Plan Overview

A Data Management Plan created using DMPonline

Title: How do people use Smart speakers for health?

Creator: Tracy Epton

Principal Investigator: Tracy Epton

Data Manager: Tracy Epton

Affiliation: University of Manchester

Template: University of Manchester Generic Template

Project abstract:

Smart speakers (e.g., amazon echo) and similar on phones (e.g., Siri) can be used for a variety of tasks. Their functionality seems useful to promote health (e.g., medical appointment or medication reminders) and even change lifestyle (e.g., stress management podcasts, exercise reminders). It's not clear if people use smart speaker for health or if this would be an acceptable use. We aim to conduct focus groups to identify how people use smart speakers for health and which functions they would find acceptable. This will inform an intervention.

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Copyright information:

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How do people use Smart speakers for health?

Manchester Data Management Outline

1. Will this project be reviewed by any of the following bodies (please select all that apply)?

- Ethics

2. Is The University of Manchester collaborating with other institutions on this project?

- Yes - Part of a collaboration and owning or handling data

3. What data will you use in this project (please select all that apply)?

- Acquire new data

4. Where will the data be stored and backed-up during the project lifetime?

- Other storage system (please list below)
- P Drive (students only)

UoM secure storage

5. If you will be using Research Data Storage, how much storage will you require?

- < 1 TB

6. Are you going to be working with a 3rd party data provider?

- No

7. How long do you intend to keep your data for after the end of your project (in years)?

- 5 - 10 years

Questions about personal information

Personal information, also known as personal data, relates to identifiable living individuals. Special category personal data is more sensitive information such as medical records, ethnic background, religious beliefs, political opinions, sexual orientation and criminal convictions or offences information. If you are not using personal data then you can skip the rest of this section.

Please note that in line with data protection law (the General Data Protection Regulation and Data Protection Act 2018), personal information should only be stored in an identifiable form for as long as is necessary for the project; it should be pseudonymised (partially de-identified) and/or anonymised (completely de—identified) as soon as

practically possible. You must obtain the appropriate ethical approval in order to use identifiable personal data.

8. What type of personal information will you be processing (please select all that apply)?

- Anonymised personal data
- Audio and/or video recordings

9. Please briefly outline how you plan to store, protect and ensure confidentiality of the participants' information.

The personal details of participants (names, contact details) will only be kept until the focus groups have been transcribed. Once transcription has taken place any identifying details on the transcripts will be anonymised. At this point participant contact details will be destroyed / deleted. Participants will be informed that they can withdraw their data only up until interviews have been transcribed (as this will be the only time that their interview data will be identifiable).

The audio recordings of the focus groups will be stored on an encrypted audio recorder and transfered to the University of Manchester secure storage as soon as possible after the interview. The audio recording will then be deleted from the audio recorder.

10. If you are storing personal information (including contact details) will you need to keep it beyond the end of the project?

- No

11. Will the participants' information (personal and/or sensitive) be shared with or accessed by anyone outside of the University of Manchester?

- Yes - Private organisations with contractual arrangements

12. If you will be sharing personal information outside of the University of Manchester will the individual or organisation you are sharing with be outside the EEA?

- No

13. Are you planning to use the personal information for future purposes such as research?

- No

14. Who will act as the data custodian for this study, and so be responsible for the information involved?

Dr Tracy Epton

15. Please provide the date on which this plan was last reviewed (dd/mm/yyyy).

0219-11-04

Project details

What is the purpose of your research project?

The aim of the research is to find out who people use smart speakers and if they use them for health and what types of health use they would find acceptable

What policies and guidelines on data management, data sharing, and data security are relevant to your research project?

The university of manchester data management guidance and the GDPR guidance is relevant to this research project

Responsibilities and Resources

Who will be responsible for data management?

Dr Tracy Epton, Dr Emma Brown (colleague at Leeds Beckett University) and Sahar Sayyar (UG student helping with data collection)

What resources will you require to deliver your plan?

We will require an encrypted audio recorder and access to University of Manchester secure storage

Data Collection

What data will you collect or create?

The data collected will be audio files of focus groups. These will be transcribed and will then undergo qualitative thematic analysis.

How will the data be collected or created?

The data will be collected via focus groups with people who have used a smart speaker

Documentation and Metadata

What documentation and metadata will accompany the data?

As the data is specific to the research question it will not be available for re-use

Ethics and Legal Compliance

How will you manage any ethical issues?

Ethical approval will be sought by the University of Manchester ethics committee

How will you manage copyright and Intellectual Property Rights (IPR) issues?

It is unlikely that we will have IPR from the study.

Copyright of publications will belong to the journal of publication

Storage and backup

How will the data be stored and backed up?

The data will be stored on UoM secure storage

How will you manage access and security?

Only the research team will have access to the secure storage.
The anonymised transcripts will also be emailed to Emma Brown at Leeds Beckett University (using secure email) where they will be stored on their secure drive.

Selection and Preservation

Which data should be retained, shared, and/or preserved?

The data will be saved for 5 years
Anonymised transcripts will be stored with Emma Brown at Leeds Beckett University

What is the long-term preservation plan for the dataset?

The data is very specific to the research question so will not need to be preserved or curated in the longterm

Data Sharing

How will you share the data?

The data will only be shared with Emma Brown at Leeds Beckett University.
It will not be shared with researchers outside of the research team

Are any restrictions on data sharing required?

N/A