When publishing on Emerald Open Research we ask you to deposit your data with approved data repositories (see list below), normally under the CC0 license which facilitates data reuse. Your article should then include citations to the underlying data hosted in a repository, that host the data underlying the results, together with details of any software used to process results.

Depositing your data in a publicly accessible recognised repository which assigns a globally persistent identifier ensures that your dataset continues to be available to both humans and machines in a useable form in the future. Funders and journals often maintain a list of endorsed repositories for your use. Still, choosing the best repository from such lists can often be daunting. Here, we offer some preliminary guidance on how to select a data repository.

1. **Controlled access**
   There may be cases where openly sharing data is not feasible due to ethical or confidentiality considerations. Depending on what the ethical board approving your study said about data sharing, and the level of permission granted from participants, it may still be possible to make your data accessible to authenticated users via a controlled-access repository. The UK Data Service, CESSDA, DANS, and ICPSR repositories support the deposition of sensitive data through controlled access.

2. **Discipline-specific repositories**
   Research data differs greatly across disciplines. Discipline-specific repositories offer specialist domain knowledge and curation expertise for particular data types. Using a discipline-specific repository makes your data visible to others in your community. Examples of disciplinary-specific repositories include CLARIN for language data, the Open Language Archives Community for linguistic data, and Databrary for video data in the developmental and learning sciences. UK Data Service, CESSDA, DANS, and ICPSR repositories accept social sciences data more broadly.

3. **Institutional repositories**
   Many institutions offer support to their employees for managing and depositing data. Institutional repositories that accept datasets provide stewardship, helping to ensure that your data is preserved and accessible.

4. **General data repositories**
   General data repositories accept datasets regardless of discipline or institution. These repositories support a wide variety of file types and are particularly useful where a discipline-specific repository does not exist. Examples include Zenodo and Figshare.
**Metadata**

To aid discoverability, data should also be described using appropriate metadata. The content and format of metadata is often guided by a specific discipline and/or repository through the use of a metadata standard. For example, MIDAS-Heritage is a community recognised standard for recording information on buildings, archaeological sites, shipwrecks, parks and gardens, battlefields, areas of interest and artefacts. Regardless of the repository you choose, when depositing your data it is important that you fill in as many fields as possible as this information usually contributes to the metadata record(s). In some cases, where using a discipline-specific repository, the submission of metadata files alongside the data may be required.

**Non-digital Data**

Some non-digital data can be digitised – for instance, paper can be scanned and analogue audio recordings can be transcribed. Still, if the data cannot be easily digitised in a way that maintains its usefulness for others, you can still ‘share’ the data by creating an extensive metadata record describing the object, where it is stored, and how to access it. Depositing this metadata record openly in a repository will allow others to find it.

**Software**

Software and code are important research outputs. In addition to using a version control system such as GitHub, you should obtain a DOI for your source code from a data repository such as Zenodo. Using such a repository will ensure your code is openly and permanently available.

**Versioning**

Some repositories accommodate changes to deposited datasets through versioning. Selecting a repository that features versioning gives you the flexibility to add new data, restructure, and make improvements to your dataset. Each version of your dataset is uniquely identifiable and maintained – meaning others can find, access and reuse whichever version of the dataset they require.

**Please note**

- Hosting your data solely on a personal website or as part of a publication’s supplementary material hinders findability and reuse.

- Where you deposit your data will depend on any applicable legal and ethical factors, who funded the work, and the journal you are targeting for publication.

**Toolbox**

We have gathered a number of useful resources to help you share your data.

- Data deposit recommendation service [https://ddrs-dev.dariah.eu/ddrs/](https://ddrs-dev.dariah.eu/ddrs/)
- Re3Data [https://www.re3data.org/](https://www.re3data.org/)
- FAIR Repository finder [https://repositoryfinder.datacite.org/](https://repositoryfinder.datacite.org/)
- Research data support [https://www.springernature.com/gp/authors/research-data-policy](https://www.springernature.com/gp/authors/research-data-policy)