

EXAMPLE TEMPLATE – FOR INFORMATIONAL PURPOSES ONLY

This form is an EXAMPLE only and should not be filled out and sent to NIDDK Central Repository. If your Progress Report is due, please navigate to the “My Requests” page, find the request of interest, and start your progress report by selecting the “Progress Report” action.

NIDDK Central Repository – Resources for Research (R4R)

Progress Report Form – Example Template

* = Required Field

Request Name (auto-populated)

Request ID (auto-populated)

Requested Studies (auto-populated)

Requestor (Institution) (auto-populated)

Research Progress

What is the current status of your current project?*

Ongoing

Started, little to no progress

Not Started

Complete

Provide brief details about the research progress in the past year as a result of analyzing NIDDK-CR resources received:*

Research Outputs and Outcomes

Do you have any published presentations, abstracts, manuscripts, publications or any other materials generated as a result from analyzing the resources obtained from NIDDK-CR?*

No, I do not have any published abstracts, presentations, manuscripts, or other works.

Yes, I have presented or published abstracts, presentations, manuscripts or other works.

If yes

Published Work #1

Title*

Abstract*

Public Release Type*

Publisher Name

Author(s)*

Information on Supporting Materials

I have deposited data created for this publication

Repository URL

Repository Description

I have code stored in another repository

Repository URL

Repository Description

I have summary results stored in another repository

Repository URL

Repository Description

Publication Date*

URL

DOI

PubMed ID

Was the published work submitted to NIDDK-CR for pre-publication clearance?*

No

Yes

If yes, Date

[Note: The progress report form in the NIDDK-CR website allows the user to add additional entries as needed]

Attachments

Submitted documents must be in English

Do you have any unpublished presentations, abstracts, manuscripts, publications or any other materials generated as a result from analyzing the resources obtained from NIDDK-CR?*

No, I do not have any unpublished abstracts, presentations, manuscripts, or other works.

Yes, I have unpublished abstracts, presentations, manuscripts or other works.

If yes

Unpublished Work #1

Title*

Abstract*

Public Release Type*

Publisher Name

Expected Publication Date*

Author(s)*

[Note: The progress report form in the NIDDK-CR website allows the user to add additional entries as needed]

Patents

NIDDK strongly encourages that all resources generated from the use of data or specimens received from NIDDK-CR remain freely available without the need for additional licensing or fees to benefit the wider scientific community; however, it does not explicitly prohibit patenting or licensing of results generated by the research project. Have there been any intellectual properties resulting from analyzing requested data?*

No, there has been no license or patent resulting from the resources obtained from NIDDK-CR.

Yes, intellectual property rights have been filed as a result from analyzing the resources obtained from NIDDK-CR.

[Note: "Please reach out to the Technology and Advancement Office at tao@niddk.nih.gov to discuss IP reporting.

Patent #1**Patent Title*****Patent Submission Date*****Patent Number*****Provisional/Actual Patent Application Number*****Description of newly discovered/developed tool or technology***

[Note: The progress report form in the NIDDK-CR website allows the user to add additional entries as needed]

Security

Have there been any security or data privacy incidents? Security incidents include, but are not limited to, data exposure to unauthorized users, loss of control of data, and unauthorized access to computer systems that contain NIDDK-CR data.*

No, I do not have any security or data privacy incidents to report.

Yes, I have one or more security or data privacy incidents to report.

If Yes, please describe*

Do you still require access to the resources?*

Yes

No, I would like to closeout this project.

If you still require access to the resources, do you need to modify your project? *

Yes

No

If yes, please describe*

If you would like to close your research project, briefly describe the reason*

Certify destruction of all data, copies, and derivatives*

Delays

Did you experience any delays with analyzing the resource you received from NIDDK-CR? If so, what are the primary reasons (you may select more than one)*

No delays experienced

Lack of funding

Lack of available staff

Difficulties in cleaning or sorting datasets, or difficulties completing specimen assays

Other

User Satisfaction

Did the data/specimen fulfill your research requirements?

Completely

Mostly

Partially

Not at all

Not applicable – in progress

Were there any missing or incomplete elements in the data/specimens received?

Yes

No

If yes, please describe

How satisfied are you with the communication and support you received during the process?

Very satisfied

Satisfied

Neutral

Dissatisfied

Very dissatisfied

Were your questions and concerns addressed in a timely manner?

Always

Usually

Sometimes

Rarely

Never

Overall, how satisfied are you with your experience obtaining data/specimens from NIDDK-CR?

Very satisfied

Satisfied

Neutral

Dissatisfied

Very dissatisfied

What suggestions do you have for improving the data/specimen provision process?