

# Appendix to Jena Experiment Data sharing and publication policy

## Procedure to access metadata and public data

Version 15.10.2013

### Background: Jena Experiment Public Data

The Jena Experiment has generated a wealth of data on biodiversity and ecosystem functioning since its initiation in 2002. This data has been generated by many different members of the Jena Experiment many of whom are no longer working in the experiment. For (former) members of the Jena Experiment our data use and publication policy applies.

This document describes the information and data available for non-members of the Jena Experiment, i.e. the general public. In general, metadata of all datasets can be viewed by the public on request, and all data older than five years are freely available to the public. Please note that this deadline applied to the date when data were uploaded to the Jena Experiment Information System which usually takes place within two years of collecting the data.

The research consortium of the Jena Experiment strongly supports data sharing, while ensuring that the data providers and the Jena Experiment get a fair credit for their work through co-authorship, citation, and/or inclusion in the acknowledgments of resulting papers.

### Registration

People interested in viewing what kind of data have been collected by the Jena Experiment can become *external users* of the database.

To register, follow the URL:

<http://jenaexperiment.ioe.uni-jena.de/Login/Account.aspx>

and create a new account. In registering the applicant needs to fill out a request form stating the reason of her/his interest and answer a number of questions that concern usage are interesting for the research consortium.

To complete registration, applicants have to accept this Appendix to the Jena Experiment Data use and Publication policy and return a signed copy to the Data Manager. Registration as an *external user* can only be denied in exceptional cases such as previous data abuse etc.

Registration as an *external user* is valid for one year and can be renewed.

## **Access to metadata**

Only registered users will get access to our Database and Information System. The meta-database will be accessible for external users via the internet where they can browse and search for metadata. All datasets are labeled whether or not they are public datasets. Each data set has a data owner. External users are free to contact the data owner to obtain further information about a dataset.

## **Access to publicly available data**

External users may download publicly available data. While there is no formal need to involve the data owner, we strongly encourage contact and collaboration between the external user and the data owner.

To download a publicly available dataset, the external users selects the dataset. Before the download starts, a questionnaire needs to be filled where the external user provides information about the purpose of the data download including aim of the study and the type of analysis intended.

The data owners as well as the data management team will be informed about any data download of external users. Conversely, the external user is informed about the contact details of the data owner.

By signing this form the external users agrees to follow the rules of good scientific behaviour. This in particular implies that data are not transferred to a third person. Anybody intending to use data must formulate a separate data request, e.g. it is not possible for a scientist to pass the data on to a Ph.D.-student or a colleague. Commercial use of data is not allowed, unless written consent of the JE has been obtained.

By signing this document the external user also agrees to acknowledge the data source in the methods section or the appendix or acknowledgement of any product that involves the dataset following the standards as indicated by the Information System of the Jena Experiment.

“The data on “variables” were obtained by “applicant” from the Jena Experiment Information System on “date”. We thank “data owner” for making this data set publicly available. The Jena Experiment is a research unit funded by the Deutsche Forschungsgemeinschaft (FOR 456/1451).”

Finally, the Jena Experiment should be informed about the outcome of analysis and we strongly encourage uploading any derived variable from the Jena Experiment data to the Jena Experiment Information System.

## **Request for data that are not publicly available**

In case of data that is not publically available, a data request is sent to the data owner. Applicant and data owner must come to an agreement for how the data are used for data to be made available. The data use and publication policy of the Jena Experiment applies. Briefly, an agreement has to be obtained on how the data are used, and how data owners are involved in the analysis and the paper writing.

The speaker of the research unit (W. Weisser) will review the agreement before data are made available by the data manager. In cases of doubt all Jena Experiment P.I. will be involved in the decision of whether the access should be granted.

## **Limitation of liability**

Every effort has been made by the data management team of the Jena Experiment to ensure the quality of the data. However, the data management team or any data owner can neither be held liable for any error or omission in the datasets nor for any direct, indirect or consequential damages arising from the use thereof. Users are requested to report any errors or deficiencies directly to the data management team of the Jena Experiment.

Name and address of applicant:

Date and place of signature: