



AUSSDA

AUSTRIAN
SOCIAL SCIENCE
DATA ARCHIVE

ACCESS POLICY

Open access and restricted access procedures in the AUSSDA repository

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Lars Kaczmirek & Lisa Hönegger

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Status draft – commenting phase – testing phase – **implemented**

Distribution Public

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Purpose of this document

The AUSSDA access policy describes different options on how data is made available in the AUSSDA repository. The different options are designed to meet the various needs of the data depositors. We have implemented access options that meet definitions and demand for open access. In addition, a range of restricted access conditions makes it possible to share scientific use files that are tailored for fast access or to implement access conditions that are based on individual rules.

Metadata

Metadata describe available data resources of an archive to facilitate search and cataloguing of data. It offers a systematic overview of the data resources. Open and unrestricted access to metadata is essential for effective data use and reuse. To this end, metadata in the AUSSDA Dataverse are always published under the public domain dedication (CC0 1.0 Universal) and may thus be freely and openly accessed and used by the public.

Open Access: free and unrestricted data

When to use this option: Open access is implemented for data that is published under a Creative Commons Attribution 4.0 International license (CC BY 4.0). This is a suitable access option to reach the broadest audience.

The Open Access option is compliant with the University of Vienna Open Access Policy (<https://openaccess.univie.ac.at/ueber-open-access/oa-policy-der-uni-wien/>)¹ and the "Berliner Erklärung über offenen Zugang zu wissenschaftlichem Wissen" (<https://openaccess.mpg.de/Berliner-Erklaerung>). Data that is published under this option also meets the definition for free cultural works and the open definition.

Available access procedure: Every visitor of the website can view the metadata and click the download button. This triggers a popup that shows the terms of use (incl. the license agreement) and the terms of access. When the user clicks "Accept", the data file is downloaded. A user must accept AUSSDA's Terms of Use and Terms of Access as illustrated in Figure 1 before being able to download a file.

Example in the AUSSDA repository: Aichholzer, Julian; Kritzinger, Sylvia; Wagner, Markus; Berk, Nicolai; Boomgaarden, Hajo; Müller, Wolfgang C., 2018, "AUTNES Comparative Study of Electoral Systems Post-Election Survey 2017 (AUTNES Edition)", [doi:10.11587/GDBBPJ](https://doi.org/10.11587/GDBBPJ), AUSSDA Dataverse, V1.

Click the following link to see this option:


<https://data.aussda.at/dataset.xhtml?persistentId=doi:10.11587/GDBBPJ>

¹ "The concept of Open Access (OA) stands for unrestricted access to scientific information on the internet at no cost. This includes scholarly publications as well as research data." (University of Vienna, <https://openaccess.univie.ac.at/en/about-open-access/>)

Download File

i Please confirm and/or complete the information needed below in order to download files in this dataset.

Terms of Use



This work is licensed under a [Creative Commons Attribution 4.0 International License](#).

Terms of Access

By accessing the file you agree to the [AUSSDA Terms of Service](#) and [Privacy Policy](#).

Figure 1: Users requesting a file must accept the license agreement, as well as AUSSDA's terms of service and privacy policy to access a file. The figure shows the screenshot of a popup after a user clicks the download button.

Restricted access: data for scientific use only

When to use this option: Restricted access to files for scientific use is implemented for data published under the AUSSDA scientific use license.

Scientific use access is restricted access.

Available access procedures: Access to scientific use files (SUF) is implemented as restricted access. Users have to accept the terms (incl. license agreement, terms of service and privacy policy) before being able to download data. There are two variations that differ with respect to how fast data is made available and whether the decision to grant access is automated or a member of the staff needs to be involved.

- (1) Restricted account-based access allows fast access to data. This is possible because the decision to grant or deny access is automated. Every user who meets the predefined criteria of having an account is granted access. Users who do not have an account do not have access to the data. Access is granted to every user who has an account in the AUSSDA repository.
- (2) Restricted controlled access involves a staff member to grant access. The delay in data access is a result of the time required to communicate with the user and get additional information for the decision to grant or decline access and also depends on the volume of data requests.

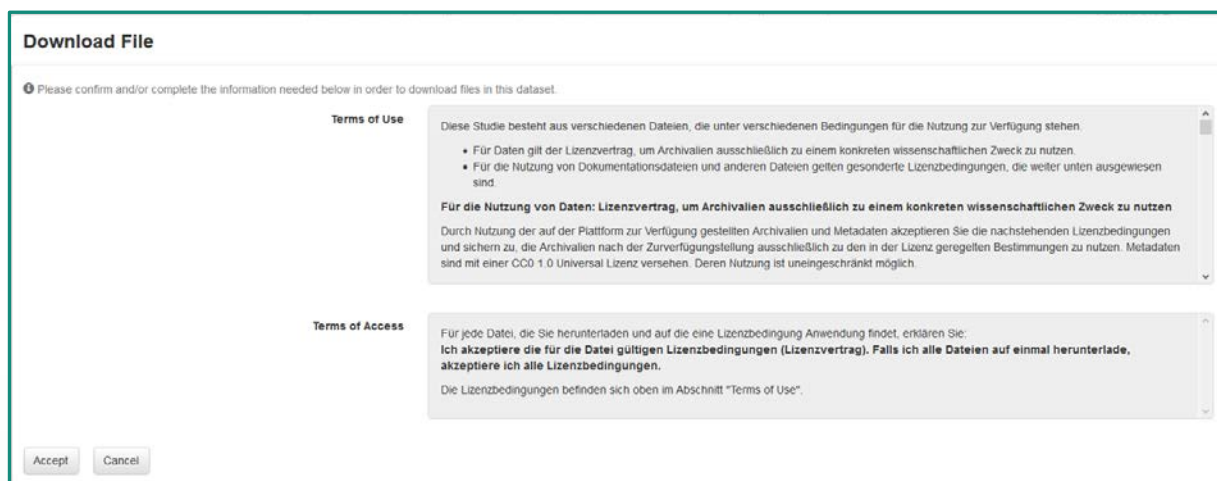
Access procedure for restricted account-based access: This option is available for depositors who want to grant immediate access under the condition that a user accepts the license agreement, terms of service and privacy policy. This option is fully automated and does not require a staff member to make a decision. Accepting the terms means that the user has agreed to a contract as laid out by the terms and access to the file is automatically provided.

The access procedure is similar to the open access procedure with the difference being that only logged in users² are able to download the data. Every visitor of the website can view the metadata and sees a "Request Access" button. Clicking this button informs the user that they need to log in to proceed. Logged in users will see a download button. The file can then be downloaded by clicking the button. This triggers a popup that shows the terms of use and terms of access. When the user accepts the data file is downloaded.

Example in the AUSSDA repository: Höllinger, Franz; Eder, Anja; Haring-Mosbacher, Sabine, 2019, "ISSP-2012 Austria - Family and gender roles (with supplementary questions on leisure, social contact, and health issues) (SUF edition)", [doi:10.11587/WMBC7S](https://doi.org/10.11587/WMBC7S), AUSSDA Dataverse, V1.

Click the following link to see this option:

<https://data.ausssda.at/dataset.xhtml?persistentId=doi:10.11587/WMBC7S>



Download File

Please confirm and/or complete the information needed below in order to download files in this dataset.

Terms of Use

Diese Studie besteht aus verschiedenen Dateien, die unter verschiedenen Bedingungen für die Nutzung zur Verfügung stehen.

- Für Daten gilt der Lizenzvertrag, um Archivalien ausschließlich zu einem konkreten wissenschaftlichen Zweck zu nutzen.
- Für die Nutzung von Dokumentationsdateien und anderen Dateien gelten gesonderte Lizenzbedingungen, die weiter unten ausgewiesen sind.

Für die Nutzung von Daten: Lizenzvertrag, um Archivalien ausschließlich zu einem konkreten wissenschaftlichen Zweck zu nutzen

Durch Nutzung der auf der Plattform zur Verfügung gestellten Archivalien und Metadaten akzeptieren Sie die nachstehenden Lizenzbedingungen und sichern zu, die Archivalien nach der Zurverfügungstellung ausschließlich zu den in der Lizenz geregelten Bestimmungen zu nutzen. Metadaten sind mit einer CC0 1.0 Universal Lizenz versehen. Deren Nutzung ist uneingeschränkt möglich.

Terms of Access

Für jede Datei, die Sie herunterladen und auf die eine Lizenzbedingung Anwendung findet, erklären Sie:

Ich akzeptiere die für die Datei gültigen Lizenzbedingungen (Lizenzvertrag). Falls ich alle Dateien auf einmal herunterlade, akzeptiere ich alle Lizenzbedingungen.

Die Lizenzbedingungen befinden sich oben im Abschnitt "Terms of Use".

Accept Cancel

Figure 2: Users requesting a file must be logged in and accept the terms of use and access, including the license agreements. The figure shows the screenshot of a popup after a logged in user clicks the download button.

Access procedure for restricted controlled access: Every visitor of the website can view the metadata. To request access a user must have an account and be logged in. Users can request access to a file by clicking a button labeled "Request Access". The button then changes its appearance to indicate that it has been clicked. This notifies the AUSSDA staff to take action. A staff member will contact the user and ask for additional information to make a decision about granting or declining access. Required information includes the specific scientific purpose as well as other information used to establish the users' credibility and intended use of the data. Some data requires a signed license agreement before data can be delivered. If the request meets the license criteria, access to the file is granted. The file is then showing a "Download" button instead of the "Request Access" button. Users can download the file by clicking the button. This triggers a popup that shows the terms of use and terms of access. When the user accepts, the data file is downloaded.

Example in the AUSSDA repository: PUMA, 2019, "PUMA Survey 5.1. Insights in societal changes in Austria", [doi:10.11587/5UHMKR](https://doi.org/10.11587/5UHMKR), AUSSDA Dataverse, V1.

² Users can log in with their institution's login if the institution supports the Shibboleth technology. More than 50 organizations in Austria support login with Shibboleth. Alternatively, users can sign up to create a new account.

Click the following link to see this option:

<https://data.aussda.at/dataset.xhtml?persistentId=doi:10.11587/5UHMKR>

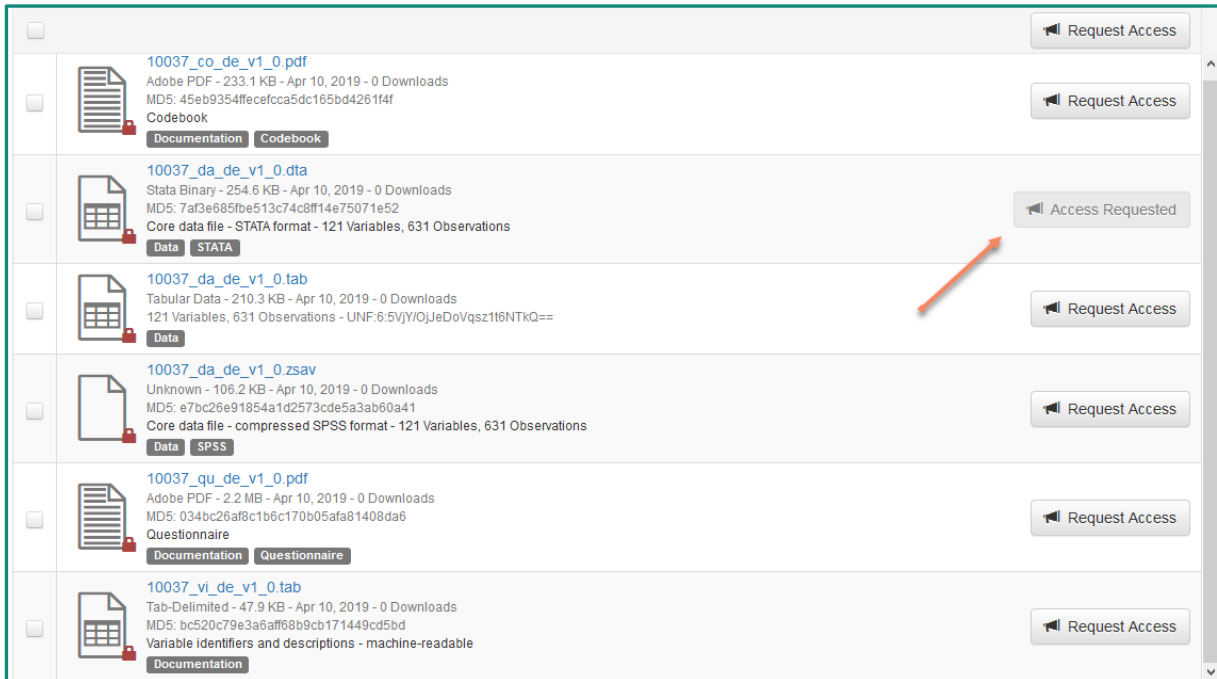


Figure 3: Users requesting a file must be logged in to request access. The figure shows the screenshot after the "Request Access" button has been clicked and AUSSDA staff has not yet granted access

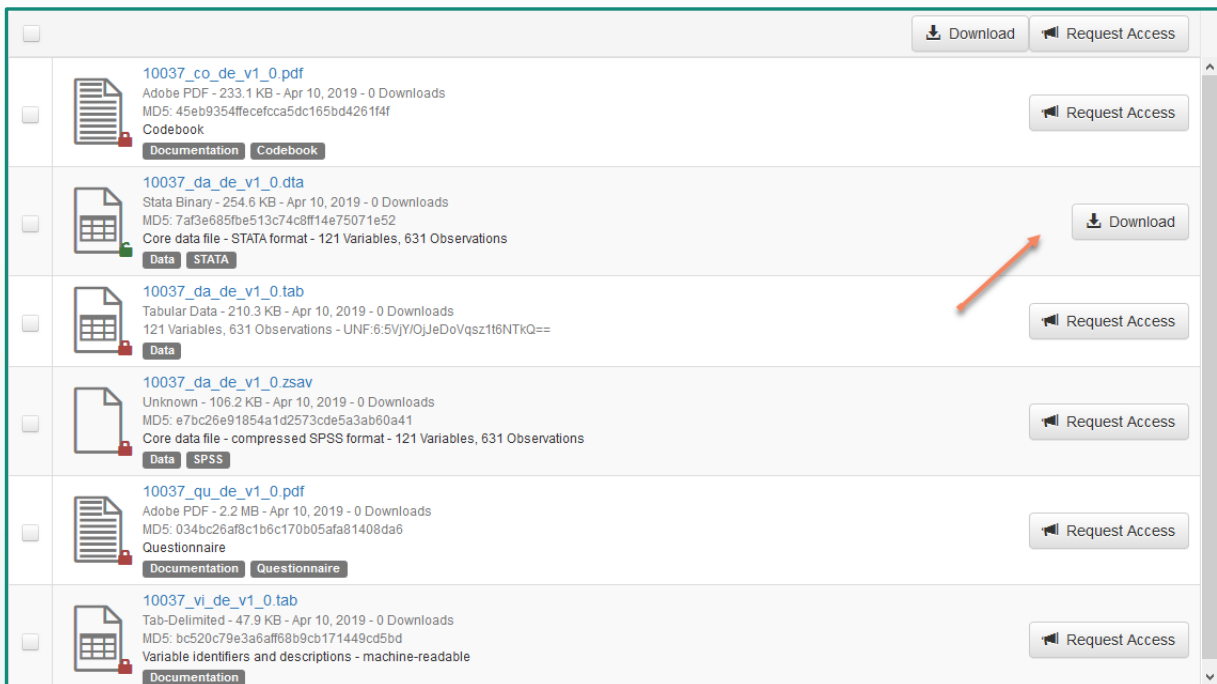


Figure 4: After AUSSDA staff has granted access to the data, the button indicates that the data set is ready to download. The figure shows the screenshot after access has been granted.

Some data is not available for online download. In this case, the data is made available via secure file transfer (filesender hosted by ZID). This option is currently available for data that needs a signed license agreement.

Example in the AUSSDA repository: Statistics Austria, 2017, "Microcensus 2003 3rd quarter: Labour Force Survey, Extended Housing Survey", [doi:10.11587/ZNVVCS](https://doi.org/10.11587/ZNVVCS), AUSSDA Dataverse, V1.

Click the following link to see this option:

<https://data.aussda.at/dataset.xhtml?persistentId=doi:10.11587/ZNVVCS>

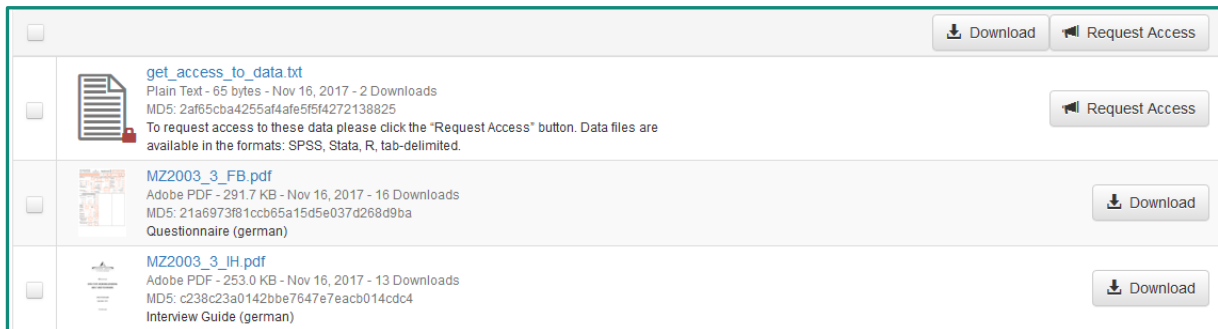


Figure 5: Users requesting a file must be logged in to request access. The figure shows the screenshot before the "Request Access" button has been clicked.

Additional variables: Some data publications do not include all information that has been archived with AUSSDA to reduce the disclosure risk. For some datasets it is possible to request additional variables that are not stored in the scientific use files accessible on Dataverse. These variables are provided via secure filetransfer when users request access after having signed the associated license agreement.