# Navigating Group Science

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## **Discuss Mutual Expectations**

- Should be done at the beginning of any collaborative endeavor
- Revisit expectations as the project progresses
- Keep a written record if the collaboration is large enough to reference later



## **Divide Tasks and Address Authorship**

- Discuss and determine who should do specific tasks based on resources, knowledge, and responsibilities
- Make sure to be clear what each task dictates for authorship on papers
  - Who can be an author?
  - What level of work warrants authorship?



## **Discuss Data Access and Expectations**

- Be clear what restrictions come with the data
  - o Is this public?
  - o Is this proprietary for now?
  - Will this always be private?
- Who can access the data in the collaboration
  - Is some reserved for grad students
  - Are undergrads allowed to access data



#### Communicate

- Discuss progress and generate new ideas based on said progress
  - Offer help on tasks if necessary
- Don't go months without contact check on people you work with
- Remind the group's members about deadlines to make sure you collectively meet each deadline



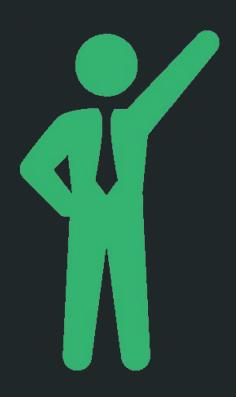
## Take Meeting Minutes

- Allows others to keep up to date if they can't make a meeting
- Good for future references
  - Can help resolve disagreements
  - Allows you to track progress



### **Be Confident**

- Don't feel like you can't contribute - every task can benefit from help
- Don't be afraid to reach out to others to get involved
- Forge relationships these will lead to collaboration in the future



#### References

Gadlin, Howard and Kevin Jessar. (2001) "Preempting Discord: Prenuptial Agreements for Scientists." In: ORI: The Office of Research Integrity.

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Schwartz, Joan P. (2011). "Silence is not Golden: Making Collaborations Work." The Office of Research Integrity.