Introducing the Open Science Team Agreements Template

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About the Bay Area Open Science Group

Virtual community for students, faculty, and staff at UC San Francisco, UC Berkeley, and Stanford

Goal is to increase awareness of and engagement with all things open science, including open access articles, open research data, open source software, and open educational resources.

We host monthly virtual meetups with a featured speaker from one of the three campuses who shares a project related to open science
Shoutout to Co-Organizers

This is a community affair!

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UC San Francisco

Sam Teplitzky
UC Berkeley

John Borghi
Stanford

Sam Wilairat
Stanford
Our Challenge: Open science is a buffet of practices
Idea: Create a modifiable team template for open science

- Inspired by lab manuals
- Describes several open science practices, with a short blurb and link to learn more
- Labs or teams can use it to start conversations, learn about open science, and commit to new practices
- Designed to be edited and revised as practices change
The Template covers

Focus on both **products** and **process** of science

1. Authorship and Collaboration
2. Articles and Research Materials
3. Data and Code
4. Communication and Impact
Open Science Team Agreement

PTLab/Team Name

Date

The Open Science Team Agreement gives researchers and other stakeholders the tools they need to understand and advocate for open science practices at a broader scale - within their laboratory, department, or the broader community.

How to use this template
This template is designed to be an open science conversation starter. To use it for your team, make a copy of the google doc by going to File > Make a Copy. Learn more about the topics below, modify the highlighted sections, and delete the sections that aren’t relevant to your research (including this one!)

Introduction
Open Science is an important aspect of conducting scientific research. This term means different things in different teams; in our team we follow these best practices:

Ethical considerations
While we aspire to practice an open model of science, we respect the complex situations that may limit the full openness of our endeavors. We practice situational openness and align our open science goals with the goals of our research and research participants. This means we restrict the sharing of sensitive data, maintain the privacy of research subjects, and aim for transparency over openness.

Authorship + Collaboration
Co-authoring and collaboration are cornerstones of our scientific work. We have an inclusive model of authorship and strive to value all contributions. We have several systems in place to facilitate our work, acknowledge contributions and expand our network to introduce diverse perspectives.

Persistent Identifier (Long-lasting reference to a digital resource)
- We use [DCC] to distinguish ourselves from other researchers and manage our identities in different submission systems.

Authorship and Author order
- We commit to conferring authorship to all who meet the criteria and to acknowledging other contributors appropriately with [DCC]. Contributor Roles Taxonomy, to document project contributor roles. See example authorship template.
- We discuss author order at the outset of a project and check in throughout the writing process, and determine author criteria based on group consensus. Learn more.

Inclusive science
- We practice inclusive science by thoughtfully considering our citation networks and biases and using bias free language. Learn more.
- We follow a Code of Conduct that establishes positive and prohibited team behaviors. Example Code of Conduct.

Articles + Research Materials
We make our articles and research materials as open and accessible as possible to increase the reach and impact of our research.

Pre-registration (Specifying your research plan in advance and registering it in a public repository. Reduces bias in results)

Hypothesis-testing research. Learn more.

Methods and Protocols: (Step-by-step documents describing exactly how research was performed. Sharing methods and protocols enables other researchers to reproduce experiments.)

We publish our methods and protocols in [Protocols] when the corresponding paper has been [Submitted/Accepted].

Preprints (Version of a paper made public prior to peer review. Sharing protocols increases the speed of research dissemination. Learn more.)

We submit preprints of our articles to [Preprint repository] other.

Open Access: (A publishing model where articles are published online with no access restrictions so that anyone can read them)

We make all of our articles openly accessible either through publishing in open access journals, or by archiving a copy in an open repository like [our institutional repository/ArXiv/Other].

Theses and Dissertations
Whenever possible we incorporate open science practices into the thesis writing process.

Presentations
We make our presentation slides and posters available in [our institutional repository/ArXiv/Other], so that they are more easily discoverable and citable.

Data + Code
Research data are the inputs and outputs required to run, evaluate, reproduce, or build upon our analyses and conclusions. This includes "raw" data, processed data, data at intermediate stages, and "final" datasets (i.e. the dataset that underlies a manuscript) as well as any documentation that is needed to make use of these materials. We share our research data and code in public repositories whenever possible.

Documentation
- We create readme documents (or equivalent) to track the data we are creating, the software we are using (including versions) and describe code we are writing ourselves.

Data
- We use the [DRA Data Repository/Other] to make data and relevant documentation available to others. Find data repositories for your research.

Software and Code (Broadly refers to computer programs, packages, and scripts used to work with, analyze, and visualize data.)
- We use [DRA/ArXiv] for storing code we are writing ourselves and [ArXiv/Other] for ensuring it is preserved in a citable form at the conclusion of a project.
- We give back to open source communities and tools that we rely on with labor, donations, and citations to projects and infrastructure.

Communication + Impact
Research Profiles (useful to establish a public scientific persona associated with one’s institution, co-authors and larger discipline)
- We create public profiles using [Google Scholar/University System/Other] to track our published or shared work.

Social Media
We use [University Communications Office/Twitter/Discord/Other platform] to communicate our
Open Science Team Agreements

Teplitzky, Sam; Deardorff, Ariel; Borghi, John

This template was designed by the Bay Area Open Science Group as a resource for teams interested in having conversations about open science. To use it for your team, download a copy in your file format of choice, learn more about the topics, modify the highlighted sections, and delete the sections that aren't relevant to your research.

Prefer online formats? There is a live version you can copy available as a Google doc and in Overleaf.

Comments? Suggestions? Email the authors at Ariel Deardorff (ariel.deardorff@ucsf.edu), Sam Teplitzky (steplitz@berkeley.edu), John Borghi (jborghi@stanford.edu)

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We need your help to spread the word!

- Download the team agreements template and try them out
- Share them with your research community
- Use them for your own work
- Let us know what works and what doesn't!
Thank you!

Learn More:
- Open Science Team Agreements Template
- Bay Area Open Science Group Website

Questions?
Email Ariel at ariel.deardorff@ucsf.edu