

# User Agreement for Oregon State University's Microtomography (microCT) Facility

Please read this document carefully. It is an agreement with respect to ownership and dissemination of the data and images that are produced at this facility as well as terms of payment for services. A copy of this agreement with an original signature *must be received by the microCT lab before any scanning or image processing services can be provided*. Current fees are listed here: <http://microct.oregonstate.edu/fee-structure>

In the explanations below, "microCT lab" refers to the OSU high-resolution microtomography facility and/or its personnel (Dorthe Wildenschild, Brian Bay, and Douglas Meisenheimer).

Please check all that apply.

*Test scans:*

Test scans are provided to the applicant free of charge for proof-of-principle and grant-application purposes. It is agreed that test scans will not be used in any scientific research, or published, displayed or disseminated in any way without specific, written permission from the microCT lab personnel. Test scans are also the property of the microCT lab, and may be used by the microCT lab for any purpose. Most such uses would be for promotional purposes, display on the worldwide web, or publication in general-interest articles. Any dissemination of images by the microCT lab will be accompanied by acknowledgment of the applicant. It is the responsibility of the applicant to provide adequate documentation of the object(s) being scanned, such as formal name, engineered material scanned, sampling locality and age if a geological specimen, co-investigators on the research project, reference to grants and/or funding agencies, and any other information that the applicant would like to see accompany the microCT images of the object(s) if they are disseminated. If the applicant does not wish for the data to be disseminated in any way, **he/she must explicitly request and be granted a written exemption** from facility personnel.

*Scanning charged at the academic rate:*

Scanning charges are lower for projects for investigators employed or enrolled at Oregon State University. All data produced by scanning charged at this rate is the joint property of the applicant and the microCT lab. All dissemination of data and images from the microCT lab, including later findings based on the scanning results, must be accompanied by acknowledgment of the microCT lab. With appropriate acknowledgment of the applicant, the microCT lab may use the data for any purpose, unless a written exemption is requested and granted, as described in the above paragraph. It is the responsibility of the applicant to provide adequate documentation of the object(s) being scanned, as described in the above paragraph.

*Image processing charged at the academic rate:*

Image-processing charges are lower for projects for investigators employed or enrolled at Oregon State University. All data produced by image processing charged at this rate is the joint property of the applicant and the microCT lab. All dissemination of data and images from the microCT lab, including later findings based on the scanning and image processing results, must be accompanied by acknowledgment of the microCT lab. With appropriate acknowledgment of the applicant, the microCT lab may use the data for any purpose, unless a written exemption is requested and granted, as described in the above paragraph. It is the responsibility of the applicant to provide adequate documentation of the object(s) being scanned, as described in the above paragraph.

### **Acknowledgement required for "test" and "academic" rate use:**

As a condition of access to the OSU microCT facility at academic rates, users are required to:

1. Advise us of any resulting publications (send info to [dorthe@engr.orst.edu](mailto:dorthe@engr.orst.edu)).
2. Acknowledge the use of the facility in publications as: "this work was made possible by the use of Oregon State University's microCT facility, a user facility developed with support from the [Major Research Instrumentation Program](#) of NSF's Earth Sciences (EAR) directorate under award # 1531316.

This will help us ensure the future of accessible cutting-edge microCT resources at this national facility.

*Scanning charged at the non-academic rate:*

Results of scanning charged at the full non-academic rate are the property of the applicant. However, all dissemination by the applicant of data and images from the microCT lab, including later findings based on the scanning results, must be accompanied by acknowledgment of the microCT lab. Unless a request is granted to do otherwise, the microCT lab may archive the data and images, but the microCT lab will not disseminate the data or images in any way without written permission from the applicant.

*Image processing charged at the non-academic rate:*

Results of image-processing services charged at the full non-academic rate are the property of the applicant. However, all dissemination by the applicant of data and images from the microCT lab, including later findings based on the scanning results, must be accompanied by acknowledgment of the microCT lab. Unless a request is granted to do otherwise, the microCT lab may archive the data and images, but the microCT lab will not disseminate the data or images in any way without written permission from the applicant.

*Scanning specimens on institutional loan:*

If the object(s) to be scanned is (are) accessioned in an institution (museum, university, etc.), it is the responsibility of the applicant to obtain explicit permission from an appropriate representative of that institution to have the object(s) scanned, and to provide documentation of such permission to the microCT lab.

*Example acknowledgment of microCT images or data:*

“...this work was made possible by the use of Oregon State University’s microCT facility, a user facility developed with support from the [Major Research Instrumentation Program](#) of NSF’s Earth Sciences (EAR) directorate under award # 1531316.”

*Payment for services:*

Applicants are expected to pay in a timely fashion for all services performed by the microCT lab, except those that are designated in advance to be “test scans” as described above. The microCT lab makes no explicit warranty about the usefulness of data or imagery for any specific purpose.

*Specimens subject to this agreement:*

Please specify by museum number, specimen number and/or brief description, the samples covered by this agreement (attach additional sheets as necessary).

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I understand and agree to the above terms.

**Printed name:** \_\_\_\_\_

**OSU unit:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_