

Addressing F18, F19 and F20 in the ROPE section

F18 **Research Opportunity and Performance Evidence (ROPE) - Details of the DECRA candidate's career and opportunities for research, evidence of research impact and contributions to the field, including those most relevant to this application**

(This question must be answered)

Upload a PDF of up to 5 A4 pages and in the format described in [Appendix C](#) of these instructions. The PDF must provide the following information that is relevant to the DECRA candidate's circumstances and opportunities in the order set out below:

- **AMOUNT OF TIME AS AN ACTIVE RESEARCHER**
- **RESEARCH OPPORTUNITIES**
- **RESEARCH ACHIEVEMENTS AND CONTRIBUTIONS**

The Instructions state: 5 pages

We suggest you cover the following:

AMOUNT OF TIME AS AN ACTIVE RESEARCHER

Provide:

- The number of years since the DECRA candidate graduated with their highest educational qualification.
- A total FTE figure for periods of significant career interruption during that period.

For example, "I was awarded my PhD (x) years ago in (year) and in that period I have experienced a total of 2 years (at X.X FTE) of career interruptions".

Ensure you calculate all career interruptions and these add up to what you have added in question F16.

RESEARCH OPPORTUNITIES

Discuss your roles since completing your PhD – details the percentage of time each position allocated to research – give details of any part-time, casual employment. For example most academic roles are 40/40/20, but you may have been employed as a Research Associate full time.

If you were industry based clearly state this and whether there was a research component to the role.

Provide information about the research mentoring that has been available to you during your career – name them, their area of expertise, location and mentoring they provide.

Detail the facilities that have been available to you and will be available to you for this DECRA project.

Provide information about any other aspects of your career that are relevant to the assessment but not detailed elsewhere.

RESEARCH ACHIEVEMENTS AND CONTRIBUTIONS

You can discuss Your PhD topic

Address each dot point – you can use these dot points as sub-headings.

- Prizes, honours and awards
- Invited keynote and speaker addresses
- Research support income

Include all grants you have received, including UOW/internal grants

- Commercial outcomes such as patents, IP licences and resulting benefits
- Identifiable benefits outside of academia

Eg. Contributions to the University – good citizenship, teaching, committees. Memberships (e.g. editorial boards, conference committees etc), invited speaker/presentations, journal editing

- Other professional activities

Student supervision experience

Has anything you have developed been taken up for applied use – a reference text, government reports, policy development?

International standing/status – journals, conferences, publishers

Reviews/quotes publically available - regarding the quality and significance of your work

- Describe how the DECRA candidate's research has led to a significant change or advance of knowledge in their field, and outline how their achievements will contribute to this application.

Has anything you have developed been taken up for applied use – a reference text, government reports, policy development?

What new ideas/methods/approaches have you developed and communicated?

F19 Research Opportunity and Performance Evidence (ROPE) – Research Outputs Context

(This question must be answered)

Research context: Provide clear information that explains the relative importance of different research outputs and expectations in the DECRA candidate's discipline/s.

The information should help assessors understand the context of the DECRA candidate's research achievements but not repeat information already provided in this application.

It is helpful to include the importance/esteem of specific journals in their field; specific indicators of recognition within their field such as first authorship/citations, or the significance of non-traditional research outputs.

If preprints or comparable resources are cited, these should be explicitly identified in the reference list by including [PREPRINT OR COMPARABLE] after the reference. The reference should include a DOI, URL or equivalent, version number where available and/or date of access, as applicable. Please see [Appendix A](#) for more information.

Your response to this question must be up to 3750 characters, approximately 500 words.

Provide a summary of your publications, Eg I have published 10 journal articles and 1 book chapter.

Include importance, esteem of the journals, countries where books are held, citations; recognition within your field eg. first authorship, citations.

Consider breaking this down to publications that:

- advance theoretical discussions
- advance methodological discussions
- enhance and extend national debates
- translate ideas into the policy-realm
- are evidence of collaboration and team work

F20 **Research Opportunity and Performance Evidence (ROPE) – Research Outputs Listing including 10 Career-Best Research Outputs**

The data is populated from the 'Research Outputs' section within the DECRA candidate's RMS profile. The DECRA candidate will have the flexibility to choose and add which outputs to include the application.

Research Output – includes all products (including preprints or comparable resources) of an ARC funded research Project that meet the definition of Research. For information on what the ARC defines as a Research Output, refer to the [ARC Open Access Policy](#).

For instructions on how to add research outputs to a user's profile in RMS, refer to the User Guide - [Research Outputs in RMS—Instructions for adding Research Outputs to your RMS Profile](#). For how to add preprints or comparable resources see [Appendix A](#).

Provide a list of research outputs marking those that are most relevant to this application categorised under the following headings: 10 career-best research outputs; Authored books; Edited books; Book chapters; Refereed Journal articles; Fully refereed conference proceedings; Additional research outputs (including non-traditional research outputs and preprints or comparable resources). CVs and theses should not be included in this list. The DECRA candidate's 10 career-best research outputs should not be repeated under subsequent headings.

Include up to 100 research outputs and fully reference each research output listed.

Appendix C – Format

Write in plain English and comply strictly with the application format and submission requirements.

All pages of additional text (uploaded in PDF form) must be as follows:

- Black type or occasional coloured type for highlighting purposes.
- Single column.
- White A4 size paper with at least 0.5 cm margin on each side and at top and bottom.
- A highly legible font type must be used before converting to PDF such as: Arial, Helvetica, Palatino and Times New Roman subject to them being an equivalent sized font to 12 point Times New Roman. Variants such as mathematical typesetting languages may also be used.
- Text included in figures, tables or pictures must also be equivalent sized font to 12 point Times New Roman. **Note:** *In judging the equivalence (or otherwise) of text within figures, tables or pictures, keep in mind the intent behind this font size requirement, i.e. to ensure that no application is afforded a material advantage over other applications by inserting substantially more information into their applications through using text that is less than 12 point font. For example, a structural diagram that includes atom labels as part of the image would be acceptable, but images that contain lengthy descriptive text (e.g. paragraphs of small font information) would not comply with the font size requirements.*
- Only references can be in equivalent sized font to 10 point Times New Roman.
- Comply strictly to page limits designated for each part of the application.
- The inclusion of webpage addresses/URLs and hyperlinks should only be used under certain circumstances such research outputs that are only available online and letters of support. Webpage addresses/URLs and hyperlinks should not be used to circumvent page limits, nor should they provide information that is not contained in the application. All information relevant to the application must be contained within the application.
- Applicants should only include information which is pertinent to the research and note that colour graphs, colour photographs, detailed graphics and grey scale objects may be reproduced in black and white and should be both necessary and appropriate.
- Additional text uploaded as PDF may appear slightly reduced in size due to the RMS formatting of the attachments to include page numbers. Additional text uploaded in PDF form should be directly generated rather than scanned to maximise the quality of reproduction.
- Applicants should avoid using advanced PDF editing functionality such as the addition of textboxes, as this may not be supported in RMS. Applicants should carefully check that any changes made to a PDF document appear correctly in the application PDF in RMS.
- The ARC reserves the right to seek an original electronic copy of documents uploaded into the application to determine that the text meets these requirements.

Note: Information such as citations or public recognition may be considered for inclusion in relevant sections if suitable.

Appendix A – Preprints or comparable resources

Preprints or comparable resources can be included in any part of an application. This includes within the Research Outputs list and the body of an application.

An application will not be deemed to be ineligible for the citing and listing of preprints or comparable resources. Recognising that their citation can be a crucial part of research discourse, the suitability and relevance of citations and research outputs are best considered by the assessors and panels in determining the quality and novelty of the proposed research.

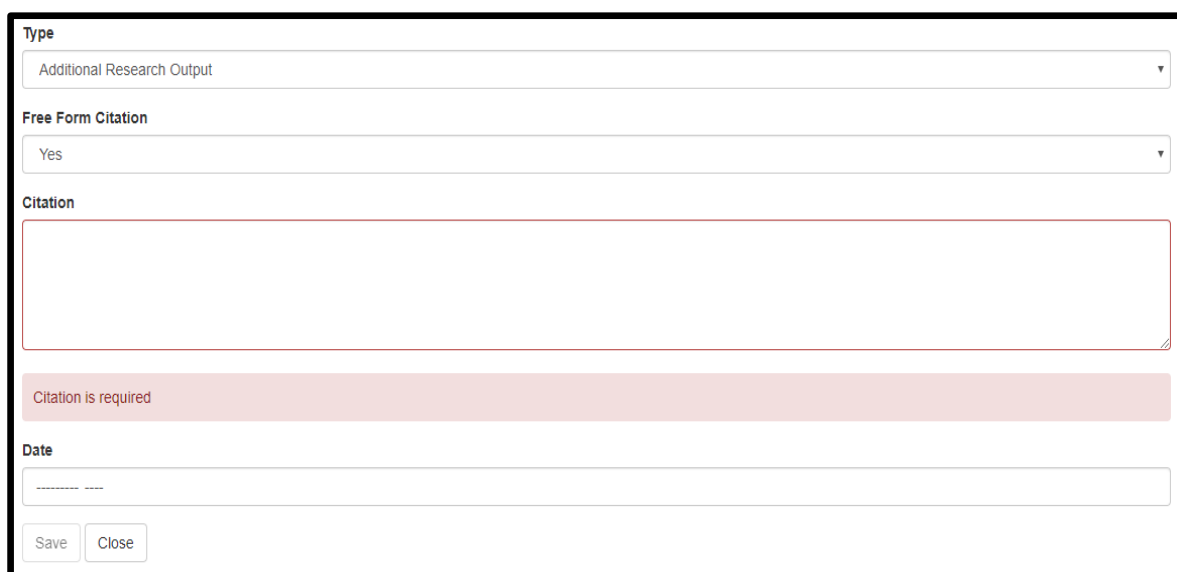
A preprint or comparable resource is a scholarly output that is uploaded by the authors to a recognised publicly accessible archive, repository, or preprint service (such as, but not limited to, arXiv, bioRxiv, medRxiv, ChemRxiv, Peer J Preprints, Zenodo, GitHub, PsyArXiv and publicly available university or government repositories etc.). This will include a range of materials that have been subjected to varying degrees of peer review from none to light and full review. Ideally, a preprint or comparable resource should have a unique identifier or a DOI (digital object identifier). Any citation of a preprint or comparable resource should be explicitly identified as such and listed in the references with a DOI, URL or equivalent, version number and/or date of access, as applicable.

Inclusion of preprints or comparable resources within the body of the application should comply with standard disciplinary practices for the relevant field.

How to Add Preprint or comparable resource to the Researchers RMS user profile

NOTE: Preprint or comparable resource format is only possible for the “Additional Research Output” type.

- To add a preprint or comparable resource select Additional Research Output, then select “Yes” under “Free Form Citation”.



The screenshot shows a form with the following fields and elements:

- Type:** A dropdown menu with "Additional Research Output" selected.
- Free Form Citation:** A dropdown menu with "Yes" selected.
- Citation:** A large text input field, currently empty.
- Date:** A date input field with a red border and a red error message "Citation is required" below it.
- Buttons:** "Save" and "Close" buttons at the bottom.

- Enter relevant text and date (Month and Year). The citation text will allow up to 4000 characters.

- A preprint or comparable resource should be explicitly identified [PREPRINT OR COMPARABLE] Click “Save”.
- The citation will display in the Manage Outputs list.

Category	Reference	Funding Details	Source	Actions
<input type="checkbox"/> Additional Research Output	Unspecific preprint or comparable resource citation text unspecific preprint or comparable resource citation text unspecific preprint or comparable resource citation text [PREPRINT OR COMPARABLE]		RMS	Edit Details Delete Delete Permanently

Note: Only the citation text will display in the RMS outputs list or render into the PDF. To have the date display, include it within the citation text.

Search for Research Outputs

Research output data is sourced from your RMS profile. ([Manage Research Outputs](#)) Note: after updating research output data, please refresh or save the form to capture the latest data.

Search Additional Research Output ▼ All Sources ▼ Search

Select all Deselect all Add selected

Select	Category	Reference	Funding	Source	Actions
<input type="checkbox"/>	Additional Research Output	unspecific preprint or comparable resource citation text unspecific preprint or comparable resource citation text unspecific preprint or comparable resource citation text [PREPRINT OR COMPARABLE]		RMS	Add Edit Details

- Once included the citation will appear in the Additional Research Outputs list in the application as below.

Additional Research Outputs

[1] Unspecific preprint or comparable resource citation text unspecific preprint or comparable resource citation text unspecific preprint or comparable resource citation text [PREPRINT OR COMPARABLE].

Edit a manually added Research Output

- Navigate to the RMS Login page: <https://rms.arc.gov.au>
- From the Person Profile section, select Research Outputs
- Against the Research Output that you wish to edit, click on the Edit button
- Make the required edits and click the Save button

Note: Not all the fields available in manual entry will render into the application PDF, and not all fields are relevant to each output category. The ARC is applying the Harvard Author-Date style to format outputs into the PDF. (The Style Manual for Authors, Editors and Printers Sixth Edition page 188 has details.)

The Notes field renders into the application PDF for the “Additional Research Outputs” Category. Although it is not available for “Unspecified Outputs”.

How to Add Preprint or comparable resource to an application

To add research outputs to the application:

- To import all research outputs, click on the ‘Search’ button. Use the drop down list to select the specific category and/or source to import only.

Note: RMS will not prevent the entry of duplicate records and it is the responsibility of applicants to manage this. Users will have the flexibility to choose research outputs for listing in their grant applications. For instruction on how to add research outputs to a user's profile in RMS, refer to the User Guide: *Research Outputs in RMS-Instructions for adding Research Outputs to your RMS Profile* available on the [ARC website](#).

F20. Research Opportunity and Performance Evidence (ROPE) – Research Outputs Listing including 10 Career-Best Research Outputs ⓘ

Provide a list of research outputs marking those that are most relevant to this application categorised under the following headings: 10 career-best research outputs; Authored books; Edited books; Book chapters; Refereed Journal articles; Fully refereed conference proceedings; Additional research outputs (including non-traditional research outputs and preprints or comparable resources). CVs and theses should not be included in this list. The DECRA candidate's 10 career-best research outputs should not be repeated under subsequent headings. (Up to 100 research outputs)


Research Outputs Listing

To indicate the 10 career-best research outputs enter numbers 1 up to 10 in the 'Rank' column. To indicate research outputs that are relevant, tick the 'Relevant' checkbox which will add an asterisk against that research output.

Search for Research Outputs

Research output data is sourced from the participant's RMS profile.

Search All Categories All Sources Search



- To add research outputs, tick the 'Select' checkbox or the 'Select all' button. Click on 'Add selected' button. To remove the research output from the listing click on the 'Remove' button.

Note: On saving, the ranked outputs will appear first and in order of rank.

- Research outputs relevant to the application can be indicated by ticking the 'Relevant' checkbox. This will add an asterisk against that research output in the PDF.

Note: The asterisk only appears in the Research Outputs PDF and application PDF.

- ARC funding details are added to the research output in the DECRA candidate's profile or can be added by clicking on the 'Additional Details' button.
- To view the Research Outputs PDF, click on the 'View generated Research Outputs PDF'.

