Data Curation Activities:

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| **Activity** | **Actions** |
| Managing and sharing data | Receiving or transferring data files |
|  | Cleaning data |
|  | Converting data to a different file format |
|  | Developing and adding metadata |
|  | Validating data/Testing Access |
|  | Packaging data (software, documentation) |
|  | Uploading and publishing data into IR |
| Ensuring that data is accessible and reusable | Annotating data for relevant entities |
| Optimizing data to search engine |
|  | Keeping data up to date in mirror repository |
| Re-evaluating data for long-term preservation | Selecting dataset for long-term preservation |
| Providing access to WVU Repositories | Providing and Deprovisioning access to the repository upon request from external individuals |