Expert advice dependent on a high degree of intellectual input including:
- Supply of expert opinion
- Expert witness advice
- Policy reviews (which do not include an appreciable element of novelty)
- Feasibility studies
- Analysis and advice which includes advice or interpretation on the results
- Advice/development on the creation of a journal
- Preparation and delivery of short courses outside the University where there is no additional involvement in course organisation
- Literature review (if not part of a larger research project)
- Book editors (not writing a book which is to be done on a private basis between the academic and publisher)*
- Editorial advisory board member*

*where transaction fee is zero payment, the activity should still be reported to Research Services

Co-editor of a journal
Editor where a royalty payment / fee is received
Journal editor (executive editor)

Analysis or testing which does not include advice or interpretation on the result
Secondments to companies which are not part of a research or teaching collaboration (e.g. to a spin out company)
Sponsorship of Chair or Lecturer posts which are not related to a research or teaching project
Administrative staff working on a University editorship
Administrative staff working on a private editorship

Use of University facilities or equipment loans
Delivery of short courses at the University, or courses outside where this includes any organisation (e.g. room hire, admin, advertising)
Running conferences
Contributions to University expenses from external organisations
Payment for external lecturing or sitting on exam boards
Donations other than those to support specific research projects
Sale of goods or products
Teaching and collaborative courses and agreements

Commercial projects that will yield new results
Hosting a visiting staff from another HEI or company for the purposes of research
Visiting another HEI or company for the purposes of research
Sponsorship of Chair or Lecturer posts which are related to a research project or teaching project
Industrially funded research studentship

The following should be referred to the Impact and IP team in Research Services (https://www.sheffield.ac.uk/rs/contacts) in the first instance:
- Proposed sales of significant amounts of materials generated through research or research-related activity (e.g. reagents or cell lines)
- Software generated through research or research-related activity

Classified as
CONSULTANCY
Handled by Research Services
Can be undertaken through the University or privately

Classified as
EDITORSHIPS
Handled by Research Services
Can be undertaken through the University or privately

Classified as
SERVICES RENDERED
Handled by Research Services

Classified as
SERVICES RENDERED
Handled by Finance

Classified as
RESEARCH RELATED ACTIVITY
Handled by Research Services

Handled by Impact and IP Team, Research Services