## **DMPTOOL ACCESS & USE**

- 1. Go to DMPTool.org
- 2. Single sign-on (SS0):
  - a. Enter LSU Health email and select "Continue"
  - b. Select "Sign in with Institution to Continue"
  - c. Follow sign in and multi-factor authentication prompts
  - d. Arrive at dashboard
- 2. Create plan from your dashboard:
  - a. Once logged in, you may create DMPs for your project using a template for your funding agency (or create a mock plan for practice).

### 3. Actions:

- a. Export your plan: Plans can be exported into Microsoft Word or PDF formats at any time.
- b. Test plans: If you are just practicing creating a plan, there is an option to create test plans. There is a generic template in case you wish to create a plan not associated with any funder.
- c. Finalize/publish: Set plan visibility
  - i. Private: visible to only your specified collaborators and administrators at LSUHSC-NO
  - ii. Organization: anyone at your organization (LSUHSC-NO) can view
  - iii. Public: anyone can view
- d. FAQ: more information can be found here.

## SSO ACCESS VIEW: LSU HEALTH EMAIL



## **Email address**

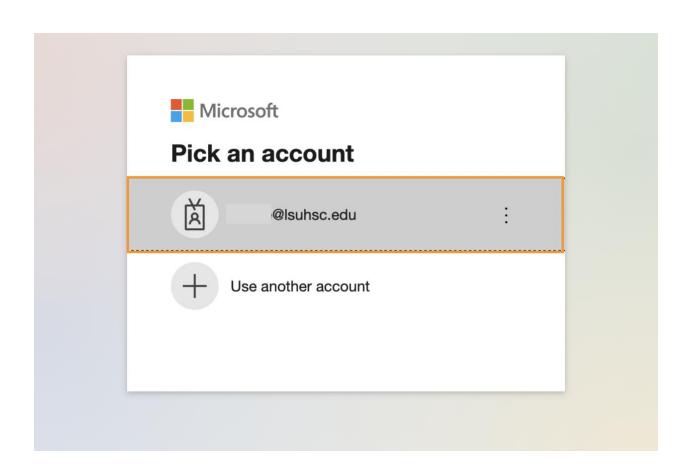
@lsuhsc.edu

Your address is associated with:

Louisiana State University Health Sciences Center New Orleans (Isuhsc.edu)

Sign in with Institution to Continue

< Go back





@lsuhsc.edu

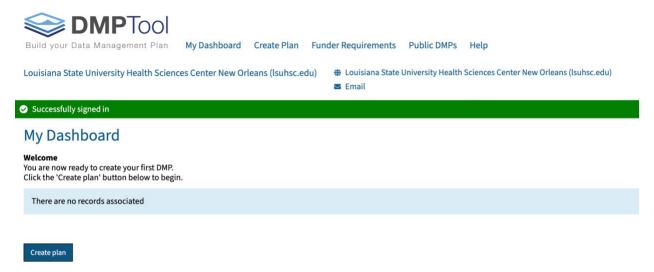
# **Approve sign in request**

- Open your Microsoft Authenticator app and approve the request to sign in.
- Oon't ask again for 30 days

I can't use my Microsoft Authenticator app right now

More information

# **DASHBOARD VIEW**



# **TEST PLAN OPTION**

### Create a new plan

 $Before \ you \ get \ started, \ we \ need \ some \ information \ about \ your \ research \ project \ to \ set \ you \ up \ with \ the \ best \ DMP \ template \ for \ your \ needs.$ 

* What research project are you planning?	
Test	mock project for testing, practice, or educational purposes
* Select the primary research organization	
Research organization	- or -   No research organization associated with this plan or my research organization
Louisiana State University Health Sciences Center New Orleans (Isuhsc.edu)	not listed
* Select the primary funding organization	- or - No funder associated with this plan or my funder is not listed
National	
National Institutes of Health (nih.gov)	
National Oceanic and Atmospheric Administration (noaa.gov)	
National Science Foundation (nsf.gov)	
National Aeronautics and Space Administration (nasa.gov)	
National Institute of Standards and Technology (nist gov)	resident. Version: v3.5.11