

ISBSG Research Policy & Procedure

Introduction

The International Software Benchmarking Standards Group (ISBSG) proudly supports research into IT software development and maintenance. Academics from around the world have used ISBSG data as part of their research projects.

If you or your university would like to use the ISBSG data (or a sub-set) for your research paper, please read the ISBSG Research Policy & Procedure. Its guidelines must be followed and requirements must be met. You must include a **detailed description** of how the ISBSG data will be used.

The ISBSG Research Policy & Procedure applies to any student or employee at university as well as non-profit organisations who wish to create research papers where ISBSG data is used.

ISBSG upholds the right to reject any request for ISBSG Data set privileges under the Research Paper if ISBSG does not feel that the Research paper is aligned with the mission and vision of ISBSG.

The ISBSG data will only be made available to students or employees at universities following this process. For all other studies or research please contact the ISBSG via our website.

ISBSG Objectives

1. ISBSG's main objective is: to enable IT professionals to have a basis against which they can benchmark their own software projects using critical factors. This is done in order to improve the planning and management of their IT projects.
2. To conduct research and publish the results.
3. To inform the wider community of the results of the analysis.
4. To ensure that the commercial value of the repository is retained.

ISBSG Policy

1. To preserve data contributor anonymity and confidentiality.
2. To facilitate the research initiatives of properly accredited research bodies.
3. To maintain confidentiality of data made available to researchers.
4. To ensure that researchers inform ISBSG of publications which are based upon, or which make reference to, the repository.
5. ISBSG has designed the processing methodology and has collected the data. ISBSG asserts its ownership of the data and its intellectual property rights.

6. Collecting, maintaining and processing the data incur significant costs. ISBSG reserves the right to recoup these costs by making charges for the services it provides.
7. Access to the data will be at the sole discretion of ISBSG.
8. ISBSG will publish the format of the data and the structure of the database.
9. At its sole discretion, ISBSG will, on request, perform selected analyses of the data on behalf of research organisations. ISBSG will charge for this service.
10. ISBSG reserves the right to vary its policies, terms and conditions at any time.

Procedures

1. The Research Proposal

The requestor must complete the ISBSG Repository Data Request Form (within this document) and then email it with an electronic signature to staff@isbsg.org

In the case of university-based research the application must be completed and signed by a full time member of the university staff, preferably the supervising professor or department head.

2. Pre-Approval

ISBSG will evaluate the ISBSG Repository Request. If the request meets all selection criteria, it will be deemed to have earned 'pre-approval' status.

As part of the pre-approval process, ISBSG will send a small sample of the Repository data to the researcher. The researcher will then confirm that this meets their needs.

3. Approval and Supply of Data

ISBSG will supply a 93% discount coupon to the researcher so they can purchase the ISBSG data from its website.

All ISBSG decisions are final and no correspondence will be entered into.

4. Reporting

Every six months, the requestor will provide ISBSG with a brief written report of the research status and the use being made of the data.

At the completion of the project the requestor will

1. Destroy the data supplied by ISBSG, and
2. Complete a project completion advice and send this to ISBSG.

5. Publication

The requestor will provide ISBSG with either a copy (electronic) or a web link to any publication which results from this request.

ISBSG Repository Data Request Form _____

REQUESTOR DETAILS

Organisation Name:	Applicant Name:
	Applicant Title:
Address:	Supervising Professor's Name:
	Supervisor's Title:
Telephone Number:	
Fax Number:	E-mail Address:

RESEARCH PROPOSAL

Project title:
Research aims, objectives and audience:
Names and organisation(s) of principal researcher(s):
Detailed Description of how the data will be used / processed (eg. Statistical methods)
Research project milestones and estimated completion date:

AGREEMENT

I/we acknowledge that ISBSG owns the data made available under the terms of this agreement and at all times will respect ISBSG's intellectual property rights and copyright.

I/we agree to acknowledge ISBSG as the source of the data in research publications.

I/we agree that any data made available by ISBSG under this agreement will not be used for any purpose outside the scope of this request without the express permission of ISBSG. I/we agree not to publish any raw data furnished by ISBSG without the express permission of ISBSG.

I/we agree not to give the data or copies of the data to any other person or organisation.

I/we agree to the researcher's institution details being displayed on the ISBSG website.

I/we agree to the researcher's name and research project details being displayed on the ISBSG website.

I/we agree to the researcher's name, institution details and research project details being written about and distributed to individual/s who subscribe to the ISBSG newsletter.

I/we agree that ISBSG accepts no liability whatsoever for any inaccuracy in data supplied under this request nor for any subsequent use or interpretation of the data.

AGREEMENT TO COMPLY WITH ISBSG POLICIES AND PROCEDURES

(Must be signed by a person duly authorised to make commitments on behalf of the requesting organisation)

I agree to observe ISBSG policy and procedures and to abide by the terms and conditions:

Signed _____

Date ____/____/____

Project Completion Advice

Publication citation (article title, journal name, volume, issue, date, page numbers):

I certify that the project has been completed and that all data and copies of data provided by ISBSG have been destroyed.

Signed _____

Date ____ / ____ / ____