

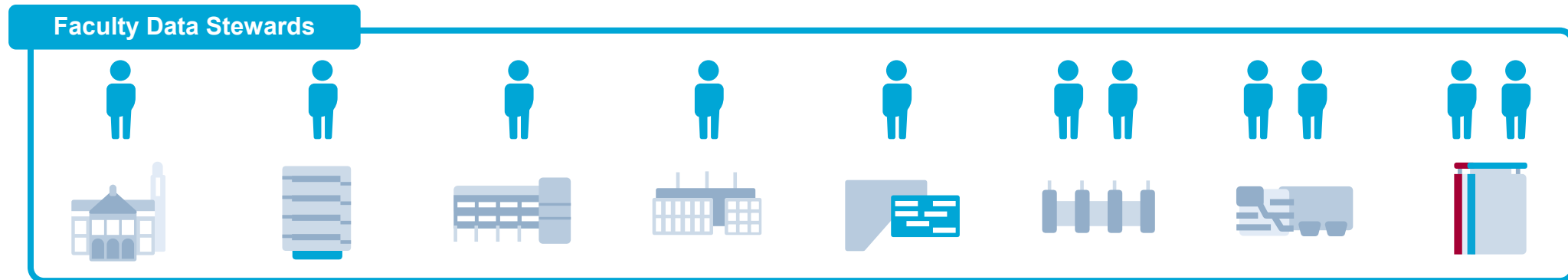
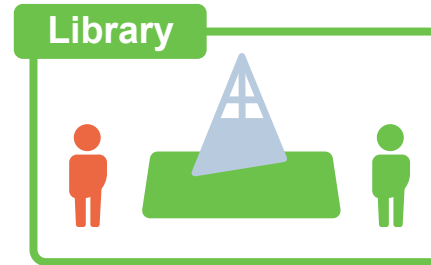
Feedback functionality: Target schools/departments DMP feedback

Richard Grimes | Deepshikha Purwar

26-5-2026

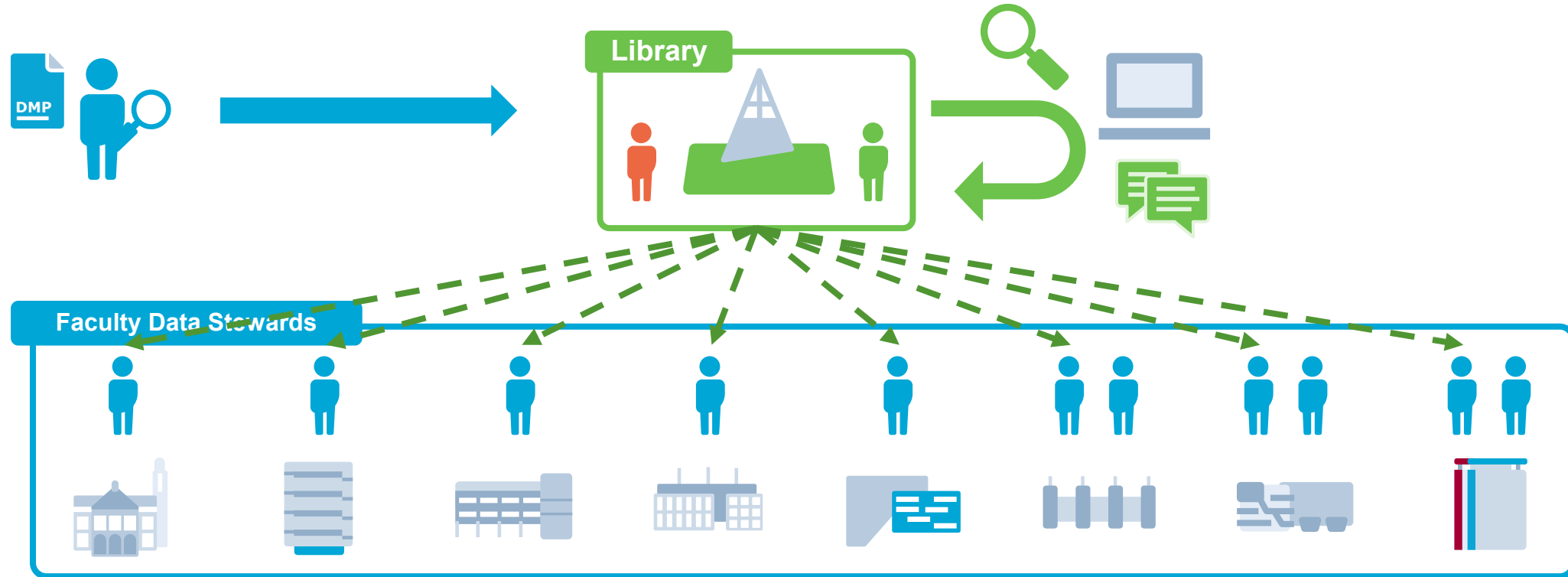


Data Stewardship at TU Delft



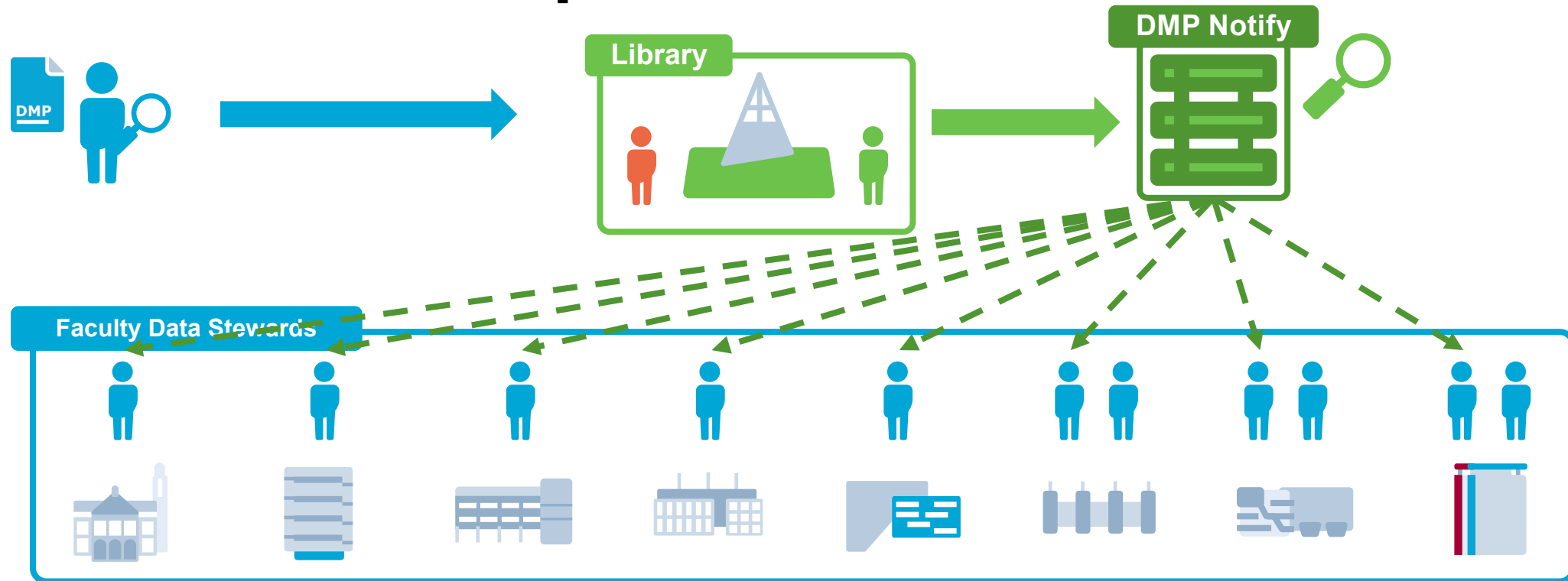
- Each faculty has one or more data stewards, who handle feedback requests from their faculty.
- Co-ordinated by a central team of data stewards at the library

Data Stewardship at TU Delft



- When a feedback request is made via DMPonline, the notification is sent to the shared email inbox
- The library data stewards must then identify which faculty the request came from and forward it to the correct data steward.

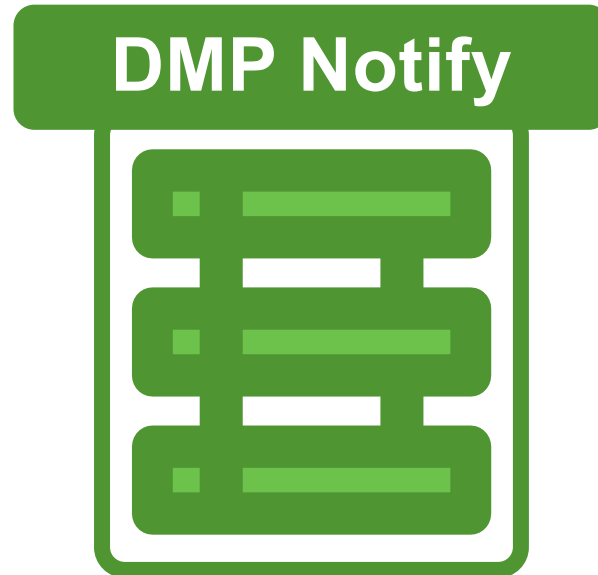
Data Stewardship at TU Delft



- We created a script to automate the process of identifying the faculty of origin and forwarding the notification
- Significantly reduced the burden on library data stewards.

Technical challenges of 3rd party solutions

Identifying a DMP's
faculty of origin

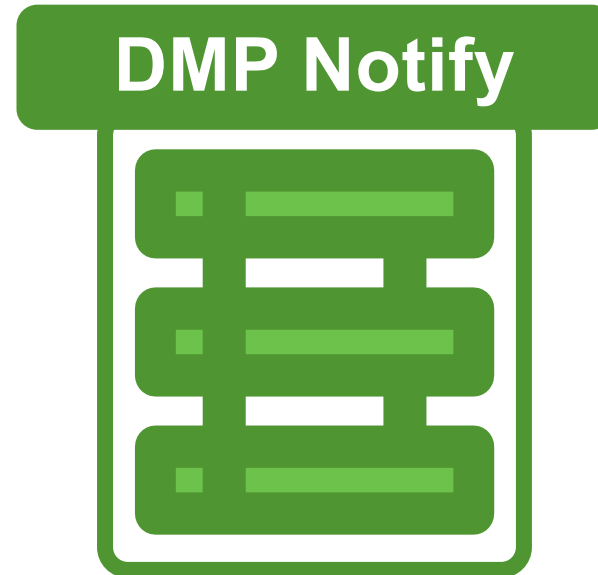


Knowing when feedback
has been requested

Technical challenges of 3rd party solutions

Identifying a DMP's faculty of origin

- DMPs can have multiple contributors
- Identifying DMP owner from API is not simple
- DMPonline user email addresses can be different to their university email*.
- Not all DMPs use our institution template.

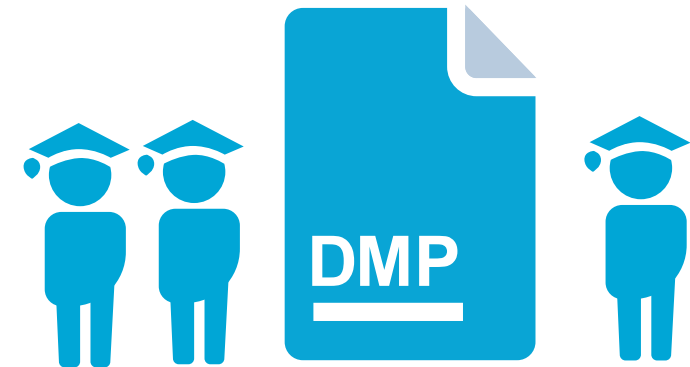
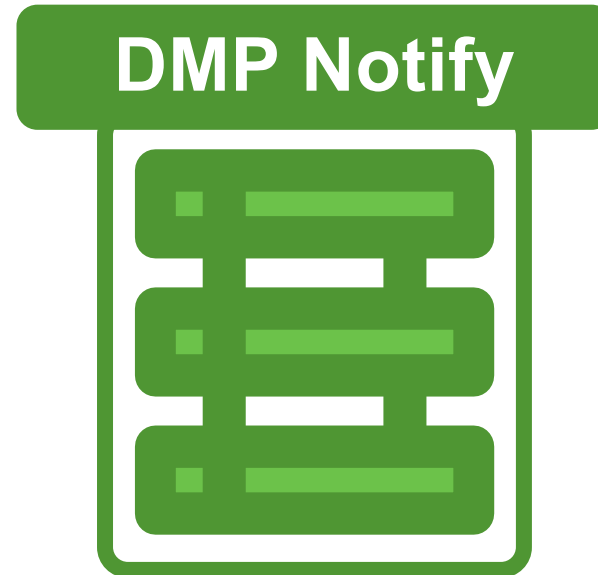


** (As of August 2025, this is no longer the case)*

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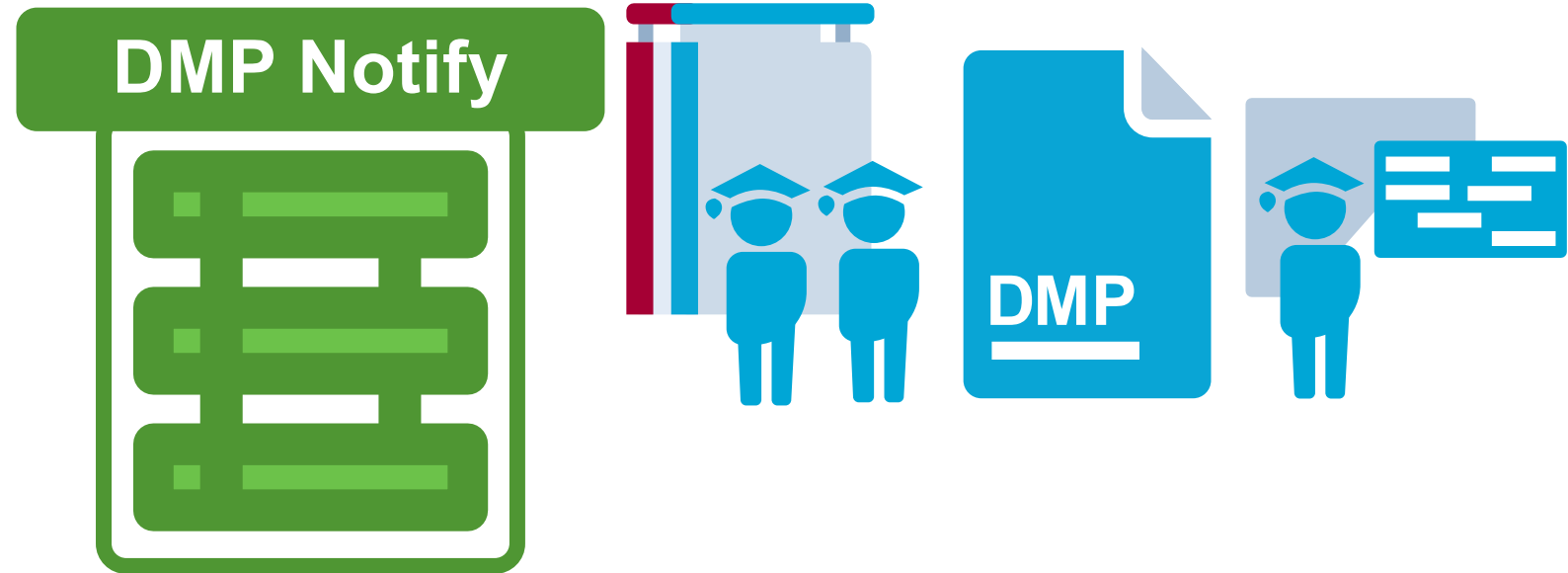


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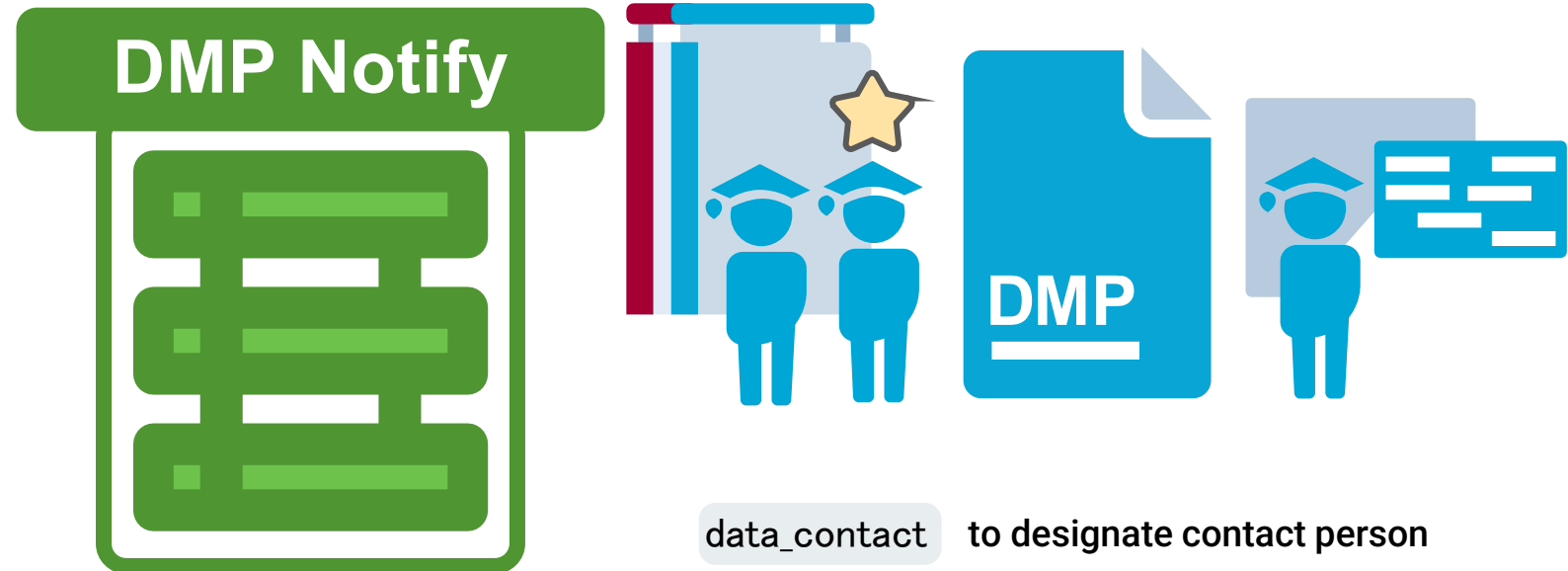


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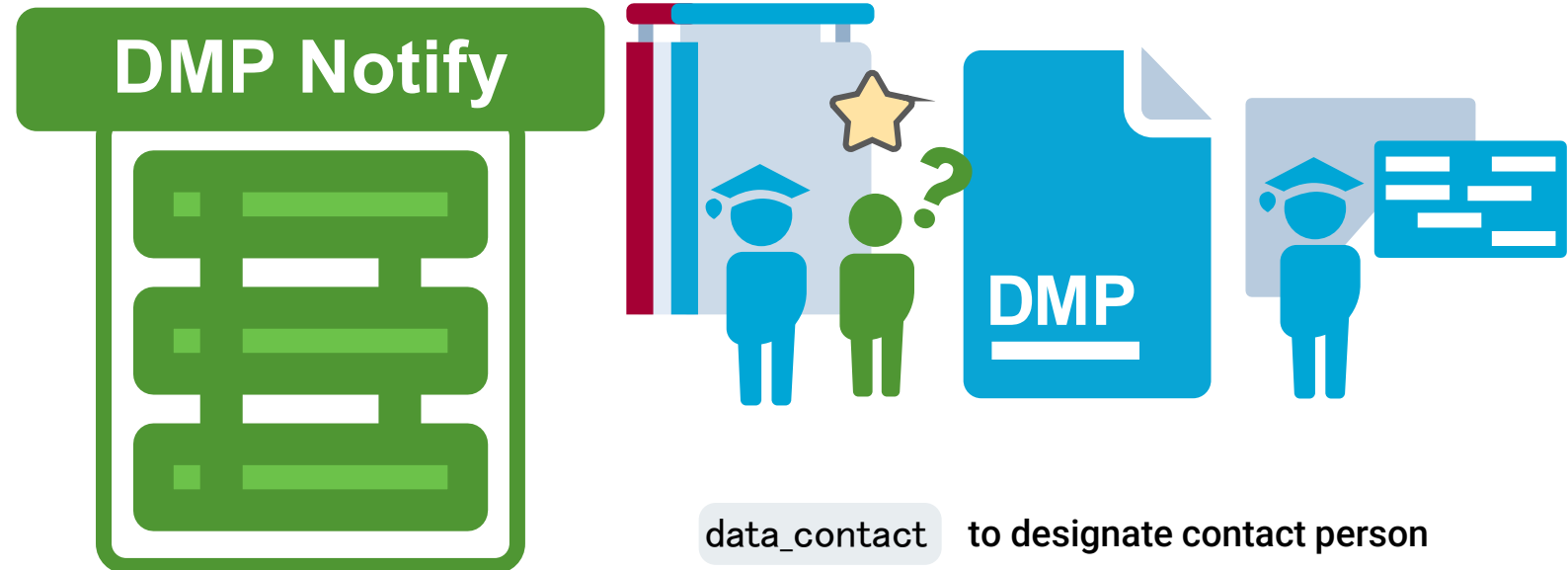


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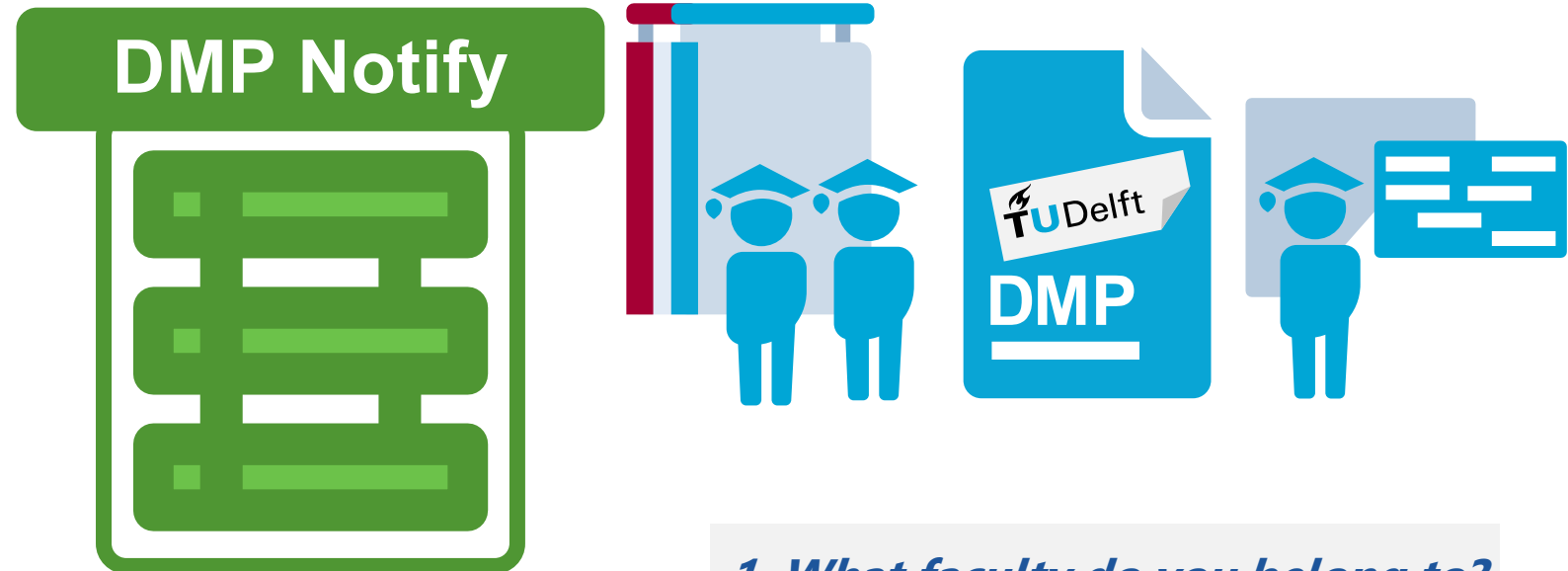


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1. What faculty do you belong to?

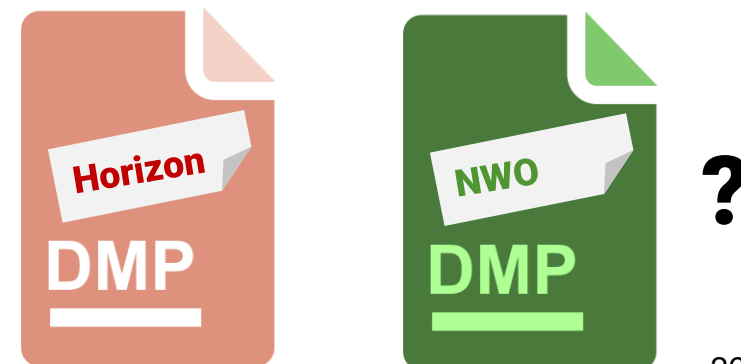
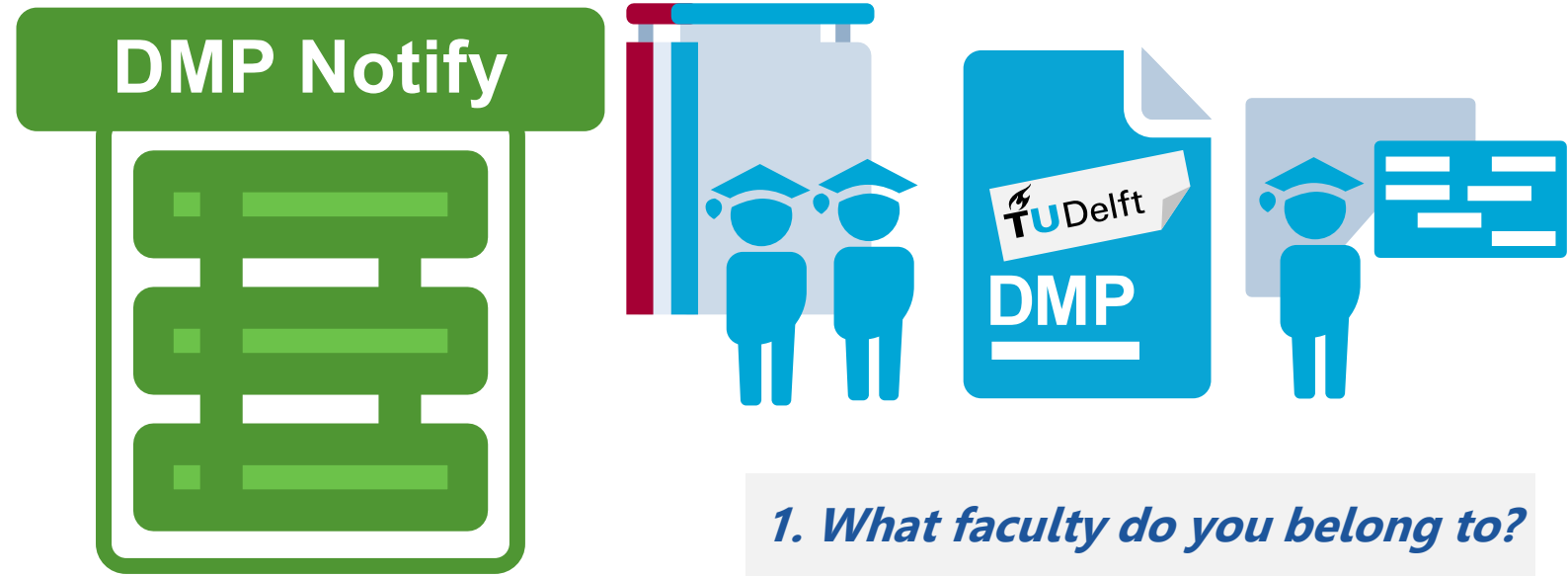
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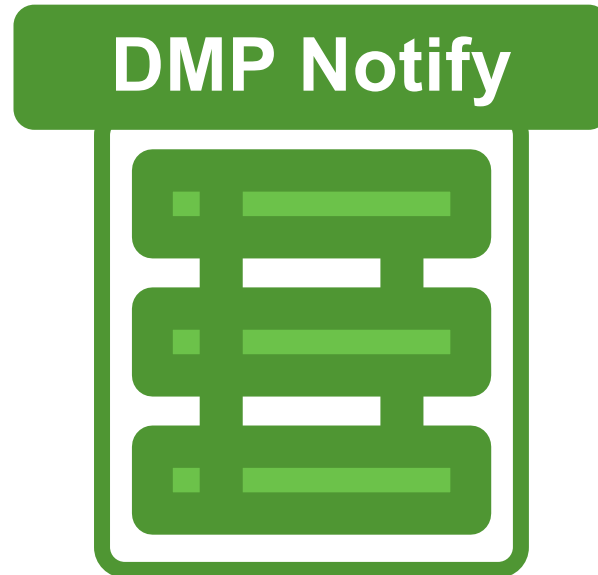
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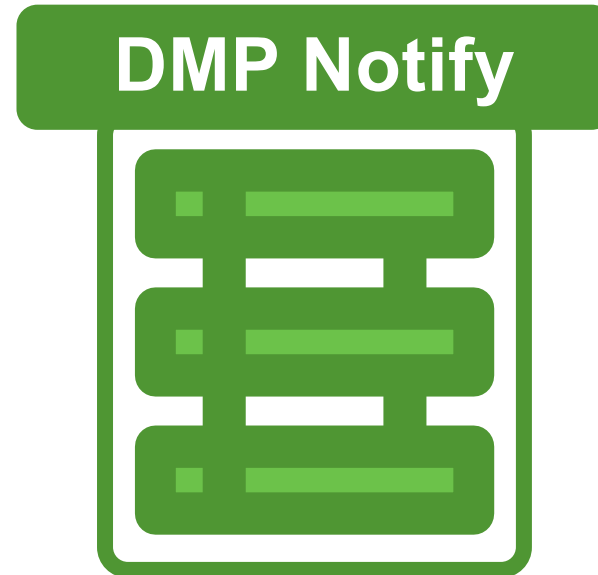


Knowing when feedback has been requested

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Knowing when feedback has been requested

- No way of telling feedback request status from API
- Only way to know is by receiving the email from dmponline
- Accessing email inboxes via scripts is strictly controlled by ICT
- Further hardening of ICT infrastructure will break all existing workarounds.

Pilot: Targeted Feedback Request Workflow

Goal: Extend the existing feedback functionality in DMPonline to provide more flexibility for organisations with distributed data support teams.

Proposed Changes

- Allow organisations to register multiple email addresses that can receive feedback notifications,
and
- Require users to indicate which email address the feedback request should go to.

Extending Schools / Departments Feature

- Departments
 - Add reviewers to a department via email address or DMPonline account.

Edit the School/Department

View all departments

Name
- Business School

Abbreviated name or code
Business

Save Cancel

DMP Feedback emails and users

insert emails separated by comma

	User	
<input type="checkbox"/>		
<input type="checkbox"/>		

Add email addresses of faculty data stewards

Add DMPonline users as reviewers

Extending Schools / Departments Feature

- Departments
 - Add reviewers to a department via email address or DMPonline account.
 - Users assign DMP to a department

test My Curation Center's Default Template

Project details Contributors Plan overview Write Plan Research outputs Share Download

* Project title

test My Curation Center's Default Template

mock project for testing, practice, or educational purposes

Project abstract

B I

Research domain

--Select--

Project Start

Add dropdown selection for department

Select Guidance

To help you write your plan, DMPRoadmap can show you guidance from a variety of organisations.

Select up to 6 organisations to see their guidance.

Curation Center

Curation Center

Save

Extending Schools / Departments Feature

- Departments
 - Add reviewers to a department via email address or DMPonline account.
 - Users assign DMP to a department
 - DMPs can be filtered by department and feedback request status

One list of all plans, with filtering options.

Remove unfiltered list of feedback requests

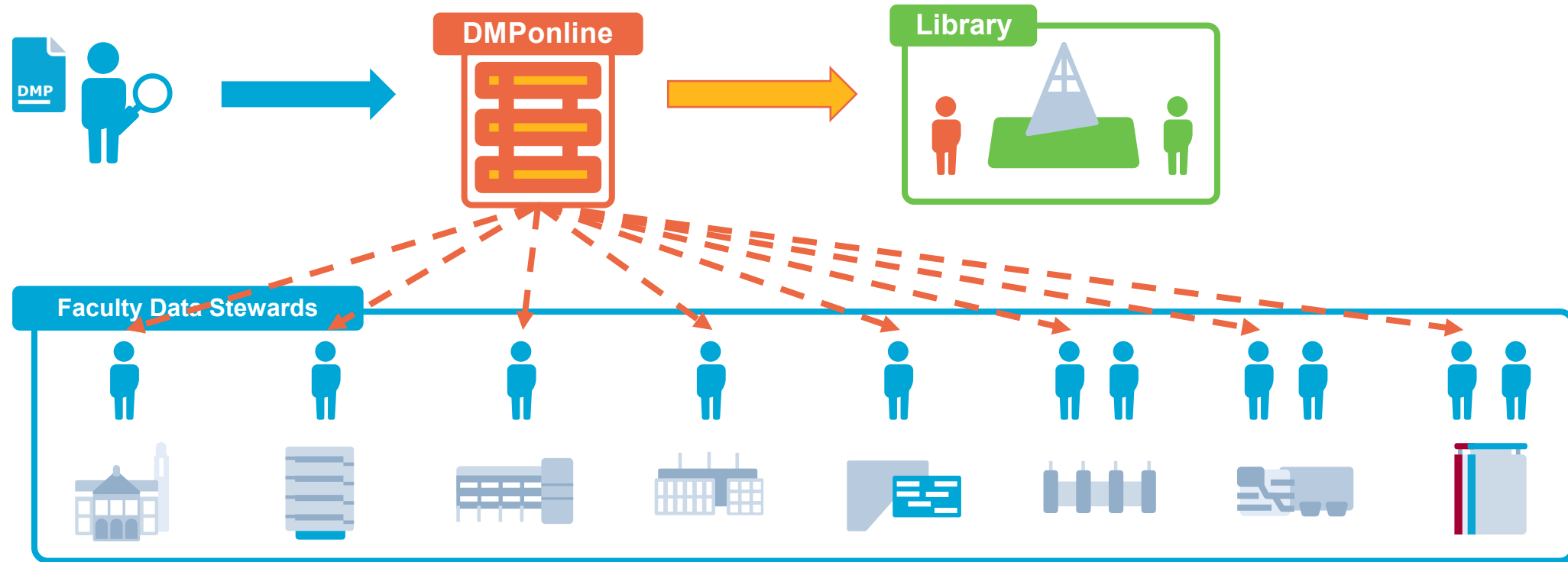
Feedback Department

Please select... Please select...

Note: You can filter this table by 'Created' dates. Enter the month abbreviation and a 4 digit year into the search box above. For example: 'Oct 2019' or 'Jun 2013'.

Project title	Template	Organisation	Owner	Created	Updated	Visibility	Actions
				02-12-2025	23-01-2026	Private	Actions -
				22-01-2026	23-01-2026	Private	Actions -
				13-01-2026	23-01-2026	Private	Actions -

New Feedback Request Workflow



- Targeted feedback request notifications now handled by DMPonline.
- Managed by org admins.

Considerations

- **Avoid disrupting existing organisation workflows.**
Every organisation has their own workflows based on the current system, these changes should not disrupt existing workflows.
- **Keep it simple for users.**
Additional burdens on researchers creating DMPs (such as additional mandatory fields) should be minimised.
- **Keep changes in-scope.**
Making changes to this system naturally uncovers other aspects that could be improved. Changes should be made under careful consideration of the original problem.
- **This is an opportunity.**
When additional changes are in-scope and feasible, we should try to make them.

Considerations

- **Avoid disrupting existing organisation workflows.**
Every organisation has their own workflows based on the current system, these changes should not disrupt existing workflows.
 - These changes will be an opt-in feature.
- **Keep it simple for users.**
Additional burdens on researchers creating DMPs (such as additional mandatory fields) should be minimised.
 - These changes result in 1 additional mandatory field for users.
- **Keep changes in-scope.**
Making changes to this system naturally uncovers other aspects that could be improved. Changes should be made under careful consideration of the original problem.
- **This is an opportunity.**
When additional changes are in-scope and feasible, we should try to make them.
 - The changes to the “plans” admin page will make it easier to manage requests via the DMPonline web UI.

Summary - Targeted Feedback Request Workflow

Proposed Changes

- Organisations can specify multiple contact emails for each of their departments.
- Users indicate which department should receive their feedback request
- New “Plans” admin page which will show all DMPs in a filterable table.

The image shows two screenshots from the DMPONLINE interface. The top-left screenshot is titled "Edit the School/Department" and includes fields for Name, Abbreviated name or code, and a table for "DMP Feedback emails and users". The bottom-right screenshot is titled "test My Curation Center's Default Template" and shows a "Project details" form with fields for Project title, Project abstract, Research domain, and Project Start. A red arrow points to the "Project title" field with the text "Add dropdown before Project title". A "Select Guidance" dialog box is also visible, showing options for "Curation Center".

The image shows a screenshot of a feedback request table. The table has columns for Project title, Template, Organisation, Owner, Created, Updated, Visibility, and Actions. A search bar is located above the table, with a "Feedback" dropdown menu and a "Department" dropdown menu. A note below the search bar states: "Note: You can filter this table by 'Created' dates. Enter the month abbreviation and a 4 digit year into the search box above. For example: 'Oct 2019' or 'Jun 2013'." The table contains three rows of data, with the second row highlighted in orange.

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