Library Services in the Area of Open Science in Relation to OP JAK Requirements

(*Updated on July 17, 2025*)

The Library of the Czech Academy of Sciences (CAS) operates the **ASEP repository**, which enables the publication of full texts of research outputs, research data, and bibliographic records.

By depositing full-text publications and data in the ASEP repository, selecting an appropriate license, and correctly setting access permissions, you will fulfil the mandatory open science requirement of the OP JAK programme. Your data will be securely stored, enriched with detailed metadata, and assigned persistent identifiers (DOI and Handle). If you wish to follow recommended (non-mandatory) open science practices, ASEP also allows the sharing of software, models, workflows, laboratory notebooks, and more.

Data Management Plan

The Library of the CAS provides information on tools for **creating data management plans (DMPs)** and facilitates access to the FAIR Wizard platform for CAS staff. However, as disciplinary knowledge is essential, the responsibility for drafting the DMP always remains with the researcher.

We recommend using online tools (such as FAIR Wizard), which support collaborative writing, take into account different phases of the project cycle, and track the version history of the document. These features greatly facilitate the continuous updating of the plan throughout the project.

Under the OP JAK programme, it is mandatory to prepare the data management plan based on the general template and requirements of the **Horizon Europe** programme. Within FAIR Wizard, this requirement is met by the template **"CAS Common DSW – Horizon Europe Filter."** When exporting the final version for submission, you can select an output format tailored specifically to the MŠMT requirements (**"MŠMT DMP"**).

The *Horizon Europe DMP Template* is also available in PDF and DOCX formats in bilingual form via the repository of the National Library of Technology (NTK): https://doi.org/10.48813/sstg-4g21. This template is also included in many online DMP tools, usually under the name *"Data Management Plan according to the Horizon Europe template"* or similar.

Further information about DMP requirements and options for preparing the plan is available in the **OP JAK Open Science Guidelines** (*Příručka postupů otevřené vědy OP JAK, pp. 18–19* – only in Czech).

Institutional Repository for Full-Text Publications and Research Data

As an institutional repository operated by the Library of the CAS, ASEP is considered a **trusted repository**. It is registered in the international registries re3data.org and OpenDOAR, and it meets all the characteristics of a trusted repository as defined in the **OP JAK Open Science Guidelines** (*Příručka postupů otevřené vědy OP JAK, p. 6* – only in Czech).

Data stored in ASEP are **securely archived**, described using **rich metadata**, and assigned **persistent identifiers (DOI and Handle)**.

ASEP supports data sharing under **Creative Commons licenses**. It is also possible to use another license, provided the license text is deposited in the repository.

The ASEP data repository allows detailed metadata descriptions of deposited datasets according to the **MARC 21** metadata format. Metadata are publicly accessible via the online catalogue.

ASEP also enables linking datasets with publication records (bibliographic outputs). Within the metadata, the *Technical Information* field can be used to describe file formats and software necessary for accessing the data in detail.

More information can be found here and here.

For any questions, please contact: openscience@knav.cz.