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| Phone                | 508.856.4368  |
| Location             | Library Classroom   |
| Day One Instructions | Class will meet in Library Classroom from 10a - 1p. Materials will be provided on the first day. Laptops can be used; desktops will be available. |

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#### FCE DESCRIPTION

This course will provide an overview of the basic principles and best practices for data management, with a focus on data lifecycle planning, security and ethics, organization and documentation, and data sharing. Course will include presentations, readings, and hands-on exercises.

#### FCE LEARNING OBJECTIVES

By the end of this session, students should be able to understand:

- the influence of funders and publishers on the stewardship of research data
- best practices for managing files with the goals of sharing and publication
- the IRB process, privacy rules, and the principles behind data security
- the local resources available to them to assist with research projects

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| UMMS Competencies      | Communicator, Professional, Scientist                    |
| Inter-professional     | No   |
| Interdisciplinary      | Yes  |
| Evaluation Type        | Attendance, Participation, Assigned readings & exercises |
| Evaluation Criteria    | Oral Presentation  |
| Evaluation Explanation | Completion of assigned exercises                         |
| Prerequisites          | None   |

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#### AVAILABILITY

- 0 | FE1 (1a) | June 6-10, 2016
  - 0 | FE2 (1b) | July 11-15, 2016
  - 0 | FE3 (1c) | July 18- 22, 2016
  
  - 0 | FE4 (2a) | September 26-30, 2016
  - 5 | FE5 (2b) | October 3-7, 2016** (minimum 2)
  - 0 | FE6 (2c) | November 7-11, 2016
  
  - 5 | FE7 (3a) | February 6-10, 2017** (minimum 2)
  - 0 | FE8 (3b) | March 13-17, 2017
  - 0 | *Spring Break* | March 20-24, 2017
  - 0 | FE9 (3c) | March 27-31, 2017
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