



## statstutor *community project*

encouraging academics to share statistics support resources  
All statstutor community project resources are released under a Creative Commons licence

**statstutor** ([www.statstutor.ac.uk](http://www.statstutor.ac.uk)) is a new online resource aimed at providing statistics support to students, lecturers and everyone looking for post-16 Statistics help. Whilst some of the most common statistical topics are covered, there is a need to expand the range of topics available on the website. One way we hope this can be achieved is for the statistics teaching community to contribute resources to **statstutor** through the **statstutor Community Project**.

Primarily, where possible we would encourage the contribution of new written resources in the form of *Quick Reference* leaflets. Ideally these should be no longer than 2 sides of A4 so that the information presented is accessible and not intimidating to students. These might typically include, for example, a short description of a statistical topic followed by a worked example. If room permits, then the addition of an exercise with solution would enhance this resource. The idea is that when used in a support centre setting, a *Quick Reference* leaflet may be photocopied onto a single double-sided page.

Where 2 sides of A4 would clearly be insufficient then we are happy for some resources to extend to a maximum of 4 sides of A4. We also welcome other types of resources, such as a screen cast based resource, short video or pod cast etc. If you wish to make any of these alternative types of resource available through the **statstutor Community Project**, please contact [community@statstutor.ac.uk](mailto:community@statstutor.ac.uk) for further information.

### **Information about creating and uploading a Quick Reference resource.**

If you wish to contribute a 2-sided A4 leaflet please download the templates which are contained in the zip file `statstutorCommunity.zip` from the **statstutor Communities** page. The zip file contains the following:

- an Excel template which will contain metadata such as author's name, author's institution and keywords to enable the resource to be found in **statstutor**
- a blank LaTeX template
- a formatted Word template
- an unformatted Word template which may be used if the formatted layout does not suit your resource

- the **statstutor** *Community Project* graphics required if you are using the LaTeX template – *statstutorcpllogo.eps*
- the Creative Commons graphics required if you are using the LaTeX template - *by-nc-nd.eu.eps*

To contribute a resource, you must submit the following as email attachments to [community@statstutor.ac.uk](mailto:community@statstutor.ac.uk):

- the completed Excel template containing the metadata
- your resource.
- the source files where applicable e.g. the completed LaTeX template with any accompanying diagrams, the completed Word template with any accompanying figures.

## Requirements

To maintain the integrity of the **statstutor** site, certain requirements are necessary:

- All resources should be submitted together with their source files eg. LaTeX or Word templates described above
- Metadata to enable the resource to be located should be supplied in the Excel template
- The author must be a member of staff at a UK university (the submission must be from a “.ac.uk” email address). If you not a member of a UK university and wish to offer resources, please contact **statstutor** directly at [community@statstutor.ac.uk](mailto:community@statstutor.ac.uk).
- Each author must get their submission checked for content, academic integrity as well as for grammatical/typographical errors by a suitably qualified colleague who, like the author, is named on the leaflet as the reviewer.
- The copyright of the leaflet remains with the author, and this is stated on the leaflet. The resource will be made available on **statstutor** under the Creative Commons licence CC BY-NC-SA. For further information on this see <http://creativecommons.org/licenses/>. Authors are responsible for ensuring that there are no copyright restrictions on material submitted to **statstutor**. In the event of any errors being highlighted or any disputes being raised, **statstutor** will operate a takedown policy until these have been resolved.
- The source files (e.g. LaTeX or Word), and any figures, as well as the resource (e.g. pdf) will be made available on **statstutor**.
- All *Quick reference* resources should be restricted to a maximum size of 2 A4 pages. If a topic requires more pages, the content should be broken down into smaller chunks, for example in the form of two leaflets labelled as Part I and Part II.
- Interest is restricted to statistical topics. If you wish to contribute mathematical resources then these should be directed to the **mathcentre** Community Project which can be found at <http://www.mathcentre.ac.uk>.

These instructions may be refined as we learn about how contributors use the system. Templates for other types of resources will be developed as they are requested.

Please contact us at [community@statstutor.ac.uk](mailto:community@statstutor.ac.uk)