



Information for PhD students at the Faculty for Natural Sciences

Number of archival copies of dissertations to be provided

16.04.2018

kim.uni-hohenheim.de | kim@uni-hohenheim.de

Inhalt

Information about the contribution of archival copies	2
Publication by a commercial publisher	2
Publication as a book or photo print	2
Electronic publication on the publication server of Hohenheim University (OPUS).....	2
Publishing in a scientific journal and publishing as a cumulative doctoral thesis	3
Method 1: Publishing as reprint	3
Method 2: Publishing with a commercial publisher	3
Method 3: Publishing as a book or photocopy	3
Method 4: Publishing electronically on the OPUS publication server	3
Further questions?	4



Information about the contribution of archival copies

The **office for submitting** the archival copies of dissertations is located in the **Central Library, Garbenstr. 15, Room 228**. Please arrange a time for delivery by phone (telephone 0711/459-22094).

The archival copies must be printed on ageing-resistant wood-free and acid-free paper and bound so as to be long-lasting. Permissible options for publication are listed and explained in the following.

Publication by a commercial publisher

Publication by a commercial publisher, who handles distribution via the book trade and can verify a minimum circulation of 150 copies. **3 archival copies** are to be submitted to the KIM Library.

The ISBN or ISSN (International Standard Book / Serial Number) and the **institution code "D100"** as a reference for a Hohenheim dissertation are to be printed on the back of the title page.

Publication as a book or photo print

30 archival copies are to be submitted to the KIM library.

The archival copies should be in DIN A 5 and printed on both sides. The jacket and title page has to contain correct details showing faculty / institute / chair and year of publication, the back of the title page is to contain the date of the oral examination (or the acceptance of the dissertation), the dean and the rapporteur.

Electronic publication on the publication server of Hohenheim University (OPUS)

The dissertation is to be made available to the university library as a pdf-file. In this case the PhD student transfers the right to the university to store this form of dissertation electronically and to make it publicly available on data networks. The PhD student must state in writing that the electronic version is identical in form and content to the approved version of the work. The title page has to contain correct details showing faculty / institute / chair and year of publication, the back of the title page is to contain the date of the oral examination (or the acceptance of the dissertation), the dean and the rapporteur.

In addition, **3 archival copies** of the entire dissertation are to be made available to the KIM library in paper as a book or photo print. The archival copies should be in DIN A 5 and printed on both sides.

You can find out more via: <https://kim.uni-hohenheim.de/electronic-theses>



Publishing in a scientific journal and publishing as a cumulative doctoral thesis

Method 1: Publishing as reprint

You should hand in **4 printed reprints or copies of the article** to the KIM Library that are published and/or accepted.

Additionally, you should hand in **4 copies** of the following documents to the KIM Library:

- Title page of the dissertation
- A list of the articles, printed on the title page or a separate page
- Date of the oral examination
- Names of the examiners

Method 2: Publishing with a commercial publisher

You should hand in **3 copies** to the KIM Library. The publisher's/publishers' declaration/s of consent for secondary publication of each individual article and full bibliographical details (journal title, volume, year, issue number, page number, link to the publisher's website) should be included in the doctoral thesis: e.g. "*Chapter X is published with the kind permission of Elsevier. The original publication appeared in: Journal XY, Vol. XY, No. XY, pp. XY-XY, which can be found at the following address 'www.XYZ.de'.*"

Method 3: Publishing as a book or photocopy

You should hand in **30 deposit copies** in paper form as a book or photocopy to the KIM Library. The publisher's/publishers' declaration/s of consent for secondary publication and full bibliographical details for each individual article (see point 1.) should be included in the doctoral thesis.

Method 4: Publishing electronically on the OPUS publication server

- You should hand in **3 copies** of the electronic version published on OPUS in paper form as a book or photocopy to the KIM Library. These must be *identical* to the electronic version.
- The version published on OPUS should be made available as a single file in digital format (PDF file).
- Secondary publication of individual articles **in printed or electronic form** is also subject to the publisher's consent. The publisher's declaration of consent must be presented **or**
- if the publisher's consent to secondary publication of the article/s is not submitted, it is allowed to publish an abstract in place of the relevant article/s. In this case, the abstract published in the doctoral thesis cannot match the publisher's abstract used in the original publication word-for-word.

The formal requirements of publishing a cumulative doctoral thesis by using method 2-4 correspond to the publication formats on page 2.



Further questions?

For questions, please contact Ms. Krämer (459-22094) or Mr. Dr. Janßen (459-23217).