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#UKRIOAuthorshipToolkit

Practical Tools for Good Authorship

Authorship Integrity Toolkit Launch Event

24 September 2025

We will begin shortly

Registered charity no: 1147061

Expert Webinars

Welcome to our 2025-2026 *Expert Webinars* series.

These sessions offer an opportunity to gain **expert insights on key research integrity issues**, along with the latest developments and examples of best practice to support your work.

Future sessions this year:

- **15 Oct '26**: Exploring guidance on non-genuine participants in online research
- **22 Jan '26**: Exploring the Ethical Framework for Obtaining Material from Sentient Animals
- **22 March '26**: The role of supervisors in fostering a positive research culture
- **3 June '26**: Exploring Whistleblowing and Breaches of Good Research Practice

Schedule

Topic	Presenter
Welcome and about UKRIO	Stephanie Neave
Introduction to the project	Dr Jo Woodhams
Reflection on the project workshops	Dr Jo Woodhams
Sharing the authorship toolkit	Dr Jo Woodhams & Kathryn Dally
Keeping the toolkit alive	Jasper Scott
Q&A	Dr Jo Woodhams & Kathryn Dally
Close	-

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Housekeeping

Registered charity no: 1147061

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#UKRIOAuthorshipWorkshops

Welcome

Stephanie Neave, CEO, UKRIO

Registered charity no: 1147061

What we do

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Our vision

Through our activities, the UK research community is supported to produce work of the highest integrity, quality and efficacy.

Champion high quality research

Champion the governance, management and conduct essential for high quality and ethical research

Lead and shape conversation

Lead and shape conversations about research integrity in the UK and beyond

Offer independent advice and guidance

Give confidential, independent and expert advice and guidance on all forms of research integrity challenges and opportunities as they arise

Cultivate and share best practice

Create and share knowledge of best practice and positive research cultures and conduct

How we do it

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Confidential Advisory Service

Confidential and independent advice to all individuals and organisations on research integrity matters

Information and Guidance

Ever-growing hub of information and guidance to support everyone involved in research, from senior leaders to early-career researchers

Training and Education

Training and consultancy, both in person and virtually, tailored to different contexts and audiences

Thought Leadership and Community-building

Convening partners across the research ecosystem to connect, share expertise, and help shape practical responses to emerging and pressing issues

Discover the full scope of our activities in our **2025/2026 Work Programme**

How we work

Stakeholder engagement is central to our approach, helping us to:

- focus on the sector's most pressing needs;
- ensure our information, advice, and guidance is grounded in real-world practice and experience.

Our work would not be possible without **the active involvement of the research community**.

Alongside our core team, UKRIO draws strength from:

- our network of 150+ subscriber organisations,
- the strategic input of our Board of Trustees,
- and the input of our Advisory Council and expert community.

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Authorship

disciplines
disciplinary
positive
experience
advice
diverse
strengthen
agreeing
intellectual
culture
opportunity
practical
knowledge
expertise
careers
misaligned
expectations
differences
key
signals
decisions
contributions
challenging
valued
criteria
power
research
role
complex
foster
clarify
collaborate
visible
practice
ambiguity
aspects
situations
shaping
recognises
contribute
rewarding
imbalances
celebrate
navigate
guidance
relationships
collaborations

Q: What aspects of authorship in research do you find most challenging in your work?

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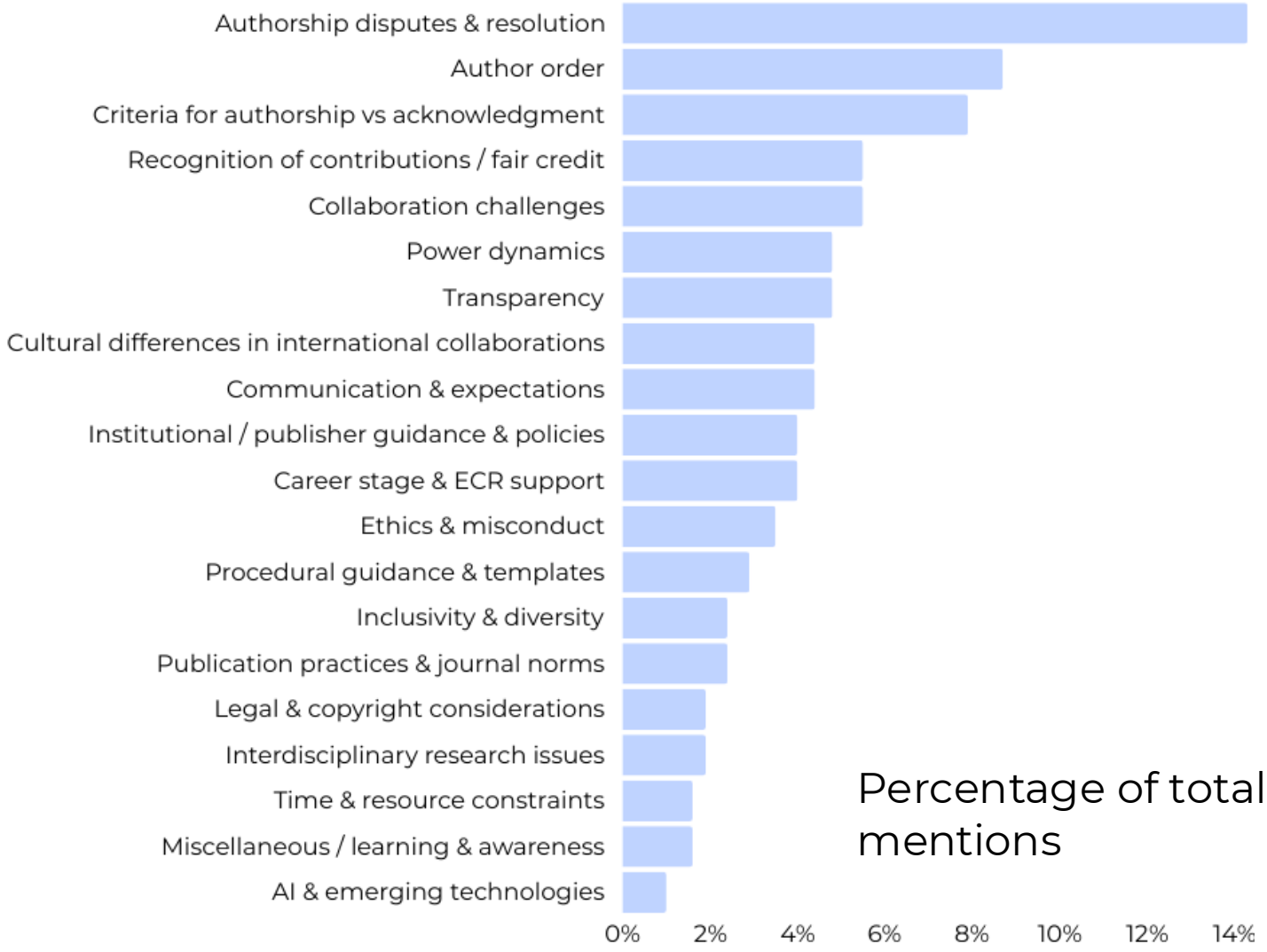
Identified thematic challenges



Percentage of total mentions

Tool: ChatGPT (GPT-5, OpenAI, 2025)
Purpose: Thematic analysis of 304 responses
Tasks: Thematic analysis, counting mentions, and calculating percentages

Aims

Bring together stakeholders from across the research ecosystem to:

1. explore the key systemic and cultural drivers of good authorship practices, along with the challenges that often arise
2. collaboratively develop strategies to promote the adoption of these practices

Authorship Integrity Toolkit

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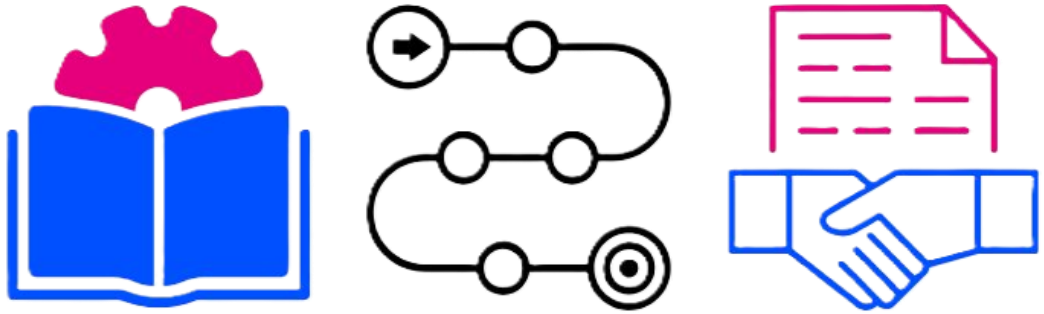

Three practical tools to help research stakeholders navigate authorship challenges and foster a healthier research culture

1. Guidance on Good Authorship Practice
2. Model Authorship Dispute Procedure
3. Template Authorship Strategy Agreement

Project advisory group

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UKRI Arts and Humanities Research Council

UKRI UK Research and Innovation

UKCORI UK Committee on Research Integrity

THE ROYAL SOCIETY

Publishers Association

Newcastle University

The British Academy EARLY CAREER RESEARCHER NETWORK

The Alan Turing Institute

UKRN

RN UK UK Reproducibility Network

CHASE

UNIVERSITY OF CAMBRIDGE

UCEA UNIVERSITIES & COLLEGES EMPLOYERS ASSOCIATION

CATALYST EDITORIAL

Approach

Interest in workshops:

- UKRIO hosted **two stakeholder workshops** – one virtual (5 March 2025) and one in-person in London (12 March 2025) – 83 attended, 39 participants for the virtual and 44 for the in-person workshops

- Stakeholder distribution

Workshop objectives

Overarching goal was to inform UKRIO of views and perspectives

There were **three objectives**:

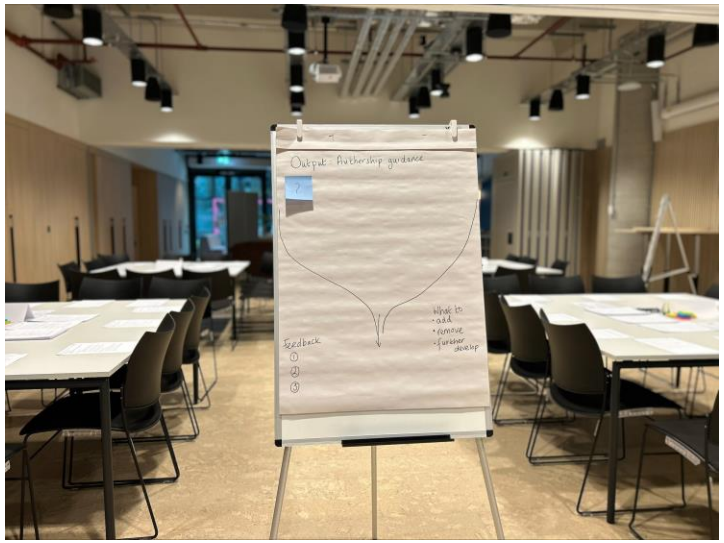
- Determine what research collaborators need to know about authorship
- Evaluate the draft authorship dispute procedure to ensure the process described is fair and equitable to all parties
- Stress test the draft authorship strategy agreement

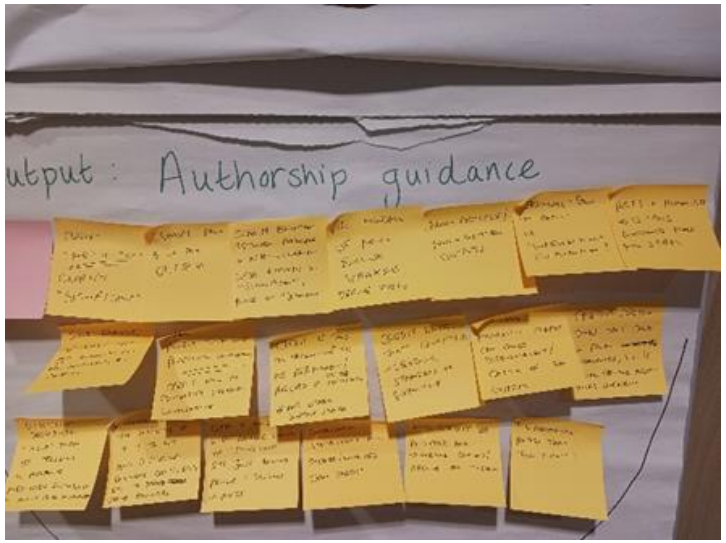
https://ukrio.org/wp-content/uploads/Authorship-workshops-summary.pdf

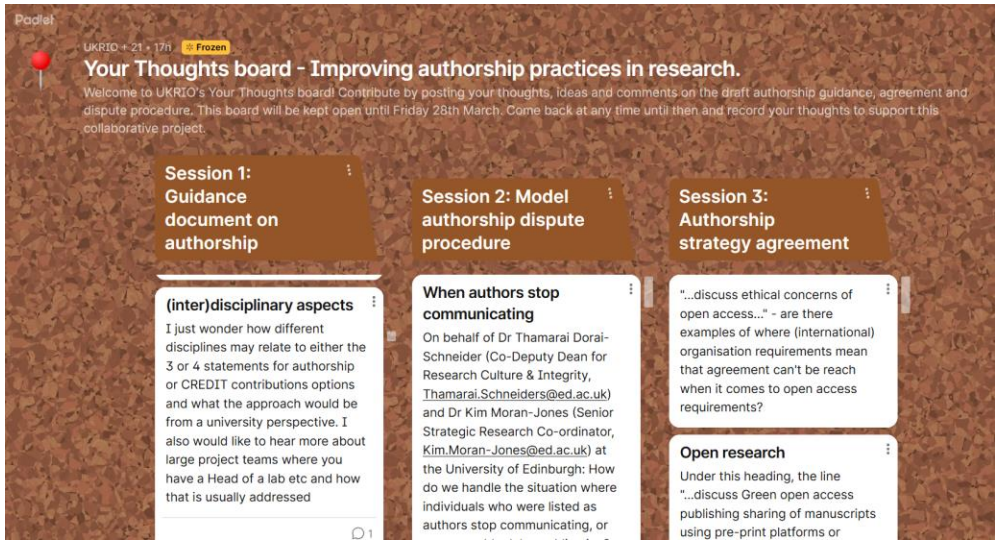
Authorship workshops

Data capture:

- In the virtual setting, discussions were recorded to create transcripts, and for the in-person group, flipcharts were used with Post-it notes to write down ideas and thoughts
- Padlet thought board







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Guidance on authorship

- Offers practical advice through examples and strategies
- Clarifies commonly accepted standards
- Navigate potential and actual challenges

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Appropriate attribution matters

- Authorship comes with responsibility for the rigour, trustworthiness, integrity, ethics and reliability of the reported output
- It brings transparency, enabling readers to know who has conducted the research
- It provides credit to those who have substantially contributed to the reported research

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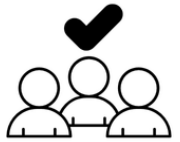
Guidance on authorship

Steps to underpin responsible authorship practices:

1. Agree on fair authorship criteria

2. Decide eligibility using those criteria



3. Be transparent about contributions

4. Acknowledge all contributors

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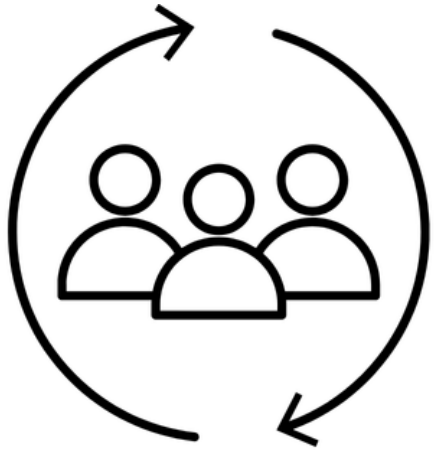
Consult the guidance to support the use of the template authorship strategy agreement and model authorship dispute procedure

Template authorship strategy agreement

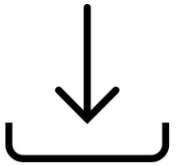
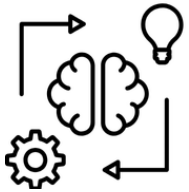
Purpose:

- Define and document
- Facilitate vital discussions
- Manage expectations
- Promote fair, equitable authorship practices



Template authorship strategy agreement

How to use:

- Download the editable Word document 
- A flexible guide
- Adapt where necessary 

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Template authorship strategy agreement

Consists of two sections, **A and B**

Section A

- Outlines foundational work
- Complete at outset of research to establish a clear strategy
- Outline potential research outputs, stakeholder requirements, collaborators' expectations, and key considerations

Section B

- Use as research progresses and outputs become defined
- Replicate for each output
- Revisit and revise elements of Section A if needed to reflect any changes in circumstance

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Discussions

Honorary or guest contributors

How will co-authors deal with honorary or guest authorship if it arises (e.g., if someone asks for or demands an honorary authorship in exchange for something).

Requests for honorary or guest authorships	Click or tap here to enter a summary of discussions and the preferred course of action.

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Expectations of research contributors

You could use a table to record expectations, such as the one presented below:

Date completed:	Click or tap to enter a date.						
Name and other useful information (e.g. affiliation, and two email addresses)	Role	A detailed description of their expected contribution	Expected to be an: A. An author B. A contributor C. Acknowledged			Conflict of interest	I agree to the contents of this table and the material included in Section A of this document*
			A	B	C		
			☐	☐	☐		☐
			☐	☐	☐		☐
			☐	☐	☐		☐

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Research output agreement

Intended title of output	
Type of output	
Expected place(s) of publication/dissemination	
Expected author order and corresponding author (if relevant)	
Link to agreed authorship criteria (if unavailable, note the agreed criteria here)	
Link to the agreed contributorship model or framework (if unavailable, note the agreed model or framework	
Expected submitting/corresponding authors (if relevant)	
Date table completed	Click or tap to enter a date.
Version number	

Name and other useful information (e.g. affiliation, and two email addresses)	Status of contribution (e.g., ongoing, no longer contributing, contribution complete or restarting contribution), including dates	Role in research output	A detailed description of the contribution (note any additional relevant information, including if you are using a criteria framework)	Fulfils the criteria (described above) to be: A. An author B. A contributor C. Acknowledged			Conflicts of interest relevant to this output	I agree to the contents of this table and the material included in Section A of this document*
				A	B	C		
				☐	☐	☐		☐
				☐	☐	☐		☐
				☐	☐	☐		☐

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Model authorship dispute procedure

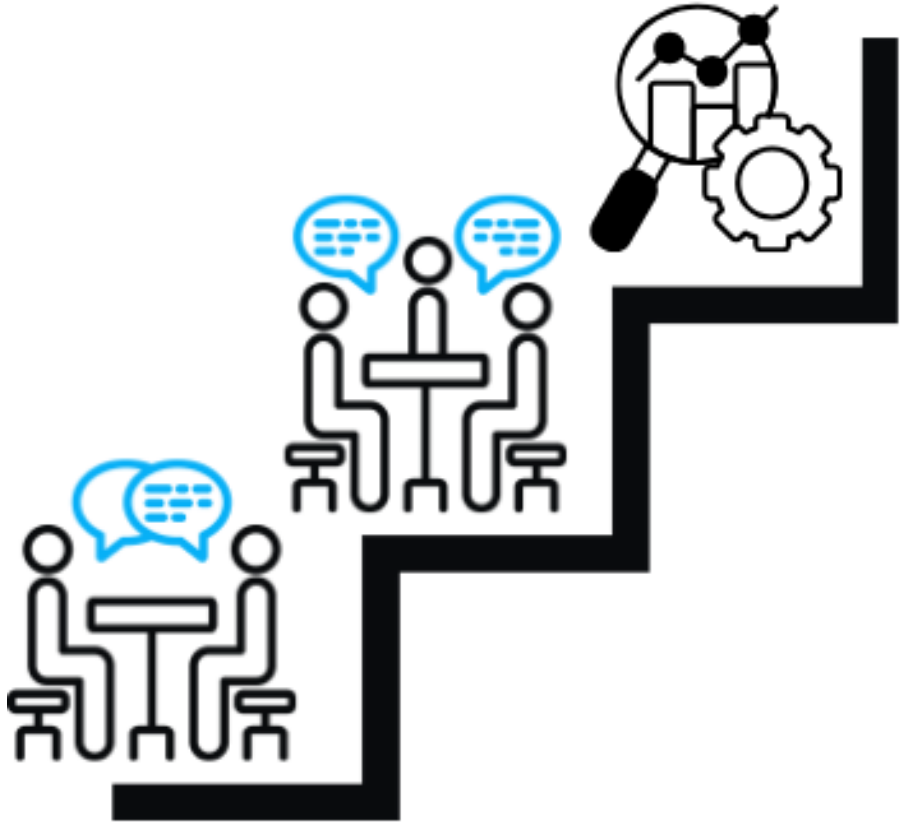
Disputes may involve disagreements over:

- the level or nature of contribution
- the order of authorship
- the inclusion or exclusion of contributors
- the appropriate recognition of intellectual input

Model authorship dispute procedure

Three steps:

- Step 1: Informal discussions
- Step 2: Informal discussions with assistance
- Step 3: Formal authorship dispute investigation and adjudication



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Model authorship dispute procedure

Approach to authorship disputes

- Resolve locally with empathy and collegiality
- Protect wellbeing and relationships
- Engage in good faith through open dialogue
- Focus on research's shared broader purpose: advancing knowledge for societal and environmental benefit

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Support practice

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Keeping the toolkit 'alive'

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Complete the Toolkit Feedback Form

Let us know:

- ✓ How you are using the tools in your work
- ✓ How helpful and suitable they have been
- ✓ How they could be improved

Takes 5-8 minutes to complete – Can be submitted anonymously

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Q&A Session

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Next steps

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Engaging with our work

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Learn more

- Explore our 2025/26 Work Programme

Stay connected

- Sign up for our monthly newsletter
- Follow us on LinkedIn

Get involved

- Register for our upcoming events
- Sign your organisation up as a subscriber
- Reach out about projects and collaborations
- Join our expert community

Get support

- Explore our resources hub
- Utilise our training services
- Get expert advice

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End of session

Thank you for joining!

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