This collaborative method\(^1\) aims at designing a visual map for the contents to be taught. It focuses on the prioritisation and the categorisation of the contents for a course in the wider context of a curriculum. It was developed for the project “Train 2 Dacar”\(^1\) at HEG Genève.

**THE METRO MAP METHOD**

**A PROCEDURE FOR DESIGNING A CURRICULUM ON THE EXAMPLE OF RESEARCH DATA MANAGEMENT**

1. **METRO STOPS**
   - Define yourself the learning contents or take inspiration from existing curricula\(^2\).

2. **INTERCHANGE STOPS**
   - Assign each content or skill to a core competence. Try to have between 6-8 skills per competence. The card sorting is a good method for this step.

3. **VALIDITY ZONES**
   - Tag every skill with a priority range, for example from 1 to 3. The higher priority goes to skills that everyone must have. Skills of lower priority are meant for specialists.

4. **SPATIAL ARRANGEMENT**
   - Organise the stops and lines in space to form a metro map. High priority skills should be placed in the center.

5. **IDENTIFY**
   - From IM to KM: Facilitation, Coordination of practice, Data legislation, Negotiation skills, Risk and disaster management.
   - Advocation, Manipulation, Raising awareness, Metadata, Data analysis, Extracting information, Monitoring process, Conditions of use.
   - Integration, Merging, Mashing, Data modelling, Context, Communication, Access authentication, Appraisal, Data security.

6. **VALUE**
   - Promotion, Standards development, Data modelling, Retention, Data preservation, Data security, Evaluation, Data security, Data preservation, Data security.

7. **PLAN**
   - Marketing, Protection, Contingency, Economic issues, Value of data.

8. **STORE**
   - Facilitation, Metadata, Data analysis, Data preservation, Extracting information, Monitoring process, Conditions of use.

9. **PROTECT**
   - Coordination of practice, Data legislation, Negotiation skills, Risk and disaster management.

10. **PROVIDE**
    - Marketing, Contingency, Economic issues, Value of data.

11. **MANAGE**
    - Marketing, Protection, Contingency, Economic issues, Value of data.

12. **SCOPE**
    - Facilitation, Metadata, Data analysis, Data preservation, Extracting information, Monitoring process, Conditions of use.

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