**Guide til Researchfish**

**Overordnet guide til de væsentligste**

**Researchfish-kategorier for Steno Diabetes-centrene**

**Her er en overordnet guide til de væsentligste Researchfish-kategorier for SD-centrene.**

**1. Publications**

Please note the following:

Tell us about

* Published and accepted publications only to the grant(s) from which they have arisen.
* Papers at conferences

Do not tell us about

* Abstracts in proceedings.

**Important:** You are welcome to submit all types of publications under this category, but only journal articles will be referred to in the center reports.

**2. Collaborations and partnerships**

Please note the following:

Tell us about:

* bilateral or multilateral partnerships resulting from or directly linked to this grant;
* a member of the research team or group entering into an agreement to participate in a network, consortium, multicentre study or other initiative; and
* changes in the status of collaborations previously reported (such as collaborations that are no longer active).

Do not tell us about:

* collaboration or partnerships at an early stage of discussion with no tangible output so far;
* the details of collaboration or partnership that are restricted by contractual confidentiality; and
* details of funding that have been obtained through a successful application; report this in the further funding section.

**Important:** Regarding the nature of impact from a collaboration, it is possible to choose from the following list: “Cultural”, “Societal”, “Economic”, “Policy & Public Services” or "No impact yet". If the content, journal and the use of the journal articles support it, "Societal" impact can be chosen even if the only output of the collaboration is journal articles. It is hard to set a precise threshold, but a poorly cited article in a low ranking journal would be an example of an article that probably shouldn't be reported as having a societal impact.

**3. Further funding**

Please note the following:

Tell us about:

* funding from any organization (scholarships, studentships and fellowships; and
* travel grants); and
* your share of funding received by a consortium of which you are a member.
* scholarships, studentships and fellowships; and
* travel grants.

Do not tell us about:

* financial contributions already entered into the collaborations and partnerships section; and
* financial contributions from collaborating partners or sub-contracts (enter this in the collaborations and partnerships section).

**Important:** Funding should be added to Researchfish in the original currency. Select the month of the start and end date for the award, as specified by the funder in your formal award letter (see help text). If the date has been postponed, it can be changed the following year.

**4. Next destination**

Please note the following:

**Important:** SDC Centres do not use “Next Destination”.

**5. Engagement activities**

Please note the following:

Tell us about:

* activities supported or undertaken by you or a member of your research group or team;
* activities that relate specifically to funding from a grant listed under “My Awards”; and
* recurring activities (but only report them once).

Do not tell us about:

* activities that were based on science or research in general; and
* activities not specifically related to the research funding you are reporting on;
* attendance by you or a member of your research team at academic conferences

**6. Influence on policy, practice, patients and the public**

Please note the following:

Tell us about:

* policy and practice influenced at the local, regional, national or international level: influence on all policy or practice areas that affect society and the economy;
* influences on systematic reviews, guidelines and policy documents (such as shaping recommendations);
* training and educational developments (including courses and course material); and
* membership of and participation in advisory committees and/or government reviews.

Do not tell us about:

* training developments for undergraduate courses.

**Important:** NNF is generally interested in the narrow definition of an advisory committee in this category: advisory committees with direct effect on a governmental/ central administration decisions, but this also includes advisory committees for regional or local best practice, which could have a major impact on e.g. health.

**7. Research tools and methods**

Please note the following:

Tell us about:

* research tools or methods (including transgenic animal models) that have arisen directly from work funded by grants listed under “My Awards”, and that have supported new lines of enquiry; and
* include any novel advances in methods that could realistically influence the 3Rs (replacement, reduction and refinement: see www.nc3rs.org.uk/the-3Rs): in vitro methods or advances in experimental design that can reduce the number of animals used or non-invasive or improved techniques that can minimise the pain or distress of animals.

Do not tell us about:

* research materials not generated by your group or team as a direct result of this grant or obtained from other sources, including collaborators; and
* that should remain confidential.

**Important:** This section captures information on new research materials that were developed as part of your funded research and are making a significant difference to your research, or to the research of others. This section is not intended to list the details of materials that could be generated in any well-equipped laboratory or research environment but the materials that make new lines of enquiry possible.

**8. Research databases and models**

Please note the following:

Tell us about:

* databases, datasets and collections produced as part of your work;
* novel data analysis methods or techniques that your work has significantly influenced;
* data handling and control systems that have applications outside of the original research field or technology (such as data matching, monitoring, modelling and grid infrastructure; and
* any novel advances in methods that could realistically impact on the 3Rs (replacement, reduction and refinement: see www.nc3rs.org.uk/the-3Rs), such as computer modelling techniques that can replace animals where they otherwise would have been used and improved statistical methods;

Do not tell us about:

* research materials not generated by your group or team as a direct result of this grant or obtained from other sources, including collaborators.

**Important:** This section only capture information on new databases, datasets or models that were developed as part of your funded research and are making a significant difference to your research or to the research or work of others.

**9. Intellectual property and licensing**

Please note the following:

Tell us about:

* patents that have been published, granted or allowed to lapse;
* discoveries that have been licensed to others; and
* changes to the status of intellectual property previously reported.

Do not tell us about:

* patents filed but not yet published;
* spin-out companies (report these in the spin-outs section); and
* any details of discoveries that should remain confidential.

**Important:** You may have reported details of outputs in other sections for which details of intellectual property protection should be recorded here. However, consult your local technology transfer experts if you are unsure whether any details can be disclosed publicly.

**10. Medical products, inventions and clinical trials**

Please note the following:

Tell us about:

* Drugs and vaccines
* Diagnostic tests, biomarkers and diagnostic imaging techniques
* Medical devices
* Surgical interventions
* Public health interventions
* Any other products that are, or are likely to be marketed/distributed to a wider audience
* Veterinary products and interventions
* Clinical trials linked to any of the above
* Changes to the status and/or impacts of products and interventions previously reported.

Do not tell us about:

* Products or interventions that have not been made public, or cannot be disclosed prior to protection of intellectual property

**Important:** If you need help in selecting the appropriate types or stages of product development, see the guidance sheets accessible [here](https://rf-downloads.s3.amazonaws.com/9_2.pdf) and [here](https://s3.amazonaws.com/rf-downloads/9_4.pdf).

**11. Software and technical products**

Please note the following:

Tell us about:

* details of any technologies that have been developed either for the first time or to a significant new stage;
* advances that have made new lines of enquiry possible or have significantly accelerated research progress; and
* software and technical products that are fully protected and/or public.

Do not tell us about:

* details about software or technical products that should remain confidential; and
* data analysis methods/ techniques (use the Research Databases & Models section)

**Important:** Remember: your funder(s) may publish information submitted to researchfish®, so it is important to disclose only details that can be made public and which are either fully protected or require no such protection. If you are uncertain, please consult with your local technology transfer office about whether any details can be disclosed publicly. New protected intellectual property should also be reported in the Intellectual Property section of Researchfish.

**Important:** It is important to only disclose the details of software and technical products developed that have been made public and are fully protected or that require no such protection. If you are uncertain, please contact the appropriate department in your unit or institute for further guidance. Technologies that have been developed and that are new protected intellectual property should also be reported in the intellectual property section.

**12. Spin-outs**

Please note the following:

Tell us about:

* new private-sector organizations (whether for- profit or not-for-profit) established in part as a result of your research (such as spin outs, start-ups or private-sector social enterprises);
* new or recently formed private-sector organizations (whether for-profit or not-for-profit) in which your research has contributed significantly to the organization’s development or growth (such as significant shifts in strategy or business model or impact on turnover); and
* changes in the status of private-sector organizations previously reported (for example if they have expanded, merged, been acquired or dissolved).

Do not tell us about:

* details restricted under contractual confidentiality; if you are not the sole owner of the company, you may contact your local administration for guidance on what information is confidential and should not be provided;
* interactions with established private-sector organizations not covered by the guidance above (report these within the collaborations and partnerships section); and
* new charitable, community or voluntary organizations established as a result of your research (report these in the other outputs and knowledge section.

**Important:** Use this section to record any link between your research and the establishment, development or growth of new private sector organisations, including for-profit and not-for-profit organizations.

If you are not the sole owner of the spin-out, the Foundation recommends that you contact your administration for guidelines on what information to pass on before completing the questions on spin-outs, especially impact and estimates of the number of personnel.

**13. Awards and recognition**

Please note the following:

Tell us about:

* significant awards, honours, appointments or other forms of recognition;
* awards or appointments made at a regional level or above;
* invitations to conferences at which you or a member of your team were individually named as a speaker or keynote speaker;
* research prizes or medals awarded to you or a member of your team;
* membership or fellowship of a learned society; and
* appointments to the editorial board of a journal or book series.

Do not tell us about:

* invitations to conferences that were not made to individually named people;
* awards or appointments made below the regional level (such as within your university); and
* career progression (e.g. promotion).

**Important:** Only record information on regional, national, European or global awards. Do not include personal pay awards or promotions here or institution-specific awards.

On the difference between advisory committees in "influence on Policy, Practice, Patients and the Public" and "Awards and Recognition". Working for an advisory committee can be added both in the “Influence on Policy and Practice” category as well as in the “Awards and Recognition” (Prestigious/honorary/advisory position to an external body) since the two categories focus on two different perspectives. The category on “Influence on Policy and Practice” focus on the policy influence, whereas the category of “Awards and Recognition” records the recognition of being appointed for an advisory committee. If you are a member of an advisory committee in e.g. Novo Nordisk Foundation, that would be reported under this category, but not under the category "Influence on Policy, Practice, Patients and the public".

**14. Other outputs and knowledge and future steps**

Please note the following:

Tell us about:

* You may include information in this section that you think is important to feed back to your funders about your research or how other have applied this that you cannot include in other sections.

Do not tell us about:

* Anything you have already reported in other sections or that is not specific to the grant on which you are reporting.

**15. Use of facilities and resources**

Please note the following:

Tell us about:

Your USE of national or international services/facilities/centres such as

* high-performance computing, high-energy beamlines, high throughput sequencing hubs, proteomics services, bio/tissue/DNA, banks, solid-state NMR, carbon-dating facilities, computational chemistry software

Your USE of shared resources such as

* discipline-specific collections, archives and datasets e.g. longitudinal cohort studies, climate records, patient cohorts, National Chemicals Database
* other archived datasets
* the use of tissue or data, since funders promote the sharing of resources.

Do not tell us about:

* Research collaborations/partnerships (report these in the section called 'Collaborations & Partnerships')
* Research materials that YOU have shared with others (report these in the appropriate sections of researchfish®)
* research materials that you have shared with others (report these in the appropriate sections).

**Important:** Focus is on shared facility or service or national or international research resource used to realize the outputs you are reporting on the grants. The types of resource include tissue and DNA banks, patient cohorts and facilities such as high-throughput sequencing hubs or proteomics services, biobanks etc.