

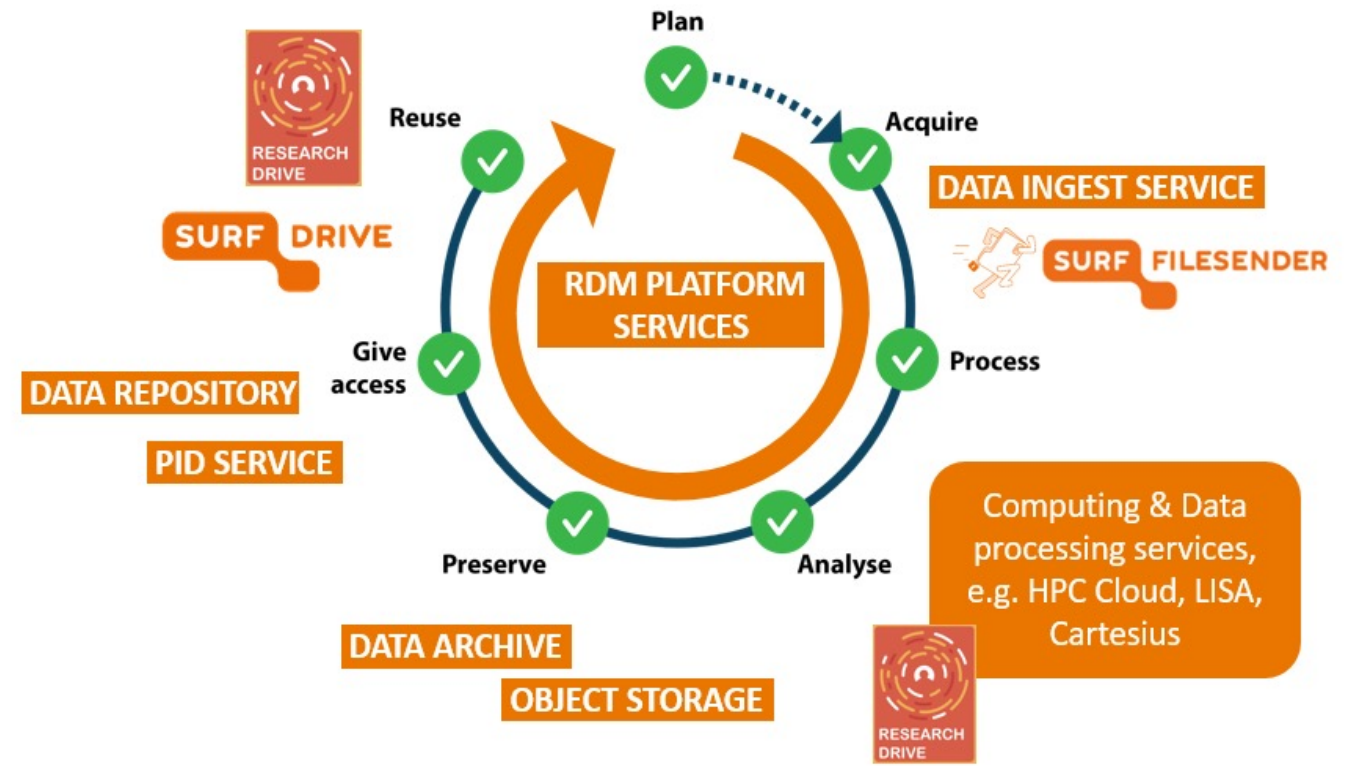
# OUR ROAD TOWARDS SELF-SERVICE SYNC-AND-SHARE

Narges Zarrabi  
Online Data Services, SURF

CS3 Conference  
24<sup>th</sup> January 2022



# SURF is the collaborative organisation for IT in Dutch education and research



Consultancy



Training



Knowledge Exchan

# SURF institutes

Research universities

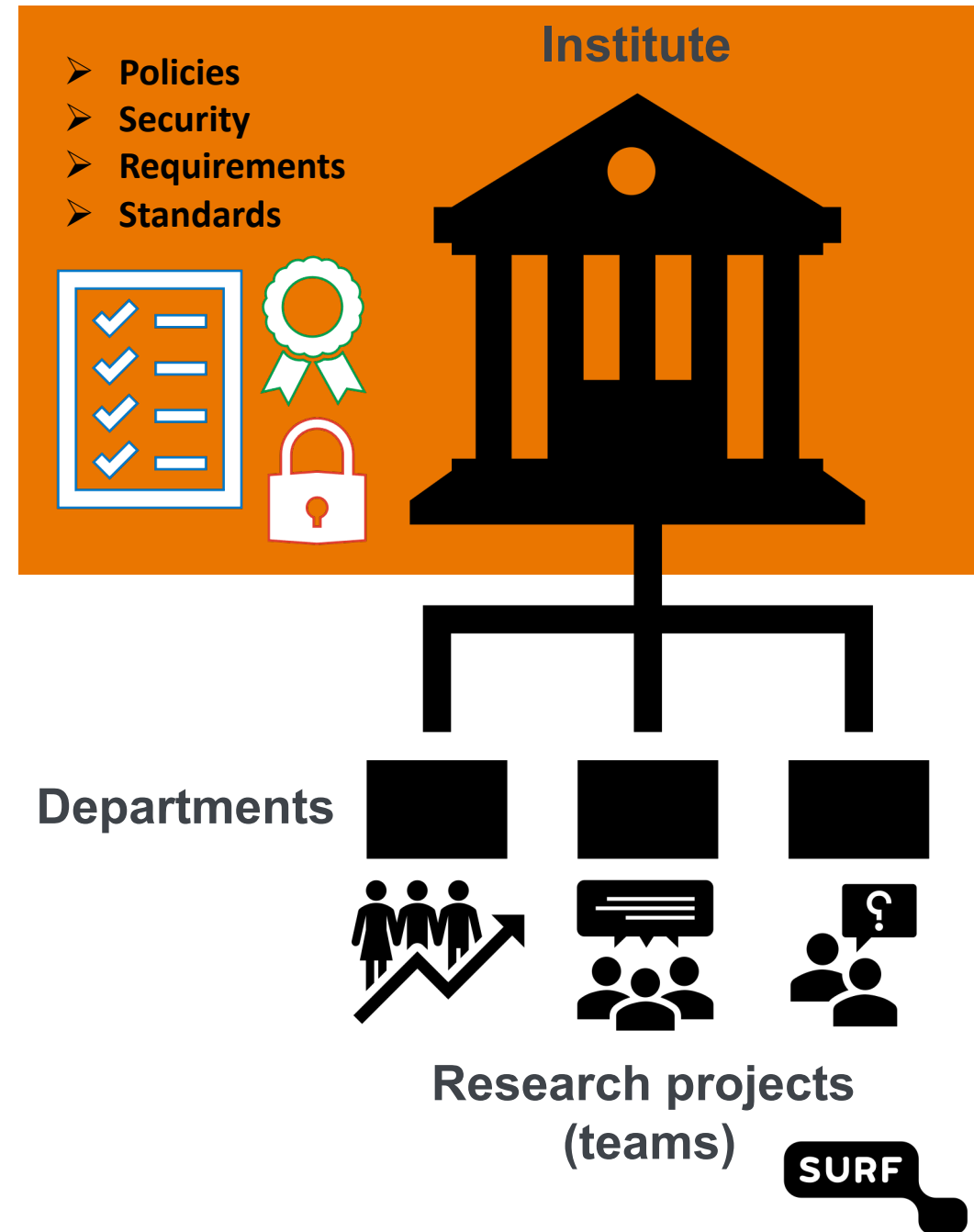
Universities of applied sciences

Senior secondary vocational education (mbo) institutions

University medical centres

Research institutions

Other



# A wide range of requirements



## Institutes

- Research Data Management (RDM)
- Policies
  - FAIR data
  - Preservation & Publication
  - Storage and retention periods
- Security measures
  - Multiple means of authentication
  - Password policies
  - Data recovery
- Agreements
  - VSNU
  - Netherlands Code of Conduct for Scientific Integrity



## Power user

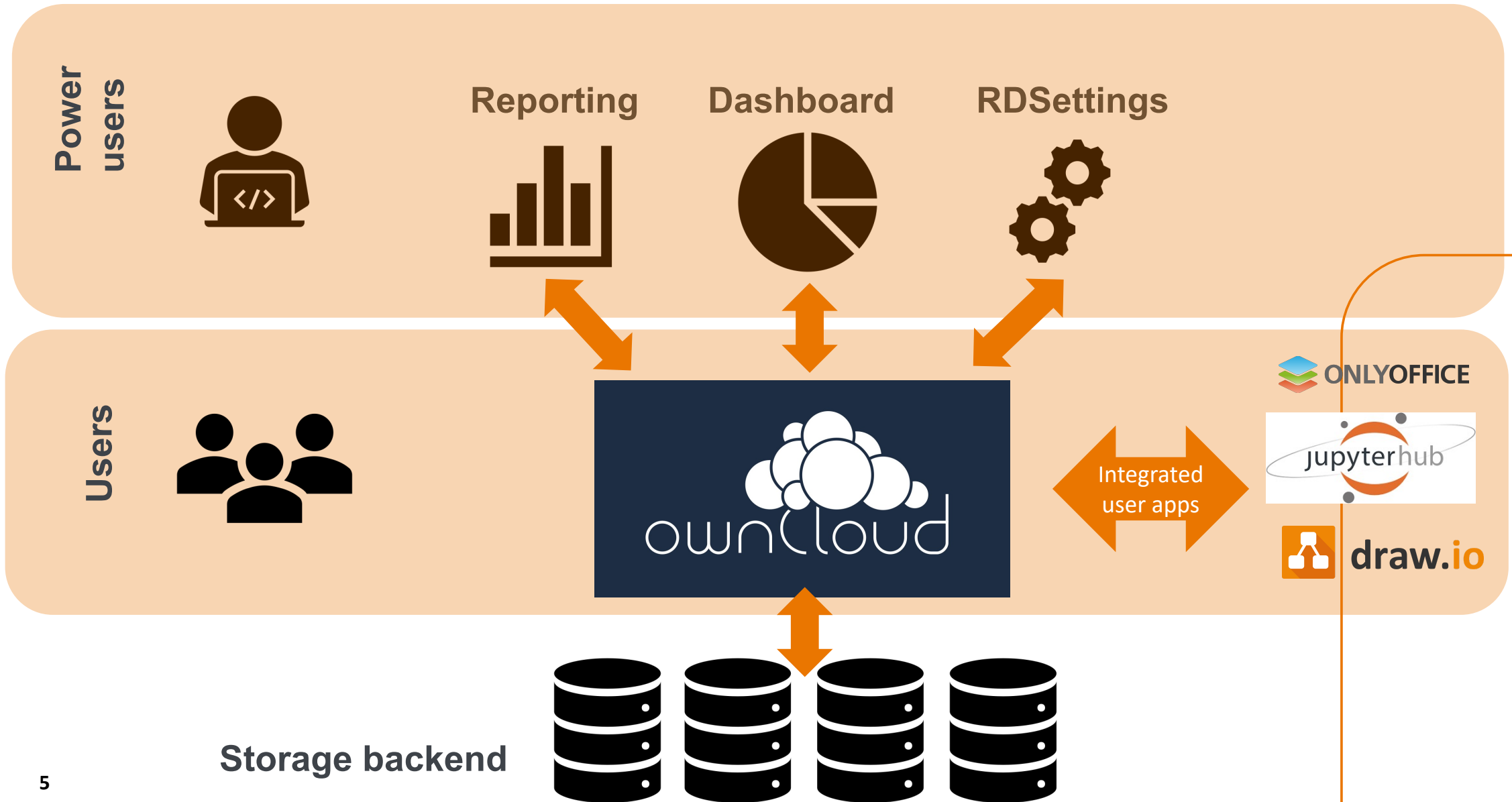
- Data managers, ICT specialist, ...
- RDM support
- Implement policies and put in practice
- User management
- Contract management
- Control over data
- Give access rights
- Project-based storage
- Flexible quota
- Reporting



## Regular user

- Researchers, students, ...
- Active data management during research or education
- Data sharing
- Transfer
- Sync and share
- Personal storage
- Inviting guest users
- Get access or give access to data
- Collaboration with international partners

# Research Drive, a self-service sync-and-share solution for RDM



A photograph of a luxury car's interior, featuring a steering wheel with a Bentley logo, a dashboard with wood trim, and cream-colored leather seats. A white text box with a drop shadow is overlaid on the left side of the image.

# DASHBOARD


# Research Drive Dashboard

- Research Drive Dashboard offers an overview and allows management of existing project folders, accounts, and contracts within the Research Drive environment.

The screenshot shows the Research Drive Dashboard interface. At the top, there is a green header with a menu icon, the text 'Dashboard', a notification bell, and the user name 'Narges Zarrabi'. Below the header, the 'SURF RESEARCH DRIVE' logo is on the left, and the title 'Research Drive Dashboard' is in the center. On the right, there is a user profile box with fields for 'User Name' (Narges Zarrabi) and 'Email', and language selection buttons for 'Nederlands' and 'English'. Below this, there are three tabs: 'Projectfolders' (selected), 'Gebruikersaccounts', and 'Contracten'. A 'Projectfolder Toevoegen' button is on the left, and a search bar labeled 'Zoeken' is on the right. Below the search bar, it says '105 Resultaten'. At the bottom, there is a table with columns: 'Naam', 'Beschrijving', 'Projectfold eigenaar', 'Stat...', 'Stora in gebruik', 'U. quotum', 'Laat: update', 'Contractnumn...', and 'Einddati contract'.

A close-up of the dashboard menu, which is a green vertical panel. It contains several icons and labels: 'Files' (folder icon), 'Activity' (lightning bolt icon), 'Audio Player' (play button icon), 'Announce...' (speaker icon), 'Music' (musical note icon), 'Dashboard' (dashboard icon, highlighted with an orange border), 'RDSettings' (gear icon), and 'Help' (question mark icon). The top of the panel has a 'Menu' icon and the text 'Files'.

# User Management

 "DASHBOARD ADMIN"

## Account Details - Demo1

gebruikersnaam demo1

naam

loginmethode Local

Multi-Factor Auth. Niet beschikbaar

email

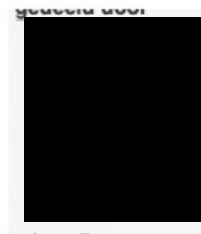
status ACTIVE

## Gebruiker Uitnodigen

Naam
.Claudia Behnke
Claudia Behnke
<del>Claudia Behnke</del>

Dashboard

## Project Membership

	data_steward
	data_steward
	member
	member
	member
	data_steward
	member

## Contractdetails

contractnummer DEFAULT

contract einddatum 2020-04-08

## Storageoverzicht

gebruik 0.0GB

quotum geen quotum

## Services Overview

service	description
Jupyter Hub	
OnlyOffice	OnlyOffice Collaborative Editing
Jupyter	Jupyter Hub

Important:

- ✓ Personal storage is really private!
- ✓ Deleting an account, deletes its personal data
- ✓ "geen quotum" means project storage only



# Contract management

## Contract Details - DEFAULT

### Contractdetails

Contractnummer	<input type="text" value="DEFAULT"/>	Save	Reset
Beschrijving	<input type="text" value="Default contract"/>	Save	Reset
Eigenaar	surfsara		
Email eigenaar	<input type="text" value="REDACTED"/>	Save	Reset
Startdatum	<input type="text" value="REDACTED"/>	Save	Reset
Einddatum	<input type="text" value="REDACTED"/>	Save	Reset
Status	<input type="text" value="ACTIVE"/>	Save	Reset

### Contract Contactpersonen

naam	email
<input type="text" value="REDACTED"/>	<input type="text" value="REDACTED"/>

**Edit**

### Storages

Totaal quotum	<input type="text" value="REDACTED"/>	Save	Reset
Uitgegeven quotum	<input type="text" value="REDACTED"/>		
Opslag in gebruik	<input type="text" value="REDACTED"/>		

eigenaar	type
<input type="text" value="REDACTED"/>	functional

### Policies

Verwijder periode	<input type="text" value="30"/>	Save	Reset
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### Services Overview

service	description
no services	

**Edit**



"DASHBOARD ADMIN"



"CONTRACT  
ADMIN"

## Projectfolder Details - [REDACTED]

status ACTIVE

### Project Membership

User

Role

[REDACTED]	member
[REDACTED]	member
[REDACTED]	data_steward

**Datasteward Wijzigen**

### Contract Details

Contract id

[REDACTED]

Contract einddatum

[REDACTED]

### Storage Overview

Storage gebruik

[REDACTED]

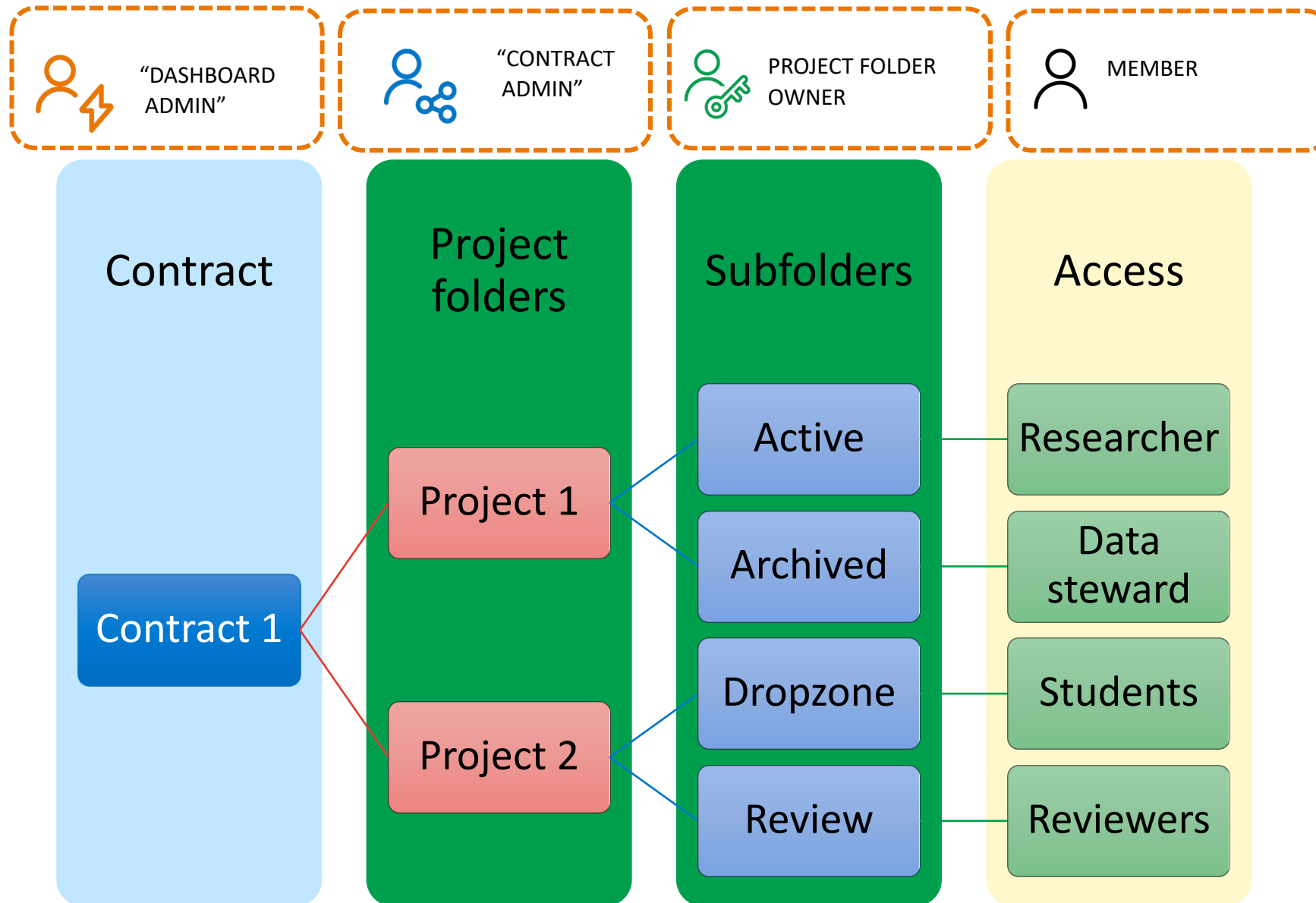
Storage quotum 1500.0GB

**Verwijder Projectfolder**



**Change Quotum**

**SURF**

# Contract, project folders and subfolders: example setup



# Dashboard visibility for different roles in Research Drive

Roles in Research Drive	Dashboard visibility		
	Project folders	Users	Contracts
<b>Dashboard admin</b>	Can see all	Can see all	Can see all
<b>Contract admin</b>	<ul style="list-style-type: none"> <li>- Project folders under your contract</li> <li>- Project folders you are the owner</li> <li>- Project folders you are member of</li> </ul>	<ul style="list-style-type: none"> <li>- Users under your contract</li> <li>- Users you invited with status "NEW" (account not activated yet)</li> </ul>	<ul style="list-style-type: none"> <li>- Contracts you are the admin</li> </ul>
<b>Project folder owner (data steward)</b>	<ul style="list-style-type: none"> <li>- Project folders you are the owner</li> <li>- Project folder you are member of</li> </ul>	<ul style="list-style-type: none"> <li>- Yourself</li> <li>- Users you invited with status "NEW" (account not activate yet)</li> </ul>	
<b>User</b>	<ul style="list-style-type: none"> <li>- Project folder you are member of</li> </ul>	<ul style="list-style-type: none"> <li>- Yourself</li> <li>- Users you invited with status "NEW" (account not activate yet)</li> </ul>	

# REPORTING APP

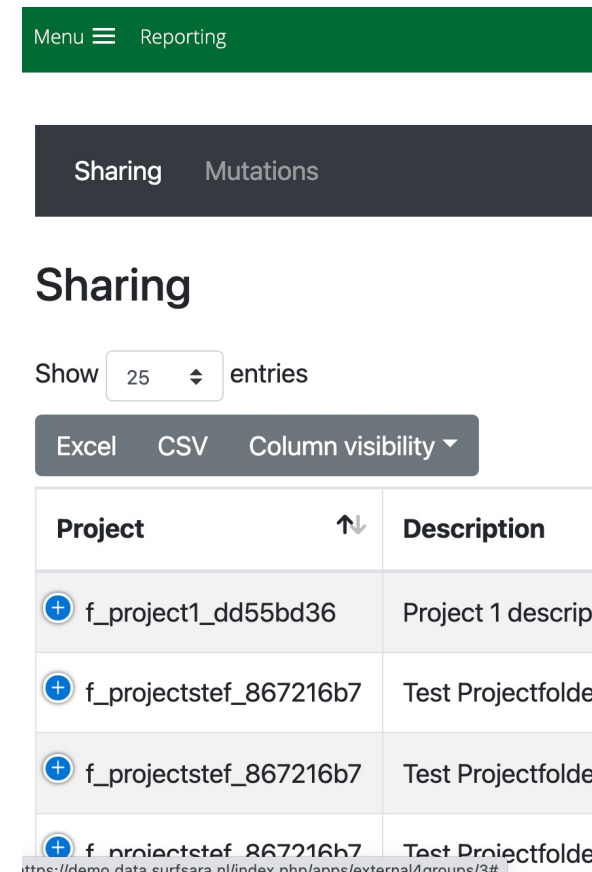
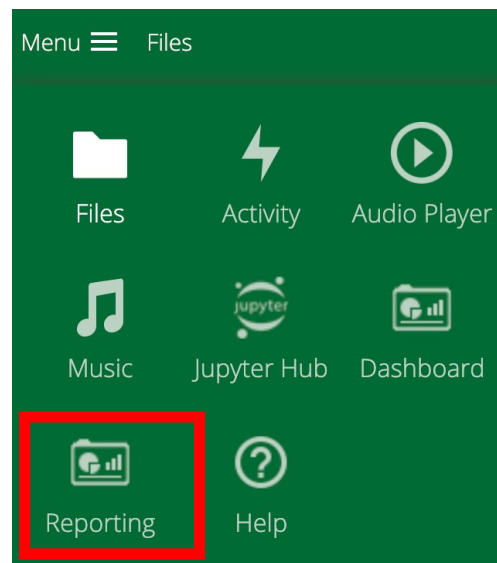


# Reporting app

The Research Drive Reporting App grants an overview of shares and permissions. It is searchable per user, per project or per path. Also, the data can be downloaded as an Excel document or .csv

More reports is sent out per mail!

- Usage report (monthly)
- MFA reports (Bi-weekly/monthly )



# Reporting app visibility for different roles in Research





Menu  Reporting


Sharing Mutations

## Sharing

Show  entries

Excel CSV Column visibility 

Project	Description
 f_project1_dd55bd36	Project 1 descript
 f_projectstef_867216b7	Test Projectfolder
 f_projectstef_867216b7	Test Projectfolder
 f_projectstef_867216b7	Test Projectfolder

Roles in Research Drive	Reporting app visibility
Dashboard admin	Can see all
Contract admin	Can see projects within their contract
Project folder owner (data steward)	Can see projects which is admin of
User	

# RD SETTINGS APP

A photograph of a workshop wall densely packed with various hand tools. The tools are organized on wooden racks and shelves. In the foreground, there are several rows of chisels with wooden handles. Above them, there are screwdrivers with colorful handles and various types of pliers. The background shows more tools, including what looks like a hand plane and some larger wrenches. A white, semi-transparent text box is overlaid on the left side of the image, containing the text 'RD SETTINGS APP' in a bold, black, sans-serif font.



# RDSettings

The RDSettings app allows dashboard admins to change certain global settings for their branded Research Drive instance

## Settings Sharing

- Allow public links
  - Allow users to send mail notification for shared files to other users
  - Allow public uploads
  - Auto-accept shares
- Default user and group share permissions
- 
- Enforce password protection for read-only links
  - Enforce password protection for read + write links
  - Enforce password protection for read + write + delete links
  - Enforce password protection for upload-only (File Drop) links
  - Set default expiration date on public links

Default expire date on public links after N days

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## Settings Dashboard

Email-address Helpdesk

MFA required

Email-address for the reporting-mail

Auto-provisioning

Wiki URL

## Enforce IDP-login

Add domain for forced IDP-login

## Settings Password Policy

Enforce minimum password length

Minimum password length

Enforce using lower case letters in passwords

Minimum amount of lower case letters

Enforce using numbers in passwords

Minimum amount of numbers

Enforce using special characters in passwords

Minimum amount special characters in password

Enforce using upper case letters in passwords

Minimum amount of upper case letters

## Settings Dashboard Admins

Add admin

[Redacted]

Revoke admin rights

demo1

Revoke admin rights

demo10

Revoke admin rights

demo11

Revoke admin rights

demo12

Revoke admin rights

demo13

Revoke admin rights

demo14

Revoke admin rights

SURF

# Some statistics

- Total number of instances: 31
- Total users in all instances: 10880
- Project folders: 2121
- Active users in the past 3 months: 4019
- Storage in TB: 465,302
- Shares: 18939
- Public links: 2939
- Federated shares: 185
- Number of files: 32,908,796



# Goals and Future Plans

- Enhance performance and scalability
  - Migration to OCIS (ownCloud infinite scale)
  - Internal optimization and automation
  - Migration to another storage backend
- Security
  - 3 Data center setup
  - Security Audit
- Implement workflows for archiving and publishing data --> (Exploring the Schebo RDS by Univeresity of Münster)
  - Adding metadata
  - Data curation
  - Plugins to connect to repositories



# DRIVING INNOVATION TOGETHER

 Narges Zarrabi

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