1054/</a> and methodology available here: <a href="http://www.slideshare.net/kaptur_mrd/kaptur-environmental-assessmentmethodologypublic">http://www.slideshare.net/kaptur_mrd/kaptur-environmental-assessmentmethodologypublic</a>
Research Data Management Discussion paper	<a href="http://www.slideshare.net/kaptur_mrd/research-data-management-rdm-discussion-paper">http://www.slideshare.net/kaptur_mrd/research-data-management-rdm-discussion-paper</a>
Technical Analysis report	<a href="http://www.research.ucreative.ac.uk/1239/">http://www.research.ucreative.ac.uk/1239/</a>
Training plan	<a href="http://www.slideshare.net/kaptur_mrd/kaptur-rdmtrainingplan">http://www.slideshare.net/kaptur_mrd/kaptur-rdmtrainingplan</a>
5 training workshops (four required)	Four workshops held as required for KAPTUR project, presentations/materials available here: <a href="http://www.slideshare.net/kaptur_mrd/tag/rdmtraining">http://www.slideshare.net/kaptur_mrd/tag/rdmtraining</a>  Additional workshop held for UCA researchers on 13 <sup>th</sup> March 2013
3 toolkits (two required)	1. Introduction to Research Data: <a href="http://xerte.ucreative.ac.uk/xertetoolkits/play.php?template_id=35">http://xerte.ucreative.ac.uk/xertetoolkits/play.php?template_id=35</a> 2. Data Management Planning: <a href="http://xerte.ucreative.ac.uk/xertetoolkits/play.php?template_id=38">http://xerte.ucreative.ac.uk/xertetoolkits/play.php?template_id=38</a> 3. Managing the Material: <a href="http://xerte.ucreative.ac.uk/xertetoolkits/play.php?template_id=34">http://xerte.ucreative.ac.uk/xertetoolkits/play.php?template_id=34</a>
4 research data management policies	Available from: <a href="http://www.dcc.ac.uk/resources/policy-and-legal/institutional-data-policies/uk-institutional-data-policies">http://www.dcc.ac.uk/resources/policy-and-legal/institutional-data-policies/uk-institutional-data-policies</a>
3 pilot demonstrator systems (one required)	DataStage: <a href="http://vads.ac.uk/kaptur/outputs/datastage">http://vads.ac.uk/kaptur/outputs/datastage</a> CKAN: <a href="http://vads.ac.uk/kaptur/outputs/ckan">http://vads.ac.uk/kaptur/outputs/ckan</a> EPrints: <a href="http://vads.ac.uk/kaptur/outputs/eprints">http://vads.ac.uk/kaptur/outputs/eprints</a>
UK HE workshop (additional workshop)	Managing the Material: Tackling Visual Arts as Research Data, HEFCE, London, 14 <sup>th</sup> September 2012 <a href="http://kapturmrd01.eventbrite.co.uk/">http://kapturmrd01.eventbrite.co.uk/</a>
IT Costs Model	<a href="http://www.slideshare.net/kaptur_mrd/kaptur-it-costs-public">http://www.slideshare.net/kaptur_mrd/kaptur-it-costs-public</a> (N.B. report includes link to the spreadsheet which is available on VADS site)
external presentations/papers/publications (three required)	3 available from: <a href="http://research.ucreative.ac.uk/view/projects/KAPTUR.html">http://research.ucreative.ac.uk/view/projects/KAPTUR.html</a>  Additionally presentations and documents given throughout the project are available from: <a href="http://www.slideshare.net/kaptur_mrd">http://www.slideshare.net/kaptur_mrd</a>
5 case studies (four required)	<a href="http://vads.ac.uk/kaptur/outputs/Goldsmiths2013.pdf">http://vads.ac.uk/kaptur/outputs/Goldsmiths2013.pdf</a> <a href="http://vads.ac.uk/kaptur/outputs/GSA2013.pdf">http://vads.ac.uk/kaptur/outputs/GSA2013.pdf</a> <a href="http://vads.ac.uk/kaptur/outputs/UAL2013.pdf">http://vads.ac.uk/kaptur/outputs/UAL2013.pdf</a> <a href="http://vads.ac.uk/kaptur/outputs/UCA2013.pdf">http://vads.ac.uk/kaptur/outputs/UCA2013.pdf</a>  Additional case study requested by the project partners on the technical aspects: <a href="http://vads.ac.uk/kaptur/outputs/Technical2013.pdf">http://vads.ac.uk/kaptur/outputs/Technical2013.pdf</a>

Conference	Research data matters in the visual arts, RIBA, London, 6 <sup>th</sup> March 2013 <a href="http://kapturmrd.eventbrite.co.uk/">http://kapturmrd.eventbrite.co.uk/</a> and <a href="http://vads.ac.uk/kaptur/bag.html">http://vads.ac.uk/kaptur/bag.html</a> and <a href="http://www.slideshare.net/kaptur_mrd/tag/conference">http://www.slideshare.net/kaptur_mrd/tag/conference</a>
<b>outcomes</b>	
knowledge built	KAPTUR has developed knowledge, experience, and skills in how to best manage visual arts research data, which has been shared and built-up across the four partner institutions, the Kultur II Group community, and the wider arts sector through dissemination internally and at external events
knowledge shared	KAPTUR has engaged with the wider Jisc community through Jisc MRD programme events, DCC events, and the KAPTUR workshop and conference, all of which included representatives from UK, internationally as well as an online audience (via Twitter).
cost and efficiency savings	by working together collaboratively the four partner institutions have achieved significant cost and efficiency savings; as the outputs produced are also freely available online for use and re-use these savings will also be spread to other UK institutions
increased awareness of the nature of visual arts research data	one of the key aims of KAPTUR was to carry out research into the nature of visual arts research data; this research in the form of the Environmental Assessment report was then disseminated in a number of different ways including peer-reviewed papers and presentations; discussions about the nature of visual arts research data have permeated the whole project and a summary is available here: <a href="https://kaptur.wordpress.com/2013/01/23/what-is-visual-arts-research-data-revisited/">https://kaptur.wordpress.com/2013/01/23/what-is-visual-arts-research-data-revisited/</a>
increased awareness of RDM best practice	KAPTUR has increased awareness of RDM best practice in three main ways: 1. the project team informed themselves by attending DCC and other relevant events about research data and conducting their own original research; 2. the four Project Officers spread their knowledge and encouraged discussions within the four partner institutions internally; 3. the project team as a whole disseminated their research and knowledge through attendance and presentations at a wide range of external events
senior management support for RDM in the longer term	senior management support was an important requirement of the Jisc MRD programme; the KAPTUR project has enhanced and built upon those relationships through the role of the Project Officers and through the auspices of the Steering Group meetings; despite changes to Project Sponsors during KAPTUR the relationships forged will be sustained in the longer term
better understanding of the needs of arts researchers	the information gathered throughout the project, and especially the relationships built between the four Project Officers and researchers at their institutions, has informed a much better understanding of the needs of arts researchers
increased profile of arts research	KAPTUR has played a part in raising the profile of arts research within the arts and the broader sector through external and online dissemination of the project and by encouraging and enabling awareness of RDM best practice
increased likelihood of funding	by complying with funder requirements (such as the existence of RDM policies, systems, training and support for DMP creation) the four partner institutions have increased their likelihood of successful funding bids; a positive outcome already is the AHRC funded VADS4R project

### 3.2 *How did you go about achieving your outputs / outcomes?*

#### 3.2.1 KAPTUR narrative

## Background

The Jisc MRD second programme (2011-13) built upon the successes of the first programme (2009-11) and also coincided with significant changes in the funding landscape such as the EPSRC Policy Framework on Research Data.

KAPTUR has its roots in the Jisc-funded Kultur project (2007-09) which established a model for start-up research repositories in the arts including repositories at University of the Arts London and the University for the Creative Arts. The Kultur project addressed the needs of arts researchers and research outputs specifically and was followed up with the Kultivate project (2010-11) which crossed over and engaged with the Jisc MRD funded Project CAiRO (2010-11) and Jisc Incremental project (2009-11). The KAPTUR project continued the highly collaborative approach of the Kultur and Kultivate projects, extended it to four partner institutions focused on research data.

## What is visual arts research data?

Throughout the project one of the central issues has been the definition of visual arts research data and its accompanying terminology. The original bid used the terminology of the Jisc programme which was 'research data' and discussed the different forms this might take in the visual arts, such as 'logbooks, journals, workbooks, sample libraries and sketchbooks'. During the Environmental Assessment work package it became clear from interviewee responses that terminology was an issue. The project team discussed using the terms 'documenting the process', and later on in the project we also used 'managing the material' for a workshop event.

KAPTUR has provided examples of visual arts research data through its project outputs (such as images on the website), through the Environmental Assessment report, and through the participation of arts researchers in both the workshop and conference providing mini-case studies to a wider external audience.

The discussions continued through several external papers and presentations as well as internal and external project events held which incorporated participant feedback into a definition of visual arts research data ([Appendix C](#)). During creation of the KAPTUR toolkits the definition was again a topic of discussion; the project outcome is that we have a definition but also invite further discussion and debate - the toolkits facilitate that process after the end of the project.

## Future expectations

KAPTUR has been a successful pilot project covering and trialling a range of approaches across all the aspects of effective RDM – evaluation, policies, technical infrastructure, training and dissemination. The project partners have set out in their Business and Sustainability plans how they will work towards the implementation of their RDM policies after the end of the project funding. KAPTUR has provided re-usable and customisable methods, templates and toolkits through partner collaboration and iterative feedback. The relationships built during KAPTUR have already informed and supported future collaborative working and funding opportunities such as the AHRC-funded VADS4R project (2013-14).

### 3.2.2 Aims and Objectives

The original aims and objectives of the KAPTUR project were:

1. to investigate the current state of the management of research data in the arts;
2. to develop a model of best practice applicable to both specialist arts institutions and arts departments in multidisciplinary institutions;
3. to apply, test and embed the model with the four institutional partners; and
4. to create a pilot demonstrator research data management system.

They have been addressed in the following ways:

1. The project team began by investigating the current state of the management of research data in the arts through the Environmental Assessment work package. This involved the four Project Officers engaging with arts researchers through a series of 8 informal interviews and 16 one-hour recorded interviews as well as the whole team undertaking a literature review. The data was analysed collaboratively to form the Environmental Assessment report; contact continued with the main interviewees during the project and the report was revisited in the form of a peer-reviewed paper published for an international journal (Electronic Visualisation and the Arts (EVA), London, July 2012).

2. KAPTUR developed a model of best practice, applicable to both specialist arts institutions and arts departments in multidisciplinary institutions. The model was based upon a collaborative methodology and iterative feedback on the main work packages with the four Project Officers acting as lynchpins for the work within each partner institution and supported by senior management in the form of Project Sponsors. More details are provided at [3.2.3.1 Project Methodology](#) below. Feedback from the third and final steering group meeting (January 2013) indicated that the highly collaborative approach had been very helpful, and that the structure enabled a substantial amount of work to be done both within the institutions and by the project team.

3. The model was applied, tested and embedded with the four institutional partners. The content of the work packages was completed using the overall project methodology as mentioned above, each stage was tested by the project partners and collaborative feedback ensured any required changes were made before outputs were published. For example during the Environmental Assessment the Project Officers conducted 8 informal interviews and discussed the results collaboratively before the formal interview questions were drafted; during the Modelling work package an RDM Discussion paper was produced and shared which the partner institutions were able to customise and use or follow their own appropriate approach – each institution shared their own approach and lessons learned in the team meetings building knowledge within the project team. The model was embedded within the institutions through the roles of the Project Officers and the relationships built within the institutions by the Officers and Sponsors during the project resulting in longer term changes and sustainability of the project outputs. The Project Officers were recruited from existing staff and effectively up-skilled during the course of the project, with the support of the Project Sponsors they instigated longer term communication structures such as working groups and establishing procedures to ensure continuous review of the RDM policies post-project.

4. The KAPTUR technical work package included technical analysis, pilot infrastructure and the option for the four institutions to adopt that software within the pilot or after the pilot. Using the information gathered from KAPTUR, the partners have also started to explore the possibility of various options which would fit into their own institutional infrastructure.

In addition to the technical work package, the Technical Manager responded to the KAPTUR Steering Group's request to create an IT Costs Model, this was circulated and used by the project partners with a subsequent public version receiving praise in the sector from other institutions, the Digital Curation Centre and the Jisc MRD programme manager Simon Hodson.

The technical analysis which was ratified by the project partners sought to pilot an instance of DataStage to EPrints and an instance of Figshare with EPrints. The partner institutions evaluated these set-ups and it was agreed that neither was viable, therefore at a late stage in the project (November 2012) it was agreed to pilot another instance of CKAN with EPrints. This has also been completed.

The findings are that the instance of CKAN with EPrints is likely to be worth continuing to develop and use, its sustainability model is stronger than the other two pilot set-ups and the Open Knowledge Foundation, a not-for-profit open source software community, supports it. However, at the current time it has not been possible to fully integrate the latest version of CKAN (2.0) with EPrints 3.3.

Work in this area has been done by other Jisc funded projects such as the Lincoln Orbital Project ([orbital.blogs.lincoln.ac.uk/](http://orbital.blogs.lincoln.ac.uk/)) and Bristol Data.bris project ([data.bris.ac.uk/](http://data.bris.ac.uk/)). And although the Orbital Project released the software developed to interact with CKAN and EPrints, versioning issues with both CKAN and EPrints meant that the software developed was not compatible with the version installed. Also, as the Orbital Project states on its blog, the software developed is in part bespoke to the Lincoln systems and after conversations with their developers it was advised to wait until the final release was made before attempting to use the code in other repositories and systems. Finally the development team at CKAN advised to wait until the formal release of its latest version (2.0) before attempting to connect and interact with EPrints, this with the idea of avoiding duplication of work, bug fixing and compatibility issues in the future.



### 3.2.3 Project Methodology and Evaluation

#### 3.2.3.1 Project Methodology

KAPTUR was led by VADS in collaboration with four partner institutions. The Project Director was responsible for the overall strategic direction with operational management and reporting carried out by the Project Manager and Project Officers based at the partner institutions. The Project Officers were each given high-level support from a Project Sponsor which ensured senior management buy-in for the project aims and objectives. A Technical Manager based at VADS worked closely with the Project Officers on the technical aspects of the project.

Using the structure of the work packages the project team met monthly to have face-to-face discussions about ongoing work also sharing challenges and issues. Additionally the Project Manager and team maintained weekly contact via telephone and email. The support provided through the auspices of the project team enabled greater cohesion particularly in view of the challenges faced with personnel changes (two different Project Sponsors and two different Project Officers were necessarily appointed during the project) and institutional re-structuring changes.

The Project Manager posted monthly blog posts about progress and provided a series of newsletters for the Steering Group. The Project Manager also coordinated work across the four institutions ensuring that the team shared event reports via the blog and any presentations via SlideShare thereby building up a resource for the team and the wider community. One of the benefits of being part of the Jisc MRD programme was the wide variety of programme and project events, opportunities to learn from other projects, as well as an exceptional level of support provided by the DCC. In the case of the University of the Arts London they were able to benefit from an additional Institutional Engagement project with DCC and also feed this back into the KAPTUR project sharing lessons learned with the other project partners.

Not including Project Management, there were 6 main work packages, these were:

1. Environmental Assessment – the team investigated the nature of visual arts research data
2. Technical Infrastructure – the Technical Manager worked with the four partner institutions to investigate an appropriate system for effectively managing visual arts research data
3. Modelling – the four partner institutions created RDM policies
4. Training and support – the team held RDM training workshops and created toolkits
5. Evaluation and sustainability – the project was evaluated throughout and sought to support the four partner institutions to sustain RDM best practice for the longer term
6. Dissemination - details of project dissemination form [Appendix D](#) of this report.

#### 3.2.3.2 Project Evaluation

According to the Evaluation Plan in the original KAPTUR Project Plan, successes can be recorded as follows:

- Work packages completed to budget and mostly to time.
- Project documentation approved by Jisc.
- Partner commitment to the project demonstrated by the signed consortium agreement and completion of the project – this was met despite changes of personnel throughout the project.
- The technical infrastructure work package would have ideally resulted in pilot demonstrator systems established at four partner institutions however for the reasons noted under section 4 of [3.2.2. Aims and Objectives](#) this could not be realised during the timeframe of the project. However the project partners have been able to make use of different pilot research data repositories and the guidance from KAPTUR is that an instance of CKAN with EPrints is likely to be worth continuing to develop and use once CKAN version 2.0 is in a stable release.
- Engagement with researcher community demonstrated by their positive feedback and involvement in KAPTUR. Arts researchers were involved in the Environmental Assessment work package and were engaged throughout the project as speakers at the workshop and conference and with uploading research data to the pilot EPrints repository.
- Business and sustainability – the four partner institutions now have plans in place to sustain their RDM policies and systems for the longer term.
- The final stage of evaluation will be when this report is accepted by Jisc and made publicly available.



### 3.3 **What did you learn?**

#### 3.3.1 **What worked well?**

- **Recruiting from existing staff** – by recruiting from existing staff the project was able to begin on time in October 2011 without being delayed by a recruitment process. Although the project required building up new relationships across departments, as the staff were already based within the institutions this saved some time which would have been spent on initial familiarisation. By working with existing staff it was more likely that they would remain working for the institution post-project and that the skills built up during the project would therefore be embedded within the institutions.
- **Institutional collaboration** – the Project Officers have reported that the collaborative aspects of KAPTUR were really beneficial in both providing support and inspiration. Collaboration has been a key aspect of the project not just between the four partner institutions but also within each institution as well. During the third and final steering group meeting's plenary session (January 2013) the group reported that 'collaboration has been very helpful'. An example comment from a senior manager within one of the partner institutions: 'I have benefited by learning about the techniques other institutions have used to encourage their artists to collect research data and the progress that they have made in establishing data repositories specific to the needs of creative practice researchers.'
- **Engagement with arts researchers** – the Project Officers have reported that all opportunities to engage with arts researchers were fruitful in terms of informing the project team and research undertaken by KAPTUR. During the steering group meetings the group was particularly interested to hear of examples of visual arts research data and the experiences of arts researchers. Feedback from the KAPTUR workshop and conference suggested that the opportunity to speak with arts researchers was particularly useful; an example comment from the feedback: 'It was good to see the examples of actual projects and activities and hear what the artists involved considered to be their 'data'. I feel that I would now be able to talk to visual artists about managing their research data without feeling like quite such an ignorant fool.'
- **Role of Project Sponsors** – the support of senior management was a requirement of the bid process and it is also usual practice to have a Steering group or Project Advisory board for most projects. However during the project having senior management buy-in was really essential to the success of KAPTUR due to the requirement to realise high-level institutional change in the form of RDM policy development and budgeting for longer term RDM training and support.

#### 3.3.2 **What could have been done better?**

- **Statistics gathering** – as required by the Jisc MRD programme this final report includes an appendix on benefits gathered incorporating statistics gathered throughout the project. This appendix has taken considerable time to put together, partly due to the variety and amount of data collection required. The Project Manager's preference would have been to make more use of the lead institution's research outputs repository but due to several factors (speed, ease of access, collections policy) it was necessary to make use of a range of solutions including SlideShare therefore the statistics are diluted in their concentration
- **Time assigned to create toolkits** – during the Training and Support work package there were three clear steps – the creation of the training plan (1) which was used to inform the four institutional workshops (2) feedback and materials from which was to be used to create the toolkits (3). However due to unavoidable staff and institutional changes the delivery of the workshops was delayed; only one institution was able to hold their workshop to schedule in November (2012), the other three workshops were held in mid-January, late-January and late-February (2013). Although the Project Manager re-scheduled other tasks in order to free up team time, and brought in additional resources in February and March, in practice due to large tasks such as the end of project conference in March, there was not enough time available to fully implement the toolkits. The three toolkits were completed by the Project Manager by mid-April; however it has not been possible to make all the project team's requested changes e.g. interface design and to deposit within JORUM. Some of this work is now being carried on through the VADS4R project. As the toolkits were developed using Xerte Online Toolkits they can be customised and re-purposed by each partner institution as required.

### 3.4 Immediate Impact

Stakeholder/s (as identified in project plan)	Immediate Impact
Jisc	KAPTUR has contributed to all Jisc MRD programme events either through attendance or presentation ( <a href="#">Appendix D</a> ). External dissemination, whether through social media such as Twitter or the blog or through international peer-reviewed presentations and papers, has referenced the funder's name and details, for example by using the programme hashtag, therefore contributing to statistics for the programme and funder. The KAPTUR project has a clear 'outputs' page ( <a href="http://vads.ac.uk/kaptur/outputs/">http://vads.ac.uk/kaptur/outputs/</a> ) which has enabled easy access during and post-project for Jisc to signpost the work it has funded to its stakeholders. KAPTUR has promoted the work of the previous Jisc MRD programme and built further upon this to ensure efficiency savings by not 'reinventing the wheel' and instead adding value.
Visual Arts Data Service (VADS)	Research undertaken through KAPTUR has contributed to the development of VADS's national and international profile, and complemented existing work by VADS with the visual arts community. It has led to an additional funding award from the AHRC for the VADS4R project which will continue to develop RDM training and support for arts researchers.
University for the Creative Arts	As the lead Institution KAPTUR has developed the University's national and international profile including contributions to the institution's research repository ( <a href="http://www.research.ucreative.ac.uk/view/projects/KAPTUR.html">http://www.research.ucreative.ac.uk/view/projects/KAPTUR.html</a> ). The University now has an RDM policy, has held two training workshops (January and March 2013) and is again the lead institution for the VADS4R project.
Glasgow School of Art	As a KAPTUR partner, the project has developed the University's national and international profile, for example through the contributions of the GSA Project Officer to external presentations and papers such as at DCC events and the IDCC conference 2013. The University's draft RDM policy (already approved at high committee level) is expected to be officially approved in May 2013. The GSA Project Officer has incorporated RDM training and support into existing research training provision (session for MRes Creative Practices, October 2012) as well as held a KAPTUR training workshop (January 2013). GSA is now a partner in the VADS4R project.
Goldsmiths, University of London	As a KAPTUR partner, the project has developed the University's national and international profile, for example the Goldsmiths Project Officer was invited to present at a variety of events including an RSP webinar, CILIP event (both July 2012) and an ARMA event (March 2013). The research and project work focused on the visual arts but will now be reviewed in the light of the multidisciplinary nature of the institution supported by the RDM policy and KAPTUR toolkits. Goldsmiths have been trialling an instance of EPrints in order to further develop their technical infrastructure provision for research data. Goldsmiths worked with DCC to create their own institutional DMP Online template.
University of the Arts London	As a KAPTUR partner, the project has developed the University's national and international profile. Through involvement in the Jisc MRD programme UAL were awarded consultancy with the DCC as part of their Institutional Engagement scheme. The work conducted with DCC has enhanced the KAPTUR project and sped-up developments with embedding RDM best practice within UAL. For example DCC provided support with producing the RDM policy (the first for a specialist arts institution), the training workshop (November 2012) and an institutional template for DMP Online. UAL have already identified and up-skilled the staff required to support RDM within the institution.

Digital Curation Centre (DCC)	Members of the KAPTUR project team have given presentations at DCC events including their roadshows and conferences; in particular DCC were interested in the IT Costs Model created by the KAPTUR Technical Manager. KAPTUR has sought to disseminate our findings to DCC and to liaise with them regarding aspects of the project such as the policy development. In particular KAPTUR re-worked the DCC paper on selecting and appraising research data into a workshop and toolkit, subsequently contributing a case study to DCC.
Other JISC Managing Research Data projects	KAPTUR has been keen to collaborate across the Jisc MRD programme for example contributing to discussions about CKAN and with the KAPTUR IT Costs Model.
Other UK Higher Education Institutions	Feedback from workshop and conference attendees evidences that the project outputs have assisted other institutions dealing with visual arts research data. The Benefits appendix demonstrates that event attendees had an increase in understanding of the nature of visual arts research data and how to effectively manage it. During the project we also had enquiries from UK HE institutions interested in making use of the RDM discussion paper.

### 3.5 *Future Impact*

As outlined in the partner institutions' Business and Sustainability plans there are a number of ways in which future impact will be tracked.

- All four institutions will review their RDM policies at least annually ensuring it remains on the agenda of the relevant committees.
- Two of the four institutions are currently reviewing their RDM training provision; thereafter it will be reviewed at least annually. The other two institutions will evaluate the effectiveness of their training in the following ways: (1) through questionnaires after group sessions or informal chats after one-to-one sessions and (2) through an online impact survey and by measuring the quantity of researchers exposed to training.
- All four institutions have or will up-skill existing staff so they can support RDM best practice. The recruitment of new staff, if required to support RDM best practice, will be reviewed annually alongside budgetary requirements around March each year.
- Three institutions are reviewing their technical infrastructure for RDM, one of which wants to have their system/s in place by autumn 2013. Another institution will be reviewing their pilot repository software for appropriateness in managing visual arts research data over the next year; they will gather information through departmental focus groups and interviews or questionnaires about its effectiveness. They will additionally track usage statistics and employ visitor path tracking software on a quarterly basis.
- Two institutions will be able to track DMP creation through their DMP Online templates; one of which will additionally carry out an online survey at project exit to measure the benefits of DMP support to completing research projects.
- One institution mentioned the relationship between RDM and developments in the sector with Open Access; they have an Open Access working group which will meet every two months and report annually or as required.
- Two institutions mentioned the forthcoming REF2020 and how the work on RDM best practice may feed into preparations for this future research assessment.

## 4 **Conclusions**

- The KAPTUR project has achieved its aims and objectives as outlined in [section 3.2.2](#).
- KAPTUR [outputs](#) have exceeded expectations, for example producing five case studies instead of four, creation and hosting of an additional workshop.

- KAPTUR has built up knowledge, experience and skills in the effective management of visual arts research data which have been shared collaboratively across all four partner institutions as well as the UK HE sector and internationally.
- As evidenced by the [Benefits appendix](#), KAPTUR has increased awareness of, and understanding of the nature of visual arts research data as well as its effective management in the UK HE sector and beyond.
- The most challenging aspects of the project were identifying the key staff for the working groups and also the work flows required in order to create and approve the RDM policies (very different approaches at each institution and the work was dependant on good will or convincing staff of the importance of RDM).
- The four partner institutions made significant cost and efficiency savings by collaborating through KAPTUR. For example one institution commented that the work completed by the Technical Manager was particularly useful as they would have been unable to resource this themselves. It is hoped that other UK HE institutions will also benefit from the technical analysis and case study.
- KAPTUR concluded that during the timeframe of the project there was no one solution that was fully appropriate to manage visual arts research data, although it was likely that once CKAN was released as a stable version 2.0 that this would be suitable for future development and could work with EPrints as envisaged during the technical analysis and following on the work undertaken by the Orbital Project.
- At the time of writing the original bid none of the specialist arts institutions, or art departments within multidisciplinary institutions, had RDM policies or systems; by the conclusion of the KAPTUR project four RDM policies have been created and approved and a potential technical infrastructure solution proposed.
- KAPTUR has provided templates, methods, plans and toolkits that can be re-used by the partner institutions and UK HE sector – available from the outputs page on the KAPTUR website.
- The project has engaged with arts researchers and explored the nature of visual arts research data and use of terminology; a definition is now available ([Appendix C](#)).
- KAPTUR has enhanced cross-departmental and cross-institutional collaborative working practices which will be sustained after the end of the project.
- As evidenced in [Appendix D](#), KAPTUR has engaged with a wide audience and disseminated at national and international events thereby contributing to raising the profile of arts research.

## 5 Recommendations

### 5.1 General Recommendations

- The role of the Project Officers was a critical success factor for the project as they were the lynchpins or centre of the project at each institution. It helped that they had been recruited from existing staff as this saved valuable project time.
- The role of the Project Sponsors was another critical success factor for KAPTUR as it was only possible to get the RDM policies approved through their advocacy for the project and contacts through institutional committees. This also applied to other high-level aspects of the project such as budgeting for RDM and producing the Business and Sustainability plans.
- Further work is required in order to test KAPTUR's preferred pilot technical infrastructure solution.
- RDM provision across the four partner institutions will be managed by up-skilling existing members of staff; this process can be enhanced with support from DCC as well as by making use of Jisc MRD programme outputs such as toolkits and training resources.

### 5.2 Recommendations for Jisc

- The Jisc MRD programme was exceptional for the way it integrated a wide range of diverse projects enabling lessons learned to be shared throughout the entire funding period.
- The Jisc MRD programme events were extremely useful for all members of the project team who attended both as networking opportunities and in order to stay on track with the project's objectives.
- The Jisc MRD programme support was a critical success factor - by having the DCC's support, the support of a Jisc Evidence Gatherer, Laura Molloy, as well as the support of Simon Hodson, Programme Manager, a greater quantity of work at a higher quality could be produced. For example the DCC were invited to attend some of the working group sessions

and to comment on drafts of the policies in order to advise on RDM policy development; the Project Officers reported this was extremely beneficial.

- The Jisc MRD Programme Manager's approach of using JiscMail lists, Google Docs, Twitter and blogs meant that it was easy to stay up-to-date and contribute to the programme.
- The Jisc MRD Programme Manager's guidelines for Project Managers were extremely clear and easy to follow.

## 6 Implications for the future

### 6.1 *Implications for others*

Implications outside the KAPTUR project, such as the Open Access debate and changes to funder policies, have had a significant impact on other UK HE institutions. The KAPTUR project partners have benefited from being funded through the Jisc MRD programme to improve their RDM provision, whilst other institutions are still required to complete the same work but without the funding.

Implications for researchers at first seem to be an increased work load as they get to grips with RDM best practice, however as with other skills required for 'good' research, they should ultimately save time and resources once the procedures are in place.

Similarly the implications for institutions may seem to be costly and time consuming, but as senior management recognise that research data is a valuable asset the benefits will outweigh the expenditure required.

KAPTUR's work will support researchers and UK HE institutions as they consider the implications of the effective management of visual arts research data.

### 6.2 *Building on the work of KAPTUR*

Outcomes have indicated three areas on which further work should be addressed. First, KAPTUR identified clearly the need for development of appropriate infrastructure to support the appropriate curation and preservation of research data in the visual arts. Follow on work undertaken as part of the VADS4R project has highlighted the enormous need to disseminate the progress the project partners made throughout the KAPTUR project. Second, with the exception of the partner institutions, it is clear that very little or indeed has been undertaken elsewhere across the visual arts sector apart from an awareness that the issue of research data management needs addressing. Third, there is an enormous staff development and training effort to be undertaken to engage visual arts researchers with both appreciating the nature of research data and how to manage it appropriately.

### 6.3 *Sustaining KAPTUR*

Following the completion of KAPTUR, the Principle Investigator Leigh Garrett, Director of VADS, remains the long term project contact. The Project Manager has handed over all the relevant project documentation including passwords for systems used during KAPTUR such as Eventbrite and SlideShare.

The project outputs, such as documentation, templates and reports, and the three pilot repository will be made available via the VADS website for a period of at least 3 years after the end of the project (<http://vads.ac.uk/kaptur/outputs/>). The four RDM policies have been made available through the DCC website as a central repository of RDM policies in the UK.

The three toolkits are available from the outputs page, with a ZIP file available on request; additional work will be carried out on the toolkits through the VADS4R project including upgrading the version of Xerte Online Toolkits to provide HTML5 compatibility for improved usability and access.

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## 8 Appendices

### 8.1 **Appendix A: Budget**

This is attached as a separate document.

### 8.2 **Appendix B: Benefits gathered for the Jisc MRD programme**

This is attached as a separate document.

### 8.3 **Appendix C: Glossary of acronyms and technical terms**

DataStage	local file management environmental available from: <a href="http://www.dataflow.ox.ac.uk/index.php/datastage">http://www.dataflow.ox.ac.uk/index.php/datastage</a>
DCC	Digital Curation Centre
DMP	Data Management Plan
CKAN	web-based open source data management system <a href="http://ckan.org">ckan.org</a>
EPrints	open source repository software available from: <a href="http://www.eprints.org/software/">http://www.eprints.org/software/</a>
EPSRC	Engineering and Physical Sciences Research Council
figshare	web-based repository for research outputs and data <a href="http://figshare.com/">http://figshare.com/</a>
Goldsmiths	Goldsmiths, University of London
GSA	The Glasgow School of Art
Jisc	This is no longer an acronym; historically known as 'JISC' meaning the Joint Information Systems Committee



Jisc MRD	Jisc Managing Research Data programme
RCUK	Research Councils UK
RDM	Research Data Management
research data	Data, which arises out of, or may evidence research. Data may be grouped together to form a dataset.
research information	Metadata that provides information about research, for example the name of funder or sponsor for a research project, the dates a project was funded, and/or information supplied as part of the Research Excellence Framework (REF).
research outputs	Outputs of research are generally the final works of the research process such as books, journal articles, exhibitions or artworks.
UAL	University of the Arts London
UCA	University for the Creative Arts
VADS	Visual Arts Data Service, a Research Centre of the University for the Creative Arts
visual arts	For the purposes of the KAPTUR project the visual arts were defined by the original collecting policy of the AHDS Visual Arts Subject Centre, available via the Wayback Archive here: <a href="http://web.archive.org/web/20040401033034/http://www.vads.ahds.ac.uk/depositing/collections_policy.pdf">http://web.archive.org/web/20040401033034/http://www.vads.ahds.ac.uk/depositing/collections_policy.pdf</a>
visual arts research data	Evidence which is used or created to generate new knowledge and interpretations. 'Evidence' may be intersubjective or subjective; physical or emotional; persistent or ephemeral; personal or public; explicit or tacit; and is consciously or unconsciously referenced by the researcher at some point during the course of their research. As part of the research process, research data maybe collated in a structured way to create a dataset to substantiate a particular interpretation, analysis or argument. A dataset may or may not lead to a research output, which regardless of method of presentation, is a planned public statement of new knowledge or interpretation. (Leigh Garrett, January 2013)

## 8.4 Appendix D: Dissemination activities

### 8.4.1 Institutional dissemination activities

- All four institutions issued institutionally specific press releases at the beginning and end of the project. Additionally VADS issued its own press releases.
- The formation and use of institutional working groups.
- Dissemination via meetings, particularly via senior management providing updates on the KAPTUR project (not just the Project Sponsors but other senior managers as well).
- Five RDM training workshops held (UAL – November 2012; UCA – January and March 2013; GSA – January 2013; Goldsmiths – February 2013).
- Three KAPTUR Steering group meetings held (February 2012, July 2012, January 2013).
- Monthly KAPTUR project team meetings held at a variety of venues (Farnham, London, Glasgow).
- Examples of additional written dissemination throughout the project include: UCA Project Officer's piece about KAPTUR for the 'Between the Sheets' UCA Library newsletter; UAL Project Officer's piece for the University Staff Library Services e-Newsletter; GSA promoting KAPTUR via their Facebook page; Goldsmiths Project Officer writing a piece for the Goldsmiths Research newsletter.
- Examples of internal presentations given include: the UAL Project Officer's presentation at the UAL Information Services Staff conference (September 2012); UCA Project Officer's presentation at the UCA Staff Research conference (May 2012); GSA Project Officer's presentation at a Staff Briefing event (September 2012); Goldsmiths Project Officer's presentations to Library and Research staff (April, May and November 2012).

### 8.4.2 Programme dissemination activities

- Jisc MRD Closing workshop, Birmingham, March 2013 (two presentations given)
- Jisc MRD Research data management storage requirements workshop, February 2013
- Jisc MRD CKAN for research data management workshop, February 2013
- Jisc MRD Benefits and Evidence workshop, Bristol, November 2012 (one presentation given)

- Jisc MRD Components of Institutional Research Data Services workshop, Nottingham, October 2012 (poster and two presentations given)
- Jisc MRD Research Data Management Training workshop, London, October 2012
- Jisc MRD Policies workshop, Leeds, March 2012
- Jisc MRD DMP end-of-project workshop, London, March 2012
- Jisc MRD launch workshop, Nottingham, December 2011 (poster presented)

#### **8.4.3 External dissemination activities**

- KAPTUR end-of-project conference, London, March 2013 (five case studies presented, open discussion with arts researchers)
- ARMA event, London, March 2013 (invited presentation by Goldsmiths Project Officer and Head of Research Office)
- IDCC13 conference, Amsterdam, January 2013 (poster and presentation given, peer-reviewed abstracts and paper)
- DCC Roadshow, University of Dundee, December 2012 (invited presentation by GSA Project Officer)
- Managing the Material workshop with KAPTUR and DCC, London, September 2012 (presentations from KAPTUR and DCC as well as from arts researchers, hosted by KAPTUR)
- Digital Humanities Congress, University of Sheffield, September 2012 (presentation given, peer-reviewed abstract)
- CILIP event, London, July 2012 (invited presentation given by Goldsmiths Project Officer)
- Repositories Support Project webinar, July 2012 (invited presentation given by Goldsmiths Project Officer)
- Open Repositories 2012, Edinburgh, July 2012 (presentation given by the GSA Project Officer)
- Electronic Visualisation and the Arts (EVA), London, July 2012 (presentation given, peer-reviewed abstract and paper)
- Digital Conversations, The British Library, London, March 2012 (invited presentation)
- SEVENTH BIENNIAL EMERGENCY RESEARCH CONFERENCE, University of Florida, January 2012 (GSA Project Officer submitted a successful abstract)
- Kultivate workshop on Linked Data, London, December 2011 (included presentation about KAPTUR to the Kultur II Group)
- IDCC11 conference, Bristol, December 2011 (poster and 'minute madness' presentation given)

#### **8.4.4 Other events attended**

- Reskilling for RDM workshop, University of the West of England, January 2013
- RDM Forum 'Shaping the infrastructure', Cambridge, November 2012
- DataCite 'Managing Sensitive Data' workshop, London, October 2012
- AHRC-funded Digital Transformations workshop, London, June 2012
- 'Raising your ReDMan: Approaches to Research Data Management', University of the West of England, May 2012
- DataCite 'Minting DOIs' workshop, London, May 2012
- PHP UK conference 2012, London, February 2012
- DCC Roadshow, Loughborough University, February 2012
- UCA Research Supervisor Training, London, November 2011
- Intellectual Property Rights and Digital Preservation, University of Bristol, November 2011
- The Future of Arts Research conference, London, November 2011
- RDM Forum 'Incentivising Data Management & Sharing', University of Warwick, November 2011
- DCC Roadshow, Cambridge, November 2011
- Repositories Support Project Autumn School, Cardiff, November 2011