

## **Guidelines for the PhD thesis at Department of Agroecology**

A PhD thesis will normally include a number of manuscripts or papers in different stages of completion that are related to the topic of the PhD project. If the thesis is composed mainly of manuscripts or papers, the PhD student must include a section encompassing the following elements:

- Summary in English
- Summary in Danish
- A general introduction describing the academic field of study in the project including reference to existing knowledge within the field along with the purpose/aim of the project and a brief description of the proposed research questions
- A brief description of materials and methods and assessment of the applied methodologies

A critical review in which the PhD student relates his or her own work and results to the most state-of-the-art work within the field. The PhD student must also demonstrate that he or she has an up-to-date knowledge hereof and is able to put this knowledge into a broader perspective. The review section may resemble a review article, i.e., demonstrating the students ability to find, synthesise and critically evaluate information from various sources. The section should also document skills in terms of paraphrasing and citation.

- Conclusion and account of further research perspectives
- Published articles/submitted manuscript or draft manuscripts (if part of the work isn't ready as a draft manuscript the methods can still be included in the methods section and the results can be included under the critical review section to allow an evaluation of the work in a broader context).

AGRO recommends that the thesis is based on published articles/submitted manuscripts equivalent to minimum 3 in extenso peer-reviewed articles publishable in internationally recognized journals.

If published articles or submitted manuscripts are included in the thesis, you must ensure that you have permission from the publisher to reproduce these in the thesis. The procedure for obtaining permission depends on the publisher and can often be found on the journals webpage.

Aarhus University is obliged to keep a copy of the submitted thesis in its archives. This task is undertaken by the faculty. The thesis is in all other respects the property of the author and may not be lent, sold or made available to others without the written permission of the author except in a limited period in due time before the defence where it must be publicly available for review according to the requirements of the ministerial PhD order. Hence it follows, that if the thesis is made publicly available for review as an electronic copy uploaded to the Internet, it should be uploaded in a manner that prevents it from being copied. In addition, printed copies available for review at the University or elsewhere must be removed after the defence unless the author has agreed in writing to wider distribution, e.g. digital publication, sale or making it available for lending at public libraries.

Charlotte Hamann Knudsen will take care of setting up the cover page and the colophon page. Charlotte will be assisting with ideas to the cover page if needed.

No later than 1 month before the defence the student should send this to Charlotte Hamann Knudsen:

- Picture for cover page (3 pictures in high quality)
- Title of the thesis
- Short summary for the back page (max 650 characters including spacing)

No later than 14 days before the defence the following should be sent to Charlotte:

- Final Thesis in pdf version
- List of pages with colour ( page number in pdf-file not in content)
- Information about where the thesis should be sent to (Foulum or Flakkebjerg)

The official font at AU is AU Passata or Georgia and the size should be 11 pkt, 1.5 line spacing.

The first page of the content should be one a right page.

The page numbers should be centered at the bottom of the page 10 mm from the bottom.

Margin should be: Side: 25 mm

Top: 25 mm

Bottom: 20 mm

Headlines should be size 12 pkt. and bold

It is possible to have up to 20 single pages with colours, the rest of the pages are black/white.

There will be ordered 50 copies in total. 2 copies will be sent to the library and 2 copies will be kept in the department. The student will have the rest of the copies. If more copies are needed the student has to pay for these him/herself. The 4 copies should be delivered by the student to Karina Rysholt Christensen in Foulum and to Charlotte Hamann Knudsen in Flakkebjerg.

All contact to the printer will go through Charlotte Hamann Knudsen.