

FBS Research facilities Terms and Conditions

FBS research platforms provide the research community with state-of-the-art instrumentation and expertise, which not only adds to, but also improves research outputs and funding bids. It is important to recognise the contributions of facility staff to the advancement of scientific research, both formally and informally, in all instances of technical assistance. The type of recognition that is most appropriate will vary dependent upon the contribution provided.

Publication policy

The decision to recognise contribution to a publication rests with the corresponding author, but where Facility staff make a substantial intellectual and/or experimental contribution to a publication they deserve to be recognised. Facilities must charge for its services according to FBS accounting practices. Charging for access does not preclude authorship on manuscripts.

We appreciate that authorship decisions are generally made at the preparation stage of a manuscript, rather than at the initiation of the work, however facility staff will now ask what the desired outcome of any new research project is and expect to be informed of any potential publications resulting from the work. If you are uncertain about co-authorship or have any questions or concerns about this, please discuss this issue with the facility manager in advance.

An author could have made substantive contributions to the project in any of the following ways:

- Major intellectual input (conception, project design, critical input, original ideas)
- Optimisation of sample preparation.
- Major acquisition of data
- Extensive analysis and/or interpretation.
- Significant intellectual contributions to paper writing/editing.

The following would not typically constitute co-authorship, but should be acknowledged:

- Training or basic technical support
- General supervision of facility users
- Routine data collection

Please remember that appropriate authorship and acknowledgement helps to measure the impact/success of the Facility, properly recognise our funders, and helps to secure future support and funding.

If you are uncertain about co-authorship, or have any questions or concerns, please contact fbsresearchfacilities@leeds.ac.uk

Terms and Conditions

1. All publications resulting from the use of instruments within the facility should acknowledge the appropriate facility as a whole, AND acknowledge the specific pieces of equipment used and the associated grant codes, as detailed in 'acknowledgement of equipment below'.
2. Where users have had significant help from a particular member of staff, or staff have generated additional data personally, this staff member should be acknowledged by name, alongside the facility if applicable, e.g. *'the authors thank *** of [insert facility name here] for their support & assistance in this work'*
3. If facility scientists make contributions which deserve authorship, this should be recognised, in line with the Universities Research Ethics Policy.
4. The appropriate recognition of staff and equipment is vital for the sustainability of our facilities. Failure to recognise contributions from staff or equipment may result in escalation internally through University complaints procedures, or directly with scientific journals in the case of authorship disputes, as well as affecting the rights of academic groups to access equipment and expertise in FBS facilities.

Please sign below to confirm that you have read, and have understood these terms and conditions, and that you agree to abide by it in future publications resulting from your collaborative efforts with facilities & staff;

Your Signature

Name:

Signature:

Date:

Group Leader

Name:

Signature:

Date:

Acknowledgement of Equipment

Please see below for the complete list of expected acknowledgements for each piece of equipment, broken down by technique area;

Electron Microscopy

- Use of any equipment in the EM Facility should be acknowledged. Users should report all published outputs which acknowledge the EM facility by emailing cryoEM@leeds.ac.uk.
- Appropriate acknowledgement is a condition of our grant funding, and the grant codes which funded specific equipment must be acknowledged.
- The FEI Titan Krios microscopes were funded by the University of Leeds (UoL ABSL award) and Wellcome (108466/Z/15/Z), with Falcon 4 and Selectris Falcon4 direct electron detector and microED packages (Q2 2021) upgrades funded by Wellcome 221524/Z/20/Z
- The FEI F20 was funded by Wellcome (grant expired), but its Ceta camera upgrade was also funded by Wellcome (108466/Z/15/Z).
- The FEI Tecnai G2-Spirit (the "T12") was funded by The Wellcome Trust (090932/Z/09/Z).
- The Jeol Jem-1400 was funded by Wellcome Trust grant number (094232/Z/10/Z) and fitted with a CCD camera funded by 090932/Z/09/Z.
- The Leica EM ICE High pressure Freezer, Leica AFS2 freeze substitution, Leica UC7 ultra/cryo-ultramicrotome and Leica cryoCLEM system were funded by The Wellcome Trust (208395/Z/17/Z)
- Vitrobot No 2 (arriving Q2 2021) was funded by Wellcome 218785/Z/19/Z

Mass Spectrometry

- The Waters MClass UPLC and HDX Manager, LEAP Sample Handling Robot and the Waters Synapt G2-Si were funded by the BBSRC (BB/M012573/1)
- The Excimer Laser for FPOP was funded by the BBSRC (K000659/1)
- The Waters MClass UPLC and Xevo G2-XS QTOF were funded by the (BBSRC BB/M012573/1)
- The Synapt HDMS with 32k quadrupole was funded by the BBSRC (BB/E012558/1)
- The Synapt HDMS with 8k quadrupole was funded by the University of Leeds
- The Q-Exactive Plus UHMR was funded by The Wellcome Trust (208385/Z/17/Z)
- The ToFWERK IMS-TOF was funded by the Wellcome Trust (208385/Z/17/Z)
- The Orbitrap Exploris 240 and Vanguish UPLC is funded by the NIHR (NIHR200633)

PIXC (Proteins, Interactions X-ray and Characterisation)

- The Protein Production Facility was funded by the Royal Society Wolfson Laboratory Refurbishment Scheme (WL150028) and the University of Leeds.
- ITC200 (094232/Z/10/Z)
- Microscale thermophoresis machine (MST) (105615/Z/14/Z)
- Biacore SPR, HPLC and AKTA equipment (062164/Z/00/Z)
- Refeyn mass photometry, funded by the Wolfson Trust (PR/jw/md/22597) as part of the Woolfson Trust Light Microscopy Facility, in partnership with the Bragg Centre.
- 815 CD spectrometer funded by the Wellcome Trust 094232/Z/10/Z

Nuclear Magnetic Resonance

- 600 MHz funded by the University of Leeds (UoL ABSL award)
- 750 MHz funded by the Wellcome Trust (094232)

- 950MHz funded by the University of Leeds (UoL, ABSL award) and Wellcome Trust (108466/Z/15/Z).

Plant growth suite

- Not applicable

Bioimaging and Flow Cytometry

- LSM880 + Airyscan confocal microscope Wellcome Trust WT104918MA
- iSIM and PALM/STORM. Please acknowledge alumnus Michael Beverley, in support of the University's Making a World of Difference Campaign, and MRC MR/K015613/1 (MRC Next Generation Imaging)
- LSM800 horizontal microscope BBSRC BB/R000859/1
- Ultramicroscope II Lightsheet microscope Wellcome Trust 08276/Z/17/Z
- STEDYCon STED microscope BBSRC BB/S019464/1
- Cytotflex flow cytometer BBSRC BB/R000352/1
- FACS Melody Cell sorter BBSRC BB/R000352/1