Edits:
Version 2 (13/11/2020) – integration of project members comments and suggestions left on the Sustainable Futures in Africa Network Website in October 2020.
Version 1 (09/10/2020) – initial draft shared with project team for feedback.

Participatory Futures
Authorship good practices

The aim of this document is to lay out authorship good practices for the diverse outputs which will stem from the *Participatory Futures project* (academic articles, blogs, articles in media, etc.). Considering the interdisciplinary nature of the project, it is unlikely that a common authorship practices associated with each expertise and sector represented within the *Participatory Futures project* is pre-existing. Therefore, it is essential for the project team to establish sensible principles and guidelines for the collaborative and multi-disciplinary nature of the project.

<u>Background</u>

Often, an author is an individual judged to have made a substantial intellectual or practical contribution to a publication and who agrees to be accountable for that contribution. This would normally include anyone who has:

1. made a significant contribution to the conception or design of the project; or the acquisition, analysis, or interpretation of data for the work;

    AND/OR

2. drafted the work or reviewed/revised it critically for important intellectual content.

This is general guidance only and may not apply to all disciplines or journals which may set different standards. It is generally advised to follow the requirements of the target journal or publisher when publishing an article resulting from interdisciplinary research.

Anyone listed as an author on a paper should approve the final version of the paper and accept responsibility for ensuring that he or she is familiar with its contents and can identify his or her contribution to it.

Individuals who contributed to the work, but whose contributions were not of sufficient magnitude to be listed as authors should be properly acknowledged, usually in an acknowledgements section.

Authors should be careful to ensure fair and proper acknowledgement of contributions from individuals who have not been listed as an author and make sure that acknowledgements fully reflect the level of the input of the contributors.

The UK Research Integrity Office supports that all researchers within a given team should discuss and agree authorship strategies at an early stage in their research. Researchers should also be encouraged to document such agreements.

Participatory Futures project - Authorship principles

In line with our shared desire to promote transparent processes and communication within the *Participatory Future project* and based on the previous background, the steering group would like to suggest a project ***approach to authorship***:

Authors can self-select into areas of interest in terms of the key project publication deliverables. Authorship will be extended to all with substantial input into the conception or design of the piece of the project or the acquisition, analysis, or interpretation of data for the work; AND/OR in drafting the work or revising it critically for important intellectual content. In all cases, all direct and indirect input will be acknowledged in publication on a project and team level.

More specifically:

- The project team should be made aware as early as possible of any writing and composition process to allow other members to engage in contributions based on interests and availability;
- The first author should be the person primarily responsible for most of the writing and composition;
- Where multiple authors collaborated in an equal manner in the writing and composition process, names should be listed in alphabetic order;
- If not included in the authors' list, the PI of the funding specifically responsible for the basis of the manuscript will be acknowledged in any pieces of writing and the same applies to core project members who've contributed to the writing to a lesser extent;
- Wherever possible, the authorship team should include authors from different career stages to foster mentorship and strengthen capacities;
- Wherever possible, the article and/or research results should be shared in the desired format and language to a named contact within the data collection/community team for dissemination to interested parties;
- Where applicable, the authorship team should take time and care to carefully lay out the contributions of each author in the 'contributions' section that often appears in journals.

Expected peer-reviewed articles:

1) Literature review on partnership practices in international development research (writing between Aug – Nov 2020);

2) Methods paper on digital ethnography across international and disciplinary research contexts (writing between Dec – Feb 2021);

3) Findings paper (writing between March – May 2021);

Other:

4) Other writing formats (blog post, newspaper articles, book chapters, etc.) focussing on the Participatory Futures project are highly sought after and project members are encouraged to take leadership on a new piece of writing.

References

Frassl, M.A., Hamilton, D.P., Denfeld, B.A., de Eyto E., Hampton, S.E., Keller, P.S., et al. (2018) Ten simple rules for collaboratively writing a multi-authored paper. *PLoS Comput Biol.* 14(11). (doi.org/10.1371/journal.pcbi.1006508)

UK Research Integrity Office (2017) Good practice in research: Authorship. V1.0

University of Cambridge - Guidelines on Authorship