

# General guidelines when applying for data from the Cimbi database

Please read these guidelines carefully!

If you are in doubt about anything, please contact the Cimbi Database Manager (Peter Steen Jensen, [peje@nru.dk](mailto:peje@nru.dk))!

## **General info:**

- The main purpose of the official database applications is to secure that the same data is not analyzed by multiple Cimbi researchers at the same time.
- It is the Cimbi Database group at NRU that discusses all new applications and grants access to data from the Cimbi Database.
- The Cimbi Database Manager informs the applicant about the decision made by the Cimbi Database group.
- An approved application is only valid according to the information which has been reported as "Time schedule for project" in the application.
- If an approved application expires, the applicant can apply (without any submission deadline) for an extension by re-submitting the original application with updated information about "Time schedule for project". It is the Cimbi Database Manager that grants the extensions. Extensions are usually granted if the project shows sufficient progress.
- The Cimbi Database Manager stores all active and expired applications.

## **Preparing your application:**

- Download the newest version of the application form from here: <https://nru.dk/index.php/allcategories/category/224-cimbi>.
- Complete all fields in the application form.
- An inventory of the database has been published in NeuroImage; <http://www.ncbi.nlm.nih.gov/pubmed/25891375> but if you need more detailed information about what data is available in the database, please read the comprehensive document "Cimbi Instruments" which can be made available upon mail request at [cimbi@cimbi.dk](mailto:cimbi@cimbi.dk) and the "Database Dictionary" which can be downloaded from: <https://nru.dk/index.php/allcategories/category/224-cimbi>.
- Contact the Cimbi Database Manager if you have any questions (e.g. about available sample sizes).

## **Submitting your application:**

- Mail your complete application to the Cimbi Database Manager.

## **After approval of your application:**

- Contact the Cimbi Database Manager who will extract the data for you.

**When your publication is accepted:**

- When you get a paper with data from the Cimbi database accepted for publication, you must immediately send a list with IDs (Cimbi IDs and/or scan IDs) on the included subjects to the Cimbi Database Manager who will then update the database with the information.