



We answer the **top five frequently** asked questions by authors and researchers at the start of their **Data Note** journey.

1 What is a Data Note?

Data Notes are short descriptions of a dataset indicating why and how the data was collected. They include no analyses or conclusions but promote the discoverability and reuse of the data in line with the [FAIR Guiding Principles](#).

Data Notes must describe all research data generated and owned by the author(s). Where applicable, authors should cite and summarise any previous publications that use the data presented.

2 Why should I publish a Data Note?

Data Notes allow you to share scientific datasets in a discoverable, usable, and reproducible way. This can help foster new collaborations across disciplines and allows you to get appropriate credit for data you have produced with a fully citable publication. At HRB Open Research, our [Editorial team](#) will help you with the deposition of your data with the most appropriate data repository and facilitate rigorous peer review.

3 What if I can't share my research data because it contains sensitive information? Can I still publish a Data Note?

Yes! But you should consider the following questions to ensure your data is as open as possible and as closed as necessary:

1. **Can the data be de-identified sufficiently to allow the data to be shared openly?** We encourage authors to use the Safe Harbour method to de-identify sensitive data.
2. **Can any intermediary data be shared?** Even when the full dataset cannot be shared intermediary data is useful to allow readers and reviewers to interpret your methods while reading your Data Note.
3. **How can readers and reviewers gain access to the data?** We will need a route of access for readers and reviewers. Access is usually controlled by ethics boards, but we also recommend the use of controlled access repositories.

4 How much does it cost to publish a Data Note on HRB Open Research?

The publication costs are covered through [article processing charges](#) (APCs), which are funded centrally by the HRB. This means that researchers who held an active HRB grant or were working on a HRB-funded/co-funded grant on or since 1 January 2017 can publish on the platform without direct cost to them. Authors will only be asked to provide details of the HRB grant they were working on at submission stage.

5 When is the best time during the research process to write and submit a Data Note?

To get the full potential out of your dataset and Data Note it's best to publish it as soon as you have completed data collection. This way you can cite your data and Data Note in any articles where you use your dataset.

Toolbox



[Article Guidelines](#)

[Open Data Initiative](#)

[UK Data Service](#)

[UK Data Archive – Managing and Sharing Data](#)

[Go FAIR Initiative](#)

[How to Make a Data Dictionary](#)

[The Anonymisation Decision-making Framework](#)

[Cambridge Data Management Guide](#)