Data note
guide for authors

How to prepare your data note for
submission to a Taylor & Francis journal

CONTENTS

About this guide

This guide is for authors looking to write a data note for submission to a Taylor & Francis journal.

What is a data note?

Data notes are a short peer-reviewed article type that concisely describe research data stored in a repository. They increase the discoverability and transparency of your research, helping to comply with funder mandates on data sharing.

Data notes do not include any analysis or conclusions but may be linked to a research article incorporating analysis of the published dataset, as well as results and conclusions. They may also highlight standalone datasets stored in a repository.

What are the benefits of publishing a data note?

Publishing a data note allows you to:

- Maximize the potential of your research data through improving the discoverability, usability, and reproducibility of your research

- Gain appropriate credit for your research data with a citable publication

- Reach new audiences for your research

- Foster new collaborations across disciplines by helping others to find and use your data

Where can I publish a data note?

Visit our Author Services website for an up-to-date list of journals that publish data notes.

> " A data note is a true opportunity for producing visible data that requires less effort than a regular manuscript but with high impact for academic research. "
>
> – **Professor Amar Abderrahmani**, Editor-in-Chief, *All Life*

How to prepare your data note

Unless otherwise indicated, your data note should include the following information:

1 TITLE PAGE

Authors

List all authors who played a significant role in developing the points presented in the data note. Full affiliation information (institutional address and ZIP or postal code, and email address) should be provided for all authors.

Title

The title should be concise and specific, clearly reflecting the content of the data note.

Abstract

Abstracts should be up to 300 words long and provide a succinct summary of the data note.

Please note:

- Citations should not be used in the abstract
- Abbreviations, if needed, should be spelled out

For datasets generated in clinical trials, registration information must be included in the abstract; this should indicate the registry, registration number, and date of registration.

2 MAIN BODY

Introduction

This should include:

- The rationale for creating the dataset

- The objectives behind the experiment or process resulting in the creation of the dataset

Materials and methods

This section should provide a detailed account of the protocol used to generate the dataset, so that it could be repeated by readers. The following information should be provided:

- Details of the source of all samples

- Details of how samples were selected and what exclusions were made (if any)

- Details of what was being measured

- Where data has been processed, details of any software used to process the data, including the version used, details of where the software can be accessed, and any parameters that could impact the outcome of results

For standard protocols that have been published elsewhere, a brief description and reference is sufficient.

Ethics: All research must have been conducted within an appropriate ethical framework. For studies involving humans or animals, details of approval by the authors' institution or ethics committee must be provided within this section.

Dataset validation

If applicable, you should provide any further information about dataset validation performed and explain any limitations of the dataset, including allowances made for controlling bias or unwanted sources of variability.

3 DATA AVAILABILITY STATEMENT

You should provide a data availability statement, telling the reader where the research data associated with a paper is available and under what conditions the data can be accessed.

Read our guide on writing a data availability statement

4 OTHER INFORMATION REQUIRED

a) Disclosure statement (conflict of interest statement)

You must disclose any financial, personal, or professional competing interests for any of the authors that could be construed to unduly influence the content of the article.

Read our guide on writing your disclosure statement

b) Funding information

Please state who funded the work, whether it is your employer, a grant funder etc. Please do not list funding that you have that is not relevant to this specific piece of research.

For each funder, please state:

- Funder name
- Grant number (where applicable)
- The individual to whom the grant was assigned

c) Additional information

You can also include the following optional information within the end matter of your data note.

- Acknowledgements
- ORCID details

5 REFERENCES

You must reference all sources, including your published dataset.
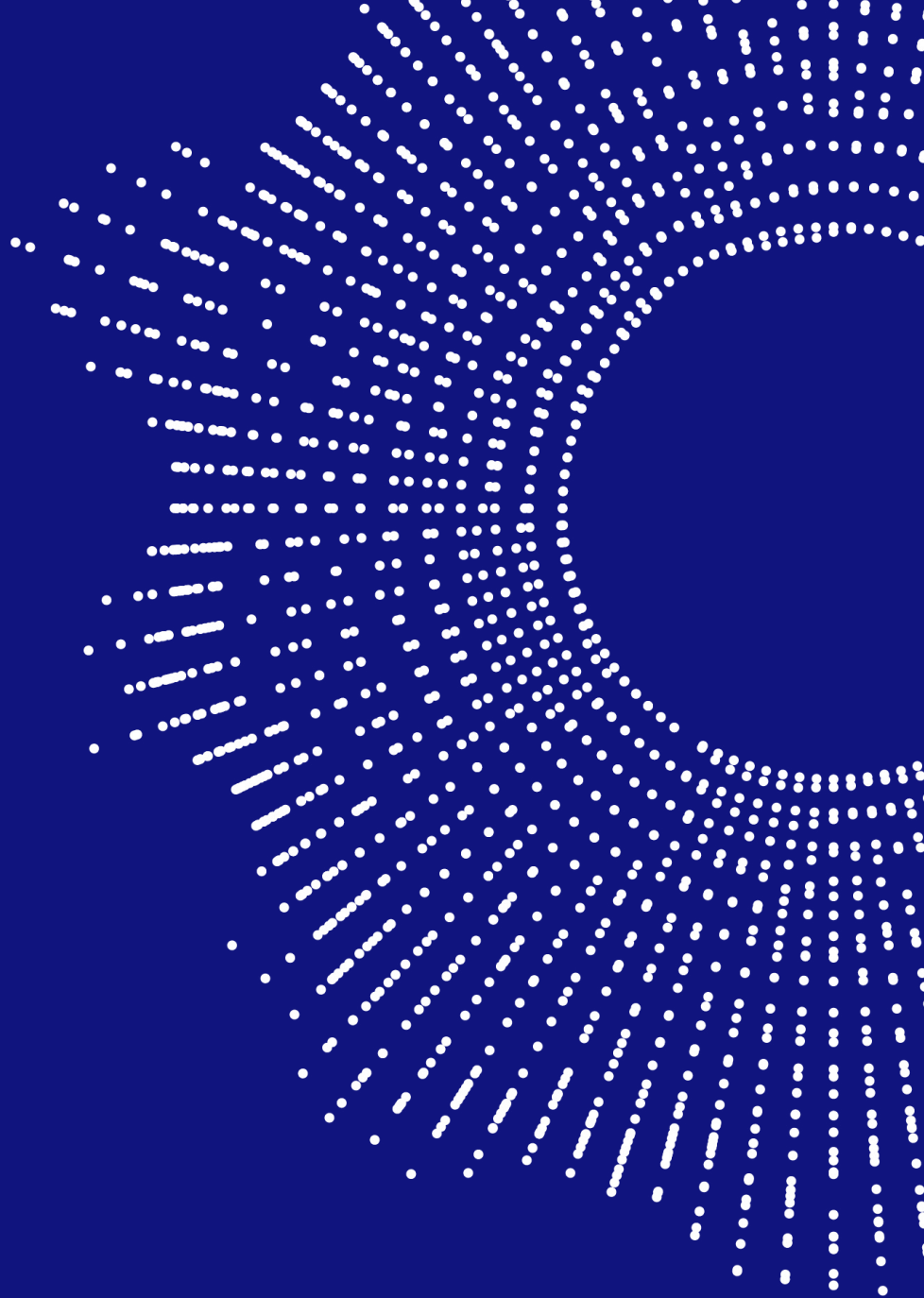
Before you submit

- Check that all mandatory sections of the data note have been completed prior to making your submission.

- Confirm any other formatting, style or referencing requirements for your data note by visiting the journal's Instructions for Authors page.

- All data should be available in a repository prior to submitting your data note. Be sure to check the data sharing policy of the journal for any other requirements. Add the link of the data stored in the repository along with its persistent identifier (DOI or similar) to the data availability statement, and ensure the data is cited in the references.

You can also check our current Editorial Policies here.

Ready to submit?

Go to Taylor & Francis Online and submit your data note to your chosen journal. You can find an up-to-date list of journals that accept data notes on our Author Services website.

You can also publish a data note with F1000Research, our rapid, open research publishing platform.

Learn more about Data Notes