

Quick Steps Guide for Visiting Scholar Process



- 1 Discuss activity with RIC and ECO representative
- 2 Notify the RIC and ECO at least two weeks in advance of any proposed onsite activities
- 3 Write plan to supervise onsite visitors
- 4 Prohibit use of Entity's hardware or software on the UNT network
- 5 Do not issue UNT EMPLIDs or provide access to UNT information resources
- 6 Disclose support and/or collaboration to federal funding agencies
- 7 Submit Data Management Plan
- 8 VPR approval for project agreements
- 9 Export control and/or intellectual property protection training
- 10 Post-monitoring Review