Imaging Facility Guidelines for Acknowledgement

1. **All publications** resulting from the use of instruments and support staff within the facility should **acknowledge the facility as a whole**, e.g. '*the authors gratefully acknowledge the [core facility name] for their support & assistance in this work*' and the facility should be **informed of the publication**.

2. **Specific grants** that have funded the facility instruments used for the work to be published must be acknowledged if the data was acquired during the active period of that grant. **Facility staff will advise users of such grant codes**.

3. **Assistance provided above the technical or routine level**, with any facility staff providing scientific input and expertise in experimental set-up, acquisition, analysis or writing, should be recognised through **co-authorship** on resulting publications. Please discuss authorship and acknowledgement with facility staff prior to manuscript submission.

Example scenarios:

Sample Preparation	Routine sample preparation following standard protocol.	Simple acknowledgement
	Development of new sample preparation protocols. Optimisation of existing protocols for specific samples.	Inclusion of specific facility member on author list
Image Acquisition	Training of users to acquire images themselves. Simple acquisition of raw data.	Simple acknowledgement
	Operational image acquisition with input and decisions dependent on expertise. Design or re-design of experimental conditions.	Inclusion of specific facility member on author list
Image Analysis	Recommendation of analysis software and tools. Basic data analysis help and advice.	Simple acknowledgement
	Constructive data analysis and interpretation. Creation of complex custom image analysis tools.	Inclusion of specific facility member on author list

Based on the publication policy compiled by Natasha Stephen, Plymouth Electron Microscopy Centre, after discussions with the RMS EM-UK community.