

**Authors**

Harrison Diamond Pollock  
Research Manager

Erica Chuang  
Research Analyst

Stephanie Wykstra  
Research Manager

---

## Reproducible Research: Best Practices for Data and Code Management



Copyright 2015 Innovations for Poverty Action. The Best Practices for Data and Code Management Manual is made available under a [Creative Commons Attribution-NonCommercial-NoDerivatives 4.0 International License](#). Users are free to copy and redistribute the material in any medium or format.

Erica Chuang, Harrison Diamond  
Pollock & Stephanie Wykstra

NOVEMBER 2015



# IPA's Best Practices for Data and Code Management

Journals, research funders and research groups such as Innovations for Poverty Action are increasingly recognizing the value of research transparency. Research transparency includes pre-registering studies and sharing materials such as data and code to allow others to re-analyze the reported results.

Proper data and code management during a project are essential for transparency after a project's completion. They are also important for internal use, as projects often run for multiple years, with several staff members working on them sequentially.

This guide outlines best practices in data and code management. The scope of the guide is to cover the principles of organizing and documenting materials at all steps of the project lifecycle with the goal of making research reproducible. The guide does *not* cover best practices in designing surveys, cleaning data or conducting data analysis. In each section, we explain the “what,” “why” and “how” of each recommended practice.

November 30, 2015