

Publication Guidelines BMC Core Facilities

Core facilities provide essential services and state-of-the-art expertise to their users and importantly contribute to the scientific advancement of projects. Properly acknowledging the contributions from core facilities in publications, by co-authorship or by formal mention in the acknowledgments section, is important for several reasons:

- Proper acknowledgement in publications provides a visible measure of the impact and success of core facilities and is essential to secure further support from funding agencies and university administration, which in turn is essential to enable the facilities to continue to provide their important services in the best ways possible.
- Core facility personnel are scientists. When they make a substantial intellectual and/or experimental contribution to a publication they deserve to be acknowledged just as any other scientist.
- Involving core facilities staff as co-authors in the process of manuscript writing will avoid the risk of data misinterpretation and help ensure the data and methods are accurately conveyed and described.
- Proper acknowledgement helps core facility personnel to advance in their careers, adding to the overall health and reputation of the core facility and research environment.

Core facilities must charge for services according to cost accounting practices set up at each institution to cover costs for consumables, repairs and maintenance. However, payment for services does not substitute for recognition of the intellectual contribution of Core scientists to a project.

The type of recognition (acknowledgement or co-authorship) depends upon the individual project and the contribution of core scientists. Here we provide general guidelines on when formal acknowledgement and when a co-authorship are appropriate. More specific guidelines tailored to the individual facility can be found on its corresponding websites or be requested.

Activities which entitle facility staff to authorship:

- Core scientists contributed significantly to the conception or design of the project.
- Core scientists provided "non-routine" training and services including development of novel procedures for data acquisition or -analyses, adaptation of protocols to suit samples or material, (re)designing experiments, extensive data analysis and interpretation

As co-authors, core scientists will contribute to writing the manuscript, approve the final version and take responsibility for the intellectual content of their contribution to the manuscript.

Activities for which formal mentioning in the acknowledgements is required:

- Core scientists provided routine training or services.
- Core scientists/facility staff collected data that required technical skills, but did not involve experimental design, adaptation of protocols or interpretation of data
- Instrumentation of the core facility was used.

In this case, core scientists will review the manuscript and give advice regarding technical questions in the course of writing or the peer review process.

In any case, scientific publications to which BMC facilities have contributed should be entered in the PPMS system via the lead BMC author.