Data Management in a Nutshell

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Data Life Cycle

Creating Data

Processing Data

Analyzing Data

Preserving Data

Giving Access to Data

Reusing Data

https://www.flickr.com/photos/gasi/1573011040/
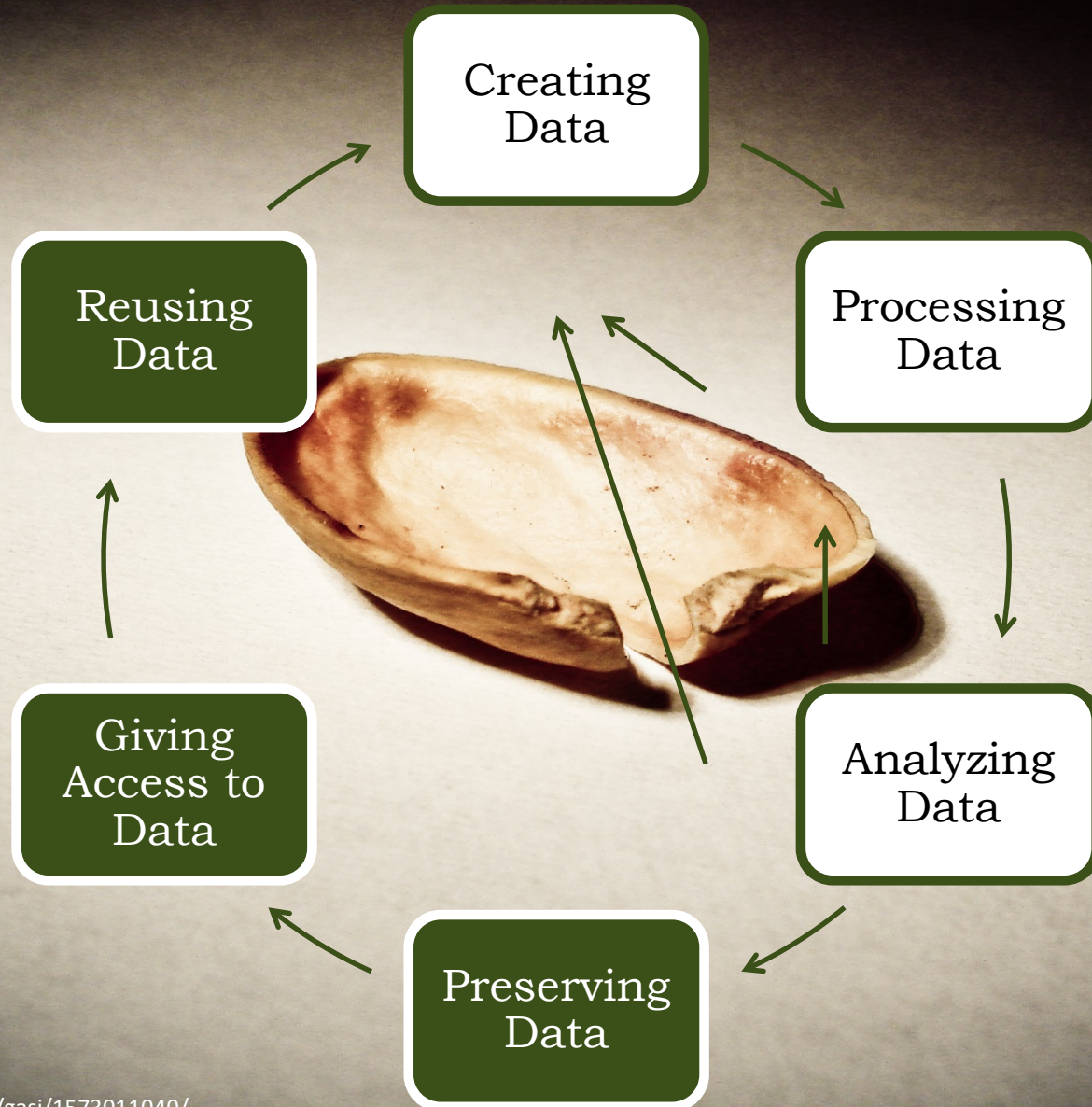
Practical Steps

Know	Organize	Describe

Know
- Physical vs. Digital
- Raw vs. Reduced vs. Processed Data
- File types
- File size
- Number of files

Organize
- Backups
- Folder structure
- File naming convention

Describe
- Folder/file names
- Metadata
- README files

https://baylor.box.com/s/4s3b6x9y1kq8md45lwtuleqoj8ixogzg
http://bit.ly/29MF09i