**Date:**

**Interviewer:**

**Data Centre:**

**Have you read the Information Sheet? Is interviewee happy for this info to be included in a publication?**

**Does the data centre allow / enable reuse of datasets?**

**If yes, how can potential researchers become aware of these datasets? (e.g. is there a website or a catalogue)?**

**Use e.g. Google Analytics to track engagement?**

**If there is a catalogue:**

**Could they share the URL (if we don’t already have it)?**

**How open is the catalogue / who can access it? (e.g. open vs. registration required vs. multiple)**

**What kinds of datasets are represented in the catalogue? (e.g. all, ‘raw’ as from provider, post-analysis)**

**What metadata granularity is captured by datasets? (e.g. high-level or field level)**

**Are datasets assigned a persistent identifier (e.g. DOI)?**

**Who is responsible for entering the metadata (e.g. data owner vs data centre)? Who maintains it?**

**Are the access procedures for each dataset described in the catalogue? If not, are they easy to locate?**

**Re: making the catalogue – was a particular cataloguing software used? What influenced this choice?**

**Does the catalogue follow a standard metadata schema? If so, what? What influenced this choice?**

**If there is not a catalogue:**

**Do you have plans to develop a catalogue?**

**What have been the barriers to making a catalogue?**

**Future Plans**

**Any plans for updating current dataset findability/discoverability process**

**Have there been any barriers to discoverability?**