**Responsible Conduct of Research**

**Best Practices Checklist for Researchers

Research Integrity**

Maintain high standards in own work.

Understand policies.

Raise questions and problems promptly and professionally.

Strive to be a generous and collegial colleague.

 **Data Handling**

Develop data management and sharing plan at the outset of a project.

Incorporate appropriate data management expertise in the project team.

Understand and follow data collection, management, and sharing standards, policies, and regulations of the discipline, institution, funder, journal, and relevant government agencies.

 **Authorship and Communication**

Ensure that general and disciplinary standards are followed for research publications.

Acknowledge the roles and contributions of authors.

Be transparent when communicating with all audiences.

 **Mentoring and Supervision**

Model and instruct on research best practices.

Regularly check work of subordinates and ensure adherence to best practices.

Clarify expectations.

 **Peer Review**

Provide complete and timely review.

Maintain confidentiality.

Disclose conflicts, and eliminate or manage them as appropriate.

 **Research Compliance**

Protect human subjects and laboratory animals.

Follow environmental and other safety regulations.

Do not engage in misuse.

Disclose and manage conflicts of interest.