



Responsible Conduct of Research 2: Getting Ready for Submission of Manuscripts and Thesis

Submitting a PhD thesis or a paper requires considering a number of important formal as well as informal steps that relate to, but are not limited by, the responsible conduct of research. Issues such as open access requirements, data management rules, authorship guidelines, documentation of ethical and legal permissions, declaration of conflicts of interest, as well as unarticulated societal and institutional norms, are often unclear and difficult to navigate for researchers early in their career. Many PhD students are taken by surprise by the extent of these matters on the nights before deadline. In this course, we guide PhD students through the most general aspects of these issues as they appear in the process of preparing and submitting a paper or a PhD thesis.

Purpose of workshop

Helping the PhD student to submit, responsibly and successfully, their thesis to the university as well as their papers to scientific journals.

Target groups

The course is mandatory for all PhD students enrolled after 1 August 2020 at the Faculty of Science at the University of Copenhagen. The course is intended for PhD students who expect to submit their PhD thesis within 12 months. This course is only for PhD students enrolled at the PhD School of Science at the University of Copenhagen and authors with permission to hand in a PhD thesis without prior enrolment at the PhD School of Science. All other applicants will be rejected.

Learning objectives

You will learn to handle the most important rules and norms surrounding the preparation and publication of scientific literature, including:

- Stay clear of plagiarism and self-plagiarism.
- Interpret the result of iThenticate's screening for duplicate text.
- Apply relevant legal, scientific and societal norms in regards to:
 - Plagiarism and self-plagiarism
 - Open access
 - Authorship
 - Conflicts of interests
 - Ethical and legal permissions
 - Data management

Requirements and expectations

Prior to the course, the PhD student must have a draft paper or dissertation intended to be submitted. The course is intended for PhD students who expect to submit their PhD thesis within 12 months. We recommend that the PhD student has passed the mandatory RCR1 course prior to this course.

Format of the workshop

Four hours course with teacher presentations and exercises directly aligned with the mandatory assignment.

Content

- Plagiarism and self-plagiarism
- Interpretation of iThenticate results
- Open Access options
- Authorship issues
- Conflicts of interest
- Legal and ethical permissions
- Data Management
- Other issues

Assignment

The PhD student is given a list of challenges that guide the submission of papers and/or thesis. The PhD student's assignment is to read up on various rules and regulations and to fill out a logbook following the list and, for each checkpoint, explain how the challenge is or should be dealt with. One week after the course the PhD student submits the logbook to the teacher of the course. Two weeks after submission, the PhD student receives a notification of the logbook being approved or not approved. If not approved the PhD student will receive an explanation and be asked to revise and re-submit within two weeks. PhD students are required to submit their final work to iThenticate and to discuss the result with their supervisor. All exchange of logbooks happens via Absalon and all parts of this assignment are mandatory.

The PhD student has three attempts to pass the assignment. If the assignment is not passed after three attempts, the PhD student must take the course again. Failure to meet a deadline results in a failed attempt.

ETCS

Participation in this course will be granted 1 ECTS.

Limitation

Each course has no more than 30 participating PhD students. The course is offered at least 10 times each year.

Course responsible

Professor Peter Sandøe, Department of Food Resources and Economics and Department of Veterinary and Animal Sciences

Location

The course takes place at the Faculty of Science. Further information is provided by the course administration.