

Guidelines for the Journal Article Format of Doctoral Dissertation Theses

The purpose of these guidelines is to assist students in the preparation of a journal article thesis (JAT). Prior to initiating a JAT, the candidate must consult with the supervisor for permission to use this format. These guidelines are intended to promote consistency and good practice amongst students who opt to structure their theses in this way. However, they do not replace the university/faculty-level guidelines that cover general requirements for the award of a PhD degree. The theses must meet high standards of originality and demonstrate a significant contribution to new knowledge.

The JAT style allows the author to prepare their thesis using papers published during their studies instead of elaborating a single manuscript in the traditional format at the conclusion of their study programme. A JAT should involve the integration of no fewer than three published works centred around a common research theme, thus enabling the documents to be combined to create a single cohesive manuscript. Co-authorship of the published papers is allowed, however the student must be the principal author for at least two of the published works. This may not include articles derived from a previous thesis. A published work is defined as a refereed journal paper (full paper, short communication etc.) published/accepted for publication in a journal with a current impact factor according to the Web of Science (Thomson Reuters). Proof of publication/acceptance must be provided to the committee for dissertation theses. These articles should be accompanied by other text sections which offer an additional synthetic overview and discussion of the articles.

Advantages: The goal of the articles format thesis is to remove from the student the burden of publishing a lengthy thesis in favour of putting a greater emphasis on the quality of their research and the active publication of their results. In addition, the articles structure more closely matches assessment with the learning aims of the doctoral study than the traditional structure does. If the aim of a PhD is to train a student to be research academic, then PhD assessment should require the same sort of output as research academics produce. Moreover, it offers the opportunity to publish before completing the PhD degree and, therefore, start a career as a young researcher.

Disadvantages: Copyright and authorship issues are two factors that need to be taken into consideration when exercising this option. The work presented in a thesis must represent an original contribution by the student. Where a person other than the candidate is first author on a paper, serious consideration should be given as to whether it is appropriate to include the paper in the thesis. Where a paper contains authors other than the supervisor, their contribution may be problematic if the paper is simply included without an explanatory commentary.

Guidelines for structuring the JAT format are as follows:

The Fore-section needs to include:
(the order may change)

1. *The Title page* showing the title of the thesis, the full names of the candidate (author), promotor (supervisor), co-promotor(s) and the date when submitted for the degree;
2. *A Declaration* – a statement signed by the candidate certifying that the work has not been and is not being submitted for any other degree to this or any other university. The candidate will also certify that all help received in preparing the thesis and all sources used, are duly acknowledged;

3. *Acknowledgements* – these are optional;
4. A *table of contents* indicating clearly how the thesis is structured and how the journal articles are organised;
5. *Lists of tables, figures and abbreviations* where appropriate; and
6. An *abstract* (approximately 300-400 words) and *keywords* (5-7).

The body of the thesis then follows, with pages numbered consecutively.

1. *Introduction*. This should make clear the aims and focus of the study, identify its significance, and explain the link between the articles that follow.
2. *Literature review* (15-30 pages or a review paper).

A number of chapters, which may be written in the format of a self-contained journal articles, will follow.

3. Chapters 1-X (consisting of individual papers) need to be integrated and therefore need to flow cogently from one to another. It needs to be made clear how the chapters are linked and how they contribute to each other. Chapter numbering is consecutive from the first through to the last (1, 2, 3, etc.). Table and figure numbering is consecutive by chapter (example, 1.1, 1.2, etc.).

The structure of each chapter should be as follows:

Chapter title page (chapter title, full scholarly citation for the paper indicating its publication status and entitled as “Adopted from:” and a declaration of the authors' contributions).

- a) *Introduction*
- b) *Materials and methods*
- c) *Result and discussion* (also separately)
- d) *Conclusions*
- e) *References*

4. *Conclusions* (3-7 pages) should provide an integrative summary, drawing together all the work described in the journal-article-format parts of the thesis and relating this back to the issues raised in the introduction. A discussion of the findings of the different articles in relation to each other and recommendations for further work should also be provided here.

5. *References*. A list of references not provided in the papers. Reference formats must follow FTA CULS Prague guidelines found on the website of the faculty under Science & Research → Doctoral Study → Documents → Methodology, Guidelines, Manuals.

6. *Appendices* (Authors' CV and publications)

Declaration of authors' contributions

Where the thesis contains supporting articles and/or papers, which have been authored jointly, the candidate is required to indicate the extent and nature of their own and others' contributions. The nature and extent of the candidate's input must be precisely expressed for each paper.