

Author Publication Affiliation and Acknowledgements Guidelines

PREAMBLE

University of Adelaide researchers are expected to disseminate their research and publish in the best possible outlets. In doing so, they need to ensure their affiliation is correctly listed and that appropriate acknowledgement is given for any support provided in undertaking that research.

WHY THIS IS IMPORTANT?

- It supports research impact in terms of quality and/or translation of the research into beneficial outcomes;
- It is both good research practice and a requirement of the [Australian Code for the Responsible Conduct of Research](#);
- It encourages continuing research funding by relevant bodies and is often required by them;
- It ensures the University of Adelaide is recognised in external bibliometric analysis;
- It makes a positive impact on the University's rankings and the perceived quality of the research environment provided to the researcher; and
- It allows more efficient harvesting of relevant research publications into University systems, and facilitates better capture and re-use of research data for multiple purposes. This includes lodgement in the University's Open Access repository - an external requirement for Australian Research Council and the National Health and Medical Research Council grant and fellowship recipients.

SCOPE AND APPLICATION

These Guidelines¹ apply to all academic staff, titleholders and students whose research publications result from their employment, affiliation or enrolment with the University. They apply to all University authors, not simply the first-named or corresponding author.

A Publication is defined as the formal dissemination of research findings in a public forum whether in hardcopy, electronic, web-based or other tangible forms. It includes refereed and non-refereed books and journals, web-pages, conference presentations, creative works, technical papers, etc. It does not include a student thesis.²

Care should always be exercised in identifying the most appropriate publication outlets relevant to the discipline³, and in ensuring any potentially valuable intellectual property is protected prior to public release⁴.

AUTHOR AFFILIATION

University staff and students:

- All authors are required to cite/by-line the University of Adelaide as their primary affiliation.
- Other relevant organisations should also be cited, including industry associations, businesses or companies, not-for-profits, and those relevant to their research and its translation, e.g. end-users.

Clinical and Affiliate Titleholders:

- If the publication would be reasonably viewed as related to their University appointment⁵, then it would be expected that the University of Adelaide is by-lined.

¹ This document is based around the University of Leicester "Policy on institutional affiliation in research publications" <http://www2.le.ac.uk/offices/researchsupport/integrity/code-of-conduct/5-after-research/5-1-publishing-outputs>

² Refer to the University of Adelaide [Authorship Policy](#).

³ If you are unsure what these outlets may be, please consult with either your supervisor, Head of Discipline/Department/School or Faculty Associate Dean Research.

⁴ If in doubt, please contact Adelaide Enterprise for advice - <http://www.adelaide.edu.au/enterprise/>

⁵ For instance, where the research is conducted on a University administered grant, the output results from supervising a University research student, or is supported by University infrastructure accessed as a result of their University appointment.

- If the research is also part of their role at their employing institution, it would be expected that, where possible, the article would be jointly by-lined with their employing institution and the University of Adelaide.

AUTHOR BY-LINING AND CITATION

By-lining and citations must take into account the following:

- The name 'The University of Adelaide':
 - must appear prominently and (for University staff and students) be cited as the first organisation in a publication by-line;
 - must be used in full - acronyms or abbreviations should not be used in formal publications; and
 - must appear as the first element in recording the affiliation, unless specific publication guidelines mandate otherwise. A University School, Department, Research Institute, Research Centre or Research Group may be listed as subsequent elements of the affiliation, if it has materially contributed to the research that led to the publication.
- Clinical or affiliate titleholders will by-line their employing institution.
- Relevant external affiliations, such as a company, business or other organisations pertinent to the author's research and translation, including professional practice, should be cited. (This is now used as an important metric of external engagement with industry and end-users, and may be relevant to any conflict of interest declaration.)
- Appropriate citation of patents and related datasets is also important to demonstrate connectivity between original research and impact.

Examples of publication affiliations are attached as Appendix 1.

ACKNOWLEDGEMENTS

In line with good research practice and the requirements of the [Australian Code for Responsible Conduct of Research](#), authors are required to acknowledge:

- The sources of any research support funding (financial and in-kind) related to the publication, noting this is a formal requirement of many research sponsors for receipt of funding. This should include support by internal University funding schemes.
- The specific contributions of each author, and any other contributions by non-authors to the research.⁶
- Any conflicts of interest.

If in doubt about how or whether to acknowledge funding supporting their research, authors are encouraged to consult relevant funding agreements and/or to seek advice from the appropriate central area responsible for administration of the funding.

Examples of acknowledgements of funding sponsors are provided in Appendix 2.

RESOURCES

Authors should always check their work for consistency with:

- [The Australian Code for Responsible Conduct of Research](#)
- [The University of Adelaide Authorship Policy](#)
- Publisher Guidelines
- Research Sponsor Guidelines

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Authorised by the Acting Deputy Vice-Chancellor & Vice-President (Research), July 2017⁷

⁶ Refer to the [University of Adelaide Authorship Policy](#)

⁷ Modified 10 August 2017.

Appendix 1: By-line examples

1. <Researcher's Name>, The University of Adelaide, School of Computer Science, Adelaide, South Australia, Australia.
2. <Researcher's Name>, The University of Adelaide, Department of Molecular and Cellular Biology, Research Centre for Infectious Diseases, Adelaide, Australia.
3. <Researcher's Name>, The University of Adelaide, Robinson Research Institute, Adelaide Medical School, University of Adelaide, Adelaide, SA 5005, Australia.
4. <Researcher's Name>, The University of Adelaide, Discipline of Medicine, and Royal Adelaide Hospital, Adelaide, South Australia, Australia
5. <Researcher's Name> is a Research Fellow at The University of Adelaide in the School of Social Sciences, Adelaide, South Australia, Australia.
6. <Researcher's Name>, Women's and Children's Hospital, Adelaide, South Australia, and an affiliate of The University of Adelaide, School of Medicine, Adelaide, South Australia, Australia.

Appendix 2: Examples of appropriately acknowledging research sponsors

1. This work was supported by funding from the former Australian Commonwealth Department of Industry, Tourism and Resources National Enabling Technologies Strategy's Public Awareness and Community Engagement Program, administered by the Government of South Australia, Science and Information Economy, Department of Further Education, Employment, Science and Technology.
2. <Name> was supported by a fellowship from the Fay Gale Centre for Research on Gender at the University of Adelaide.
3. <Name> is the recipient of an Australian Research Council Future Fellowship (FT11xxxxxx) and funded by the Australian Government.
4. This research was funded (partially or fully) by the Australian Government through the Australian Research Council.⁸
5. The authors are grateful for feedback received on an early version of this paper at the <Conference> in <year> in <place>.
6. Thanks to <name>, <name> and <name> for useful discussions.
7. We thank <name> (Centre of Research Excellence in x, The University of Adelaide) for her expert statistical advice. <Equipment or other material> were provided by <company name>.
8. Author contributions: T.W. was involved in conception, design, and coordination of the study, subject recruitment, data collection and interpretation, statistical analysis, and writing of the manuscript; X.Z., L.G.T., and M.J.B. assisted with data collection; T.J.L., C.F.D., M.H., and K.L.J. were involved in conception of the study and data interpretation; C.K.R. was involved in conception and design of the study, data analysis, and interpretation. All authors critically reviewed the manuscript and have approved the publication of this final version of the manuscript.
9. This report was produced with financial support from the Rural Industries Research and Development Corporation's (RIRDC) Organic Produce Program.

⁸ For further information on acknowledgement of ARC funding refer to: <http://www.arc.gov.au/acknowledging-arc>