

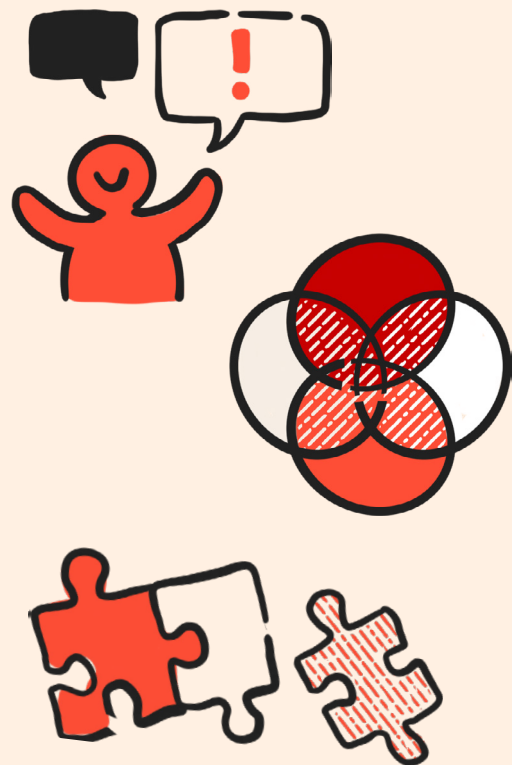
## Planning and Developing Research

- Review the institutional [Open Research statement](#) to understand the University's position on open research and how it may apply to your work.
- Review the [Research Outputs Policy](#) and [rights retention](#) guidance to familiarise yourself with expectations for open dissemination of conceptual outputs. Where the research is externally funded, ensure compliance with [funder requirements relating to open research](#). Where applicable, factor open access costs into funding applications and discuss open access options with publishers early in the process. Contact [Library Research Services](#) for guidance on open access routes and funding options.
- [Link your ORCID to Symplectic](#) to support accurate attribution of conceptual contributions.
- Consider how [open research values and practices](#) may inform the development of your research proposal by identifying opportunities for transparency, collaboration, and early engagement.
- Where relevant, clearly define key terms, categories, or constructs that the project seeks to analyse or reinterpret.
- Document the intellectual foundations of the work, including core texts, traditions, theoretical frameworks, or methodological approaches that inform the argument.
- Where appropriate, clarify how the project extends, critiques, synthesises, or reframes existing conceptual models.
- If the research may generate new typologies, frameworks, or classification systems, identify how these may later be shared or licensed to support reuse.
- Where intellectual property or commercial application of conceptual frameworks may arise, consult relevant institutional teams early to align openness with protection strategies.
- Where legal, ethical, or security considerations apply to sensitive conceptual domains, seek Trusted Research advice during planning.



## Conducting Research and Developing Arguments

- **Maintain clear records of how arguments, interpretations, and conceptual distinctions evolve during the research process.**
- **Where appropriate, document alternative interpretations, counterarguments, or contested definitions encountered during analysis.**
- **If synthesising substantial bodies of literature, clarify search strategies, inclusion criteria, or analytical boundaries to support transparency.**
- **Where collaborative conceptual work is undertaken, agree on shared documentation practices and version control for drafts or frameworks.**
- **Where relevant, record contextual influences (such as disciplinary traditions or policy environments) that shape conceptual interpretation.**



## Analysing and Sharing Outputs

- Document the reasoning processes, analytical steps, and inferential moves that underpin key conceptual claims.
- Where appropriate, share conceptual frameworks, typologies, or models in formats that support reuse, critique, or adaptation.
- If the work includes formal representations (for example diagrams, structured frameworks, or visual models), make these accessible alongside publications.
- Where full sharing is not feasible due to contractual, legal, or ethical constraints, provide explanatory summaries or structured metadata clarifying scope and access conditions.
- Where appropriate, distinguish clearly between original conceptual contributions and interpretations derived from existing scholarship.
- Review dissemination and sharing decisions to ensure they remain proportionate and aligned with disciplinary expectations.



# Disseminating and Publishing Research

- Where appropriate, publish outputs via open access routes in line with the Research Outputs Policy and rights retention approach.
- Clearly articulate definitions, assumptions, and conceptual boundaries within publications to support interpretability and responsible reuse.
- Where relevant, deposit preprints, working papers, or conceptual frameworks in suitable repositories to enhance discoverability and scholarly dialogue. Contact [Library Research Services](#) for guidance on choosing the right institutional repository.
- Where appropriate, share findings through channels accessible beyond higher education, such as blogs, essays, videos, podcasts, public talks, exhibitions, or other public-facing formats.
- Consider how dissemination practices can support inclusive and responsible open research, for example by encouraging bibliodiversity in publication formats and venues and promoting multilingual communication where appropriate.
- Where intellectual property or commercialisation considerations apply (for example in relation to applied conceptual tools), coordinate dissemination decisions with relevant institutional teams.
- Where appropriate, acknowledge intellectual influences, collaborators, or contributors in ways that reflect agreed contribution models.
- For multi-authored outputs, include a CRediT author statement clearly describing the roles of every author, in line with the Research Outputs Policy.

