

# **ASAPbio Fellows program Handbook version 3.0 January 2022**



<https://asapbio.org/>

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## Introduction to ASAPbio

[ASAPbio](#) (Accelerating Science and Publication in biology) is a scientist-driven nonprofit working to facilitate quick and efficient sharing of scientific work by promoting innovation and transparency in life sciences communication.



In 2016 ASAPbio convened a meeting with members of the science community to discuss ways in which preprints might facilitate the communication of biological research.

Following that meeting, ASAPbio has been working to coordinate efforts that facilitate the adoption of preprints in the life sciences.

In addition to the work on preprints, ASAPbio also promotes initiatives to increase transparency in peer review.

To support raising awareness about preprints, we work with a community of researchers and others involved in research communication, the [ASAPbio Community](#). This is a network for sharing information and updates about ongoing and new initiatives on preprints, and where community members can share experiences and resources with each other.

## The ASAPbio Fellows program

We want to support the ASAPbio Community members in their understanding about the productive use of preprints in the life sciences, and ensure they have the tools and skills they need to participate in community outreach and to act as a resource around preprints for their own communities.

In order to support those goals, ASAPbio runs a [Fellows program](#), with two main aims: connect community members who want to go further in their understanding and engagement with preprints, and help them develop skills that they can use to drive activities within their institutions and research communities.

The Fellows program started in 2020 and will run its third cohort in 2022. You can read about the 2020 Fellows and 2021 Fellows as well as their accomplishments on our blog posts:

2020 Fellows - [asapbio.org/first-cohort-of-asapbio-fellows](https://asapbio.org/first-cohort-of-asapbio-fellows)

2021 Fellows - [asapbio.org/celebrating-the-2021-asapbio-fellows](https://asapbio.org/celebrating-the-2021-asapbio-fellows)



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*'Being an ASAPbio fellow has been a fantastic opportunity to actively engage in discussion about science policy under the guidance of a leading organization. It has also been very encouraging to meet with several like-minded people eager to volunteer their time and discuss pressing issues for the scientific community.'*

2020 ASAPbio Fellow

The ASAPbio Fellows program runs for eight months and requires an application. Those selected for participation in the program will engage in a schedule of activities facilitated by ASAPbio, including the following:

### Initial week

Three orientation sessions covering:

- Overview of the program
- Overview of the preprint landscape: context, trends, preprint servers
- Selection and initial scoping of projects

### Monthly group calls

The groups will explore preprint-related topics and outreach:

- Preprint review and commentary initiatives
- Preprints in the broader publishing context
- Handling conversations about preprints, principles and practice session
- Community engagement options and tips for driving engagement initiatives



### Preprint project

Project work will be carried out in small groups. Fellows will be invited to contribute to ASAPbio's strategic initiatives for 2022, or they can develop a project of their choice.

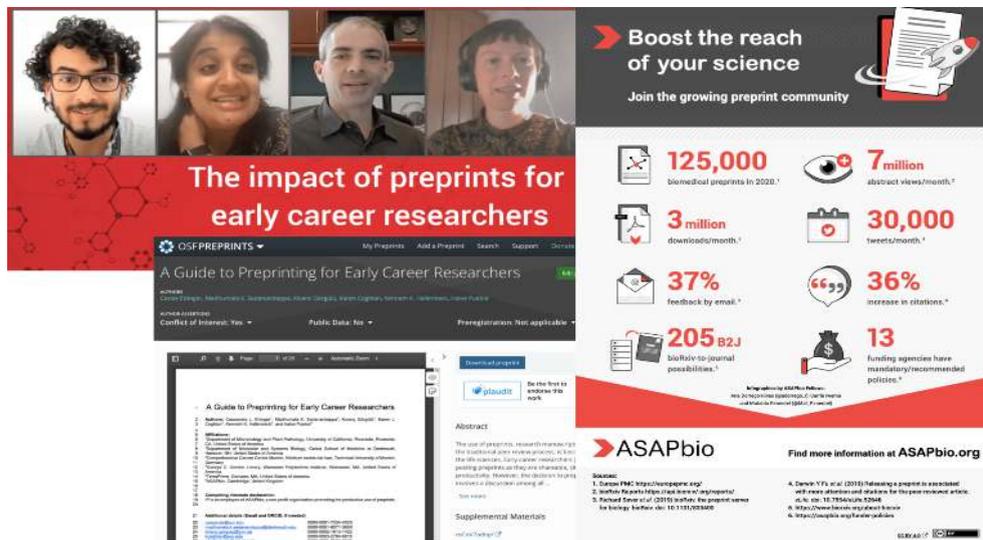
In 2022, we will invite Fellows to join and help develop the following ASAPbio initiatives:

- [Preprints in Progress](#) campaign
- Activities for [crowd preprint review](#)
- Visibility and recognition of preprint reviews
- Campaign for awareness and recognition of preprints in India



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The Fellows can also develop their own project, examples of projects developed by the 2020 and the 2021 Fellows include the running of a webinar event, developing training resources or writing of a preprint with a guide to preprinting by ECRs.



In addition, all participants in the program will be signed up for ASAPbio newsletter and the ASAPbio Slack, to engage with the broader ASAPbio Community.

The program supports strengthening an understanding of the productive use of preprints and the development of outreach and leadership skills. The program also aims to provide recognition to the members of our community for their contributions, and opportunities to expand the participants' networks.

*'The ASAPbio fellows programme was a great way to make the time to think and discuss about the future of scientific publications and research. This programme made me consider different perspectives and opened my horizons into ways that each of us can take action, and make a small change in the current publication system.'*

2021 ASAPbio ASAPbio Fellow

## Responsibilities and expectations

### ASAPbio Fellows

The participants in the program are part of the larger ASAPbio Community. All Fellows are expected to abide by the [ASAPbio community guidelines and the ASAPbio Code of Conduct](#).

The Fellows program lasts for eight months and requires a time commitment of about 5 hours/month. Participants are expected to attend the orientation sessions during the initial week as well as the monthly group calls scheduled as part of the program. The monthly



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group sessions will have a length of 60 or 90 minutes and will take place online (over zoom). We will strive to provide two separate time options for the group calls, to account for different time zones.

As part of the project assignment within the program, participants are expected to meet in smaller groups as required and to complete tasks (e.g. input on a training material, drafting of a blog post) within designated deadlines.

At the end of the program participants will provide an overview of their project deliverables and may be asked to complete a survey on their experience participating in the program.

If as part of the program a Fellow is put in touch with another ASAPbio Community member, the Fellow is expected to abide by the community participation guidelines and ASAPbio Code of Conduct and to keep all appointments made with the Community member while participating in the program.

If any information shared during participation in the program is confidential, the Fellow should clearly indicate so, any requests for confidentiality will be honored.

### *ASAPbio*

ASAPbio will coordinate events and activities as part of the program, including orientation sessions during the initial program week, as well as monthly calls during the eight-month period. ASAPbio will also provide project management support to participants as they work on their project assignments.

ASAPbio may request participants to complete a survey at the end of the program, this is intended to help us review the program based on participant feedback and inform updates for future program cycles. Upon completion of the program, ASAPbio will encourage Fellows to provide recommendations for participants in future cohorts, and to engage in future program activities.

ASAPbio will post information about the program and program participants on the ASAPbio website (see <https://asapbio.org/fellows>).

ASAPbio will act on any reports of breaches of the ASAPbio Code of Conduct, these will be handled by the ASAPbio Code of Conduct Committee, per the Committee's process for such concerns.

## **ASAPbio Community guidelines and Code of Conduct**

All participants of the ASAPbio Fellow program are expected to abide by the ASAPbio community guidelines and Code of Conduct, available on the ASAPbio website: [asapbio.org/coc](https://asapbio.org/coc).

**ASAPbio's Community guidelines** outline the behavior and the values that we aim to uphold as a Community, they represent the way in which we commit to engage with each other. The



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guidelines represent ASAPbio's commitment to providing a welcoming and productive experience for all members of our community.

The good practice guidelines are:

- Show respect for other members of the ASAPbio Community, as well as the larger research community
- Use collegial, professional and inclusive language
- Value and respect different viewpoints and experiences, including constructive feedback
- Encourage diversity
- Share information, resources, requests or experiences that are of relevance to the broader ASAPbio Community and align to the goals of ASAPbio

To honor our duty in facilitating a safe, inclusive and welcoming environment for all members of our community, ASAPbio has also developed a **Code of Conduct** that outlines behavior that deviates from our best practice guidelines, how ASAPbio can be alerted to any such concerns and the steps that ASAPbio will take to act on any report related to deviation from the expected behavior.

Any report of concerns about a breach of the Code of Conduct is handled by the ASAPbio Code of Conduct Committee which includes Jessica Polka (Executive Director), Iratxe Puebla (Associate Director), Jennifer Lin (ASAPbio Board of Directors) and Chiara Bertipaglia (ASAPbio Community member).

## **I have applied for the Fellow program: What next?**

The ASAPbio Associate Director and the ASAPbio Executive Director will review applications and will aim to follow up with applicants within two weeks following closure of applications.

Those selected for participation will be invited to join the ASAPbio Slack group (if not already a member) and will be sent details for the initial orientation sessions for the program. The 2022 program will run from April to November, additional details on the program schedule and activities will be provided as the program starts.

If you have any questions about the program, please do reach out to Iratxe Puebla at [iratxe.puebla@asapbio.org](mailto:iratxe.puebla@asapbio.org).

*'I found that being an ASAPbio Fellow exceeded my expectations. I think that a program like this, for me feels like the right direction for us to change the current landscape of scientific publication, which seems to be a concern of the current generation of scientists. I loved being part of it and learned a lot.'*

*2020 ASAPbio Fellow*



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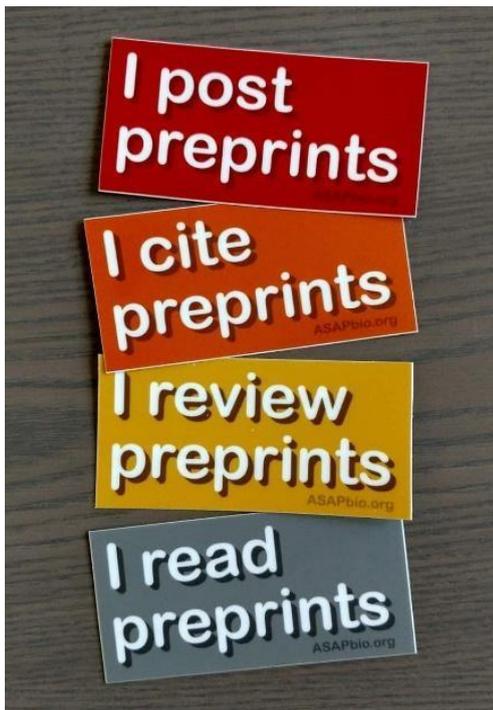
## Appendix: Additional resources

Fellows program information on ASAPbio website: <https://asapbio.org/fellows>

ASAPbio Community: <https://asapbio.org/asapbio-community>

ASAPbio preprints FAQ: <https://asapbio.org/preprint-info/preprint-faq>

ASAPbio resources, including information about preprints, templates and slide decks: <https://asapbio.org/resources>



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