

# NWT LTER Authorship Guidelines Established Spring 2021

## Goals of Guidelines

Multi-lead collaborative projects, such as the Niwot Ridge LTER, require clear guidelines for authorship to ensure that all participants receive appropriate recognition for their contributions. The goal of this document is to provide guidelines for collaborative manuscript development that are grounded in inclusive principles. Productive and equitable collaborative manuscript development can be supported by carefully considering team composition, discussing authorship early and often, openly announcing manuscript ideas, and documenting authorship contributions throughout the manuscript development process.

## Authorship Requirements

Individuals who meet all three of the following criteria should receive authorship on a NWT LTER manuscript:

- 1) Makes substantial contributions to the conception, design, or implementation of the work, including the acquisition, analysis or interpretation of data;
- 2) Contributes to manuscript development by participating in the writing process, including providing text or guidance that critically shapes the intellectual content of the manuscript;
- 3) Agrees to be accountable for the integrity of the work and the resolution of any issues.

We recommend that authorship is discussed when manuscripts are first conceptualized and revisited regularly throughout the manuscript preparation process. We suggest that individuals involved in original project development and/or data collection are given the opportunity for authorship on the manuscript where the dataset is first used (i.e., the ‘project establishment paper’), and that they receive authorship on subsequent publications when the above criteria are also met.

## Lead Author Guidelines

Individuals or groups that are planning to develop manuscripts are expected to:

- 1) Notify the NWT Information Manager (IM) in the early stages of manuscript development so that IM can facilitate the work, recommend any appropriate NWT collaborators, and identify any redundancies with other ongoing projects;
- 2) Communicate early and often about manuscript ideas and potential authors;
- 3) Be open to involvement of authors that may not have initially come to mind, including those that collected the main datasets used in the work;
- 4) Recognize that occasions may arise when manuscript plans may need to be adjusted to accommodate intersecting manuscript development efforts and changes to authorships.
- 5) Consider prior commitments of authorship during manuscript development and discuss with authors if the direction of the manuscript has been significantly altered.

The first author (or their supervisor for papers led by students, postdocs) will ultimately decide on the author list and order of authorship.

## Additional Publication Requirements

In all LTER manuscripts, the EDI datasets used need to be cited and NWT LTER funding needs to be acknowledged. Please update the NWT IM about publications and specific datasets used in those publications.