

Welcome to the Cornell Data Services May Newsletter

[Cornell Data Services](#) is a collaborative, campus-wide organization that assists with data management and sharing plans, applying best practices for managing data, and finding data-related services at any stage of the research process.

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Spotlight: Leaving Cornell? Document your research data!

Whether you're leaving or you work with someone who is, this [data exit checklist](#) from our colleagues at the University of Illinois Urbana-Champaign will help you make sure you're asking the right questions beforehand. It contains five sections:

1. **Data description:** provides a brief description of the project and its data.
2. **Data organization:** describes the folder/file structure and naming strategy used in your project.
3. **Data documentation:** provides information about what kind of documentation was used and its location.
4. **Data storage:** describes where the data are stored, how they can be accessed, and who has access.
5. **Data sharing and publication:** details whether the data were or will be shared for reusability or reproducibility.

Transfer access to data

Before you leave a collaborative research project, consider transferring ownership of files, databases, servers, software, backups, and university-provided storage.

Migrate your data

Upon leaving Cornell access to Cornell licensed products will end, albeit not abruptly in most cases. Below are six Cornell licensed products that most researchers use and may need to find solutions for upon their departure.

- **Box** data storage: [how to move your data out of Box](#)
- **OneDrive** data storage: [how to move your data to a personal OneDrive account or a different storage service](#)
- **Google Drive** data storage: [how to move your data out of Google Drive](#)
- **LastPass** password manager: [your account will be converted to a free, personal account](#). Free accounts lack the password sharing option.
- **Microsoft Office** suite (e.g. Excel): save your data in non-proprietary formats such as .CSV or .TXT and use open-source software.
- **LabArchives lab notebook**: You have two options for continued access to Lab Archives you leave Cornell. It is important to go through the steps to address your access before your NetID status changes.
 - **Option 1**: Gain access through another license, either via another university that has an enterprise license like Cornell does, or through a personal account (e.g. a non-Cornell.edu email address).
 - For the former, you'd need to reach out to whoever administrates LA at your new University to get you an account
 - For the latter, you can [set up an account](#), then click the triple dot menu on the top right and select "Purchase/Upgrade" and purchase a subscription for yourself and any additional users that will be part of your notebook.
 - Once you have an alternate account set up, go into your Cornell account and transfer all your content over to your new one.
 - **Option 2**: Transfer all your content to another owner who still has access to the Cornell LabArchives account and have them add you as a user (with proper privileges). You'll still need to set up a non-Cornell user account for access, but you'll just see all your content as a notebook that someone has shared with you.

Webinars | Conferences | Trainings

Beyond Cornell

[Getting Started on the OSF: Live Training Events](#)

Join Open Science Framework (OSF) for live training sessions where their experts will walk you through the workflows and use cases of OSF Projects, Registrations, Preprints, and more.

[Register.](#)

[Managing Research Data Across Multiple Data Repositories](#)

The [GREI repositories](#) have collaborated with the [Federation of American Societies for Experimental Biology \(FASEB\)](#) to invite researchers and data repository experts to share examples and best practices for sharing data from a research project in multiple formats and data repositories to support discoverability and reuse. **May 23, 1pm EDT.**

[Registration required.](#)

Funder and Publisher News

[Elevate Your Research Data Management Skills with DataWorks! News Digest](#)

A few months ago, the [Federation of American Societies for Experimental Biology \(FASEB\)](#) launched DataWorks! to bring the biological and biomedical research communities together to advance human health through data sharing and reuse. [Find their latest news articles here.](#)

Schedule a Consultation

CDS [consultants](#) are available year-round to answer questions and help with data-related problems. We can meet via Zoom, email, or phone. Send a request to data-help@cornell.edu to arrange a consultation at a time that works for you.



 <https://data.research.cornell.edu>

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Join or leave this list: <https://data.research.cornell.edu/contact-us/>
