

Project Title/Description: \_\_\_\_\_

### Authorship Tie-breaker Scorecard

**Instructions.** This checklist is designed to aid researchers in determining the **order** of authorship and is applicable only in situations where two or more authors have obtained an equal score on the ‘Authorship Determination Scorecard.’ It should be completed collaboratively by the concerned authors (i.e., authors with equal scores) in such a way that tied authors’ scores equal the total points assigned to each item.

Activity Category	Total Points	Author Score				
		Initials				
Literature search						
Conducting a desktop/ LIBRARY literature search	50					
Maintaining a database of literary sources	30					
Keeping a check on quality and relevance of the sources	40					
Institutional Review Board						
Writing an IRB application	20					
Submitting an IRB application	10					
Responding to IRB requests for revision	40					
Data Collection and Preparation (DCP)						
Building an online survey	60					
Preparing for paper-pencil administration (printing hard copies of questionnaires, reserving room for data collection, signing up participants, etc.)	30					
Running participants for the research study	40					
Following up on sample size	10					
Data entry (if paper-pencil administration)	20					
Data cleaning and coding	30					
Manuscript						
Writing an abstract	100					
Forming tables and figures in APA style	30					
Supporting manuscript editing						
APA format check on the draft	30					
Reference checks	10					
Journal Publication specific guidelines	20					
Managing submission process						
Communicating with the editors	30					
Submitting draft online	10					
Responding to the request of revision and resubmit	70					
Other administrative duties						
Maintaining documentation of the research project	30					
Scheduling periodic meetings	20					
Assigning work to specific contributors	40					
Following up on others’ assigned work	50					
	Total Score					

NOTE: This table is adapted from that found at <http://www.apa.org/science/leadership/students/authorship-determination.pdf> which was developed based on

Winston, Jr., R. B. (1985). A suggested procedure for determining order of authorship in research publications.

*Journal of Counseling and Development*, 63, 515-518.

Activity categories and weights developed in 2014 by Bharati Belwalkar, Steven Toaddy, and the other students and faculty of the Industrial and Organizational Psychology PhD Program at Louisiana Tech University.