**Recognising and rewarding open research: self-assessment tool**

| Action area | | No Action | Emerging | Evolving | Sustained |
| --- | --- | --- | --- | --- | --- |
| Strategy and leadership | [Institutional commitment](https://recognition.ukrn-openresearch.ac.uk/guide-01-commitment.html)  **Evaluation:**  No Action  Emerging  Evolving  Sustained |  |  |  |  |
| [Leadership](https://recognition.ukrn-openresearch.ac.uk/guide-02-leadership.html)  **Evaluation:**  No Action  Emerging  Evolving  Sustained |  |  |  |  |
| [Strategy and planning](https://recognition.ukrn-openresearch.ac.uk/guide-03-strategy.html)  **Evaluation:**  No Action  Emerging  Evolving  Sustained |  |  |  |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Action area | No Action | Emerging | Evolving | Sustained |
| Implementation | [Communication and engagement](https://recognition.ukrn-openresearch.ac.uk/guide-04-communication.html)  **Evaluation:**  No Action  Emerging  Evolving  Sustained |  |  |  |  |
| [Policy and procedure](https://recognition.ukrn-openresearch.ac.uk/guide-05-policy.html)  **Evaluation:**  No Action  Emerging  Evolving  Sustained |  |  |  |  |
| [Support, systems and processes](https://recognition.ukrn-openresearch.ac.uk/guide-06-support.html)  **Evaluation:**  No Action  Emerging  Evolving  Sustained |  |  |  |  |
| [Guidance and training](https://recognition.ukrn-openresearch.ac.uk/guide-07-training.html)  **Evaluation:**  No Action  Emerging  Evolving  Sustained |  |  |  |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Action area | No Action | Emerging | Evolving | Sustained |
| Managing progress | [Monitoring and evaluation](https://recognition.ukrn-openresearch.ac.uk/guide-08-monitoring.html)  **Evaluation:**  No Action  Emerging  Evolving  Sustained |  |  |  |  |
| [Research planning](https://recognition.ukrn-openresearch.ac.uk/guide-09-planning.html)  **Evaluation:**  No Action  Emerging  Evolving  Sustained |  |  |  |  |

**Summary of self-assessment**

|  |  |
| --- | --- |
| **Action area** | **Level of activity** |
| Institutional Commitment |  |
| Leadership |  |
| Strategy & Planning |  |
| Policy & Procedure |  |
| Support, Systems & Processes |  |
| Guidance & Training |  |
| Communication & Engagement |  |
| Monitoring & Evaluation |  |
| Research Planning |  |

**Comments:**

**Date:**

**Assessed by:**

**Self-assessment tool: quick guide**

The self-assessment tool is intended for use alongside the UKRN OR4 **Recognising and rewarding open research** [maturity framework](https://recognition.ukrn-openresearch.ac.uk/maturity-framework.html) and [implementation guide](https://recognition.ukrn-openresearch.ac.uk/guide-contents.html). It can be used to record both individual and group assessments, and provides a simple way to document and evaluation of institutional maturity in each of the nine action areas.

For each action area, you can use the table to record the evidence for the different levels of maturity (you may find that you have evidence in more than one column). An overall evaluation for each action area can be recorded in the left-hand column by deleting the maturity levels that are not applicable. This assessment may be done individually or as the outcome of group discussion.

The Summary page can be used to record the summary evaluation for all nine action areas, and record the date of the evaluation, colleagues involved in the process, and any additional comments, for example to document progress actions required to advance up the maturity scale.