****

**Reflecting on my data**

|  |
| --- |
| **What is the nature and scale of my data, and its current state?** |
|  |
| **How will my data look when I’ve finished processing / analysing it?** |
|  |

|  |
| --- |
| **How long (even very approximately), will this take in hours?***Different bits of the work might take different amounts of time; break it down to whatever level feels right for you* |
|  |
| **Now add a 30% contingency:** |
|  |

|  |
| --- |
| **Do I have all the access and resources I need to be able to move my data from its current state to its final state? If not, what do I need, or need access to?** |
| **Are there any other practical prior steps I need to take before starting this?** |

|  |
| --- |
| **As I’m taking care of myself, the most data processing I can manage in a day is \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ hours. I could do this \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ days a week.** |
| **As I’m taking care of myself, I also need to build in:** |
|  |
| **Given all the above, it’s my realistic aim to have my data processed and / or analysed by:** |
|  |