University of Glasgow

Data Management Plan template for PGR students

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| 1. Overview | |
| Student name | Claire M. Elder |
| Supervisor name | Dr Alison Wiggins, Dr Joanna Kopaczyk |
| Project title | Anglicisation in the letters of Marie Stewart, Countess of Mar and her family: a sociolinguistic perspective |
| Funder & award number | Historical Thesaurus of English Scholarship |
| Project Summary | This study aims to further our understanding of the development of the Scots language by focusing on the family letters of the elite noblewoman, political influencer, patron of the arts and mother of 12, Marie Stewart, Countess of Mar (1576–1644). A historical sociolinguistic, pragmatic approach will uncover the conditioning factors that influenced the senders’ language, such as sex, recipient, and sender location. Corpus linguistic techniques track 23 iconic features of Early Modern Scots in a purpose-built corpus compiled from new diplomatic transcriptions of 47 manuscripts. The findings reveal a range of levels of anglicisation within a single family’s correspondence, their behaviour serving to augment our understanding of Scotland’s compelling linguistic history. |

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| 2. Data |
| What types of data will be collected or created? |
| Spreadsheet analyses  Text transcriptions of manuscript letters |
| What formats will you use? |
| MS Excel  Plain text |
| How much data will you collect? |
| <2MB |

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| 3. Documentation |
| How will the data be documented and described? |
| The data is described in the text of my thesis |
| Are there any standards for this in your field of research? |
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| 4. Ethics and Intellectual Property |
| Who owns the data in your project? |
| The manuscripts are preserved in the National Library of Scotland collections in Edinburgh, however, the data copyright is held by a third party owner. I have not been able to make contact with the owner. |
| Detail any ethical, legal or commercial considerations relating to your research data |
| The data is under copyright until 2039 and so must not be made publicly available until then. |
| How will these concerns be dealt with? |
| The data should not be made publicly available but only archived internally until 2039. |

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| 5. Storage and organisation |
| How will the data be named, organised and structured? |
| * 1 MS Excel file: 2012948\_2022ElderMPhil(R)\_Internal\_St-ErCor Analysis.xlsx * 1 zipped file: 2012948\_2022ElderMPhil(R)\_Internal\_St-ErCor.zip (Zipped file contains 47 plain text files. Each file is named as follows 3characterarchivecode-Shelfmark.folionumbers-year-sendername. For example: NLS-Adv.MS.33.1.1.v-118-1614-mariestewart.) |
| How will the data be stored for the duration of the project? |
| On the University of Glasgow OneDrive service. |
| How will the data be backed up during the project? |
| Backed up weekly to personal Icloud drive. Also backed up to USB drive. |
| Does access to the data need to be controlled for the duration of the project? |
| The data is only accessible by the student. |
| Who has the right to access the data during the project? |
| The data is only accessible by the student. |

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| 6. Deposit and long-term preservation |
| Which data should be retained long-term? |
| The files 2012948\_2022ElderMPhil(R)\_Internal\_St-ErCor Analysis.xlsx and 2012948\_2022ElderMPhil(R)\_Internal\_St-ErCor.zip |
| How long will data be retained for? |
| 10 years. |
| Where will the data be archived at the end of the project? |
| Library theses service. |
| What formats will the data be archived in? |
| Original file formats. |

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| 7. Data sharing |
| Is any of the data suitable for sharing? |
| No |
| How will the data be shared? |
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| Who should be able to access and use the shared data? |
| - |

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| 8. Implementation |
| Who is responsible for implementing this plan? |
| Claire Elder |
| How will this plan be kept up-to-date? |
| Monthly updates throughout the PhD project. |
| What actions are necessary to implement this plan? |
| Documenting data collection, adhering to file naming policy, taking regular backups. |
| What training or further information are needed to implement this plan? |
| DMP training. |