

TASC Publication Strategies and Policies

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The present document provides the background for the TESS Asteroseismic Science Consortium (TASC) strategies and policies in relation to publications, reviews and authorship, focusing on the overall strategies and policies. The document also discusses the policies and strategies for the individual working groups (TASC WG) and coordinated activities (TASC CA). Those outlines are presented in a generic form in the present document and will need additional information and approval by the individual TASC WG's and TASC CA's.

1. The TASC key elements

The key elements of TASC in relation to data and publication policies are:

1. The key philosophies behind TASC are shared resources, open access and collaboration. The spirit behind the data and publication strategies and policies are fairness, inclusion and acknowledgement, with the aim of ensuring fast and coherent publications where the team members will benefit from collaboration and coordination, with the goal of improving the quality of the results. It is important to ensure that the WG and CA publication guidelines ensure that TASC membership is a benefit compared to non-TASC members.
2. TASC-members are part of organized research teams with clear scientific goals. The science is linked to the specific targets proposed by each TASC WG or to specific tools and data provided by each TASC CA. Those teams will be ready (including planning their research activities) to analyse the data as soon as they are released via MAST/TASOC (TASC Asteroseismic Science Operations Centre: <https://tasoc.dk>). Especially for early-career researchers, this is a good opportunity to coordinate their research and locate collaborators (also via the TASC workshops). The teams also have a dialogue with the TESS Science Team on crucial aspects of the science program – and this will ensure that data are handled and analysed in the best way.
3. TASC-members have an opportunity in the TESS planning phase to take part in target selection. Throughout the mission TASC members will also be able to update the target lists and as such ensure that the best targets are included on the TESS target lists and potentially observed by TESS.
4. TASC is based on the open TESS data policy and all mission data in all formats are therefore open for TASC: TASC members will also have access to data products developed by the TASC WG's and TASC CA's based on the open data from TESS. Those additional data products will focus on special requirements for asteroseismology and will be restricted to those who take part in WG activities until

results/data are published (then all data are open). The proprietary period for those special data will be decided at WG and CA level and reported to the TASC community via the webpages.

5. The members of TASC will have access to all tools developed by TASOC/TASC for analysing FFIs (Full Frame Images). The FFI data products and tools will also be open to the community outside TASC following a release schedule decided by TASC CA 1 (Data products) and approved by the TASC Steering Committee.

2. TASC Publication Strategies and Policies

As described and discussed in section 1 above, members of TASC have access through the TASC database to all TESS data as soon as they are available. The database contains data that can also be found via the general TESS data archive (the NASA MAST archive). In addition to the raw data we also store TASOC-corrected/modified data, additional data and models (to be decided later) as well as TASC publications.

Individual TASC members will need their private password in order to access the TASC database. The public data (raw data) will not be password -protected at the TASOC (<https://tasoc.dk>).

TASC members will work under a data policy described below. If a person cannot accept the policy or fails to comply with it, the TASC Steering committee can take action to cancel the TASC membership for that person.

2.1. The specific policies for TASC are:

1. All TASC members have unrestricted access to all TASC data. Access to non-public (TASC) data is password-controlled and data downloads are logged. When data are used and publications are prepared as part of the TASC collaboration we request that lead authors consider and prioritize fairness and collaboration.
2. TASC is based on collaboration and we expect that all members who contribute significantly to a given data set (analysis, modelling, ground-based follow-up etc.) should have the possibility to be on publications related to that data set. Decisions on authorship will take place at the WG and CA level and TASC encourages collaboration. Each WG and CA defines their specific guidelines and distributes those to all WG and CA members (see section 2.2 below). Cases of doubt may involve consultation with the TASC Steering Committee. For each of the TASC WGs, the publication policies and guidelines will focus on targets relevant for this group. For TASC WGs this also concerns target selection activities, ground-based follow up, classification of pulsations and use of data products from CAs. For the TASC CAs it is important to ensure that the publication policies include the relation to work done by WG's as well as ensuring that credit is given when CA products are used by members of TASC.
3. TASC will define a number of 'First light' papers at Consortium as well as at WG and CA levels. Each of those papers is expected to have a large number of authors, including a number of key people from the TESS team (including engineers, manager, TESS science team members). All TASC members will be invited to take part in this work. Each 'First light' paper will have a small group of key authors who will initiate, lead and coordinate the specific work in relation to the paper.

4. Apart from the 'First light' papers, it is not the intention that papers published as part of the TASC collaborations should always include large groups as authors. Chairs of WGs, sub-WGs and CAs will need to be considered as authors on papers where their work scientifically and as part of the coordinating the WG work is used. This is also the case for TESS and TASOC team members in general.
5. The publication strategies and policies can be found via the TASOC webpage: <https://tasoc.dk>. Key papers discussing the TESS-mission and data, the TASC collaboration and TASOC tools and data are listed at the TASOC webpage. We request that publications using data obtained from TESS and the project and the TASC collaboration include one of the following acknowledgments. In case a publication is using significant amounts of material from TASOC and the TASC collaborations we request that version C below is used in the paper:
 - A. *This paper includes data collected by the TESS mission. Funding for the TESS mission is provided by the NASA Explorer Program.*
 - B. *This paper includes data collected by the TESS mission. Funding for the TESS mission is provided by the NASA Explorer Program. Funding for the TESS Asteroseismic Science Operations Centre is provided by the Danish National Research Foundation (Grant agreement no.: DNRF106), ESA PRODEX (PEA 4000119301) and Stellar Astrophysics Centre (SAC) at Aarhus University.*
 - C. *This paper includes data collected by the TESS mission. Funding for the TESS mission is provided by the NASA Explorer Program. Funding for the TESS Asteroseismic Science Operations Centre is provided by the Danish National Research Foundation (Grant agreement no.: DNRF106), ESA PRODEX (PEA 4000119301) and Stellar Astrophysics Centre (SAC) at Aarhus University. We thank the TESS team and staff and TASC/TASOC for their support of the present work.*
6. There is no formal approval of papers under TASC. Papers can be submitted at any time but a paper must go through an open TASC review before it is submitted to a journal (see section 3 below). The TASC Steering Committee will request coordinated key papers to be produced in order to create visibility. TASC might also in collaboration with the TESS team initiate press and media events.
7. The following 'First light' papers at consortium level are proposed:
 - A. The TESS asteroseismic program and the first results.
 - B. Characterizing the TESS noise levels in relation to asteroseismology

2.2. Additional policies and guidelines for WG's and CA's:

As discussed above, each WG and CA will need to define their specific additional policies and guidelines and distribute those to all WG and CA members. The idea is that each WG and CA will base their additional policies and guidelines on the items listed below and that those specific additional policies and guidelines for each WG and CA will be approved by the TASC Steering Committee **before 1 April 2018**.

The chairs of each WG/CA will produce a brief written summary outlining their proposed policies and guidelines. The additional WG/CA policies and guidelines might vary considerably from WG/CA to WG/CA and the aim of the approval by the TASC Steering Committee is to ensure that the proposed WG/CA policies and guidelines do not conflict with the wider TASC policies.

We request that each WG/CA will discuss the following aspects in their outline of specific additional policies and guidelines:

8. Describe the organizational structure of the specific WG/CA in relation to collaboration, coordination, subgroups and management (e.g. WG/CA steering committee). Discuss the role of the specific WG/CA in relation to the wider TASC policies (section 2.1 above) and key elements (section 1 above). The outline might consider aspects of target selection, pre-launch activities, ground-based follow-up, data analysis, pipeline tools, 'First light' papers and foreseen collaboration with other TASC WG's, TASC CA's, TESS GI office, TESS science office or other research groups or institutions.
9. Publication policies and guidelines for publication on targets relevant to a specific group or activity. For TASC WGs this also concerns target selection activities, ground-based follow up, classification of pulsations and use of data products from CAs. For the TASC CAs, it is important to ensure that the publication policies include the relation to work done by WGs, as well as ensuring that credit is given when CA products are used by members of TASC. WGs and CAs might include one or several of the following statements or write additional guidelines inspired by these statements:
 - The data access is open but in WG##/CA## we will support the scientific work across the WG/CA by defining projects within the WG/CA. This will allow coordination and allow one to flag overlap of specific work – also in relation to PhD/MSc projects. The intention is not to declare ownership of specific data or limit other members of WG##/CA## access to data but to coordinate and support the analysis of the data and modelling. The WG/CA-chairs will coordinate the definition of the WG##/CA##-projects.
 - We request that, if a major part of a specific paper is based on published data analysis or modelling for a specific target or group of targets done under WG##/CA##, some of the authors behind the published data analysis or modelling are invited as authors on the additional work.
 - We request that, if a specific paper is based on data for a target that was observed by TESS as a result of being on the WG##-target list, the authors specifically acknowledge the work done by other members of WG## on this specific target and if relevant invite other team members for collaboration.
 - If ground-based support observations done a part of the TASC activities are used in papers published by members of WG##/CA##, those who did the ground-based observations or analysed the data should be invited as co-authors on this specific paper.
 - If specific tools, internal activities, modelling or characterization done a part of the TASC activities are used in papers published by members of WG##/CA##, those who did this specific work should be invited as co-authors on this specific paper.
10. List proposed 'First light' papers at WG- and CA-level. If already decided, also list the group of key authors (in order) who will initiate, lead and coordinate the specific work in relation to each paper.

3. TASC paper review and submission process

Papers will need to go through a one-week TASC review before submission to a journal.

A. Papers can be submitted to TASC review via the TASC webpage. Papers can be submitted at any time.

B. The TASC review will take one week, and when a paper is submitted to TASC review an email will go to all members of TASC. The aim of the TASC review is primarily to allow TASC members to give comments, consider if their own work is acknowledged, ask questions etc. on specific results. The authors will receive comments directly from the TASC users via the TASOC webpage (<https://tasoc.dk>). Papers should not be submitted before the TASC review is done and the questions/comments are considered by the authors. In urgent cases papers might be submitted to a journal and to TASC review simultaneously. The authors should in those cases inform the TASOC via email (email to: tasoc.phys@maillist.au.dk).

C. After the TASC review the authors can submit to the journal and the rest of the publication activities will be done in agreement with the journal refereeing process. The TASC Steering Committee will not be involved.