

Guidelines - Use of own publications in the dissertation

If a monolithic (i.e. not cumulative) thesis is submitted, the following rules for the use of fragments or larger parts¹ from published papers, or to-be-published manuscripts, co-authored by the PhD candidate apply. Fragments from such publications can be used in a monolithic thesis without the need to fully rewrite the text and/or remake the figures under the conditions listed below. The purpose of these conditions is to help doctoral students. The responsibility to properly mark and reference/cite reused material remains with the student.

- 1)** The student has contributed significantly to both the work described in the paper and to the writing of the paper/manuscript. In general, this will imply the student is the first author of the paper; deviations from this rule must be explained and require written confirmation from the supervisor.
- 2)** The contributions of the student to the paper are explicitly described at the beginning of either the chapter or the thesis ('author contributions' – see below for further suggestions);
- 3)** The fact that large parts of a particular chapter or section are taken from a co-authored paper must be clearly marked at the beginning of the chapter/section. Individual citation markings are then no longer required for that particular paper within the corresponding chapter/section;
- 4)** The re-used parts are properly integrated in the flowing text of the thesis. Hence, a one-on-one copy of a full manuscript will generally not be possible and e.g. introductory and/or concluding sections will have to be rewritten;
- 5)** Appropriate permissions for the reuse of figures and text fragments must be obtained by the student. Publication agreements frequently permit the reuse of figures and text fragments from manuscripts for such purposes, but the PhD candidate is responsible to verify this for the particular case.

To point 2:

In general, any scientific paper in engineering sciences will reflect a joint effort in terms of intellectual contributions (and not only in writing) that are essentially impossible to disentangle. While this is fully accepted, it is, in that light, important to not overstate the contributions of the author that reuses (parts of) the paper.

Regarding the contributions to the writing, this could lead to sentences like “The original version of the text has been solely written by myself, all authors commented upon and improved the text” or “The major parts of the text have been written by myself. However, the paragraphs describing experimental setup ABC and the results of experiment XYZ have been contributed by [name(s)]”. The same holds for experimental, numerical and theoretical results that have been contributed by others. A good source for inspiration on how to acknowledge various contributions may be found in the guidelines on ‘Author Contributions’ from major publishing houses

¹ This refers to anything that goes beyond a few isolated sentences that could, more easily, be marked by quotation marks and end-of-sentence references.