

Authorship guidelines

Background

Projects at NatMEG may involve contributions from NatMEG (and other) staff on how to run, improve, develop, and quality-assure projects on either a technical or conceptual level, and/or need assistance and training in how to perform measurement, and/or require support and aid in data analysis, interpretation and writing up a manuscript.

Since all support from NatMEG is made by academic staff, the below guidelines are provided to help evaluate and credit contributions of relevance to projects run at NatMEG. The basis consists of the established Vancouver guidelines for authorship/acknowledgement.

Vancouver guidelines

Following the detailed version of the established Vancouver guidelines (see below), NatMEG access requires that Academic and Clinical projects (see NatMEG User Agreement, and Appendix B) keep track of who is involved in all aspects of a research project. A general guideline is that 2 or 3 of the below criteria is a minimum (but sufficient) requirement for authorship, whereas only 1 category motivates an acknowledgement.

Adhering to these guidelines encourages collaboration and sharing of knowledge and expertise, and enforces fair crediting of efforts made. On the practical side, this means that contributions made throughout a project have to be kept track of, and that (only) those who qualify (NatMEG staff as well as others) will be invited for *authorship* (2-3 or more of the contributions described below) or will be *acknowledged* (1 contribution). The PI and NatMEG have a shared responsibility for keeping track of staff contributions. The “NatMEG - Appendix C – Project Contributions” template should be used for this purpose.

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| CONCEPT | Conception of the research idea, formulating the hypothesis, developing the research question. |
| DESIGN | Planning of the methods, measurements and analyses required to produce results. |
| SUPERVISION | Oversight and responsibility for the organization and course of the project and/or the manuscript. Training and supervision in skills vital to the project. |
| RESOURCES | Financing, personnel, equipment and space vital to the project. |
| MATERIAL | Providing subjects, patients, or stimulus material. |
| DATA COLLECTION/PROCESSING | Responsibility for executing experiments, scheduling subjects or patients, organizing and documenting. |
| ANALYSIS/INTERPRETATION | Responsibility for conceiving, developing and/or executing data analysis. |
| LITERATURE SEARCH | Responsibility for literature overview/background. |
| WRITING | Responsibility for creating all or a substantive part of the manuscript. |
| CRITICAL REVIEW | Reworking the manuscript with intellectual content before submission, not just spelling and grammar checking. |
| OTHER | For novel contribution of relevance to the project. |