

ASAPbio Fellows program Handbook 2025



<https://asapbio.org/>

version 5.5 Feb 2025

Contents

Introduction to ASAPbio	2
The ASAPbio Fellows program	2
Orientation	3
Monthly group calls	3
Projects Track	4
Responsibilities and expectations	5
<i>ASAPbio Fellows</i>	5
<i>ASAPbio</i>	5
ASAPbio Community guidelines and Code of Conduct	6
Use of Ai generated texts, note-takers and bots	7
Authorship guidelines	7
I have applied for the Fellows program: What next?	7
Appendix 1: Additional resources	9
Appendix 2: 2024 Fellows program timeline	10
Appendix 3: 2025 Project choices	11



Introduction to ASAPbio

[ASAPbio](#) (Accelerating Science and Publication in biology) is a researcher-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 drive 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 raise 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.

ASAPbio consists of two full time staff members; Katie Corker ([Executive Director](#)) and Jonny Coates ([Associate Director](#)). For any questions about the Fellows program please contact Jonny (jonny.coates@asapbio.org).

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 to drive activities within their institutions and research communities. Following from 2024, the Fellows program will consist of two tracks; the Culture & Community track and a Projects track. All Fellows will complete the Culture and Community track with self-selected Fellows also participating in the Projects track.



This work by ASAPbio is licensed under a Creative Commons Attribution 4.0 International License.

The Fellows program started in 2020 and will run its sixth cohort in 2025. You can read about previous Fellows and their accomplishments on our blog posts ([2020 Fellows](#), [2021 Fellows](#), [interview with 2022 Fellow](#), [2023 Fellows](#), [2024 Fellows](#)).



The full program runs for seven months (March to September) with the culture and community track completing in August (six months) and requires an [application](#). Those selected for participation in the program will engage in a schedule of activities, including the following:

Orientation

Two orientation sessions covering:

- An overview of the Fellows program and the ASAPbio community
- An introduction to ASAPbio and the preprint landscape

Monthly group calls

The monthly calls will explore preprint-related topics and outreach:

- Overview of the current problems with scholarly publishing
- History of preprints
- Preprint review and commenting initiatives
- Preprints in the broader publishing context
- Handling conversations about preprints, principles and practice
- Advocating for preprints



This work by ASAPbio is licensed under a Creative Commons Attribution 4.0 International License.



Culture & Community Track

During the Culture & Community Track, Fellows will participate in monthly cohort calls where they will be provided with essential preprint knowledge and skills required to be preprint champions. Additionally, Fellows will each create a slide deck and deliver a local preprint-focused talk. Fellows will also have a minimum of two 1:1 sessions with the course leader.

Projects Track

During the Culture & Community Track, Fellows will be given the opportunity to additionally participate in the Projects Track. ASAPbio will provide a number of project options and Fellows will self-select to join their preferred projects with work undertaken in small groups. You can see previous project outcomes for past years to see potential project activities ([2023](#) and [2024](#)).

The Fellows can also develop their own project; examples of projects by previous ASAPbio Fellows include the running of a preprint event (at their local institution or online), developing [training resources](#) or writing a [preprint](#) containing a guide to preprinting by ECRs.

Boost the reach of your science
Join the growing preprint community

Metric	Value
biomedical preprints in 2020 ¹	125,000
abstract views/month ²	7 million
downloads/month ³	3 million
downloads/month ³	30,000
feedback by email ⁴	37%
increase in citations ⁵	36%
bioRxiv-to-journal possibilities ⁶	205 B2J
funding agencies have mandatory/recommended policies ⁷	13

ASAPbio
Find more information at [ASAPbio.org](https://asapbio.org)

The impact of preprints for early career researchers
OSF PREPRINTS
A Guide to Preprinting for Early Career Researchers
Authors: Daniel Stenger, Madhumita K. Sathyanarayanan, Karen Gillingham, Kenneth A. Huberman, Peter Pardo
Conflict of Interest: Yes
Public Data: No
Preregistration: Not applicable

Abstract
The use of preprints, research manuscript preprints, is becoming an increasingly common practice in the life sciences. Early career researchers (ECRs) are encouraged to post preprints as they are sharable, citable, and provide a platform for discussion among all...

Supplemental Materials
[asapbio.org](#)

Source:
1. <https://www.biorxiv.org/>
2. <https://www.biorxiv.org/>
3. <https://www.biorxiv.org/>
4. <https://www.biorxiv.org/>
5. <https://www.biorxiv.org/>
6. <https://www.biorxiv.org/>
7. <https://www.biorxiv.org/>



This work by ASAPbio is licensed under a Creative Commons Attribution 4.0 International License.

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.



Responsibilities and expectations

ASAPbio Fellows

The participants in the program are part of the larger ASAPbio Community. The Fellows will be signed up for ASAPbio newsletter and the ASAPbio Slack to engage with the broader ASAPbio Community. All Fellows are expected to abide by the [ASAPbio Community Guidelines and the ASAPbio Code of Conduct](#).

Fellows are required to have a high level of English in both speaking and writing. Additionally, as the program is entirely virtual, Fellows must have stable internet connections and environments that are suitable to contributing to online/zoom discussions. Cohort calls are primarily aimed at European and East Coast USA time zones due to staffing and so Fellows must also ensure that these timings work well for them. Additional meetings are designed to account for as many timezones as possible.

The Fellows program lasts seven months and requires a time commitment of about 6 hours/month. Participants are expected to attend the initial orientation sessions as well as the monthly group calls scheduled as part of the program. The monthly group sessions have a length of 60 minutes and take place online (via zoom).

As part of the two tracks within the program, participants are expected to meet in smaller groups as required and to complete tasks (e.g. providing feedback on slide decks, review training materials, draft blog posts) within designated deadlines. Projects will be supervised and administered by ASAPbio staff.

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.



This work by ASAPbio is licensed under a Creative Commons Attribution 4.0 International License.

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

ASAPbio

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

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

ASAPbio will post information about the program and program participants on the ASAPbio website (e.g. asapbio.org/fellows). Additionally, Fellows who engage with and complete the Culture & Community track will receive a [digital badge](#), confirming their successful completion of the program. [Digital badges](#) allow others to confirm your skills and for us as an organisation to recognise your valuable achievements.



ASAPbio Fellow

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

ASAPbio Community Guidelines and Code of Conduct

All participants of the ASAPbio Fellows program are expected to abide by the ASAPbio community guidelines and Code of Conduct, available here: asapbio.org/coc.

As a Fellow, when presenting your position externally, we require you to include the year of the Fellowship (e.g. 2023 ASAPbio Fellow) to ensure that you are correctly presenting your association with ASAPbio. Digital Badges will always include the year in which you were a Fellow so you have a verifiable point of evidence, if needed.

ASAPbio's Community Guidelines outline the behaviour 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 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



This work by ASAPbio is licensed under a Creative Commons Attribution 4.0 International License.

- 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 honour our duty in facilitating a safe, inclusive and welcoming environment for all our community members, ASAPbio has also developed a [Code of Conduct](#) that outlines behaviour 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 behaviour. Any report of concerns about a breach of the Code of Conduct is handled by the ASAPbio Code of Conduct Committee.

Use of AI generated texts, note-takers and bots

As a general principle, AI represents a third-party, and the person involving the third-party is responsible for them. Inviting a third-party to a meeting or sharing information with them can be a breach of community trust, when it happens without consent. We encourage mindful and considerate use of “AI” in our community that is grounded in our community values.

Specific behaviors we do not allow:

- Using AI tools without the consent of the people affected.
- If the use of generative tools has been allowed, not verifying or validating the generated content.
- Passing AI generated content off as your own.
- Arriving at a meeting with an AI assistant without asking the other participants.
- Sending your AI assistant to meetings in your place.

Please note that for the purposes of the Fellows projects, any text generated with Ai must be marked as such and is highly unlikely to be used in any official outputs.

Authorship and Contributorship Guidelines for ASAPbio Projects

As part of the program, Fellows may produce a variety of outputs. Some of these may be manuscript based whilst others are more creative and varied. In adherence with our values, we share all outputs in open repositories (e.g., preprint servers, Zenodo). Video content is additionally uploaded to YouTube. Occasionally, we might choose to publish outputs in a no-cost, community-led, open access journal, but the default for most projects will be an open repository.

For all outputs, we want to ensure that we give appropriate credit to all of you for your contributions to the work. In general, we will follow the authorship guidelines listed below, certainly for papers, but also for other outputs. These guidelines are expanded from the [ICMJE guidelines](#).

1. Detailed authorship decisions are not made until the manuscript/output is almost finished, but expectations for authorship are discussed early and often.
2. Authorship requires meaningful contributions



This work by ASAPbio is licensed under a Creative Commons Attribution 4.0 International License.

- a. The definition of meaningful is the purview of the lead author as this varies by project and specific contributions. Generally, this would not include AI-generated work, however substantial, or minimal writing. Our approach is to be generous with authorship, and we always seek to make sure contributors are properly credited.
3. All authors are responsible for the integrity and accuracy of their contributions.
4. Authors are ordered based on their contributions to the project, with the corresponding author listed last.
5. Co-lead authors are permissible when appropriate.
6. The lead (corresponding) author takes responsibility and ownership of the work as a whole.
7. Active participants in a project will be given plenty of opportunities to acquire authorship.
8. Those who have indirectly contributed will be listed in the acknowledgements.
 - a. For example, providing limited feedback or supporting materials, suggestions on analysis or direction or verbal contributions only.
9. You may opt-out of authorship or acknowledgement for any reason prior to publication.
10. All authorship contributions are detailed as per the [CREDiT taxonomy](#).

Any disputes with authorship will be solved by the relevant lead author, with input from ASAPbio staff when necessary. For Fellows projects, ASAPbio staff are generally the authors who are primarily responsible for the work, especially where work builds from previous efforts.

Authors who misuse AI or otherwise engage in unethical research practices may be removed from the final author lists. The use of AI-generated text that has not been substantially re-written is not sufficient for authorship & any undeclared use will result in the removal of any authorship prior to publishing.

I have applied for the Fellows program: What next?

The ASAPbio team 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 2025 program will run from March to September and additional details on the program schedule and activities will be provided as the program starts and an outline can be found in [Appendix 2](#).

If you have any questions about the program, please reach out to Jonny Coates at jonny.coates@asapbio.org.



This work by ASAPbio is licensed under a Creative Commons Attribution 4.0 International License.

The ASAPbio fellows program has been a wonderful networking experience connecting people that are passionate about raising awareness for preprints. The program deepened my knowledge on the history of preprints, available preprint servers and ways how preprints may facilitate scientific exchange. I am eager to engage more in preprint advocacy in the future, by applying some of the tips and tricks I learned during the ASAPbio fellows program.

2023 ASAPbio Fellow

"Participating in this program has been an incredibly enriching experience. The diverse content, engaging discussions, and supportive community provided me with invaluable insights and skills that I can apply in my career. I truly appreciated the opportunity to connect with like-minded individuals and gain guidance from industry professionals, making it a transformative journey for my personal and professional growth"

2024 ASAPbio Fellow



This work by ASAPbio is licensed under a Creative Commons Attribution 4.0 International License.

Appendix 1: Additional resources

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

ASAPbio Community: asapbio.org/asapbio-community

ASAPbio preprints FAQ (and translations to Spanish, French and Chinese):
asapbio.org/preprint-info/preprint-faq

ASAPbio preprint infographics: asapbio.org/preprint-info#infographics

Take action to support preprints

Have 5 minutes?

- Tweet the last preprint you read, retweet a colleague's post about their preprint
- Set up an **email alert** to a preprint server
- Sign up to a **newsletter** [↗](#) listing recently posted preprints mentioned on Twitter
- Choose a **sticker** or share an **ASAPbio infographic**

Have 30 minutes?

- Read a preprint
- Write a Twitter thread about a preprint discussing the study's findings
- Organize a discussion in your next lab meeting about pros and cons of preprinting your work

Have 2 hours?

- Review a preprint and post your review publicly
- Participate in a podcast e.g. **Preprints in Motion** [↗](#)
- Write a blog post about your interest in preprints, or about the last preprint you read
- Invite the author of a preprint to present at your journal club or at your institution

Want to learn more?

- Check the ASAPbio website **asapbio.org** for upcoming events about preprints or sign up to the ASAPbio newsletter: **asapbio.org/newsletter**
- Visit ASAPbio's Preprint resource centre for preprint resources, infographics, preprint FAQ and more: **asapbio.org/preprint-info**

Appendix 2: 2025 Fellows program timeline

Month	Type	Topic	Culture & Community	Projects
March - 11	Fellows cohort	Orientation: Fellows program & ASAPbio		
	Fellows groups	Group creation, meeting times & talk topics		
March - 20	Fellows cohort	What's wrong with the current system & an introduction to preprints		
April - 24	Fellows cohort	History of preprints and the current landscape		
	Fellows groups	Networking & getting to know each other		
	Fellows groups	Choosing a talk topic		
May - 22	Fellows cohort	The future of preprints & their place in the broader open-science movement	1:1	Project selection
	Fellows groups	Slide feedback		
	Fellows groups	Slide feedback / Project work		
June - 26	Fellows cohort	Engaging with preprints		
	Fellows groups	Slide feedback / Project work		
	Fellows groups	Slide feedback / Project work		
July - 24	Fellows cohort	Advocating for preprints		
	Fellows groups	Project work		
Aug - 28	Fellows cohort	Handling conversations around preprints	1:1	
	Fellows groups	Project work		
Sep - 25	Projects			
	Fellows groups	Projects wrap up		



This work by ASAPbio is licensed under a Creative Commons Attribution 4.0 International License.

Appendix 3: 2025 Project choices

- 1. Increasing preprint awareness and adoption (Preprints as stand-alone outputs)**
 - a. e.g outreach efforts, myth busting, communication campaigns, resource creation or translation**
- 2. Preprints and the global south**
 - a. e.g. webinars, creation or translation of materials**
- 3. Preprint recognition**
 - a. guides, webinars, interviews/profiles**
- 4. Preprints and trust in research**
 - a. op-eds, surveys, webinars, material creation**
- 5. Preprints and Ai**
 - a. Guides, Best practices creation**

Note that the projects may coincide with the new Special Interest Groups or Residency program but that is not confirmed for 2025 yet.



This work by ASAPbio is licensed under a Creative Commons Attribution 4.0 International License.