Using the Learning Toolkit Software:

Authorship and Acknowledgement Guidelines

October 13, 2009

Researchers are welcome to use the LTK software in their own projects but must receive permission in advance from the CSLP to do so. A request for permission should include: 1) a description of the proposed project; 2) evidence of prior training in the use of the tool(s); 3) proposed strategies for implementation fidelity; and 4) the nature and extent of the CSLP's planned involvement and collaboration.

The CSLP is eager to collaborate actively with other researchers to explore further the validation of our tools, including testing among different populations, settings, and with different measures. In these circumstances, the CSLP adheres to professional standards (e.g., American Psychological Association) in deciding authorship credit. For example, when the CSLP participates actively in a project, this will normally result in major, but not necessarily senior, authorship credit to at least the CSLP Director and other CSLP faculty or staff, as appropriate. Authorship consideration is given in recognition both of the substantial intellectual work involved in the design, development, and testing of the CSLP tools as well as collaboration on such matters as research design, instrumentation, testing, training, implementation, analysis, and interpretation. Finally, grants, papers, reports, and publications related to the effectiveness and efficiency of CSLP tools should normally acknowledge the CSLP, Concordia and other universities as appropriate, including a proper reference to the tool(s) used.

The CSLP also welcomes the possibility of including our software in third party assessments where the goal is to achieve a rigorous evaluation of our tool(s) in truly blind experimentation. By their nature, third party assessment is a special exception to the CSLP authorship guidelines.

In contrast to effectiveness and efficiency studies, projects designed to explore internal mechanisms or processes, where CSLP software is not the object of study per se but the vehicle for examining an issue (e.g., synthetic vs. analytic methods of literacy instruction) should contain acknowledgements of the CSLP and individual faculty or staff as appropriate.

How to cite CSLP tools:

1. Cite the tool author(s) by institution.
2. Cite the tool name, version number and release date.
3. Give the contact address and URL for the (archived) version used in experimentation.

Example:

   Centre for the Study of Learning and Performance and LEARN Quebec. (2009, January). *The Learning Toolkit* [Computer software]. Montreal, Canada: Centre for the Study of Learning and Performance, Concordia University. Version 1.0. Location: http://doe.concordia.ca/cslp/ICT-LTK.php