

# DIVISION OF BIOSCIENCES

## DATA OWNERSHIP FORM

### LABORATORY NOTEBOOKS AND RECORDING OF RESEARCH DATA

Laboratory notebooks need to contain clear evidence of the research carried out and, most importantly, must include the dates on which the results were achieved. Here are some guidelines and advice:

- Laboratory notebooks containing the research data obtained whilst working at UCL are the property of the Division of Biosciences, UCL, as well as the investigators. All laboratory notebooks generated by the students are to be retained by the Division of Biosciences. A student is, however, permitted to make and retain photocopies of the notebooks.
- Laboratory notebooks should be hardbound, with photomicrographs and images of gels or other raw data generated, permanently attached to the pages of the notebooks.
- If you hold your data electronically then this should be authenticated by the supervisor and a copy provided to be retained by the Division of Biosciences.

Name (please print)

Signature

PhD Student

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Supervisor

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Please e-mail this signed form to your Departmental Graduate Research Administrator