

Research data management (notes for authors)

The journal Ventil supports open access to research data, which form the basis of modern scientific research.

About research data

Research data are data obtained through various methods to understand, test or confirm hypotheses and draw conclusions, and are generated or processed during research. Data can be in various formats: notes, interviews, photographs, transcripts, numerical research data, software code, etc. If data are not recorded or stored in digital form, it is advisable to consider whether this material can be digitized to facilitate its storage in a data repository. A data repository enables storage and access to different types of data (e.g. research data, public sector data, etc.) and associated documentation.

The availability of data increases the transparency and verifiability of research results and improves their usability in future studies, thereby increasing the investment in already collected data. Data sharing can also promote the professional development of researchers by increasing the visibility of their work and facilitating collaboration with new partners.

Policy on the mandatory citation of research data

According to the [Decree on the implementation of scientific research work in accordance with the principles of open science](#) (Decree), the journal's co-funder ([Slovenian Research and Innovation Agency](#)) requires the editorial board to provide open access to the research data used in the article prior to publication. The data must be prepared according to the [FAIR principles](#) (Findable, Accessible, Interoperable, Reusable).

Exceptions to open access to research data

If data cannot be fully shared for legal, ethical or other valid reasons, the authors must provide justification – for example, in cases involving the protection of personal data (see the [EU General Data Protection Regulation](#)), material containing trade secrets or other commercially sensitive information regulated by legislation, or data involving security risks. The Decree requires authors to provide open access to research data and other results from co-funded research according to the principle “as open as possible, as closed as necessary”.

List of trusted repositories

Authors must deposit research data in trusted data repositories, archives or centers that provide appropriate access arrangements. The trusted repositories recommended by the journal's co-funder are listed [here](#).

The editorial board recommends that Slovenian researchers deposit their research data in trusted national repositories, such as:

- [Repository of the University of Ljubljana](#)
- [Digital Library of the University of Maribor](#)
- [Digital Repository of Research Organizations of Slovenia \(DiRROS\)](#)
- [Repository of the University of Nova Gorica](#)
- [Repository of the University of Primorska](#)
- [Slovenian Common Language Resources and Technology Infrastructure \(CLARIN.SI\)](#)
- [Slovenian Social Science Data Archives \(ADP\)](#)

Authors can also search for a suitable repository using tools such as <https://fairsharing.org> or <https://www.re3data.org>.

We recommend using the Creative Commons licenses [CC BY 4.0](#) or [CC0 1.0](#) (or equivalent) when publishing research data.

Data Availability Statement

All manuscripts must include a Data Availability Statement. This statement should specify:

- Where the data can be accessed (repository name and persistent identifier), or
- Conditions under which the data are available, or
- Reasons why the data are not publicly available.

The Data Availability Statement will be published as part of the article. *See more in Article Template.*

Examples of Data Availability Statements

Authors may use one of the standard formulations below or adapt them as appropriate.

Open research data. “The research data supporting the findings of this study are openly available in the [name of repository] at [DOI or persistent URL].”

Restricted access to data. “The research data supporting the findings of this study are available from the corresponding author upon reasonable request due to [state reason, e.g., intellectual property protection or contractual obligations].”

Data not publicly available. “The research data are not publicly available due to [state reason, e.g., confidentiality, legal restrictions, or protection of personal data].”

Data included in the article. “All relevant data are included within the article and/or its supplementary materials.”

Partially available data. (optional, advanced case) “Some of the research data are available in the [name of repository] at [DOI], while other data are not publicly available due to [state reason].”

Citation of research data

Research data used or generated in the study must be properly cited in the reference list, in the same way as other scholarly outputs. Data citations should include:

- Author(s).
- Title of the dataset.
- Repository name.
- Year of publication.
- Persistent identifier (e.g., DOI).

Proper data citation ensures credit to data creators and supports data traceability.

Example:

[XX] Surname, N., Surname, N., Surname. N. Dataset: Manuscript title. *Repository Name* (yyyy) DOI:link.

Responsibilities of authors, editors and reviewers

The data must be available to the editors and reviewers at the time of submission of the manuscript and to the public at the latest when the article is published. An embargo on data access is only permitted in exceptional cases and must be accompanied by appropriate embargo conditions and a reasoned explanation. It is the editors’ responsibility to assess whether the article is based on research data (either the author’s own data or third-party data). If the editors determine that such data exist and have not been properly cited, they must ask the author to revise the article. The same applies to the journal’s reviewers.

Additional information

For further clarification, authors can contact the data steward at their institution or the journal’s editorial office ventil@fs.uni-lj.si or contact relevant support institutions for research data management.