Appendix A: Questions used to guide the RDM Roundtable Discussions

Roundtable 1

Topic 1: Library Structures for Delivering RDM Services

1. What is the current structure for data management services at your library? What staff is involved and what are their relationships to each other and the work?
2. How did this service begin, and how has it changed over time?
3. What strengths does your library have related to data management, and how do you fill them?
4. What weaknesses does your library have related to data management and how do you address them?
5. What are your main program elements for data management services in the library, and how do you conduct them?
6. What would you like to be doing (as a library and as an individual) related to data management that you are not doing now?

Topic 2: Collaborations on Campus

1. Who are your current partners on campus?
2. On what programs do you collaborate with campus partners?
3. Who would you like to collaborate with?
4. What are the roadblocks?
5. What support is needed from the library or the institution?
6. What external support is needed?

Roundtable 2

Topic 1: Engaging Researchers at our institutions: How do you engage faculty?

1. What are your typical interactions with faculty about data?
2. What are your methods of contact and how do you reach out to this group?
3. What are faculty's greatest concerns about data?
4. How is your library positioned to provide support to faculty concerning their data?
5. What are your concerns about engaging with faculty on your campus?
6. What ideas do you have for increasing your outreach to this group?

Topic 2: How do you engage graduate students?

1. What are your typical interactions with graduate students concerning data?
2. What are the differences and similarities in engaging with this group as opposed to engaging with faculty?
3. Do you tend to work with specific groups of graduate students in depth, globally with any graduate students, or a combination of the two?
4. If you teach graduate students about data, what are the topics you teach?
5. What are graduate students' greatest concerns about data?
6. What are your concerns about engaging with graduate students on your campus?
7. What ideas do you have for increasing your outreach to this group?

Roundtable 3

Topic 1: One-shot instruction

1. What has your experience been in teaching one-shot data management instruction?
2. How does the topic of one-shot instruction impact how you teach?
3. How does the audience (faculty vs student; general vs subject-specific) impact how you teach one-shots?
4. How do you publicize one-shot sessions?
5. What makes a one-shot instruction session successful?
6. How could one-shot instruction efforts be improved?

Topic 2: Sharing teaching experiences

Open forum: attendees share ideas and anecdotes about experiences (for example, a very successful teaching experience, an unsuccessful teaching experience, or trying something different or difficult), and share the tools (written or otherwise) used in data management instruction (for example: class outlines, charts, workflows, powerpoints, exercises, tests, etc.).

Roundtable 4

Topic 1: Event planning

1. What events have you planned in the past, and how did you determine what the event would cover?
2. What components of your events were successful or unsuccessful? How would you adapt what you offer now based on what you've learned?

3. Who did you collaborate with to plan your events (e.g., other librarians, other offices on campus)?
4. Were your events evaluated? What were the responses?
5. What other sources have inspired you when planning your events?

Topic 2: Marketing and Advertising Events

1. Are there campus partnerships established for promoting and incentivizing events?
2. When are your events more popular? Are certain events more popular than others?
3. Do you have a marketing plan at your library? Do you have an established group that facilitates marketing?
4. How do you target a particular audience (marketing language, emails to particular groups and venues, etc.)?
5. Have you ever marketed an event to a particular audience, only to have another one show up?
6. How are your marketing efforts evaluated (e.g., hits, interactions, rsvps, etc)?