

Rules for the preparation of Detector Performance papers

Technical publications concerning subsystems of LHCb are foreseen in our Publication Policy, from which the following is extracted:

"Members of the collaboration may independently publish papers only if they refer to previously published data, and involve no use of software that has involved significant investment from the rest of the collaboration (such as the full Monte Carlo simulation, or reconstruction code). Exceptions may be made to this rule for technical publications by authors from a subsystem of the experiment, on agreement of the Spokesperson."

As data concerning detector performance is now available from the LHC, and many subdetectors are preparing such papers, the following rules are proposed for their approval. These rules will apply to papers which are predominantly concerned with one or a few subsystems of LHCb and focus on detector performance. Papers which are more physics oriented or involve many subdetectors should normally follow the approval process that has been put in place for physics papers, on the decision of the Spokesperson. A new collection has been created in CDS named "LHCb Detector Performance Papers", with reference numbers LHCb-DP-2011-001 etc.

- 1) Detector Performance papers remain the responsibility of the subsystem(s) concerned, with the preparation organized by the corresponding project leader(s), and initial review carried out within the subsystem group(s). The definition of the author list is the responsibility of the project leader(s), in consultation with the leaders of the institutes concerned.
- 2) When the subsystem review is complete, the final draft should be sent to the LHCb secretariat, and circulated to the Technical Board members, with a deadline of two weeks. Normally two members of the TB will be assigned as referees to scrutinize the paper. Once they are satisfied that any comments from the board have been considered, the paper is approved for submission by the Spokesperson. In case of disagreement the status may be reviewed at a meeting of the TB, and the Spokesperson takes the final decision.
- 3) The project leader(s) take care of submission to the journal, and the secretariat submits the paper to CDS in the LHCb-DP collection.
- 4) References in detector papers should be to publicly available documents. LHCb notes on detector performance can be made public, to appear in the LHCb-PUB collection on CDS, on the approval of the project leader(s) concerned. Before approval is given, the note should be checked for quality of content and clarity for a reader outside the collaboration, avoiding LHCb-related jargon. It is preferred that important results are described in the body of the paper, rather than via reference to public notes, if possible.