# **HOW TO USE THE OPEN DATA**

#### Introduction

Aligned with the UAE's forward-looking vision of digital transformation and commitment to transparency, the Ministry of Education has taken proactive steps to facilitate access to open-source data. This initiative aims to empower researchers, media professionals, and the public by providing them with the necessary resources to conduct studies and compile statistics, thereby fostering transparency within the educational landscape. In doing so, the Ministry ensures that these data are made readily available for use, reuse, and dissemination, free from any technical, financial, or legal constraints.

#### **Ministry Responsibility**

Simultaneously, the Ministry acknowledges that it does not take responsibility for any observations made on its portal, as the data presented are either sourced directly from government agencies or provided because of service provisions. Furthermore, the Ministry does not assure the continuous availability of such data or any of its components, nor does it accept liability for any potential damage or loss incurred by users due to the reuse of said data.

#### The Ministry of Education is committed to:

- 1. Providing data spanning across multiple years.
- 2. Maximizing the publication of original data.
- 3. Offering unrestricted access to data without necessitating registration.
- 4. Ensuring technical accessibility by furnishing comprehensive graphical packages for download in a machine-readable format.
- 5. Ensuring data is easily discoverable and accessible.
- 6. Publishing data in editable and reusable formats, facilitating "cut and paste" operations as well as free uploads.
- 7. Welcoming public feedback on open data accessible via the Ministry's website.
- 8. Furnishing detailed information regarding the type, size, and date of files.

## **Data User Responsibility**

It is the responsibility of the data user to ensure the accurate re-use of data sourced from the Ministry's portal. Any re-use of such data must be conducted in a manner that avoids errors pertaining to the content, source, and date of the data. Also please follow below guidelines

## Guidelines for the use of open data from the Ministry of Education website

- 1. When utilizing the data, clearly indicate the Ministry as the source to maintain its ownership, credibility, and the validity of the data source. Also, mention the file name and publication date.
- 2. Ensure that the data is not used for political purposes, illegal or criminal activities, racist or discriminatory comments, or activities detrimental to Emirati customs and traditions, culture, equality, or societal harmony.
- 3. Uphold the principle of "open data" by sharing the data with society.
- 4. Avoid misrepresentation or misleading others while using this data.
- 5. Include the author's name or identity and retain any copyright notices from the original article.
- 6. Whenever feasible, provide a URL or hyperlink to the licensed materials.
- 7. Adhere to licensing requirements; non-compliance may result in the withdrawal of granted rights by the concerned department.
- 8. When utilizing the data, clearly indicate the Ministry as the source to maintain its ownership, credibility, and the validity of the data source.
- 9. Ensure that the data is not used for political purposes, illegal or criminal activities, racist or discriminatory comments, or activities detrimental to Emirati customs and traditions, culture, equality, or societal harmony.

#### **Conclusion**

The directives outlined in this document serve as the foundational principles for government entities aiming to adopt an open data policy and engage with their client audiences. Compliance with these directives underscores the commitment of these authorities to ensuring the success of this policy and leveraging its benefits to enhance trust with customers and continually improve their services. By adhering to these guidelines, government entities demonstrate their dedication to transparency, accountability, and fostering positive relationships with the public they serve.