

Report on the independent contribution to a doctoral thesis

Instructions for drawing up a report on independent contribution

Faculty of Educational Sciences

The report on independent contribution to a doctoral thesis collates the independent contribution of a doctoral candidate to the articles in a doctoral thesis. According to the rector's decision (UH/rector's decision 498/2017), the contribution of a doctoral thesis writer to all articles to be included in the thesis must be clearly demonstrable. The report is also an essential document for the doctoral thesis writer and it is important to agree on authorship at an early stage of doctoral studies.

The report is to be submitted when the thesis is submitted for preliminary examination and it should record the doctoral candidate's and the co-authors' contribution to the publications so that the Faculty Council, preliminary examiners and thesis grading committee can assess the doctoral candidate's independent scientific contribution to the doctoral thesis.

The report template is a process tool that should be used at various stages of the doctoral thesis.

It is also recommended that the doctoral candidate submit a draft of the report on the doctoral candidate's independent contribution to the other article authors (UH rector's decision 498/2017).

Article-based theses

Article-based theses may include co-authored publications.

In the case of article-based theses, the report on independent contribution is drawn up by the doctoral candidate together with the supervisor and the report on the distribution of work is signed by the doctoral candidate, the supervisors and the coordinating academic. The report explicates the doctoral candidate's independent contribution to each article included in the thesis.

The report does not apply to the summarising report of the doctoral thesis, which is an independent contribution by the doctoral candidate.

Several doctoral students may include the same co-authored publication in their theses (shared first authorship). The report on the distribution of work must refer to how the publication has been used or will be used in another doctoral thesis.

The contribution of the doctoral candidate and the co-authors must be assessed for each article manuscript on **a scale of one to four** at various stages of the article-writing process, as applicable. On the scale, one means a lesser contribution, four a significant contribution and two and three a greater but not yet significant contribution. A short written report by the doctoral candidate on the distribution of work among the article authors is to be added in **the free text field**. If the publication has been written as a part of a project, the written description can be used for clarifying/describing further the doctoral candidate's contribution.

The report on independent contribution is to be written in the language of the thesis.

The report on the doctoral candidate's contribution must explicate the input of the various authors of the manuscript in the following stages of working on the manuscript:

- 1) Research idea and planning
- 2) Acquisition and processing of research material

- 3) Analysis and interpretation of research material
- 4) Reporting of research outcomes
- 5) Preparation and writing of the manuscript

Below is an example of a completed table:

Name of publication					
Names of authors	Research idea and planning	Acquisition and processing of research material	Analysis/interpretation of material	Reporting of research outcomes	Preparation and writing of the manuscript
xx	2	2	4	4	4
yy	1	4	1	1	3
zz	3	1	3	1	3
The doctoral candidate's own assessment, additional information		XX collected and analyzed the data. YY contributed to the data collection and writing of the manuscript. ZZ outlined the research design, provided support for the data analysis, and contributed to the writing of the manuscript.			

Monographs

The report on independent contribution to a monograph thesis discusses the same points (1–5) as the report for article-based theses (see above).

Further information on the doctoral thesis requirements at the Faculty of Educational Sciences is available on the [Faculty website](#).