Rules for using the DZNE Image and Data Analysis Facility (IDAF)

The following rules extend or modify the "**Zentrale Forschungseinrichtungen und Dienstleistungen des DZNE - Allg. Nutzungsordnung**" (CFRS AllgN) according to §15 therein for the **Image and Data Analysis Core Facility (IDAF)**.
If no specific rules are implemented herein the CRRS AllnN remains effective.

Contact:

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Software usage

All users have to obey and all usage is subject to the rules of the particular software license agreement. Software license agreements can be reviewed in the IDAF office.

Software access for external users

Rules for access of external users follow §4 of CFRS AllgN with following restrictions:

- Commercial software usage obeys the rules according to the software license agreement of the particular software. In most cases, the software license agreement forbids direct access by external users. In some cases, the software license agreement forbids using the software by DZNE core facilities for services to external users.
- The facility manager decides upon any software usage based on the request information.

Booking rules

Booking rules follow CFRS AllgN §6 with following exceptions/modifiactions:

- Software that allows simultaneous access of an unlimited number of users cannot be booked (e.g. Columbus database, Huygens Remote Manager). Instead, a group leader has to subscribe for the software by filling a subscription form. During the subscription period, each member of the group fulfilling CFRS AllgN §5 is allowed to use the software. A subscription is always valid from the date of the subscription until the end of the current year. The subscription fee is calculated on a monthly basis according to CFRS AllgN §11.

- Maximal booking time is 4 items per week and not longer than 7h per day.

- Time consuming data processing without user interaction should be scheduled to night time (19:00-8:00) and weekends (Friday 17:00-Monday 8:00)

Data storage rules

Data storage rules follow CFRS AllgN §6 with following exceptions:

- Data on the Columbus database can be stored during the subscription period.

Rules for data processing and software development services

IDAF provides services for data processing and the development of data processing software under the following conditions:

- A service request has to be submitted by completing the IDAF User Request Form. The form defines the aim of the project, the input and output data, and the processing workflow.

- The service project is being conducted according to the information in the user request form.

- The facility manager is allowed to reject a service request.

- IDAF does not guarantee the completion a service project within a scheduled time frame.

- IDAF doesn't give any warranty on data output and software.

- Costs for service projects are calculated on the basis of working time and software usage time due to the IDAF cost matrix. An estimation of total expenses is provided by IDAF before the start of the project. The project doesn't start until the principal investigator agrees on the expense estimation.

- In case it is foreseeable that the expenses will be exceeded during project execution, the principal investigator will be informed by IDAF personnel by providing an updated expense estimation. If the principal investigator doesn't agree on the new expense estimation, the project will be aborted and IDAF is not obligated to deliver any results. The so far accumulated costs have to be paid from the respective cost unit or the external user.

I accept the rules: _____   _____
                              (date & signature)   (Name)