

Guidelines

for Preparing Publication Lists



Disclaimer: The English translation of this document is provided for informational purposes. In the event of a discrepancy between the English and the German versions, the German text takes precedence.

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General information on publication references

A **publication** is understood to be the making available of research findings, data and metadata, software and patents. Publications can be printed, digital or hybrid. Publications can appear in different media such as books, journals, repositories or websites and can have different formats. These include monographs, journal articles, articles on preprint servers, contributions to anthologies and conference proceedings, data or metadata sets, software codes and programmes, clinical trial protocols, podcasts, blog contributions or press articles.

A proposal is to include **two lists** of publications: one with the **academic curriculum vitae** (“scientific results”), and **one list of project- and subject-related publications** to go with the project description. See below for explanations of these two lists.

The DFG focuses on **evaluating** the quality of research. For this reason, its reviews focus on the content-based appreciation of documented scientific results and ideas.

Details of quantitative metrics such as impact factors and h-indices are not required and are not considered as part of the review.

It is optional for reviewers to consult the applicants’ work mentioned in the publication lists. As a matter of principle, the preparatory work relevant to the project description must be explained in the proposal.

Indicate clearly throughout the proposal whenever you are referring to your own work or that of other researchers. The absence of any such indication may constitute a breach of good research practice, and in individual cases may constitute research misconduct according to the Rules of Procedure for Dealing with Scientific Misconduct (VerfOWF). Your own preliminary work, if publicly available, is to be listed with the date of publication. If this preliminary work was based on DFG funding, please refer to the respective stage of a funding period in the **text of the proposal**.

Rules for the two publication lists

- Works which are not in the public domain are not considered publications and cannot be cited. An exception is made for papers that have already been accepted for publication, in which case the manuscript and the editor’s confirmation of acceptance must be enclosed.
- Publications should be listed with their full title. Authorship must be cited without alteration in accordance with how it appears on the published works.

- The DFG supports Open Access, i.e. free access to and re-use of research findings. Contributions can be listed that have been published directly in quality-assured OA journals or on OA platforms, as well as those that have been posted in repositories.
- If available, please also provide a persistent identifier (e.g. DOI/Digital Object Identifier), preferably by stating the number, otherwise by naming the URL.

Project- and subject-related list of publications

- This list of publications lists all sources used as references in the proposal, i.e. the applicants' own works as well as those by third parties. There is **no limit** to the total number of publications listed.
- Nor is there any limit on the number of the applicants' own works that may be listed. A maximum of ten of the applicants' most important project-specific publications may be highlighted in bold or other markings.
- Even if there are several applicants, the maximum of ten highlighted works may not be exceeded.
 - A maximum of twenty publications by members of the programme committee can be highlighted in total as part of the establishment proposal for a **Priority Programme**.
 - A maximum of two publications per network member can be highlighted as part of a proposal under the **Scientific Networks** programme.

List of publications to go with the academic curriculum vitae (“scientific results”)

- A list of publications must be included in the academic curriculum vitae of each applicant.
- The information can relate to the person's entire academic career; the publications need not be directly related to the proposed project.
- The list is to be divided into two parts: The first **mandatory** category (A) may contain articles in peer-reviewed journals, peer-reviewed contributions to conferences or anthology volumes, and book publications; a maximum of ten publications.

- The number of publications listed in the second **optional** category (B) is like-wise limited to a maximum of ten. Any other form of published results can be cited here (e.g. articles on preprint servers and non-peer-reviewed contributions to conferences or anthology volumes, data sets, protocols of clinical trials, software packages, patents applied for and granted, blog contributions, infrastructures or transfer). You may also indicate other forms of academic output here, such as contributions to the (technical) infrastructure of an academic community (including in an international context) and contributions to science communication.