



Best Practices for Collaborative Scientific MultipleYE Publications

Collaborative scientific MultipleYE publications include scientific articles for which the publication and/or open-access fees are funded by the MultipleYE COST Action, as well as other scientific articles that include MultipleYE members as authors and were devised within one of the MultipleYE Working Groups. Such publications typically arise from Working Group activities, including Working Group discussions and outcomes that align with the COST Action's MoU.

1. Authorship:

- a. All contributing researchers need to be listed as authors.¹ In line with the Code of Conduct of the German Research Foundation (see here: <https://www.dfg.de/resource/blob/174052/1a235cb138c77e353789263b8730b1df/kodex-gwp-en-data.pdf>) a relevant contribution must include substantial additions to the conceptualization of the research project (that the paper is about), and how it is tackled, the gathering or provision of data, code, or sources, the analysis and interpretation of the research project's outcomes, and the drafting of the manuscript. Accordingly, a leadership or supervisor role in itself is not sufficient to justify authorship. The order of the authors must reflect the amount and relevance of the author's contribution to the research project and efforts and should be communicated and approved by everyone involved in a timely fashion prior to the submission of the manuscript (for papers with more than 15 authors, tacit consent - with a waiting time of at least one week - is sufficient). All involved authors hold one another accountable for the timing of the agreement of the order of authors.
- b. Researchers' actions need to model the MoU of the MultipleYE Cost Action, which seeks to prioritize the support and inclusion of young researchers among the authors of scientific publications.

2. Writing:

- a. The process of writing and all contributions (with deadlines) should be determined and coordinated prior to the onset of drafting and updated transparently (editing, conceptualization, methodology etc.).
- b. The desired means of communication as well as document, data, code, and source sharing should be decided upon within the group.
- c. All authors must have the option to edit the manuscript and must approve the final version **before** submission. This also includes any **resubmission** of the manuscript.

¹ Exception: If a contribution does not suffice within the outlined criteria of authorship, a researcher can be mentioned in acknowledgements.



- d. The secondary use of data must take place in agreement with the respective copyright. Authors are strongly advised to contact the researchers who primarily acquired the data. Transparent communication is a must.
 - e. A-d also apply to conference presentations.
 - f. After acceptance, all authors must approve the final camera-ready version.
3. **Publication venue:**
- a. All authors must have the chance to discuss and suggest potential publication venues.
 - b. Publication venues are carefully evaluated by whether they have established high ethical standards of scientific publishing practices.
 - c. All authors must consent to the publication venue **before** submission.
 - d. The Grant Holder Manager (Anna Bondar), the respective WG leader(s) and either the Chair or the Vice Chair of the Action must approve the publication venue **before** submission.
4. **Reviews:** The reviews and notification of acceptance/rejection must be shared with all authors no later than within one week upon receiving them.

Note: **Consent or approval** does not require active consent from each author, but they need to get the possibility to object. For example, the responsible person can send an email giving the authors at least one week to object, otherwise they give their tacit approval.