Preservation

What file formats?
Consider non-proprietary formats for easier sharing, re-use, and long-term preservation. [8]

Are there ways to convert between formats?
What does preservation-ready look like?
(de-identifying, converting to file formats, including metadata…)

Are there recommended preservation formats for the kind of data you're using?

What data will be deleted, and when?

Data often needs to be stored for a given time but then can be destroyed.
How will you ensure this happens?

Does your University have guidelines for how long research files should be maintained after completion of the project? [9]