

Thesis format

A Doctoral thesis in the School of Paediatrics and Reproductive Health may comprise a conventional written narrative presented as typescript or a portfolio of publications. A Masters by Research thesis may comprise a conventional written narrative presented as typescript.

It is expected that the "Thesis by publication" will be infrequent and special permission from the Research Education Committee will be required prior to submitting a thesis of this type.

In the case of a thesis comprising a conventional written narrative presented as typescript, the thesis should incorporate in the following order:

(a) a title page giving the title of the thesis in full, the name of the student, the name of the Discipline, ie The Discipline of Obstetrics and Gynaecology, Faculty of Health Sciences and the date (month and year) when submitted for the degree.

There is a limitation of 160 spaces and characters in the title of the thesis.

(b) a table of contents.

(c) an abstract of the thesis in not more than five hundred words.

(d) a signed statement to the effect that the thesis contains no material which has been accepted for the award of any other degree or diploma in any university and that, to the best of the student's knowledge and belief, the thesis contains no material previously published or written by another person, except where due reference is made in the text of the thesis *and* the author consents to the thesis being made available for photocopying and loan if accepted for the award of the degree. This statement should be included on the same page as the statement regarding originality (see sample below). Also there must be a declaration of potential vested or conflicts of interests of the candidate and the supervisors and a declaration of sources of funding.

If the student has any objections to including such a statement, the student must apply to the Adelaide Graduate Centre, immediately, in writing, for a period of embargo to be placed on the student's thesis.

For example: "This work contains no material which has been accepted for the award of any other degree or diploma in any university or other tertiary institution and, to the best of my knowledge and belief, contains no material previously published or written by another person, except where due reference has been made in the text. I give consent to this copy of my thesis, when deposited in the University Library, being available for loan and photocopying."

The statement must be signed by the student and dated.

(e) an acknowledgment of any help given or work carried out by any other person or organization.

(f) the main text.

The arrangement and content of chapters is not prescribed, however, it is obvious that their progression must be logical in divulging the hypotheses, aims, methods and conclusions of the work being presented. In the expectation that a large majority of the thesis work is expected to be published eventually it is desirable to have the chapters written in such a way that they can be submitted for peer review without extensive re-editing.

(g) appendices (if any)

It is desirable to include methodological information in sufficient detail to allow readers of the thesis to be able to replicate the work. Thus lists of buffers, non-standard methods, sources of supplies, consent forms, questionnaires and in some cases results of preliminary experiments or trials or individual results should be included as appendices.

(h) bibliography.

There are two acceptable types of bibliography for theses in this School; all references at the end of the final discussion or references at the end of each chapter. If the chapters of the thesis are written in journal paper format, it is probably more practical to have references at the end of each chapter. But there may be problems associated with printing if RefMan or EndNote has been used, because you may not be able to have the entire thesis as one file and so have pagination problems. *In any event it is essential that the reference style is consistent throughout the thesis even if the chapters are to be submitted to different journals.*

In the case of a thesis presented as published papers:

Only papers which have been published or accepted by journals approved by the discipline area are allowable.

The papers submitted should be sufficient for the body of work to constitute a substantial and original contribution to knowledge. Only where these papers in themselves are deemed to constitute a body of work worthy of the award, will the candidate be permitted to include, in addition, papers *submitted* to journals for publication. Hybrid theses are not acceptable.

There cannot be a set number of papers that are deemed acceptable for a thesis by publication as the amount of work published in journal papers varies considerably. In judging the acceptability of this form of thesis for a particular student and project, the Research Education Committee will take into account the appropriateness of the journals in terms of discipline and also the Impact Factors of the journals.

Where papers have multiple authorship, the PhD candidate *must be the first or principal author and have written permission of the co-authors.*

(a) the abstract should summarise the main findings presented in each paper and should indicate how the included works when considered together demonstrate a significant contribution to knowledge in the discipline.

(b) the introductory chapter should contain succinct statements describing the research problem investigated, overall objectives and specific aims of the study and an account of research progress linking the scientific papers. The account of research progress must link together the various papers submitted as part of the thesis providing continuity for the whole thesis so that the reader understands the logic behind the progression of the research program.

(c) the literature review will, of necessity, replicate literature cited in subsequent chapters but should contain a clear statement on the significance of the project aims, a critical review of relevant literature, identification of knowledge gaps and the relationship of the literature to the experimental program.

(d) where papers have multiple authorship, the PhD candidate must be the first or principal author and have written permission of the co-authors. Each jointly authored paper must begin with a clear statement on the contribution made by each author. The description must be sufficiently detailed to describe accurately the contribution of each author and signed by each author.

(e) the thesis must contain an overarching discussion of the main features of the thesis including, inter alia, the principal significance of the findings, problems encountered and future directions of the work. The discussion should not include a detailed reworking of the discussions from individual papers within the thesis.

2 Typing

A thesis should normally be produced on size A4 paper, in a clear and legible font (eg. Arial Narrow 12 or Times 12) using a Laser Writer, or some other printing device which gives a clear, legible result. It is strongly recommended that the top copy of the student's thesis be produced on archival (acid-free) paper to ensure its long-term preservation, with additional copies on bond, or similar high-quality paper. If work is being submitted which has been previously published, it may be presented in the form of copies of the original printed version.

A thesis may be produced on both sides of the paper provided that all copies are made on paper of high opacity to prevent 'show-through'.

Margins

Margins for both text and figures should not be less than 35 mm on the inside edge and 15 mm on the other three sides to allow for binding and trimming. (See also 'Softbinding of thesis for examination' under 4: Binding, below.)

Copying

(a) Additional copies of a thesis should be produced using a copying method which produces a good-quality copy. Copies (other than those produced with carbon paper at the time of typing the top copy) should normally be on bond paper. Chemically coated paper is acceptable for the production of a thesis only if it is known to provide a high quality reproduction and proven long-term stability.

Audio and audio-visual tapes

(b) Additional copies of audio and audio-visual tapes should be produced using a copying method which creates a high quality audio and visual reproduction with proven longevity.

Archival (acid free) Copy

(c) The archival (acid-free) copy should be marked accordingly and will become the University's copy following the award of the degree. The Barr Smith Library may produce a copy on archival (acid-free) paper at the same cost as a plain paper copy.

3 Diagrams and figures

The following are general suggestions for normal practice, but they may be varied in special cases with the approval of the Librarian:

(a) diagrams and figures, etc, should be preferably drawn or photographed on size A4 paper and bound in the appropriate place in the text. If it is necessary to mount photographs the mounting should be on paper somewhat heavier than that of the other pages, and great care should be taken to avoid wrinkling the paper or distorting the shape of the volume.

(b) figures should either be inserted at an appropriate place in the text, or form a separate page. For normal orientation with the top of the figure upwards, the legend should be at the bottom of the figure. If it is necessary to rotate the figure, it should be placed on a separate page with the top of the figure on the lefthand side of the page and the legend on the righthand side of the page. This applies regardless of whether the figure forms a left-hand or a right-hand page, but if the thesis is produced with the text only on right-hand pages, then figures should also appear only on right-hand pages. If there is insufficient space for the legend, it may be placed on the page facing the figure.

(c) tables should be inserted in the appropriate place in the text, except that lengthy or bulky tables should appear as an appendix.

4 Binding

Soft-binding of thesis for examination

A higher degree student may opt to submit his/her thesis in soft bound form initially for examination purposes.

Students who wish to have their theses soft-bound should note that it is not possible to rebind a thesis that has been softcovered using the currently available methods, such as Thermo-Bind or Wire- Spiral, without having first to trim the left hand margin by 10 to 15 mm. This means that the provision for the left hand margin of the thesis must be at least 45 mm. This may result in an increase in the number of pages of the thesis and the consequent increase in cost of production. Most soft-binding processes will handle up to around 30 mm in thickness. Many theses are thicker than this and may have to be bound in more than one volume. It is the student's responsibility to bear all costs incurred in the soft-binding of his/her thesis as well as in the subsequent hard-binding.

When the examination process (including the completion of any required amendments) is complete, it is an obligation of the student to submit the required three hardbound copies of his/her thesis before a degree can be conferred.

Hard-binding

- (a) The thesis must be sewn and bound with cloth on stiff covers. (A sprint-type or screw-type binder is unacceptable. Stapling and plastic or 'perfect' binding without sewing are also unacceptable.)
- (b) During binding the edges should be trimmed.
- (c) On the spine of the thesis should be given, in gold lettering of suitable size, normally reading from the top to the bottom, the title of the thesis, shortened if necessary, followed by the student's surname. Where the width of the spine allows, the lettering may be placed horizontally, with the title of the thesis near the top of the spine and student's surname near the middle.
- (d) When published papers are submitted they should normally be bound near the back of the thesis as an appendix. In the case of published papers of unusual size it may be desirable to bind them in a separate volume. If they have been bound by a publisher it is desirable to keep them in a special case made and lettered to simulate a bound volume of a thesis.
- (e) Supplementary material such as folding maps and other large folded sheets and primary data on microfiche may be placed in a pocket inside the back cover of the bound thesis.

Example of a Title Page and Statement of Authorship for a Published Paper

CHAPTER XXX
TITLE OF PAPER
AUTHORS OF PAPER
 Name and address of group/centre/unit/university
name of journal – year of publication, issue, page numbers

STATEMENT OF AUTHORSHIP

Title of Paper
 Name of journal – year of publication, issue, page numbers
 name of candidate. (Candidate)
 Performed analysis on all samples, interpreted data, wrote manuscript and acted as corresponding author.
 SignedDate.....
 co-author name.
 Data interpretation and manuscript evaluation.
 SignedDate.....
 co-author name
 Supervised development of work, helped in data interpretation and manuscript evaluation.
 SignedDate.....

Example of a Title Page and Statement of Authorship for a Published Paper

The Theory & Practice of Underwater Knitting I.M. Woolley Pg 43
CHAPTER 9
STRANDS OF SEAWEED – CRIMP VARIATIONS WITHIN PLYS FOUND IN SOUTHERN WARMER WATERS
 I.M. Woolley, B.A. Lamb, K. Needles
 Alternative Realities Unit, Adelaide Graduate Centre,
 The University of Adelaide, Adelaide, SA. 5005 Australia
 Knitting Sticks 2000; Autumn: 113-115.

Example of a Title Page and Statement of Authorship for a Published Paper

The Theory & Practice of Underwater Knitting I.M. Woolley Pg 44
STATEMENT OF AUTHORSHIP
STRANDS OF SEAWEED – CRIMP VARIATIONS WITHIN PLYS FOUND IN SOUTHERN WARMER WATERS
 Knitting Sticks 2000; Autumn: 113-115.
WOOLLEY, I.M. (Candidate)
 Performed analysis on all samples, interpreted data, wrote manuscript and acted as corresponding author.
 SignedDate.....
LAMB, B.A.
 Data interpretation and manuscript evaluation.
 SignedDate.....
NEEDLES, K
 Supervised development of work, helped in data interpretation and manuscript evaluation.
 SignedDate.....