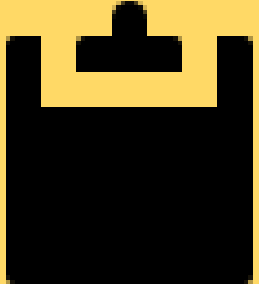


Data Management and Preservation



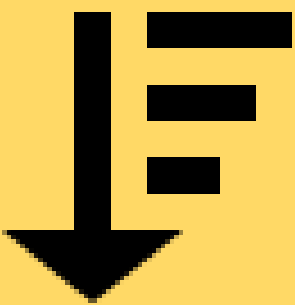
3.1 Electronic data collection

Set up an online survey or record an interview



3.2 Privacy, security and preservation

Back up your files, change your passwords, protect your data



3.3 Cleaning, organizing, and managing data

Organize data on a spreadsheet, use version control



3.4 Metadata

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