

## **Guidelines for Preparation of the Dissertation/Thesis Using a Student's Publications or In Press Manuscripts**

The dissertation or thesis will be published when approved by the student's research committee and the University Graduate School. Publication occurs when the dissertation is uploaded into the ProQuest database and IUPUI ScholarWorks database. A Master's thesis is published when the document is uploaded for dissemination in the IUPUI ScholarWorks database. These are databases available worldwide, and offer students a means to broadly disseminate their research to other scholars and the public. The dissertation or thesis should be prepared and written as an original publication which can be cited by inclusion of the electronic links to these online databases.

### **Recommendations for use of research from published or in press manuscripts:**

The dissertation or thesis should appear similar to a book with multiple linked chapters or sections. While use of in press or published information and results from the student is acceptable, the document should be distinct and stand alone as a unique publication. Students and faculty can view published dissertations and theses in IUPUI Scholarworks. Here are a few suggestions to assist with inclusion of published or in press research in a dissertation or thesis.

To ensure the dissertation or thesis appears as a cohesive document, do not include collaborators' names on the pages used to define a new chapter. This lends confusion as to which figures or work in that chapter came from the student or their collaborators.

The connection between chapters can be facilitated by inclusion of an opening or introductory chapter for the dissertation or thesis. The work within the document overall should be summarized in a final chapter which may offer conclusions/future directions for the research. Individual chapters detailing research and results may be similar to work that has been or is planned for publication by the student. The dissertation or thesis should be prepared as a distinct, original publication. Students should keep ethical considerations in mind during the preparation of the document, avoiding plagiarism and focusing on the use of optimal and well-vetted tools for data analysis and interpretation. These same issues should be considered during the faculty review of the final document. Faculty including the research adviser/mentor are responsible for oversight to detect any instances of plagiarism or misconduct associated with the dissertation or thesis.

If others are contributing figures to your thesis, this should be acknowledged in the legend of the appropriate figure(s). If it is the case for every figure with the same individuals contributing, this fact can be indicated in the methods section with a statement indicating that "Each figure in this chapter (or dissertation) was completed by the following individuals..." The majority of the figures or work in the dissertation or thesis should come from the efforts of the student who is the author. But collaborative contributions can be recognized. Collaborators can also be cited in the acknowledgements at the front of the dissertation as this is the most appropriate place to indicate those who contributed to the body of work. Similarly, students can cite using a reference within the legend for each figure any publication(s), where the work appeared.

Do not list the site (journal, website, or book) where the dissertation or thesis research has been published on the title page for each chapter, but rather include this information in a reference or citation noted in the chapter and listed in the references for the chapter or the overall dissertation.

Determine if the addition of an abstract to each chapter is really critical. The connection between chapters should be apparent in the introduction of the thesis. Chapters should have transitions at the end to link to the next section. Abstracts could be included before chapters if these clearly indicate how the coming chapter connects to the prior chapter. It is more problematic if the abstract is taken verbatim from a published paper, and the abstract included only to give the appearance of duplicating the published work. Optimally, students should work to connect (or help the reader transition between) individual chapters of the dissertation or thesis to demonstrate the breath and impact of discovery and scholarship.