



R&D Information Management

The New to R&D Grant aims to increase your long-term R&D capabilities by supporting capability development activities that involve either:

- increasing the R&D-related human capital expertise within the business organisation via training, coaching, or advisory, OR
- setting up systems, processes or operations that enable R&D to be undertaken more efficiently and effectively.

Developing capability in R&D Information Management will help you understand how to increase the efficiency and effectiveness of your research information. Storing your research data centrally and linking it to other internal systems will help you generate valuable insights, make more informed decisions, and maximise resource utilisation. Having a solid Information Management System can also keep your data safe. Disconnected systems can make it difficult for you to get a clear picture of what is happening and may lead to missed opportunities in the future.

R&D information management is the aggregation, curation, and utilisation of information about research.¹

Different sectors will have different data and systems, so it's essential to do your due diligence and draw on in-market expertise and knowledge.

Key things to consider when choosing an information management system:

- How is my data collected and organised? The research data should be collected and stored in a way that makes it easy to draw valuable insights. The tool you choose should support continuous automated capture of research output from multiple sources.
- Does it integrate with other systems? The tool should integrate seamlessly with other internal systems you may have.
- Does the system protect the data privacy of users and the organisation? The system should have robust and flexible privacy settings.

Key activities can include learning about and/or setting up systems for the following:

- Centralised research output collection and curation to ensure people can access the right data at the right time.
- Enabling report insight and trend tracking across research metrics and progress toward broader strategic goals.

Potential risks of not addressing information management issues include:

- Disconnected data sources with different identifiers may lead to complicated research management, slow decision-making or missed opportunities.
- When critical information is held by individuals and not stored centrally, essential information is lost when the individual leaves the organisation.
- Security breaches and data losses can lead to financial or other consequences.

Potential Capability Partners and Useful Resources

Below you'll find some potential capability development courses and providers plus some useful resources. If you know of suitable providers through your networks or have existing working relationships with providers, please feel free to discuss using them with your Funding Engagement Specialist. We make every reasonable effort to keep this information current and accurate, as a starting point to help you build capability within your business, however it is provided for your convenience

¹ According to [OCLC](#)

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Capability Development

Provider	Programme Title or Description	Services	Link
ALGIM (Association of Local Government Information Management)	Information Management Training for for Local Authority and Non-Local Authority IM Practitioners	Training and Workshops	click here
Massey University	Organisational Knowledge Management.	In-person (Auckland) and online course	click here
MIT xPRO Emeritus	Technology and Innovation Acceleration Program.	Online course	click here
Open Polytechnic Te Pūkenga	New Zealand Diploma in Records and Information Management (Level 6).	Online course leading to Level 6 diploma	click here
Open Polytechnic Te Pūkenga	Principles of Information Management.	Online course	click here
Professional Development Training	Knowledge Management (KM) Training Course.	Live Online, Fact-to-Face, and Hybrid training	click here

Topic Resources

Source/Provider	Title/Description	Link
Copyright Clearance Center	[Video] Information Management Excellence Strategies for Emerging R&D Companies to Access and Organise Content	click here
The ECM Consultant	[Article] What is Information Management? Why is it Important?	click here
William Saffady PhD	[Book] Records and Information Management: Fundamentals of Professional Practice.	click here