

Overview of Depositing Data with openICPSR to fulfill the *Journal of Economic History* Archiving and Replication Requirements:

The *Journal of Economic History* requires authors to deposit data and materials with the *openICPSR* repository (www.openicpsr.org) that allow other researchers to replicate analyses in a published article without any additional information from the author. **Authors are also required to include a citation pointing to the data in the reference section of the final version of the article sent to the *JEH* editors.** The *openICPSR* repository automatically generates a citation when the data are “published.”

Deposits should include all data, annotated program code, command files, and documentation that is needed to replicate the findings from a *JEH* article. Each variable in the data collection should have a set of exhaustive, mutually-exclusive codes. Variable labels and value labels should clearly describe the information or question recorded in that variable. Missing data codes should be defined. Identifying information should be removed from the data to protect [confidentiality](#). Program code and command files should be annotated to facilitate replication and ensure clear correspondence between code and figures, tables, and analyses in the *JEH* article. For a discussion of best practice in preparing data for sharing, please refer to ICPSR's [Guide to Social Science Data Preparation and Archiving, 5th Edition](#).

ICPSR's Role:

ICPSR does not approve or alter datasets deposited in openICPSR in any way. Data are distributed in the same condition and format submitted by the depositor. Data approved for public use are distributed at no cost to users. ICPSR may charge a fee for the costs of managing data that have been restricted to protect confidential information about research subjects.

Confidentiality and Copyright:

Investigators submitting data to ICPSR are entirely responsible for ensuring the confidentiality of research subjects. The presence of identifiable or sensitive information must be indicated during the submission process. ICPSR does not review submissions for disclosure risk. Investigators are also required to affirm that they have the right to publish this material. ICPSR requires a license for distribution of data, but copyright remains with the author.



Questions? Please contact:
ICPSR Acquisitions
deposit@icpsr.umich.edu
734.647.2200

Instructions for Linking Data to Articles for Journal of Economic History

1. Deposit your data in openICPSR
 - a. Go to the openICPSR.org website and Login. (We recommend that you login with an ORCID.) (See Figure 1)
 - b. Select “Share data”. (See Figure 2)
 - i. You will be directed to your openICPSR Workspace.
 - ii. You will see a list of previously created projects in the left navigation (if applicable) and a *Create New Project* button.
 - c. Click “Create New project” (See Figure 3)
 - i. Provide a descriptive project title.
 - ii. Complete the list of principal investigators.
 - iii. Add a descriptive summary of your project. Description should start with “This is the replication package for...”.
 - d. Upload data, computer programs, sets of computer program recodes, extracts of existing data files, and supporting documentation necessary to replicate the results published in the *JEH* article. (See Figure 4)
 - i. After clicking the “Upload Files” button, drag and drop your files or choose files through a file selection window.
 - ii. Click “Upload” to transfer files into your openICPSR project workspace.
 - iii. Close the “Upload Files” window after the files are uploaded successfully.
 - e. Enter study-level metadata including information about the “Scope of Project” and “Methodology”.
 - f. **Under the “Related Publications” section, set “Primary/Initial Publication: Journal” to “Journal of Economic History”. (See Figure 5)**
 - g. Once you have described your project and have uploaded and described your files, click “Publish Project”. (see Figure 6)
 - h. On the Publish data page, you can review the files you have uploaded and described. If everything is correct, click “Proceed to Publish”.
 - i. A terms and conditions page is presented. Follow the remaining instructions by answering questions about disclosure risk and agreeing to the terms of the *openICPSR* deposit Agreement to complete the publishing process. (See Figure 7)
2. When your project has been published, you will receive a data citation and DOI (persistent URL), such as:

Alter, G., & Merchant, E. (2016-01-26). IDS Transposer [Data set]. Ann Arbor, MI: Inter-university Consortium of Political and Social Research [distributor]. <http://doi.org/10.3886/E100139V2> (See Figure 8)

 - a. Upon publishing, an automated email will be sent to Sally Sztrecska, JEH Production Editor, notifying her of the JEH data submission.
 - b. The JEH Editor will add the data citation to the appropriate sections of your manuscript.
 - c. The project will be made available in the Journal of Economic History Data Repository: jeh.openicpsr.org
3. When your article has been published,
 - a. The JEH Editor will provide the Cambridge DOI of the JEH article to ICPSR.
 - b. ICPSR will add the JEH article DOI to the “Related Publications” section of the corresponding openICPSR project.



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Figure 1



The image shows the homepage of the openICPSR 2.0 website. At the top, there is a dark navigation bar with the openICPSR 2.0 logo on the left, followed by links for 'Find Data', 'Share Data', and 'Institutional Repositories' with a dropdown arrow. On the right side of the navigation bar is a search input field with a green 'GO' button and a 'Login' link. Below the navigation bar, a horizontal line separates it from the main content area. The main content area features a large light gray box with the openICPSR 2.0 logo and the text 'Share your behavioral health and social science research data'. Below this text is a green button labeled 'Get started now'. To the right of this box, a red arrow points upwards towards the 'Login' link in the navigation bar. Below the main content area, there are three columns of text, each with a green icon: a magnifying glass for 'Maximize Access' (with the subtext 'Be recognized and cited'), a folder for 'Store Safely' (with the subtext 'Store your data with confidence'), and a padlock for 'Protect Confidentiality' (with the subtext 'Ensure confidentiality and privacy'). At the bottom of the page, there is a horizontal line, followed by a row of links: 'About openICPSR', 'Privacy', 'FAQs', 'Plans & Pricing', and 'Contact us'. Below these links is the openICPSR logo and the copyright notice '© Inter-university Consortium for Political and Social Research, 2016.'. At the very bottom, there is another large openICPSR 2.0 logo on the left and contact information on the right: 'Questions? Please contact: ICPSR Acquisitions', the email address 'deposit@icpsr.umich.edu', and the phone number '734.647.2200'.

openICPSR 2.0 Find Data Share Data Institutional Repositories ▾ GO Login

Three easy steps: 1. Name your project 2. Upload and describe files 3. Publish your data

openICPSR 2.0

Share your behavioral health and social science research data

Get started now

 **Maximize Access**
Be recognized and cited

 **Store Safely**
Store your data with confidence

 **Protect Confidentiality**
Ensure confidentiality and privacy

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Figure 2



open^{2.0}
ICPSR

Find Data Share Data Institutional Repositories ▾

GO Login

Three easy steps: 1. Name your project 2. Upload and describe files 3. Publish your data

**open^{2.0}
ICPSR**

Share your behavioral health and social science research data

Get started now

 **Maximize Access**
Be recognized and cited

 **Store Safely**
Store your data with confidence

 **Protect Confidentiality**
Ensure confidentiality and privacy

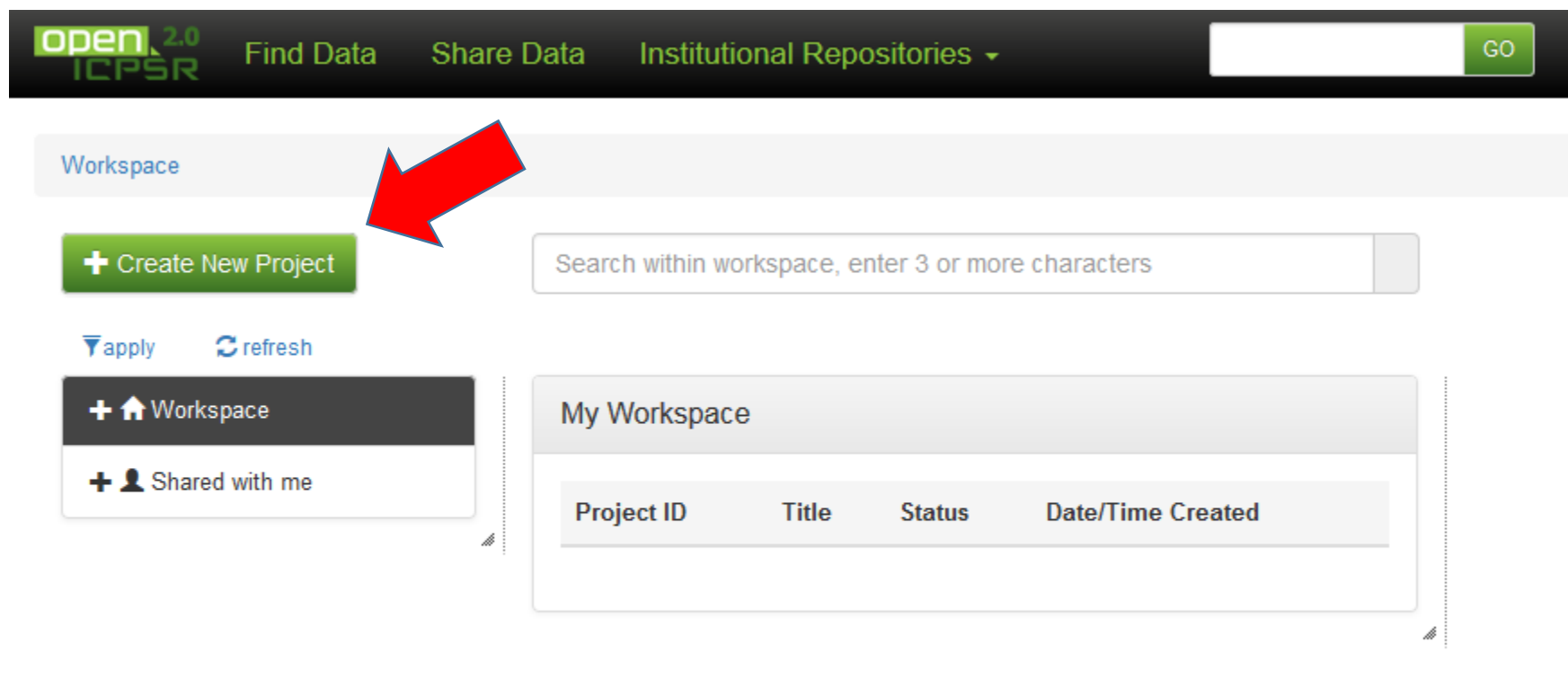
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**open^{2.0}
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Figure 3



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Figure 4

Workspace / OPENICPSR-100501

+ Create New Project

Search within workspace, enter 3 or more characters

▼ apply ↻ refresh

Workspace

OPENICPSR-100501

+ Shared with me

Test JEH Data Deposit [Edit Project](#)

Create Folder Upload Files Import From Zip more

Project

+ Expand All

Project Description

Principal Investigator(s) (required) ? + add value

JEH Author edit remove

Summary (required) ?

This is the replication package for...

edit remove

Funding Sources ? + add value

OPENICPSR-100501

Publish Project

Share Project

Change Owner

View Log

Storage

Space Used: 0 bytes

Sub Folders: 0

Files: 0

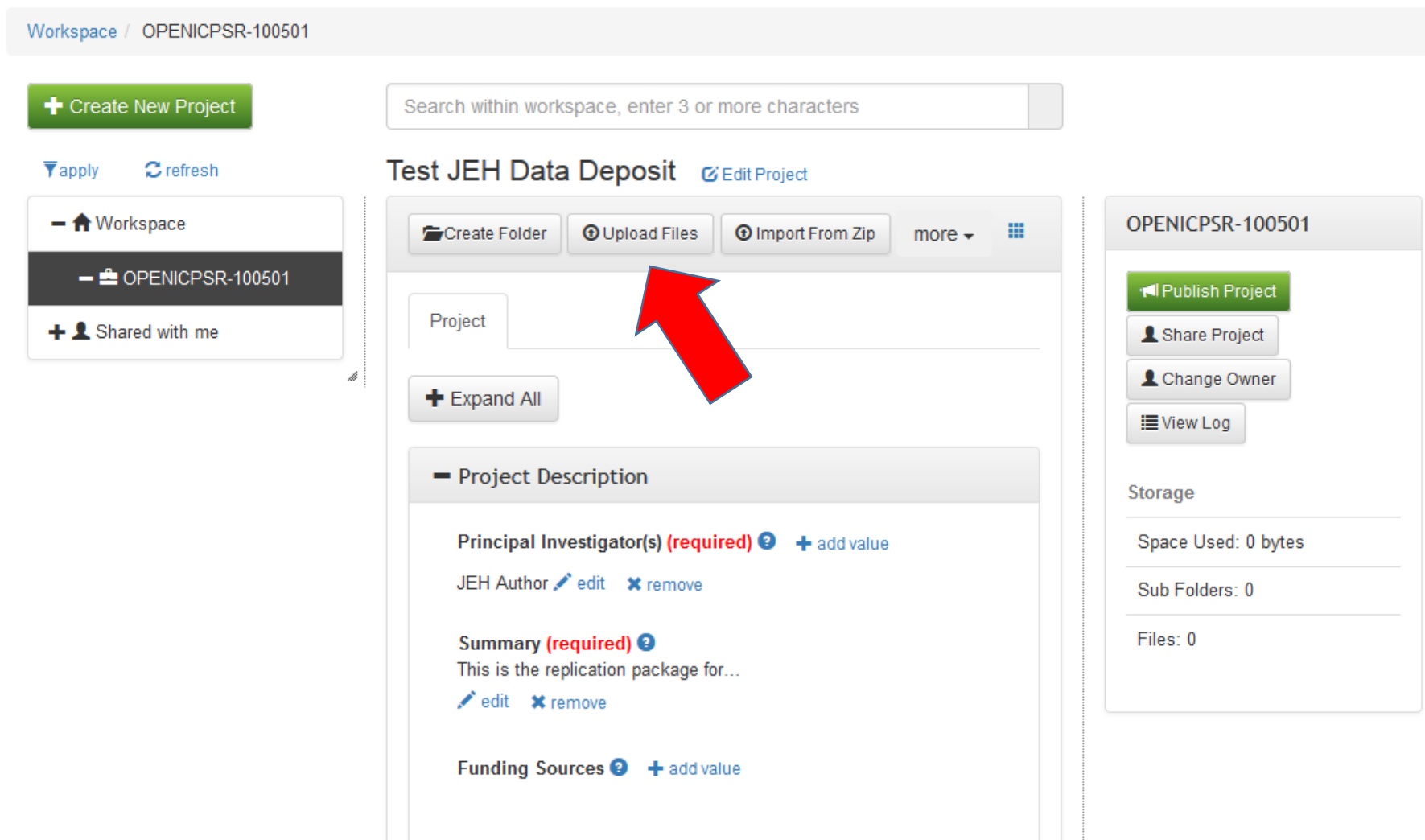


Figure 5

Workspace / OPENICPSR-100501

[+ Create New Project](#)

[apply](#) [refresh](#)

[- Workspace](#)




[- OPENICPSR-100501](#)

[+ Shared with me](#)

Search within workspace, enter 3 or more characters

Test JEH Data Deposit [Edit Project](#)

[Create Folder](#) [Upload Files](#) [Import From Zip](#) [more](#)

Name	Type	Size	Last Modified	Actions
 JEH_Codebook.pdf	application/pdf	3 MB	3/10/2017 1:17:26 PM	
 JEH_code.sps	text/x-spss-syntax	3 KB	8/18/2016 9:10:44 AM	
 JEH_data.sav	application/x-spss-s...	433 KB	3/9/2017 2:49:35 PM	

Project

[+ Expand All](#)

[+ Project Description](#)

[+ Scope of Project](#)

[+ Methodology](#)

[- Related Publications](#)

Primary/Initial Publication: [Journal](#) [?](#)

Journal of Economic History [x](#) [v](#)

Primary/Initial Publication: DOI [?](#)

[edit](#) [remove](#)

Additional Publications [?](#) [+ add value](#)

[Publish Project](#)

[Share Project](#)

[Change Owner](#)

[View Log](#)

Storage

Space Used: 3 MB

Sub Folders: 0

Files: 3




Figure 6

Workspace / OPENICPSR-100501

+ Create New Project

Search within workspace, enter 3 or more characters

Test JEH Data Deposit [Edit Project](#)

Create Folder Upload Files Import From Zip more

Name	Type	Size	Last Modified	Actions
JEH_Codebook.pdf	application/pdf	3 MB	3/10/2017 1:17:26 PM	
JEH_code.sps	text/x-spss-syntax	3 KB	8/18/2016 9:10:44 AM	
JEH_data.sav	application/x-spss-s...	433 KB	3/9/2017 2:49:35 PM	

Project

+ Expand All

+ Project Description

+ Scope of Project

+ Methodology

- Related Publications

Primary/Initial Publication: Journal [?](#)
Journal of Economic History x

Primary/Initial Publication: DOI [?](#)
[edit](#) [remove](#)

Additional Publications [?](#) + add value

OPENICPSR-100501

[Publish Project](#)

[Share Project](#)

[Change Owner](#)

[View Log](#)

Storage

Space Used: 3 MB

Sub Folders: 0

Files: 3

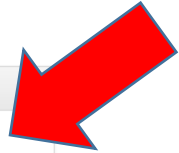


Figure 7

Terms and Conditions

Once published, information about this data collection will remain permanently in the repository. If any information is incomplete or incorrect, please return to the previous screen to make the necessary changes.

Assessing Disclosure Risk

Can individuals be identified from information in this Data Collection? If the data were made public, could someone use a combination of variables (e.g. age, sex, race, occupation, geography) to find individuals in a publicly available database?
☐ Yes ☐ No (required)

Does this Data Collection include sensitive information? Would the release of individually identifiable information create a risk of harm (e.g. psychological distress, social embarrassment, financial loss) greater than the risks that people experience in everyday life?
☐ Yes ☐ No (required)

Distribution Method

This Data Collection will be made available for public download.
Unsure about whether to publish as restricted data or public download? Read our [FAQ](#) on the pros and cons of restricted data.

Delayed Dissemination

Do you wish to delay the release of your data? openICPSR allows depositors to delay release of data for up to three years.
☐ Yes ☒ No Release Date:

Deposit Agreement

By depositing files with ICPSR, you attest to the following:

1. I have all rights needed to make this Data Collection publicly available through ICPSR. I understand this Data Collection will be distributed under an [Attribution 4.0 Creative Commons License](#).

2. I certify that I have institutional approval to share this Data Collection with ICPSR and with the public as set forth herein.

3. I understand that the Data Collection will be preserved as-is and available at no cost to data users.

4. I give my permission for the Data Collection to be used by ICPSR for the following purposes, without limitation:

- To disseminate copies of the Data Collection in a variety of media formats
- To promote and advertise the Data Collection in any publicity (in any form) for ICPSR
- To describe, catalog, validate and document the Data Collection
- To store, translate, copy or re-format the Data Collection in any way to ensure its future preservation and accessibility
- To incorporate metadata or documentation in the Data Collection into public access catalogs

☐ Yes, I agree to the terms of the Deposit Agreement and assert that the information I have provided regarding Disclosure Risk is correct.

Publish Data

close

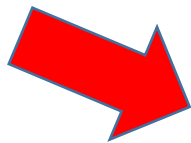





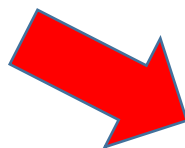
Figure 8

IDS Transposer

Principal Investigator(s): George Alter; Emily Merchant, Dartmouth College

Version: V2

Name	File Type	Size	Last Modified
 A Users Guide	application/pdf	2.4 MB	10/19/2015 06:10:PM
 User Guide Example 1	application/vnd.openxmlformats-officedocument.spreadsheetml.sheet	397.5 KB	10/19/2015 06:11:PM
 User Guide Example 2	application/vnd.openxmlformats-officedocument.spreadsheetml.sheet	445.4 KB	10/19/2015 06:12:PM



Project Citation:

Alter, G., & Merchant, E. (2016-01-26). IDS Transposer [Data set]. Ann Arbor, MI: Inter-university Consortium of Political and Social Research [distributor]. <http://doi.org/10.3886/E100139V2>

Persistent URL: <http://doi.org/10.3886/E100139V2>

Project Description

Project Title: IDS Transposer

Summary:

The Intermediate Data Structure (IDS) provides a standard format for storing and sharing individual-level longitudinal life-course data. Once the data are in the IDS format, a standard set of programs can be used to extract data for analysis, facilitating the analysis of data across multiple databases. However, individual-level longitudinal life-course data are currently held in many different databases and stored in many different formats, and the process of translating data into IDS can be long and tedious. The IDS Transposer is a software tool that automates this process for source data in many formats, allowing database administrators to specify how their datasets are to be represented in IDS.



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