

YERUN Open Science Awards 2023 – Guidelines for evaluators

Link to the call:

https://yerun.eu/wp-content/uploads/2023/11/YERUN-Open-Science-Awards-2023_call.pdf

Timeline (used by YERUN)

- **Opening of applications:** 6 November 2023 00:00 CET
- **Deadline for applications:** 5 December 2023 (23:59 CET)
- **Deadline for completing evaluations (Phase 1) *:** 24 January 2024
- **Deadline for completing evaluations (Phase 2) **::** 2 February 2024
- **Publication of results / Awards Ceremony:** 14 February 2024

Registration on the evaluation platform

Evaluators will need to register on the dedicated platform (consider setting-up your own). This is the same platform where applicants register and submit their application. The platform should ideally automatically match applicants and evaluators. To avoid conflict of interest, we suggest instructing the platform to match applicants and evaluators from different institutions.

Evaluation process

The evaluation process consists of two phases:

Phase 1: each application is reviewed by two independent evaluators from two YERUN institutions different from the one of the applicant(s). The evaluation platform should be able to avoid conflicts of interest by automatically assigning evaluators to applications coming from institutions different than their own. However, in some cases when there are too many applicants from the same institutions as the evaluators, there might appear some conflicts.

If you have been assigned an application in which your university is involved, please get in touch with us immediately.

During Phase 1, applications will be given points in each section from 1 to 4 (more info below).

Setting the threshold: Once Phase 1 is completed, applications are ranked by their final score. A threshold can be identified, by choosing the highest score possible while keeping the number of applications higher than the awards available (e.g. in 2023, 8 applications were preselected in YERUN for 5 awards available). Only the applications passing the threshold will go to Phase 2.

Phase 2: upon completion of Phase 1, the applications passing the threshold will be reviewed by a final evaluation panel, which ideally should include external experts. This panel will decide by consensus on the applications to be awarded.

Phase 1 - Evaluation Criteria

During your evaluation, you will be able to assign points from 1 to 4 to each of the four sections of the applications.

Please note that 1 corresponds to “low/poor” and 4 corresponds to “high/excellent”.

Please note that the application is composed of the following four sections:

1) Description: What is the Open Science practice/initiative about? --> points 1 to 4

- *Introduction: Short overview of the initiative. What are its key Open Science objectives (and other objectives, if applicable)? Who are the target groups? What are the main activities organised (if applicable)?*
- *Context in which the initiative was implemented: What prompted you to develop this initiative?*
- *Obstacles and solutions: What challenges, if any, were encountered? Were they/how were they solved?*

Evaluators: in this section you are asked to assess the project/initiative overall. Key elements here are the description of the context in which the practice has been initiated, thus the motivations that have led to its creation, the objectives it aims to achieve, and how it has contributed to overcoming obstacles to Open Science. In sum: has the practice brought a change in the perception of OS and contributed to its advancement?

2) Outputs: What has the initiative achieved so far? --> points 1 to 4

- *Benefits: What benefits were realised (to date) through this initiative, and for whom?*
- *Lessons learnt: What knowledge have you gained (so far) through your work?*

Evaluators: in this section you are asked to focus exclusively on the benefits and lessons learnt by the practice. Important here is the accuracy by which these are explained by the applicant and,

especially, the extent to which the practice has contributed to a change in the culture/ modus operandi around Open Science in the institution where it is implemented.

3) Reusability: What steps have been taken for other to reuse this initiative? --> points 1 to 4

- *What are the steps/actions you have taken/are taking to make the initiative available to others?*
- *Is the practice, its structure and output easily findable online? If yes, where?*
- *Can the practice be reused in other departments or institutions?*

Evaluators: in this section you are asked to assess the “openness” of the Open Science practice itself. Remember that we are looking for initiatives that are potentially reproducible in other contexts, therefore we are also looking to how the practice is designed in a way that can be of inspiration to others and that is available for others to use.

4) Follow-up: How do you intend to use the award? --> points 1 to 4

- *How would this award support you / your team in taking forward your current initiative, or would you like to initiate a new project with the financial resources from the award?*

Evaluators: in this section you are asked to assess the motivation of the applicant(s) on how to bring the practice forward. Remember that the idea behind of the award, further to recognising and rewarding their creators, is to promote further implementation of Open Science. In this part it is important to assess the motivation and the clarity of indication as to how the award can support that.

Final steps

Once winners are informed, evaluators are informed about the completion of the evaluation period. They will discover the awarded practices once announcements are made public, for example in an online awarding ceremony (as the one organised by YERUN on 14 February!).

Thank you to all the evaluators who have made the YERUN Open Science possible in the past three years, with their time, engagement and dedication.

We hope these guidelines are useful for anyone wanting to set-up their own Open Science awarding schemes.