

TSHS Resources Portal

Instructions for Submission

Version June 23, 2016

Welcome to the ASA Teaching of Statistics in the Health Sciences Section Resources Portal! We invite submissions of well-documented datasets and/or associated teaching resources for posting on the TSHS Resources Portal.

Peer Review

All submissions will be peer-reviewed by our Editorial Board.

BEFORE YOU BEGIN

Download the zip file, [TSHS Resources Portal_For Contributors.zip](#)

This zip file contains everything you need.

INSTRUCTIONS

If you are submitting a teaching dataset only, please follow the instructions for a teaching dataset in Part A below. If you are submitting a teaching resource that is associated with an existing Portal dataset, please follow the instructions for a teaching resource in Part B below. If you are submitting a teaching dataset AND an associated teaching resource, please complete both Parts A and B below.

A. FOR A TEACHING DATASET

STEP 1:

Complete the [Dataset Submission Form](#). Save under a new name.

*Note: Submitters of a new dataset **must** be the owner of the dataset or have obtained permission to share the dataset.*

STEP 2:

Edit the [Data Dictionary Template](#) to create your data dictionary. Save under a new name.

STEP 3:

Edit the [Dataset Introduction Template](#) to create your dataset introduction. Save under a new name.

STEP 4:

Bundle the three files above along with your dataset (in at least two formats as described in the submission form) into a single zipfile. (If you are also submitting a teaching resource, please include all necessary files for both the dataset and the teaching resource in a single zipfile.)

STEP 5:

Email your submission zipfile to: tshsportal@gmail.com.

B. FOR A TEACHING RESOURCE

STEP 1:

Complete the [Teaching Resource Submission Form](#). Save under a new name.

STEP 2:

Edit the [Teaching Resource Overview Template](#) and use it to create your teaching resource overview. Save under a new name.

STEP 3:

Obtain a Creative Commons license for each item in your teaching resource, and incorporate it into all of the relevant items.

Note: All teaching materials submitted to the TSHS Resources Portal must contain a Creative Commons License. This license is free, easy to obtain, and full instructions are provided here. We recommend that you choose the license, “*Attribution-NonCommercial-ShareAlike License (CC BY-NC-SA)*”. According to CreativeCommons.org, “This license lets other remix, tweak, and build upon your work non-commercially, as long as they credit you and license their new creations under the identical terms. Please visit the Creative Commons instruction page at <http://www.causeweb.org/tshs/licensing-instructions/> for support in obtaining your license.

STEP 4:

Bundle the two files above along with all of the files needed for your teaching resource into a single zipfile. (If you are also submitting a teaching dataset, please include all necessary files for both the dataset and the teaching resource in a single zipfile.)

STEP 5:

Email your submission zipfile to: tshsportal@gmail.com.