Data user’s flowchart

The colours indicate different steps in this process:

- **Blue** for licensing questions
- **Orange** indicates some caution is required
- **Red** indicates concern or need for legal advice
- **Green** indicates you can complete the process

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**LICENSING QUESTION**

Does the dataset you have obtained come with a licence or rights statement, or has it been provided under a contract?

- **Yes**
  - **LICENSING QUESTION**
    - Do you understand the terms of the licence, rights statement or contract?
      - **Yes**
        - **LICENSING QUESTION**
          - Are you able to comply with the terms of the licence? E.g. if it is a Creative Commons licence, have you considered how you will attribute/cite the data owner?
            - **Yes**
              - **COMPLETE**
                - You can now use the data sets.
            - **No**
              - **CONCERN/LEGAL ADVICE**
                - You may need to obtain legal advice, contact the data owner or seek further assistance before you proceed.
          - **No**
            - **CONCERN/LEGAL ADVICE**
              - You may need to obtain legal advice, contact the data owner or seek further assistance before you proceed.
      - **No**
        - **CONCERN/LEGAL ADVICE**
          - Contact the data owner before proceeding.
  - **No**
    - **LICENSING QUESTION**
      - Are the licences for all of the datasets compatible both with each other, and your intended use of the data? E.g. you intend to commercially reuse the data, but at least one of the licences prohibit commercial reuse - you will have to remove that data or contact the data owner for further permission.
      - **Yes**
        - **LICENSING QUESTION**
          - Are you combining or using 2 or more datasets?
            - **Yes**
              - **CONCERN/LEGAL ADVICE**
                - You may need to obtain legal advice, contact the data owner or seek further assistance before you proceed.
            - **No**
              - **COMPLETE**
                - You can now use the data sets.
    - **No**
      - Repeat the process for each dataset you have obtained.

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**CHECK**: If you intend to publish a dataset that results from your use of the third-party data, you should check to ensure that the licence you apply to your dataset is compatible with the licences of the datasets you have used. See also the Data rightsholder’s/creator’s flowchart.