GAME-ER

May 2024

D1.1

Data Management Plan

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UK Research and Innovation

PROJECT DETAILS

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Coordinator: **INOVA+ - INNOVATION SERVICES, SA** (Portugal)

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Website: **www.game-er.eu**

CONSORTIUM

No	Participant Name	Short Name	Country
1	INOVA+ - INNOVATION SERVICES, SA	INOVA+	Portugal
2	UNIVERSITA DEGLI STUDI DI TORINO	UNITO	Italy
3	ASSOCIATION POUR LA RECHERCHE ET LE DEVELOPPEMENT DES METHODES ET PROCESSUS INDUSTRIELS	CRG	France
3.1	ECOLE POLYTECHNIQUE	EP	France
4	ASOCIACE CESKYCH HERNICH VYVOJARU ZS	GDACZ	Czechia
5	SPIN SYSTEM	SPIN	Belgium
5.1	NOVARECKON SRL	NR	Italy
6	UNIVERZITA KARLOVA	CUNI	Czechia
7	OGR-CRT - SCPA	OGR-Torino	Italy
8	PLUG AND PLAY PLATFORM SPAIN SL	PNPTC	Spain
9	KLASTER HRVATSKIH PROIZVODACA VIDEOIGARA	CGDA	Croatia
10	GAME ONLY	GO	France
11	HERNÍ KLASTR Z.S.	HK	Czechia
12	MUNICIPIO DO FUNDÃO	CMF	Portugal
13	THE UNIVERSITY COURT OF ABERTAY UNIVERSITY	AU	United Kingdom

Disclaimer

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VERSION HISTORY

Date	Version No.	Author	Note
30/04/2024	1.0	Luís Leça, **INOVA+**	Input asked for specific sections to all partners.
09/05/2024	1.1	**All Partners**	Input provided by all partners by the deadline.
20/05/2024	2.0	Luís Leça, **INOVA+**	First Draft Version sent for revision by all partners
24/05/2024	2.1	Ana Aleixo, **INOVA+** Stefano de Paoli, **AU** Enrico Bertacchini, **UNITO**	First revision of the draft version
28/05/2024	2.2	Luís Leça, **INOVA+**	Integration of partner's input
31/05/2024	**3.0**	**Ana Costa, INOVA+**	**Final Revision and Submission**

GLOSSARY AND ABBREVIATIONS

Artificial Intelligence	**AI**
Cultural Creative Industries	**CCI**
Data Management Plan	**DMP**
Findable, Accessible, Interoperable, Reusable	**FAIR**
General Data Protection Regulation	**GDPR**
Nomenclature of Territorial Units for Statistics	**NUTS**
Work Package	**WP**

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EXECUTIVE SUMMARY

This deliverable introduces the initial Data Management Plan (DMP) for the **GAME-ER** project, which will be implemented over a period of 36 months. The DMP is crafted to establish exemplary data handling practices that support the project's research activities by outlining the expected types of research data, detailing data sharing protocols, and specifying standards for data storage and public availability. Structured into nine comprehensive chapters, the DMP covers several crucial areas as:

- **Data Management Strategy (Chapter 1):** Provides an overview of the data management strategies that will be implemented, setting the stage for subsequent chapters.
- **Legal Framework (Chapter 2):** Assesses the international and European legal standards that guide the project, ensuring compliance across all data management practices.
- **Data Management Methodology (Chapter 3):** Details the methodologies for data collection and processing, specifying the types of data that will be utilized.
- **GAME-ER Datasets Summary (Chapter 4):** Offers an initial summary of the datasets, categorised by work package, which will be periodically updated throughout the project lifecycle.
- **FAIR Principles (Chapter 5):** Discusses the application of FAIR principles within the project, emphasizing strategies to enhance data accessibility and usability.
- **Allocation of Resources (Chapter 6):** Outlines the resources allocated for effective data management, including tools and budget considerations.
- **Data Security (Chapter 7):** Describes the security measures in place to protect data integrity and confidentiality throughout the project.
- **Ethical Aspects (Chapter 8):** Examines the ethical considerations inherent in the data collection and usage processes, ensuring all practices adhere to high ethical standards.
- **The conclusion of the DMP (Chapter 9)** reiterates the importance of rigorous data management in achieving the research objectives of the **GAME-ER** project, highlighting the structured approach that will facilitate the efficient handling, sharing, and preservation of data.

This foundational document is designed as a living document that will evolve throughout the project's lifespan, incorporating feedback and adapting to new challenges and requirements. This approach ensures that the DMP will continue to guide consortium partners in maintaining best practices in data management, ultimately supporting the project's goal to enhance understanding and foster innovation within the European gaming industry.

1 DATA MANAGEMENT STRATEGY

Effective data management is a critical issue for both companies and stakeholders given the exponential growth in data generation, storage, and manipulation. Ensuring proper data security, integrity, and ethical use has become a cornerstone of data processing activities. Proper data management relies on adhering to international and European-level legislation and regulations, such as the General Data Protection Regulation (GDPR) developed by the European Parliament and the European Council in April 2016[1]. These regulations are intended to protect individuals' privacy rights, promote transparency in data processes, and uphold ethical data management protocols.

For the **GAME-ER** partners, full compliance with this regulatory framework is both a legal requirement and an ethical responsibility, as the project heavily relies on the collection of secondary and primary data from cluster members. This poses a significant challenge in data management and protection, requiring a balance between the Open Access Strategy and data security. The project aims to release most of its results in an Open Access format, contributing to the European Union's goals, while also ensuring the protection of sensitive data.

The data management strategy for the **GAME-ER** project is designed to achieve the following strategic objectives:

- **Compliance with Legal and Ethical Standards:** Ensuring that all data management activities comply with relevant international, European, and national regulations, including the GDPR. This involves protecting individuals' privacy rights and maintaining transparency in data processing activities.

- **Data Security and Integrity:** Implementing robust measures to safeguard data against unauthorized access, breaches, and corruption. This includes defining access controls, encryption standards, and regular security audits.

- **Transparency and Accountability:** Establishing clear protocols for data handling, including detailed documentation of data sources, processing activities, and data flows. This ensures accountability and traceability throughout the data lifecycle.

[1] https://eur-lex.europa.eu/eli/reg/2016/679/oj

- **Open Access and Data Sharing:** Promoting the principles of Open Access by making most of the project's results publicly available (**GAME-ER** project will have 25 public deliverables). This involves developing a clear strategy for data dissemination that aligns with the FAIR principles (Findable, Accessible, Interoperable, and Reusable), while protecting sensitive and confidential data.

- **Ethical Data Management:** Upholding the highest ethical standards in data collection, processing, and sharing. This includes obtaining informed consent from participants, ensuring data anonymization where necessary, and conducting regular ethical reviews.

- **Resource Allocation and Training:** Allocating sufficient resources, both human and technical, to support effective data management. This includes training consortium partners on data management best practices and ensuring they are equipped with the necessary tools and knowledge.

By adhering to this strategy, the **GAME-ER** project will ensure a robust framework for data management that balances the need for open access with stringent data protection requirements. This strategy will be complemented by detailed methodologies for data collection, storage, processing, and sharing, which will be elaborated in the subsequent methodology chapter.

2 LEGAL FRAMEWORK

The **GAME-ER** project operates within a complex legal environment that needs careful consideration of a broad spectrum of international and European regulations, conventions, and directives. These legal instruments are crucial for ensuring the ethical and lawful management of data, particularly focusing on data protection and the regulation of emerging technologies such as Artificial Intelligence (AI). These areas are essential for maintaining privacy and promoting responsible data handling practices that are compliant with both existing and evolving legal standards. By adhering to these legal instruments and frameworks, the **GAME-ER** project will maintain the highest standards of ethical conduct, legal compliance, and data protection in its research execution. This commitment will enable the **GAME-ER** partners to foster trust, accountability, and transparency in research data management and usage. In addition, these legal instruments and frameworks provide a structured approach to data management, which aims to:

- Ensure that all data collected and processed is handled in a lawful, fair, and transparent manner, providing data subjects with control over their information.

- Implement robust AI systems that are transparent, secure, and aligned with EU regulations, ensuring that they contribute positively to the research without compromising ethical standards or data protection.

- Foster an environment of trust and accountability, with clear protocols for data management and a commitment to upholding the highest legal and ethical standards.

This section provides an overview of the key legal instruments governing data protection and privacy. It elucidates their implications for the project and offers guidance for developing strategies, protocols, and procedures to ensure legal compliance, ethical integrity, and responsible data stewardship throughout the data lifecycle.

2.1 Legal framework for Data Protection

The project is guided by several key legal frameworks that ensure robust data protection and privacy:

- **General Data Protection Regulation (GDPR):** Serving as the cornerstone of data protection in the European Union, the GDPR provides comprehensive rights to individuals and places obligations on entities processing personal data.

- **Convention 108:** The first legally binding international treaty on data protection, setting out the core principles of data privacy and transborder data flows.

- **European Data Act (2023/2854):** A new regulation, effective by 2025, designed to regulate the access to and use of data, facilitating data sharing across sectors and borders while ensuring high standards of data protection are maintained.

2.1.1 General Data Protection Regulation (Regulation (EU) 2016/679)

The **GAME-ER** project's DMP is designed to align with the principles and requirements set forth in the GDPR to ensure compliance and protect the rights of data subjects. The GDPR establishes key principles for the processing of personal data, including lawfulness, fairness, and transparency (**Article 5**); purpose limitation (Article 5); data minimization (Article 5); accuracy (Article 5); storage limitation (Article 5); integrity and confidentiality (Article 5); and accountability (**Article 24**).

In accordance with these principles, the project partners will implement measures to ensure that personal data is collected and processed lawfully, transparently, and for specified, legitimate purposes. Additionally, the project partners will adopt practices to minimize the collection of personal data to what is strictly necessary for the project's objectives, and to ensure its accuracy and integrity throughout the data lifecycle.

Moreover, the project partners will implement appropriate technical and organisational measures to ensure the security and confidentiality of personal data, including measures to prevent unauthorized access, disclosure, alteration, or destruction, in accordance with **Article 32**. Furthermore, the project establishes mechanisms to facilitate data subjects' exercise of their rights under the GDPR, such as the right to access (**Article 15**), rectification (**Article 16**), erasure (**Article 17),** and portability (**Article 20**) of their personal data. By aligning its data management practices with the GDPR, the **GAME-ER** project demonstrates its commitment to protecting individuals' rights and promoting responsible data stewardship, thereby fostering trust, transparency, and accountability in data processing activities.

2.1.2 The Convention 108 for the protection of Individuals with Regard to Automatic Data Processing of Personal Data

In accordance with the principles outlined in Convention 108, particularly Articles 5, 6, 7, 9, and 10, the **GAME-ER** project's DMP prioritizes personal data protection and privacy throughout its lifespan. **Article 5** emphasizes the importance of data accuracy, relevance, and currency, guiding the project's efforts to ensure high data quality during collection and processing. **Article 6** underscores data subjects' rights, including the right to access personal data and the right to correct or delete inaccurate data, shaping the project's approach to respecting individuals' autonomy and control over their personal information.

Article 7 addresses the security of personal data, mandating the implementation of appropriate security measures to prevent unauthorized access or disclosure. **Article 9** pertains to the international transmission of personal data, requiring compliance with cross-border data transfer principles while ensuring adequate protection. Finally, **Article 10** calls for the establishment of supervisory authorities to oversee data protection practices and ensure compliance with the convention's provisions.

By aligning its data management practices with the principles and requirements outlined in Convention 108, the **GAME-ER** project demonstrates its dedication to upholding the highest standards of data protection and privacy. This commitment fosters trust, accountability, and respect for individuals' rights throughout the data lifecycle.

2.1.3 European Data Act (Regulation EU 2023/2854)

The **GAME-ER** project's DMP aligns with the principles and requirements of the Data Act, ensuring compliance and enhancing data protection practices. The *European Data Act* promotes responsible and ethical data use while fostering innovation and economic growth. It emphasises data interoperability, portability, and reusability, empowering data subjects to control their personal data and enabling seamless data exchange between entities.

In line with these principles, the project implements measures to improve data interoperability and facilitate data portability, allowing data subjects to transfer their personal information between different service providers or platforms. Additionally, the project promotes data reusability and the sharing of research data with other stakeholders, supporting the Data Act's goals of encouraging data-driven innovation and economic development.

2.2 Legal framework for Artificial Intelligence (AI)

As AI technologies play an increasingly prominent role in research, their regulation is essential to ensure they are used safely and ethically:

- **AI Act:** Recently proposed by the European Commission, this act aims to govern the use of AI according to the level of risk associated with various AI applications, focusing on high-risk categories to ensure they meet strict EU standards for safety and transparency.

- **Convention on Artificial Intelligence, Human Rights, and Democracy:** An emerging framework that addresses the broader impacts of AI on society, focusing on ensuring that AI development respects human rights and democratic values.

2.2.1 Artificial Intelligence Act

Recognising the challenges and emerging issues posed by AI, the **GAME-ER** project plans to adhere to the guidelines of the recently announced AI Act during its implementation phase. As the regulatory landscape evolves, the project remains vigilant in addressing the ethical and legal implications of AI, ensuring responsible and transparent AI governance in its research efforts.

2.2.2 Convention on Artificial Intelligence, Human Rights, and Democracy

The Convention on Artificial Intelligence, Human Rights, and Democracy aims to ensure that AI development and use respect human rights, democratic principles, and the rule of law. It focuses on transparency, accountability, and non-discrimination in AI systems.

GAME-ER project will uphold these principles by implementing thorough ethical reviews, ensuring transparent AI processes, and prioritizing accountability in project's AI governance. In addition, consortium partners, will also actively monitor and mitigate potential biases and discriminatory outcomes of AI applications, aligning **GAME-ER** practices with the convention's guidelines.

3 DATA MANAGEMENT METHODOLOGY

3.1. Purpose of Data Collection and Management

The **GAME-ER** project's data collection and generation goals are multifaceted, serving as the foundation for the several research activities and analyses to be developed, and the formulation of comprehensive recommendations and the Interactive Methodological toolkit (**T5.4**). The consortium aims to gain a thorough understanding of the European video game industry, its spatial organisation, and its connections to the cultural and creative sectors by collecting primary and secondary data across multiple work packages.

This data underpins the identification of video game clusters, characterisation of their structures, and examination of their relationships with industrial and innovation policies. Additionally, the gathered data aids in shaping comparative typologies, providing policymakers with valuable insights. Through meticulous data collection and analysis, the **GAME-ER** project seeks to offer stakeholders actionable insights and drive positive change in the European video game ecosystem.

3.2. Data Types

To achieve its objectives, the **GAME-ER** project will generate and use a variety of data types:

- **Qualitative Data:** Derived from semi-structured interviews with key stakeholders in the gaming industry, these data provide deep insights into the operational and structural dynamics of gaming clusters.

- **Documentary Evidence:** This includes a wide range of secondary sources such as policy documents, academic research, and media articles that offer both historical and contemporary perspectives on the gaming industry.

- **Quantitative Data:** Compiled through surveys and statistical methods, these data provide measurable insights into the skills, competencies, and economic metrics of gaming industry companies.

These various data types will provide valuable insights into the spatial organisation, characteristics, and dynamics of European video game clusters, as well as help to develop policy recommendations and methodological tools. Furthermore, the report will include a dedicated chapter outlining the datasets used or created within each Work Package, providing transparency and allowing for further analysis or replication of the project's results.

3.3. Data Collection Process

The **GAME-ER** project will gather data from both primary and secondary sources, offering unique perspectives on European video game industry clusters.

Primary Data collection process is primarily based on qualitative methods, such as semi-structured interviews with key stakeholders from gaming industry clusters. These interviews, conducted by partners such as **CRG, AU, UNITO, INOVA, and CUNI**, will capture firsthand accounts and perspectives from individuals directly involved in the clusters' development and operation at the national level.

Secondary Data collection process entails obtaining existing documentary evidence through extensive desk research. Partners such as **UNITO, AU, CRG, CUNI, and CMF** will lead this effort, sifting through public reports, academic publications, newspaper articles, websites, and social media platforms to compile a comprehensive overview of each gaming industry cluster. This documentary mapping will provide important context for the historical development, organisational structure, and key players within the clusters.

To ensure a smooth data management process, the consortium partners will adhere to a strict procedure and methodology for data management, as illustrated in Figure 1.

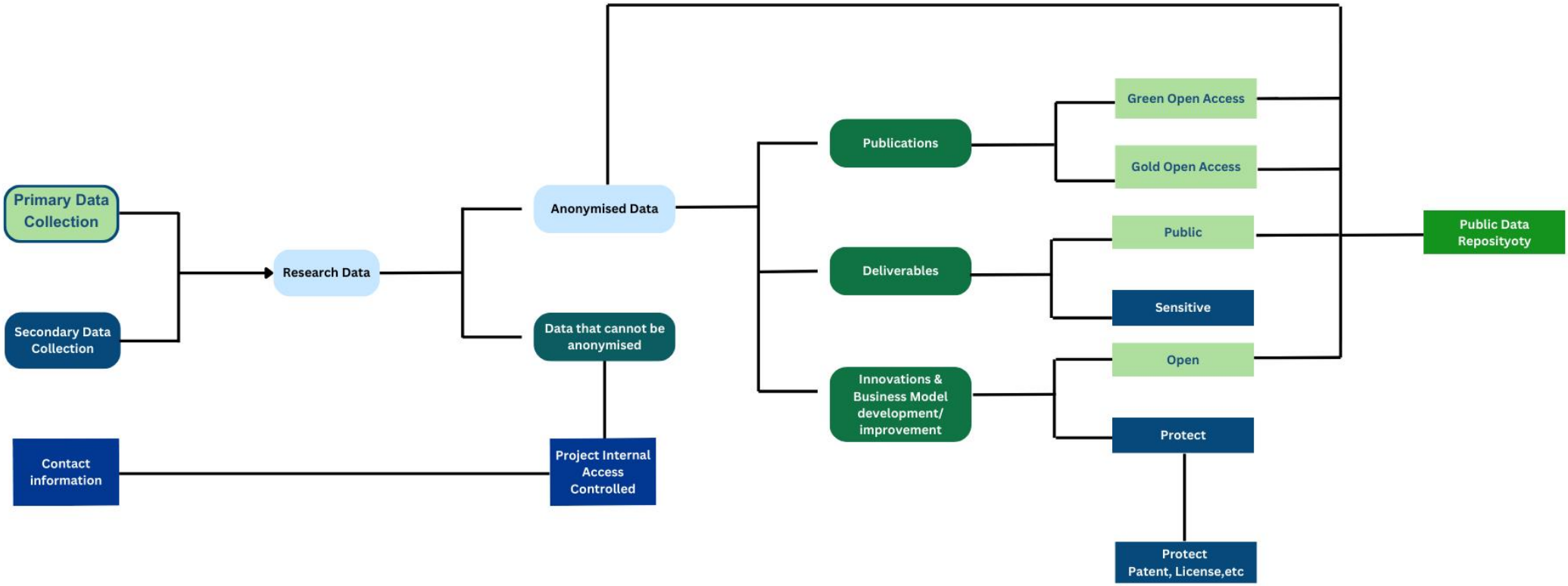

Figure 1 - Data Management Strategy

4 GAME-ER DATASETS SUMMARY

Based on the previously described Data Collection Methodology, the project includes a preliminary evaluation of the datasets to be generated. These assessments provide a foundational framework for understanding the scope and volume of data across multiple work packages. The tables below will be updated in subsequent iterations of this deliverable, scheduled for **M18** and **M30**, to reflect the project's evolving work and the datasets/documents generated. This iterative approach ensures that the documentation remains dynamic and accurately reflects the data generated throughout the project's lifecycle.

4.1. Project Management & Coordination (WP1)

Table 1 - WP1 Datasets – Partners' Contact List

Dataset name: GAME-ER_Consortium_Contactlist_28052024.xls		
Task	**Format + Type**	**Lead Partner**
T1.1	.xls	**INOVA+**
Size	**Public Dataset?**	
Mb	No	
Description		Dataset comprising partners' technical and administrative contacts such as name, organisation and email.
Purpose/Utility for the Project		Ensure smooth and effective communication among consortium partners, as well as easy access to information, to ensure the quality and success of project implementation.

Table 2 - WP1 Datasets – Risk Monitoring Tool

Dataset name: GAME-ER_Risk_Monitoring_Reporting_Tool_20052024.xls		
Task	**Format + Type**	**Lead Partner**
T1.4	.xls	**INOVA+**
Size	**Public Dataset?**	
Mb	No	
Description		A dataset detailing the project's critical risks by work package, including their likelihood of occurrence, severity, and corresponding mitigation measures.
Purpose/Utility for the Project		This dataset will be highly relevant for **T1.4** - *Quality Assurance, Risk, and Innovation Management*, where the project coordinator (**INOVA+**) will periodically review with the consortium to determine if the identified risks are occurring and to identify any new risks that may arise during project implementation.

4.2. Mapping of European video game industry clusters (WP2)

Table 3 – WP2 Datasets – Bibliographic Data

Dataset name: GAME-ER_WP2_bibliographic_data.		
Task	**Format + Type**	**Lead Partner**
T2.1	csv, bib, ris, xlsx	**UNITO**
Size	**Public Dataset?**	
Mb	Under Assessment	
Description		The dataset **GAME-ER_WP2_ bibliographic_data** contains complete bibliographic information on policy reports and the academic production published between 2000 and 2023 in the fields of Economics, Management, Regional Studies, Geography and Urban Planning Studies concerning the video games industry as a CCI and its spatial distribution. **The academic literature collection has been searched and retrieved from the following bibliographic data source:** **Web of Science** (www.webofscience.com/) is a thorough bibliographic database of scholarly peer-reviewed articles. The platform provides tools for advanced literature searches, citation and bibliometrics analyses. This source is a paid-access platform provided by Clarivate Analytics. The University of Turin provides access to its affiliated researchers.
Purpose/Utility for the Project		The dataset contains the core literature and provides the bibliographic information about the academic production on the video games industry as a CCI and its main clustering factors and outcomes. This dataset will be used to generate the **D2.1-** *State-of-the-art of the spatial organisation and clustering video games industry in Europe*.

Table 4 – WP2 Datasets – Company Level Data

Dataset name: GAME-ER_WP2_company_level_data.csv		
Task	**Format + Type**	**Lead Partner**
T2.2 /T2.3	.csv	**UNITO**
Size	**Public Dataset?**	
Mb	Under Assessment	
Description		The dataset **GAME-ER_WP2_company_level_**data will contain a wide range of firm-level information on video games companies, such as their respective games titles developed or produced, targeted platforms, and company location and business information. This dataset will be the result of the merging and harmonization of data from the following main data sources: **MobyGames** (https://www.mobygames.com/) is the richest website in terms of coverage and information related to video games titles, and

	people and companies behind them. The website is currently owned by Atari and data is collected via crowdsourcing. The data is freely available, and within **GAME-ER**, **UNITO** aims to retrieve video games titles, developers and companies' general information by means of API web scraping techniques, in compliance with the terms of use of the provider. **Complementary/Benchmarking data sources on video games companies and titles:** **Gamesdevmap** (https://www.gamedevmap.com/) is an interactive map and collection of video games development organizations. The website can be freely browsed by company type and country (global coverage). This data source will be used to locate companies and complement data retrieved from MobyGames. **GameFAQs** (https://gamefaqs.gamespot.com/games/company/) and **Giantbomb** (https://www.giantbomb.com/companies/) both provided by GameSpot (https://www.gamespot.com/) a Fandom Inc. company. These two websites are similar to MobyGames and can be deployed to complement and validate information on video games titles and publishers/developers. **Bureau van Dijk's Orbis** (a Moody's Analytics company: https://login.bvdinfo.com/R0/Orbis) is a private companies' registry and data provider. The database collects comprehensive data and intelligence around corporate ownership structures and financial information. The Orbis database is not freely available, however the University of Turin has a subscription to this data provider. **Crunchbase** (https://www.crunchbase.com/) provides companies and startups' information on investment and funding rounds, corporate structure and news. Access to data is subscription-based. The University of Turin is considering purchasing access. **OpenCorporates** (https://opencorporates.com/) provides legal-entities and corporations' data. OpenCorporates sources data from national business registries in 140 jurisdictions and comprises the name of the entity, date of incorporation, registered addresses, and the names of directors. Other data, such as the ownership structure, is contributed by users. Single-entity searches are free, while bulk and API downloads are subscription-based. The University of Turin currently does not hold a licence and might consider a subscription.
Purpose / Utility for the Project	The dataset will constitute a rich database of information and knowledge on active video games companies, titles produced/developed, and financial data that will be leveraged in **T2.2** - *Analysis of the spatial distribution of economic activities* and **T2.3-** *Study of the relevant patterns of geographical clusters.*

Table 5 – WP2 Datasets – NUTS2 Data

Dataset name: GAME-ER_WP2_NUTS2_VGsector_data.csv		
Task	**Format + Type**	**Lead Partner**
T2.3	.csv	**UNITO**
Size	**Public Dataset?**	
Mb	Yes, with limited access	
Description	The dataset **GAME-ER_WP2_NUTS2_VGsector_data** will contain information about the video game sector at the regional level, specifically at **NUTS2**[2], aggregating data from the WP_2_company_level_data database and integrating with other regional data from other secondary sources. In particular, NUTS2 includes the basic regions generally used for the application of regional policies with a population ranging from 800,000 to 3 million (e.g., *Provincies/Provinces in Belgium; Comunidades y ciudades autónomas in Spain; Régions in France; Länder in Austria*). **This dataset will be created combining the following data sources:** 1. **Eurostat** (https://ec.europa.eu/eurostat/web/main/data) will be used to retrieve regional and sectoral data. 2. **OECD Data** (https://data-explorer.oecd.org/), the Organisation for Economic Co-operation and Development provides a wide range of economic data and indicators.	
Purpose/Utility for the Project	The dataset will constitute the main data and information source on video games companies at the regional level (NUTS2) that will be used in **T2.3 -** *Study of the relevant patterns of geographical clusters***.**	

4.3. Analytical grid and comparative typology of clusters (WP3)

Table 6 – WP3 Datasets – Cluster Interviews scripts

Dataset name: GAME-ER_CLUSTER_SCRIPT_INTERVIEW.docx		
Task	**Format + Type**	**Lead Partner**
T3.1	.docx	**CRG, AU, INOVA+, CUNI, CMF, UNITO**
Size	**Public Dataset?**	
Mb	No	
Description	Following a joint discussion and analysis of the common grid, each partner will create the most appropriate interview script for each cluster. The datasets will compile for each cluster a set of questions and guidelines for the interviews that will be developed on **T4.1** – *Primary Data Collection on Clusters.*	

[2] The Nomenclature of Territorial Units for Statistics (NUTS) was drawn up by Eurostat in order to provide a single uniform breakdown of territorial units for the production of regional statistics. See link (here).

Purpose/Utility for the Project	The interview script datasets will serve as the foundation for conducting interviews on the **T4.1.**

4.4. Clusters ecosystem – case studies (WP4)

Table 7 – WP4 Datasets – Clusters' Local Actors Database

Dataset name: GAME-ER_Clusters _Local_Actors_Database.xls		
Task	**Format + Type**	**Lead Partner**
T4.1 T4.2 T4.3	.xls	**AU, UNITO, CMF, CUNI,CRG**
Size	**Public Dataset?**	
Mb	No	
Description		Each partner will develop an assessment and database of possible cluster local actors to be interviewed under **T4.1**
Purpose/Utility for the Project		This database will be pivotal for the coordination of the interviews and analysis of the clusters under research.

Table 8 – WP4 Datasets – Clusters Interviews Recordings and transcription

Dataset name: GAME-ER_Clusters_Interviews.mp3 + GAME-ER_Clusters_Interviews_Transcripts.docx		
Task	**Format + Type**	**Lead Partner**
T4.1 T4.2 T4.3	.mp3 / .docx / .txt	**AU, UNITO, INOVA+,CUNI,CRG**
Size	**Public Dataset?**	
kb	No	
Description		Each partner will create a qualitative interview dataset that includes audio files and text files (transcriptions) specific to the cluster they represent and will interview.
Purpose/Utility for the Project		This data will be analysed to gain insights into the clusters under investigation. It includes general, historical, and mapping interviews. The data will also be used in **WP3** for comparative analysis, specifically **T3.3** - *Development of a comparison synthesis.*

Table 9 – WP4 Datasets – Clusters Secondary Documents

Dataset name: Secondary documents - Clusters Ecosystem - case studies		
Task	**Format + Type**	**Lead Partner**
T4.2 T4.3 T4.5	.xls/.docx/.pdf & other textual data. Mp4	**AU, UNITO, INOVA+,CUNI,CRG**
Size	**Public Dataset?**	
kb	No	
Description		Each partner will create a dataset of documents related to the cluster they represent, including general perspectives, historical documents, and training documents.

Purpose/Utility for the Project	This data will be analysed to gain insights into the clusters under investigation. It includes general, historical, and mapping interviews. The data will also be used in **WP3** for comparative analysis, specifically **T3.3** - *Development of a comparison synthesis.*

Table 10 – WP4 Datasets – Cluster 5: Questionnaires

Dataset name: GAME-ER_Questionnaires_cluster actors_CZ.xlsx		
Task	**Format + Type**	**Lead Partner**
T4.1	.csv /.xlsx	**HK**
Size	**Public Dataset?**	
Mb	No	
Description		Questionnaires will be sent to a list of participants and/or be (publicly) announced to the target audience. Data will be collected and exported to .xlsx and/or .csv and stored online in project SharePoint/OneDrive.
Purpose/Utility for the Project		Data from the conducted questionnaires will be stored and provided to the research tasks for analysis and interpretation.

Table 11 – WP4 Datasets – Cluster 5: Reports on Documents analysis

Dataset name: GAME-ER_Reports_on_Documents_CZ-xlsx		
Task	**Format + Type**	**Lead Partner**
T4.2	.docx/ .xlsx	**HK**
Size	**Public Dataset?**	
Mb	To be confirmed	
Description		Desk research, close reading, content analysis, interpretation, writing a report, results will be stored online in project SharePoint/OneDrive.
Purpose/Utility for the Project		Reports and analyses will be used to provide an overview and insight into the particular game cluster socio-economical context.

Table 12 – WP4 Datasets – Cluster 5: Clusters Skills

Dataset name: GAME-ER_Clusters_Skills		
Task	**Format + Type**	**Lead Partner**
T4.5	.xlsx	**HK**
Size	**Public Dataset?**	
Mb	Yes	
Description		Desk research, close reading, content analysis, interpretation, writing a report, results will be stored online in project SharePoint/OneDrive.
Purpose/Utility for the Project		Spreadsheet with description and classification of skills will be used for providing an insight and overview of what skills/competencies are available in each cluster

Table 13 – WP4 - Croation Industry Characterisation

Dataset name: GAME-ER_ Croatian_industry_characterisation		
Task	**Format + Type**	**Lead Partner**
	.xls	**CGDA**
Size	**Public Dataset?**	
Mb	Yes	
Description		All Croatian game development companies and their relevant financial information for the past 5 years. Acquired through official government datasets. Also included will be the (anonymised) dataset from a survey done with a cross-section of the game development industry.
Purpose/Utility for the Project		It will serve as complementary data and literature to refine the research process and industry characterisation.

4.5. Interactive methodological toolkit (WP5)

Table 14 - WP5 Datasets - OGR Startup Data-Quickload

Dataset name: GAME-ER_Startup Data_*Quickload_Acceleration_Program*		
Task	**Format + Type**	**Lead Partner**
T5.2	To be defined	**OGR**
Size	**Public Dataset?**	
kb	No	
Description		Data on startups participating in the Quickload Acceleration Programme, powered by OGR Torino, including master data, contextual data, technical data about their gaming activities, needs/feedback, and validation data for implementing the final set of **GAME-ER** recommendations. Throughout the **GAME-ER** project, three Quickload editions will take place, with each edition featuring approximately 6/10 different startups. Any confidential data related to the enterprises will be anonymized to ensure confidentiality while also allowing for a more in-depth process of defining and validating recommendations.
Purpose/Utility for the Project		This data will be used in the **GAME-ER** project in the framework of the **T5.2** – *Enrichment of recommendations*, as part of the activities to test and strengthen the final set of project recommendations and implement the acceleration program itself. This information will be useful to delve into the key players of the Quickload initiative, as part of the Turin Gaming Cluster.

Table 15 - WP5 Datasets - Policy Documents

Dataset name: GAME-ER_Cluster_Policy_Documents		
Task	**Format + Type**	**Lead Partner**
T5.1	.docx / .pdf	**AU, UNITO, CMF, CUNI,CRG**
Size	**Public Dataset?**	
kb	No	
Description		A dataset of documents all relating to the cluster policy (may include national, and local policy matters)
Purpose for the Project		This data will be analysed to derive insights about the Clusters policy environment, and to assess existing policy and recommendations about creative industry clusters

4.6. Communication, Dissemination and Exploitation (WP6)

Table 16 - WP6 Datasets - Events Attendance List

Dataset name: GAME-ER Event's Attendees List		
Task	**Format + Type**	**Lead Partner**
T6.1	.xls	**SPIN**
Size	**Public Dataset?**	
kb	No	
Description		The participation list dataset will include information about the people who have attended the project events where attendance is saved. The dataset will include details about each participant, such as their name, email address and organisation. The Participants will provide their information upon registration for the event, either online or in-person. The data will be collected manually into a database or spreadsheet.
Purpose/Utility for the Project		Use this dataset to measure KPIs and demonstrate attendance at the event.

Table 17 - WP6 Datasets - Events & Conferences List

Dataset name: GAME-ER Events_List		
Task	**Format + Type**	**Lead Partner**
T6.1	.xls	**SPIN**
Size	**Public Dataset?**	
kb	No	
Description		The event database will monitor relevant events in which partners will participate and it will keep track of which partner have participated/ or it will participate. The database will contain a Partner section, Event and Event type section, Location and Date sections.
Purpose/Utility for the Project		The purpose of this dataset is to keep track of the relevant events that **GAME-ER** partners might attend.

Table 18 - WP6 Datasets - GDPR Consent Database

Dataset name: Event's Attendees GDPR Consent		
Task	**Format + Type**	**Lead Partner**
T5.1	.xls (Primary Data)	**SPIN**
Size	**Public Dataset?**	
kb	No	
Description	The dataset comprises information about individuals who have provided informed consent to be interviewed and photographed or filmed. It includes details such as their names, contact information and organization. The participants at the events/ interviews will be asked to complete this informed consent for the video and photo part. The collection process involves obtaining an informed consent from participants before conducting interviews or capturing visual media like photos and videos, ensuring that they understand the purpose and potential uses of their data. This may involve providing information about how their information will be used, stored, and shared, as well as any rights they have regarding their data.	
Purpose for the Project	Based on this dataset, **GAME-ER** can use the materials developed during the project by disseminating it publicly, with the consent of the participants.	

Table 19 - WP6 Datasets – Surveys Results Database

Dataset name: Event's Feedback Surveys		
Task	**Format + Type**	**Lead Partner**
T6.1	.xls (Primary Data)	**SPIN**
Size	**Public Dataset?**	
kb	No	
Description	The feedback questionnaire dataset comprises responses obtained from participants through surveys designed to gather feedback on various aspects of an event or outcome. The questionnaire is distributed to participants either online via mail, or onsite distributed at the event venue physically. Participants will be informed about the purpose of the feedback questionnaire and their rights regarding the use of their responses. Once data collection is complete, the responses are compiled into a dataset for analysis. This dataset may include quantitative data, as well as qualitative data.	
Purpose for the Project	Feedback questionnaires help in monitoring the project's activities, materials, and interactions with participants. Insights derived from the dataset can be communicated to the partners to demonstrate the impact of **GAME-ER**.	

5 FAIR PRINCIPLES

Following the Horizon 2020 FAIR Data Management Guidelines[3], this section elaborates on the **GAME-ER** partners' main considerations for proper data dissemination and management during the project. In this way, the management and handling of data generated and collected included a strategy for making the data discoverable, accessible, interoperable, and reusable.

Making Data findable, including provisions for Metadata

All relevant contents of the **GAME-ER** project will be developed with the goal of making the data findable. To facilitate the open access process and ensure coherence among the WPs and the materials developed, the consortium will implement standard procedures to label all materials developed as part of the project from the start. The following convention will be applied to each project report, dataset, and reporting document:

GAME-ER _DX.X_DDMMYYYY.fileformat

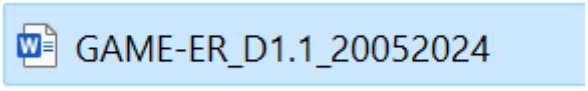

Figure 2 - Example of report labelling convention.

GAME-ER_DATASETNAME_DDMMYYYY.fileformat

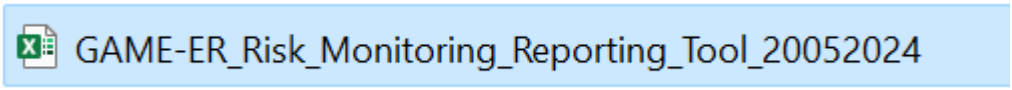

Figure 3 - Example of Datasets labelling convention.

i.e, acronym of the project + WP generating the document + Task generating the dataset,report, document + Deliverable information (if applicable) + data of creation with format DDMMYYYY+ file format (docx,xls,pdf, among others).When making open access, a predefined associated metadata will be used for each document as required. The metadata items include the following:

- Title of the document/dataset;
- Publication Date;
- Creators;
- Description;
- DOI or Persistent handlers
- Licenses;
- Contributors;
- Keywords;
- Language(s) of the document;
- Publisher;
- Funding;
- Publishing information (Journal title, Volume, Issue, Page range, book/report title, ISBN, among others).

[3] https://ec.europa.eu/research/participants/data/ref/h2020/grants_manual/hi/oa_pilot/h2020-hi-oa-data-mgt_en.pdf

Making Data openly accessible

The **GAME-ER** project, as outlined in the Grant Agreement, will develop a series of different open access strategies in order to spread the **GAME-ER** results and research outputs as much as possible, using different open access platforms as Zenodo, SHS Web of Conferences, OpenAIRE, OPERAS, OpenDOAR, GitHub and the official website of the project hosted at https://www.game-er.eu/ .

All public deliverables, publications, important resources, and materials produced under the **GAME-ER** project's tasks will be published and disseminated through these open access channels as soon as they are validated, approved, or published, ensuring early dissemination of the results, and contributing to scientific dissemination. At the same time, a Zenodo Community was created for the project to ensure the proactiveness and willingness of the project to the open access policy, which is hosted at the https://zenodo.org/communities/game-er_project.

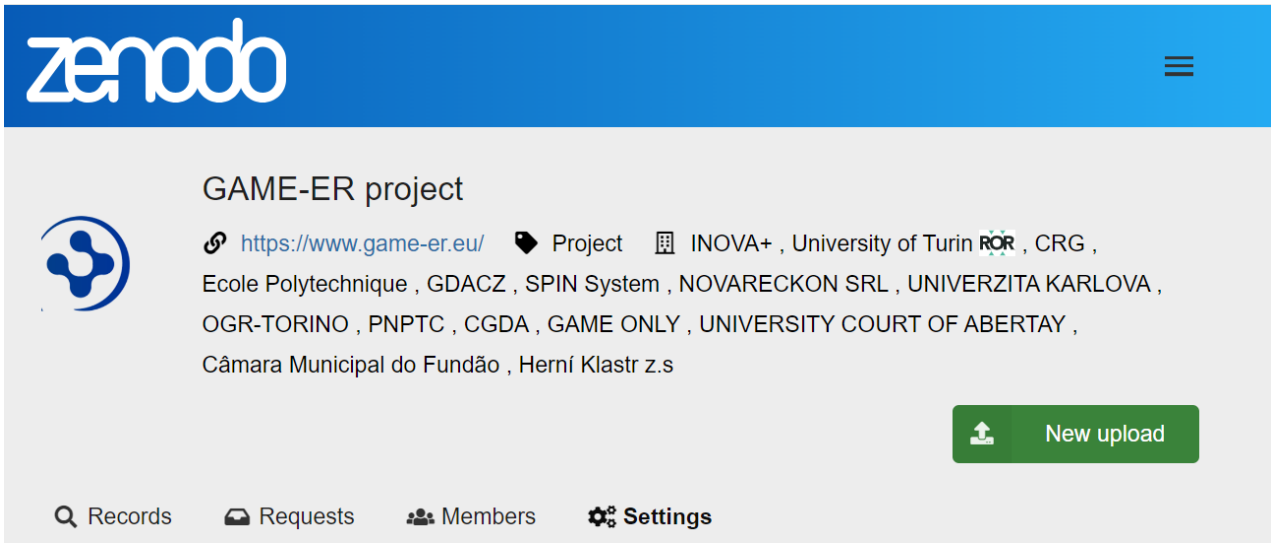

Figure 4 - GAME-ER Community on Zenodo

Making Data interoperable

The project's data will be interoperable, allowing for seamless data exchange among researchers, institutions, organisations, and countries. This interoperability will be achieved through the use of standard metadata and file formats.

Making Data reusable

Data generated and/or used during the project will be made available for re-use whenever possible, unless specific limitations are identified by project partners or relevant stakeholders. Two main Creative Commons licences will be used under the Creative Commons Directives:

Table 20 – Key Data Licenses to be used by GAME-ER

Type of License	The user is free to	Under the following terms
 **CC BY-NC-ND 4.0: Attribution-NonCommercial-NoDerivatives 4.0 International.** [URL]	**Share** — copy and redistribute the material in any medium or format. **GAME-ER** can't revoke these freedoms if the user follows the license terms.	**Attribution** — User must give appropriate credit, provide a link to the license, and indicate if changes were made. **NonCommercial** — User may not use the material for commercial purposes. **NoDerivatives** — If user remix, transform, or build upon the material, user may not distribute the modified material.
 **CC BY 4.0: Attribution 4.0 International** [URL]	**Share** — copy and redistribute the material in any medium or format for any purpose, even commercially. **Adapt** — remix, transform, and build upon the material for any purpose, even commercially.	**Attribution** — User must give appropriate credit, provide a link to the license, and indicate if changes were made.

In future iterations of the current deliverable on **M18** and **M30**, a table containing the various data generated by the project at the time will be presented, including the type of access provided, interoperability measures implemented, and data licences implemented for data re-use.

6 Allocation of resources

Costs

The **GAME-ER** project makes data management easier by using standard tools and a free research data repository. The project budget accounts for the costs of data management activities, including project management expenses. All public research data generated by the project will be saved in Zenodo, ensuring long-term accessibility and availability for future research projects. Furthermore, the project intends to address any additional resources needed to support data reuse post-project on a case-by-case basis. This method ensures that project data is effectively managed, preserved, and made available, thereby increasing transparency and facilitating future research efforts.

Data & IPR Manager

INOVA+, as the project coordinator, oversees managing data and ensuring that established guidelines and funding requirements are followed. The **Data & IPR Manager**, **Ana Costa**, as designated by **INOVA+**, oversees preparing the Data Management Plan (DMP) while leveraging the expertise of project partners. In addition, the Data Manager contributes to the project's data management practices.

The **WP leader's primary responsibility** is to prosecute data management activities within their respective work packages and tasks. Each WP and Task ensures that the DMP is updated on a regular basis with information about data generation and utilisation, as well as project outputs. Overall, all project participants must follow the agreed-upon output and result management guidelines to ensure that data management practices are successfully implemented throughout the project's lifecycle.

7 Data Security

Data security is a top priority for the **GAME-ER** project activities. The consortium will follow stringent protocols to protect all collected data, with a focus on personal information security. The **GAME-ER** approach includes a commitment to collecting only the necessary personal data for project objectives, thereby reducing any potential risks associated with data collection.

In cases where data transfer between partners is required, the consortium will prioritise the use of secure channels, with the coordinator ’s OneDrive as the preferred platform (see below for a description of OneDrive features). This ensures encrypted transmission and secure data handling, while also maintaining the confidentiality and integrity of all project-related information throughout its lifecycle.

Furthermore, the consortium will prioritise the anonymization process to reduce risks to individual privacy during data transfer, thereby strengthening our data security measures. Periodic backups will be performed to prevent data loss or corruption, with the **IPR & Data Manager**, represented by **Ana Costa (INOVA+)**, in charge of ensuring compliance with established rules and protocols.

The IPR and Data Manager will constantly monitor the OneDrive platform to ensure data security, proper labelling, document integrity, and backup. Furthermore, the manager will ensure that public-facing results or datasets comply with interoperability standards and provide the necessary metadata. This proactive approach ensures that the project's data assets are consistent, accessible, and usable throughout the **GAME-ER** initiative and beyond.

Data Storage

The **GAME-ER** project's data storage infrastructure is built on OneDrive, a cloud-based collaboration platform for document management, storage, and sharing. The original primary data collected may be stored on the servers of the data collection organisations. **INOVA+** facilitates access to OneDrive, with authorization granted only by the coordination team. OneDrive employs strong security measures, such as team- and organization-wide two-factor authentication, single sign-on via Active Directory, and data encryption in transit and at rest.

OneDrive, as part of the Microsoft 365 and Office 365 services, follows stringent security best practices, which include service-level security through defence-in-depth, customer controls within the service, security hardening, and operational best practices. Files are stored in SharePoint and encrypted for added security. Furthermore, in accordance with Articles 19 and 20 of the grant agreement, all partners are required to keep records and supporting documents related to cost implementation for a period of 5 years after the project is completed, **ensuring adherence to accepted standards in their respective fields until at least February 28, 2032.**

8 Ethical Aspects

GAME-ER 's participating organisations are committed to upholding fundamental EU values such as human dignity, freedom, democracy, equality, the rule of law, and human rights, as well as to the relevant national, regional, and international human rights norms and standards outlined in Chapter 2's legal framework. All **GAME-ER** tasks and subtasks will be completed in accordance with the highest ethical standards and applicable national, international, and EU laws governing ethical principles, including Horizon Europe's participation and dissemination guidelines.

Personal Data Collection

GAME-ER will collect personal data through interviews, group discussions, focus groups, expert consultations, and surveys. The rights of research participants will be protected to ensure compliance with good research practices, ethical guidelines, and relevant legal frameworks, such as the EU's general data protection regulation (GDPR). The collection, processing, sharing, and opening of data will strictly adhere to GDPR principles and conditions, with a focus on fairness, transparency, and accountability.

Personal data will be collected only to the extent required for project implementation and will not include sensitive information. Processing personal data will require appropriate safeguards, such as anonymization or pseudo-anonymization where applicable, obtaining free and informed consent from individuals, and informing data subjects of their legal rights. Participants will be informed about their participation in the project as well as their data protection rights.

All **GAME-ER** project activities involving the collection of personal data or images will be actively participated in by participants aged 18 and up. Throughout these initiatives, participants will be asked systematically about their compliance and acceptance of data treatment (see text below), reinforcing the project's adherence to ethical and legal standards. This stringent approach will ensure that only adults who have been fully informed and willing to consent to the processing of their personal data take part in the project's various activities.

All the partners collecting primary data (e.g. interviews) will ensure to provide to human participants appropriate information about the research and its purposes. Partners responsible for the primary data collection will ensure that participants sign an Informed Consent, before participating to interview. The Consent document will outline aspects such as who is responsible for the data storage and protection, how the data will be used for achieving the research objectives and other relevant aspects associated with consent. The signed Informed Consent document will be stored separately from the data and will also be subject to the same stringent procedures and regulations for data protection described in the previous pages.

Suggested generic privacy notice to add in a registration form or in a survey within GAME-ER project.

By registering for this meeting/ workshop /interview, you acknowledge and agree that the meeting will be recorded, including participants, contents, and any other related material. The recording will not be shared with any third parties.

By submitting this registration form, you authorize the **GAME-ER** project to use your personal data, including your image, in compliance with the European General Data Protection Regulation (GDPR) rules. Your personal data will be kept safe and confidential and will only be used for the purposes of this event and any future communication related to **GAME-ER** activities and further research publications. All the data collected in this form will be stored on a server area specially created for the project and all confidential information will be deleted five years after the end of the project (28.02.2027).

If you have any questions or change your mind, please contact the form owner: [INSERT RESPONSIBLE PARTNER]

By ticking the box 'YES', you confirm that you accept to let the **GAME-ER** process your personal data.

Figure 5 - GAME-ER Generic Privacy note

9 Conclusion

In conclusion, the **GAME-ER** project has established a comprehensive Data Management Plan (DMP) to ensure that data-related activities adhere to high standards of ethical conduct, legal compliance, and data protection. This plan is essential for safeguarding individuals' privacy and promoting responsible data handling practices.

Supporting the project's diverse research activities, the DMP provides a robust framework for data collection, analysis, and dissemination. By leveraging both primary and secondary data sources, the project aims to generate valuable insights into the European video game industry, its spatial organisation, and its connections to the cultural and creative sectors. This effort will result in 25 public deliverables and 5 sensitive deliverables, effectively balancing open access with data protection.

The datasets detailed in this deliverable will be revised and updated in the iterative versions scheduled for **M18** and **M30**, ensuring that the documentation accurately reflects the project's evolving work and data generation.

In summary, the **GAME-ER** project's DMP highlights a strong commitment to ethical data management and responsible research practices. By adhering to the FAIR principles—making data Findable, Accessible, Interoperable, and Reusable—the project enhances the value and impact of its research outputs. This rigorous data management strategy sets a high standard for data stewardship in the European video game ecosystem, fostering trust, accountability, and transparency among stakeholders.

Annexes

Annex I – Brief Questionnaire sent to consortium partners to assess datasets production within each Worck Package.

Dataset title: [Dataset title]	
Dataset ID	*[WP_X_acronym]*
Work Package	*[WP_X]*
Task / Deliverable	*[T_Y / D_Z]*
Partner(s)	*Partner(s) acronym(s)*
Data type	☐ *Project management data* ☐ *Primary data collected by partner in GAME-ER* ☐ *Secondary data (not publicly available)* ☐ *Derived data (e.g. output from processing by GAME-ER)* ☐ *Publicly available dataset (e.g. training/benchmark data)* ☐ *Synthetic / generated data*
Format	*xls/docx/csv/etc.*
Details	
Description	*Description of the dataset and how it is collected*
Data size	*Kb/Mb/Gb/etc.*
Status	*In place/established/planned*
Use in GAME-ER	*How this dataset is/will be used in GAME-ER*
Re-use	*How the dataset could be useful to other researchers beyond GAME-ER*
Open data	
Is the data open?	*Yes – Publicly available; Yes – but with restricted access; No*
Comments on open access decision	*Justification of open access decision*
Storage location	*Where will it be stored (if open, specify repository)* *For how long*
How can the data be accessed?	*Is there any required software or techniques to access the data*

Increase data re-use	*How and when will the data be made available for re-use*
Ethics and Data Protection	
The dataset contains personal data	*Yes; No* *If YES:* *What kind of personal data?* *The data will come directly from the data subject, or you will receive it from a database?* *Data will be originated within GAME-ER or priorly?* *Why do you need this specific type of information?* *Under which legal ground do you process the personal information? Art. 6/ Art. 9 GDPR; Art. 10.5 IA Act?* *How do you guarantee that you're not going the collect more information than you need?* *Who determines why and how the data is processed?* *Is this information going to be shared? With whom?* *What technical and organizational measures are in place to ensure a high-level of protection to personal data?*
Was informed consent given for use/reuse	*Yes; No*
Security requirements	*Indicate If there are specific security measures (both technical and organizational) to be considered*