

Data Policy & Authorship Agreement

v 0.0.2

Definitions

Data refer to all content in data spreadsheets, associated metadata, and any additional information, such as images, video, genetic sequences, GIS layers, computer code, and other pertinent content.

MarineGEO is the organizing entity responsible for collecting, curating, archiving, and serving data to all contributing participants. Coordination of these activities is the responsibility of the MarineGEO Central team at the Smithsonian Institution.

A *contributing participant* is any party who have directly collected and contributed data. Members include principal investigators, their technicians, students, and/or volunteers.

Summary

- Data are made available to all participants in the network immediately
- Data are made public within two (2) years of submission
- Use of data for any scientific purpose requires proper attribution
- Co-authorship on any MarineGEO-lead product is open and flexible but contingent on providing substantial contributions (e.g., data, analysis, writing), and must be extended to contributing participants by lead authors on other products

Data Availability

Data collected as part of MarineGEO activities will be made available to contributing participants immediately upon meeting all requirements for data quality. Contributors (and any other participants indicated during the data submission) will have access to all data relevant to the project(s) in which they are participating at the time.

Metadata associated with MarineGEO data will contain identifying information, such as the specific geographic location and taxonomic identities, and names and contact information of the collectors, including institutional affiliation and e-mail addresses. *If you do not wish this information to be made public and/or it must be anonymized, please indicate so during data submission.*

Approximately two (2) years after the initial submission, MarineGEO intends to make all data available on public repositories with proper attribution (see **Data Attribution**).

Data Sharing



Smithsonian Institution

marinegeo@si.edu

Contributing participants own the raw data they collect.

MarineGEO owns any derived products, such as curated, aggregated, and summarized data, aligned sequences, or computer code. Additional access may be granted to other parties to assist in data curation, analysis, and/or synthesis as needed to ensure quality and accessibility at the discretion of the MarineGEO Central team.

Sharing data collected by another MarineGEO partner with outside persons or organizations (i.e., those who are not contributing participants) requires the prior written approval of the contributing participant(s) who generated the data and MarineGEO (unless the data are already public).

Data Use

Contributing participants are free to use all data to which they have access for scientific purposes (e.g., manuscripts, dissertations, theses) unless expressly restricted by agreement for a particular use.

In the case where data are collected for a particular use (e.g., a collaborative project), contributing participants may not use or publish the data until the collaborative project is concluded *unless* they have received prior approval from the MarineGEO Central team (e.g., if the project involves pushing multiple analyses forward simultaneously, preparation of chapters for student theses or dissertations).

Data may not be used for grant or contract proposals or other commercial or for-profit applications without the prior written approval of MarineGEO.

Data Attribution

All products developed using data collected for and/or provided by MarineGEO must provide proper attribution in the form of a written acknowledgment citing MarineGEO and any contributing partners as the source of the data and a citation in the form of a Digital Object Identifier (DOI, if provided).

Authors must request and register a MarineGEO contribution number for all peer-reviewed publications using MarineGEO data; see: <https://marinegeo.si.edu/publication-request-form>.

Data Updates

Data will be updated periodically to fix errors, update nomenclature, and adhere to current standards. MarineGEO will strive to make the latest version obvious and the history of all data sets clear, but it is up to the user to ensure that they are working with the most up-to-date version of the data.

Data Liability

All data shared by MarineGEO are made available “as is.” It is the sole responsibility of the user to ensure that the data are being used and interpreted properly, and that they adhere to the terms of the agreement. The contributing participant(s) and MarineGEO are not liable for any damages resulting from any use or misinterpretation of the data.

Authorship Agreement

In order to be considered for co-authorship, contributing participants must meet both of the following qualifications:

- (1) Submit quality data that is used in the publication; and
- (2) Provide comments on written drafts of the manuscript prior to submission.

Contributing participants who provide additional services, such as submitting a relatively large amount of data, running analyses, and/or contributing significantly to writing and manuscript preparation will be recognized with priority ordering in the author list. Otherwise, co-authors will be listed alphabetically.

If there are additional people whose contributions were critical in generating quality data (criterion #1), such as technicians or students, the principal investigator must identify them to the lead author with sufficient time for them to meet criterion #2 above for them to be included as co-authors.