

Ruprecht-Karls-Universität Heidelberg Medical Faculty

Composition Guidelines for the Dissertation  
(English Translation)

Version 2.2

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## General Information

### A. Planning, analysis, and presentation

It is strongly recommended that you make an appointment for a consultation on statistical analysis with the *Institut für Medizinische Biometrie und Informatik* (Institute for medical biometry and statistics: Im Neuenheimer Feld 305; 69120 Heidelberg) as you begin the planning phase of your dissertation.

### B. Terminology and Syntax

Doctoral candidates should refer to the *Medizin-Duden* (Duden – the dictionary of medical nomenclature and technical terms, most recent edition, *Biographisches Institut* [Biographical Institute], Mannheim, Vienna, Zurich) as the authority concerning current medical terminology.

### C. An independently composed dissertation shall never be written in the second person plural (“we”) form.

### D. The format for dissertations composed in English is the same as for those composed in German (without an abstract at the beginning of the dissertation). Dissertations written in English must not be written using the second person plural.

### E. If the doctoral project is part of a larger research project which is expected to result in other theses (be they Bachelor or Master theses) and/or dissertations, this must be so stated at both, the registration of the project as well as the submission of the dissertation in question. Any possible shared production and application of data as well as the author’s own personal contribution must be clearly stated in the dissertation (see point 7 below).

### F. There are no formal guidelines concerning the design and layout of the dissertation (margins, line spacing, font size, etc.). Authors should make use of the general customary standards. In general, dissertations should not be longer than 200 pages. Under certain circumstances exceptions may be made depending on the topic or subject. These exceptions must be justified and may only be made with the agreement of the candidate’s doctoral supervisor and medical faculty’s doctoral committee.

### G. Use of the official seals or authority stamps on the thesis is not permitted!

### H. Printing the dissertation

The dissertation must be printed on size DIN A4 paper suited for the university archive (no recycling-paper!). It is recommended that dissertations longer than 120 pages be printed double-sided. Dissertations must be bound with glue [*Leimbindung*] bindings. Plastic and spiral bindings will not be accepted. The title page must be visible when the dissertation is closed. This means that the cover must either be transparent, or if it is not transparent, the contents of the title page must be printed on the cover.

- I. The following instructions address any other requirements concerning structure and order of the dissertation. This structure may be deviated from if the topic of the project requires it, and such deviation is approved by the candidate's doctoral supervisor and the faculty's doctoral committee.

## **Title Page**

(see samples 1 and 1a below)

The title page should appear in the Dissertation:

- once on white paper and as the first bound page in the dissertation as well as
- printed on the cover if the cover is not transparent (If the cover is transparent this step is not necessary)

The cover page must be written completely in German (with the exception of the title if the title is not in German). The cover page must include the following information (all text should be centered):

- The institution (Einrichtung) and Department (Abteilung) to which your official doctoral supervisor belongs,
- with their current directors (where necessary "in Zusammenarbeit mit..." [in cooperation with] for cooperating institutions)
- the title of the dissertation (remains in English if the dissertation is written in English; Abbreviations may not be used in the title).
- The phrase: "Inauguraldissertation zur Erlangung des medizinischen Doktorgrades (where necessary "des Doktorgrades in der Zahnheilkunde" [dentistry] or "des Doctor scientiarum humanarum" [dr.sc.hum.]) an der Medizinischen Fakultät Heidelberg der Ruprecht-Karls-Universität.
- The doctoral candidate's full legal name: First Name(s) Surname (Bernard Geoffrey MacCullough)
- The doctoral candidate's place of birth (not their current place of residence), and country if he /she was born outside of Germany.
- The year of the dissertation's submission to the Medical Faculty (not the doctoral candidate's year of birth).

The decorative use of the university's seal and other seals is **NOT** permitted.

## **Second Page**

(see sample 2 below)

The second page must also be composed in German, even if the dissertation itself is written in English.

Dekan: Herr/Frau Prof. Dr. med. ....

Doktormutter/Doktorvater: Herr/Frau Prof. Dr. med./Priv.-Doz. Dr.med. ....

“Frau” is the German equivalent of “Ms. or Mrs.” while “Herr” is the German equivalent of “Mr.” They must always precede the titles “Prof. Dr. med.” when writing formal names and must be used here on the second page as well (e.g. Herr Prof. Dr. med. Hans Müller; Frau Prof. Dr. med. Renate Schmitt).

“Doktormutter” should be used in the event that the official doctoral supervisor is a woman, while “Doktorvater” should be used in the event that the official doctoral supervisor is a man.

## **Dedication**

If the doctoral candidate wishes to dedicate his/her work, a separate page to that effect should be included as the third page of the entire composition.

## **Table of Contents**

(See Sample 3 below)

A table of contents should immediately follow the title page, second page, and dedication (optional). The table of contents must state the titles of all chapters and subchapters along with the corresponding pages on which they begin.

The following formats are recommended.

- a.) Decimal System
  - 1
  - 1.1
  - 1.1.1
  - 1.1.1.1
- b.) European System
  - A.
  - I.
  - 1.
  - a)

Please only make subchapters up to 4 decimal places. In the table of contents only indent subchapters up to three places.

## **Abbreviations table/ Diagrams, Illustrations and Tables List**

If necessary, place after the table of contents on a separate page (be sure to make note of these pages in the table of contents).

## **1. Introduction**

The dissertation should begin with a brief introduction to the topic of the dissertation and a detailed summary of the current scientific knowledge and literature concerning the topic. Well-established information may be assumed to be understood and must not be expounded upon in detail. The introduction should end with a precisely formulated scientific problem or objective for the dissertation.

## **2. Materials and Methods**

The description of materials and methodology is very dependent on the field of the doctoral project: patients, subjects, test animals; clinical histories, structure of the study, study protocol, test procedure, test protocol; methodological specifications along with references from relevant literature; calculations, methods used for statistical analysis (if necessary with sources). If required, the numbers of any relevant documents of approval from the ethic commission (Ethikvotum) or approval of animal testing (Tierversuchsgenehmigung).

## **3. Results**

**Diagrams, Illustrations, and Tables** (see samples 4 and 5 below)

Diagrams and tables (tables or diagrams showing results, surveys of literature) must appear in the relevant portions of the text of the dissertation (most often in the results chapter, in some cases also in the introduction, material and methodology, or observation chapters, but **NEVER** in the conclusion or summary chapters). In some exceptional cases an appendix or appendices following the Reference List of the dissertation are acceptable (for example: computer programs, questionnaires, study protocols, detailed tables with individual values, mathematical tables or the like).

All diagrams (with descriptions written in the same language as the dissertation) are to be consecutively numbered. X and Y axes must be labeled. Diagrams using abbreviations or symbols must have a legend which explains such abbreviations and symbols. Legends must also state whether the table shows average, mean, or single values (amount of individual values collected, number of measurements in total, total test subjects/animals, ect.). Legends are to be placed under their respective diagrams.

All tables are to be consecutively numbered. A title or heading should be written at the top of the table. Rows and columns of the tables must be properly labeled so that they are comprehensible.

Inclusion of other non-text items (for example measurement series, photographs, or materials) must be clearly labeled.

## **4. Discussion**

The discussion should be organized according to individual topics referring to the objective, materials and methodology, results, and literature concerning the subject. This chapter may contain diagrams, illustrations, and tables in some exceptional cases (if necessary for general comprehension). The discussion must end with a final conclusion concerning the project.

## **5. Summary (Zusammenfassung)**

The summary should be a synopsis of the entire doctoral project, including a brief description of the problem, results, discussion, and conclusion (mandatory). The summary may not contain any abbreviations, references, diagrams, or tables and must be no longer than **2 pages**.

The summary must be placed at the end of the dissertation. Abstracts of the doctoral project must not be placed in the dissertation. If the dissertation is composed in English, a second summary written in German (“Zusammenfassung”) must also be bound into the dissertation.

## **6. Reference List**

### **a) Proper Citing**

Any statements in the dissertation which have been derived from other academic work must be properly cited. Word-for-word quotations are extremely uncommon in experimental or clinical projects, but when used, they must be explicitly identified. Direct translations from a foreign language are considered plagiarism. In general, **ALL** of the text in the dissertation should be composed by the doctoral candidate in his/her own words. This is also true for the description of any the doctoral candidate’s own publications. The use of images from other works (be they from other publications or the doctoral candidate’s production) is permissible if the respective work is properly cited and named as source. Additionally, these images may only be used if the expressed permission of the copyrights holder (usually the magazine or journal’s publishing house) is obtained. Both the medical faculty and the university library (Plöck 107-109, 69117 Heidelberg) offer courses in proper citation.

### **b) In-Text Citation of Literature**

Detailed sourcing of cited literature is not given in the text in the form of footnotes, but rather the end of the dissertation in the form of a Reference List (Harvard-System). The References List should only be alluded to in the text of the dissertation itself by said in-text citations. Articles in academic journals, compilations, and anthologies must be referenced using the authors’ last names along with the year that the article was published. Articles with more than two authors should be abbreviated with the phrase “et al.”

Examples: (Adam 1985) ... (Adam and Miller 1990) ... (Adam et al. 1991)

Monographs (manuscripts authored by one person) should be cited in the same manner. However, in the case of monographs the page number of the information being cited must be included so that the source of citation is easier to comprehend.

Examples: (Gruber 1978, pg. 64) ... (Gruber 1978, pg. 40-44)

### c) Organizing the References List

All works referenced in the dissertation (including works written by the dissertation's author) must be clearly and properly cited with the following information: Author (including all coauthors), year of publication, title of the work, title of the academic journal, volume number, and first and last page of any article in a journal or compilation (see example 6 e) below). This is the only way to ensure that people who are not familiar with the topic of the dissertation can recognize and find the original publications cited any time necessary by using the References List. The surname and first initial of the first name for every author must always be provided, even for articles with numerous coauthors; abbreviations such as "Miller H, Meyer R et al." are not acceptable.

The References List must be listed in alphabetical order with the initial of the author's first name placed after his/her surname. The primary criterion for the order is the main author's surname. After that, the next criterion is the first initial of the main author's first name. Should the surname and first name's initial of authors be identical, the entries are to be sorted according to secondary authors. In the event of authors with identical surnames and first names, the next criterion used to order the reference is the year of publication in chronological order. In the event that the year of publication is also identical, the year of publication must be given a lower case letter for the purpose of differentiating the two (for example: 1995a, 1995b). In these cases the order is decided according to the articles' respective titles (alphabetically).

Doctoral students must use the official abbreviations found in the National Library of Medicine (NLM, <http://www.ncbi.nlm.nih.gov/nlmcatalog/journals>) when abbreviating journals. Acronyms may not be used, even if used by the publishers themselves or provided as a valid alternative by the NLM. This helps to ensure clear attribution of sources.

Example:

Dtsch Med Wochenschr	not	DMW
J Am Med Assoc	not	JAMA
Surg Gyencol Obstet	not	SG
Am J Roentgenol	not	AJR

If reference management software such as EndNote, Citavi, or ReferenceManager is used, sources should be incorporated as temporary citations into the dissertation continuously during the writing process. The final formatting of the sources and citations in accordance with the medical faculty's guidelines takes place at the end of the writing process. A corresponding EndNote style for citation for German as well as English can be found on Office for Doctoral Affairs (Promotionsbüro) website. Courses on EndNote and Citavi are provided by the university library (Plöck 107-109, 69117 Heidelberg). Please remember that mistakes can arise even when using reference management software. It is therefore imperative to examine all citations and references for mistakes, errors, or missing citations.

**The doctoral candidate's own publications** are to be placed separately at the end of the references list (see point 7 below).



#### d) Digital Sources

Newer digital documents often have a DOI (digital object identifier). The DOI can be placed at the end of a reference (separated from the other information by a comma). Current articles are often published by scientific journals online prior to being published in paper form (“advanced online publication”, “online first”, “express” etc.) or are only digitally accessible. In such cases, providing the journal and the DOI of the article constitutes sufficient citation (see example below e)).

The use of other sources via the internet in the dissertation’s References List is only justified in cases where (1) the digital version of the sources can be expected to be accessible and unaltered online for a considerable amount of time, and (2) the aforementioned source does not exist in printed form (for example as a contribution to a compilation or journal).

For the purposes of documentation, the web page must be saved on the doctoral candidate’s own computer. Please make sure, that the complete contents of the web page are saved, and not merely a link to the web page.

Internet citations must contain the following information:

- **Surname(s) and first name(s) of the author(s) or Publisher/Publishing institution of the document** (if available, see examples below e))
- **Complete title of the document.** If untitled, the title should be substituted with the title from the browser.
- **Complete URL.** Merely providing the domain is not sufficient. In the case of dynamic websites the permanent link (permalink) must be provided where possible. The URL may be longer than a single line and require separating. In these cases the separation should take place directly before the “/” (slash) of the following portion of the URL.
- **Date that the source was downloaded** in brackets []

Internet sources are listed according to author name, name of the publisher, or name of the publishing organization (for example WHO) in the References List. Anonymous sources should be avoided. If it is unavoidable to cite a particular anonymous source, this source should be cited as “Anonymous + year of publication” in the Reference List and in-line citation.

Citing page numbers is not feasible for most internet documents (HTML Texts), as pages breaks are often not designated. PDF documents can present an exception to this trend if they have designated page breaks and page numbers. When such documents are cited page numbers should be included.

#### e) Examples for citations

(see sample 6 below)

The following examples have been generated using the EndNote style found on the Office for Doctoral Affairs’ (Promotionsbüro) website. The use of an alternative but well-established style is possible only after consultation with one’s doctoral supervisor. They must approve the use of an alternative citation style. In such cases all previously stated guidelines concerning the traceability of sources and minimum requirements stated in 6 c) apply. The citation style must remain uniform throughout the dissertation.

### **Journals:**

If the journal is published in numerous volumes and issues, the volume number must be given. Stating the issue number is optional.

Detmar, S.B., Muller, M.J., Wever, L.D., Schornagel, J.H. and Aaronson, N.K. (2001). **The patient-physician relationship. Patient-physician communication during outpatient palliative treatment visits: an observational study.** J Am Med Assoc 258(10), 1351-1357.

### **Books:**

When referencing books as sources in the Reference List, monographs and compilations must be distinct from one another. So a distinction must be made between works that were written for the most part by a single author or single team of authors about a specific topic, and those that are an assortment of contributions collected by an editor for publication.

Monographs must appear in the References List in the following order: Author(s), year of publication, title, edition (if given), publisher (without initials or “publishing”), and place of publication (maximum 3). Since the page numbers of citations have already been stated in the text of the dissertation itself, page numbers need not be stated, and the book must only be given once in the references list.

Gruber, U. (1978). **Blutersatz**, Springer, Berlin Heidelberg New York.

Compilations must appear in the References List in the following order: Author(s) of the article, year of publication, title of the article as it appears in the book, title of the book, name of the editor, edition (if given), publisher, place of publication (maximum 3), and the first and last page of the article (not of the compilation).

Rueff, F. and Korfmacher, I. (1979). **Zeichen akut lebensbedrohlicher Zustände.** In: Vom Symptom zur Diagnose, ed. Hadorn, J. and Zöllner, N., 7th Edition, Karger, Basel, pg. 56-84.

### **Habilitations:**

Mahlbacher, U. (1988) **Immunologische Untersuchungen bei AIDS-Kranken.** Med. Habilitation, Universität Heidelberg.

### **Dissertations:**

Lorenz, D. W. (1976) **Immunologische Diagnostik bei Kindern.** Medical Dissertation, Universität Heidelberg.

### **Unpublished external results or personal disclosures:**

Huber, R. and Schmidt, S. (2013). Unpublished data.

Huber, R. and Schmidt, S. (2014). Manuscript in preparation.

Huber, R. and Schmidt, S. (2015). Personal communication.

### **Unpublished, self-generated results:**

Manuscripts already accepted for publication:

Schmidt, A. and Schuhmacher, R. (1989). **Derzeitiger Stand der Behandlung des Mammakarzinoms**. Dtsch Med Wochenschr, accepted for publication.

Manuscripts not yet accepted for publication (still being worked on, or already submitted to a journal and pending acceptance):

Schmidt, A. and Schuhmacher, R. (1988). **Derzeitiger Stand der Behandlung des Mammakarzinoms**. Manuscript in preparation for publication/submitted for publication.

### Internet Citation

With DOIs:

Gamelin, F.X., Baquet, G., Berthoin, S., Thevenet, D., Nourry, C., Nottin, S. and Bosquet, L. (2009). **Effect of high intensity intermittent training on heart rate variability in prepubescent children**. Eur J Appl Physiol 105, 731-738, doi: 10.1007/s00421-008-0955-8.

Wheeler, D., Zoncu, R., Root, D., Sabatini, D. and Sawyers, C. (2015). **Identification of an oncogenic RAB protein**. Science, doi: 10.1126/science.aaa4903.

With URLs:

Bundesministerium für Gesundheit (2001). **Der „Dialog Gesundheit“ auf dem Kongress „Armut und Gesundheit“** in Berlin. Dialog Gesundheit, Newsletter 14, URL: <http://www.dialog-gesundheit.de/armut/news/bericht.htm> [date accessed 14 April 2001].

Dresing, K. (2015). **Leitlinie Pertrochantäre Oberschenkelfraktur (ICD-10 S72.10) Langfassung**. ed. Deutsche Gesellschaft für Unfallchirurgie e.V., URL: [http://www.awmf.org/uploads/tx\\_szleitlinien/012-002l\\_S2e\\_Pertrochantaeere\\_Oberschenkelfraktur\\_2015-07.pdf](http://www.awmf.org/uploads/tx_szleitlinien/012-002l_S2e_Pertrochantaeere_Oberschenkelfraktur_2015-07.pdf) [last accessed 31 August 2015].

World Health Organisation (2013). **Health Financing: General government expenditure on health as a percentage of total government expenditure (%): 2013**. URL: [http://gamapserver.who.int/gho/interactive\\_charts/health\\_financing/atlas.html?indicator=i1](http://gamapserver.who.int/gho/interactive_charts/health_financing/atlas.html?indicator=i1) [last accessed 04 September 2015]

## **7. Personal Contribution to Data Acquisition / Assessment and Personal Publications**

(see sample 7 below)

If the dissertation is part of a larger project, the doctoral candidate must make note of that here. He/she must state which parts of the project were developed collectively and with whom, as well as which data was analyzed collectively or made use of by others. Moreover, the doctoral candidate must precisely define what his/her own project and output consisted of.

Any publications that have already arisen from the project must also be listed here. The doctoral candidate must demonstrate which parts of his/her dissertation are covered by each of the various publications as well as his/her personal contribution to each of the publications. This can lead to

paragraphs that appear to repeat preceding ones, and can seem tedious. However this portion of the dissertation is necessary for the purposes of maximum transparency.

The inclusion of personal manuscripts or publications in the dissertation itself is not permitted.

### **Appendix / Apendices**

If necessary; refer to point 3 (above)

### **Curriculum Vitae / Résumé**

(see sample 8 below)

A concise curriculum vitae or résumé must be turned in with the doctoral candidate's documentation upon submission of the dissertation. The inclusion of a curriculum vitae in the dissertation itself is, however, optional.

### **Acknowledgments**

(see sample 9 below)

Any person listed in the acknowledgements should be listed with their full academic title.

### **Eidesstattliche Versicherung (Affidavit)**

(see sample 10 below)

The affidavit (eidesstattliche Versicherung) must be written in German and included in every copy of the dissertation. It must also be signed by the doctoral candidate in each and every copy submitted to the Office for Doctoral Affairs (Promotionsbüro) throughout the evaluation process.

### Sample 1: German-language Title Page

Aus dem/der<sup>1</sup> Department/Klinik/Institut/Zentrum für ..... der Universität Heidelberg

(Geschäftsführende/r Direktor/in: Prof. Dr. med. ....)

Abteilung/Klinik für .....

(Ärztliche/r Direktor/in: Prof. Dr. med. ....)

*(Subunits such as sections, teams, or project groups are not included! <sup>1</sup>“Aus dem” should be used with “Department”, “Institut”, or “Zentrum” while “Aus der” should be used with “Klinik”)*

*(In the case of doctoral candidates who working in cooperation with an external institution [for example a foreign university] the doctoral supervisor’s official institution is stated first. After this the participating external institution along with its director are included using the following phrase [in German!]):*

In Zusammenarbeit mit ... (name of institution and director thereof)

### **An Experiment in the Polemics of Composing a Doctoral Dissertation free of Formal Errors**

*(If the dissertation has been composed in English, the title should also appear in English. Under no circumstances should the title appear in both English and German!)*

Inauguraldissertation

zur Erlangung des medizinischen Doktorgrades\*

an der

Medizinischen Fakultät Heidelberg

der

Ruprecht-Karls-Universität

vorgelegt von

*(Full legal name)*

aus

*(place of birth)*

2019

*(year of submission to the faculty)*

*\*in the case of dentists: “zur Erlangung des Doktorgrades in der Zahnheilkunde“*

*\*in the case of those who have not studied medicine: “zur Erlangung des Doctor scientiarum humanarum” (Dr. sc. hum.)*

**Sample 2: Second page in German**

Dekan: Herr/Frau Prof. Dr. med. ....

Doktormutter/Doktorvater: Herr/Frau Prof. Dr. med./Priv.-Doz. Dr. med. ....

## Sample 3: Table of Contents

### Contents

	page
Abbreviations (if necessary)	.....
1 Introduction	
1.1 .....	.....
1.2 .....	.....
1.3 .....	.....
2 Materials and Methodology	
2.1 .....	.....
2.1.1 .....	.....
2.1.2 .....	.....
2.1.3 .....	.....
2.2 .....	.....
2.2.1 .....	.....
2.2.2 .....	.....
2.2.3 .....	.....
2.2.4 .....	.....
2.3 .....	.....
3 Results	
3.1 .....	.....
3.1.1 .....	.....
3.1.2 .....	.....
3.1.3 .....	.....
3.1.4 .....	.....
3.1.5 .....	.....
3.1.6 .....	.....
3.1.7 .....	.....
3.2 .....	.....
3.2.1 .....	.....
4 Discussion	.....
4.1 .....	.....
4.2 .....	.....
4.3 .....	.....
4.4 .....	.....
4.5 .....	.....

4.6	.....	.....
4.7	.....	.....
5	Summary	.....
6	Zusammenfassung	.....
7	References list	.....
8	Personal publications	.....
	Appendix / Appendices (if necessary)	.....
	Curriculum Vitae / Résumé (optional)	.....
	Acknowledgments	.....
	Eidesstattliche Verischerung	.....



**Sample 4: Diagrams, Illustrations, and Tables**

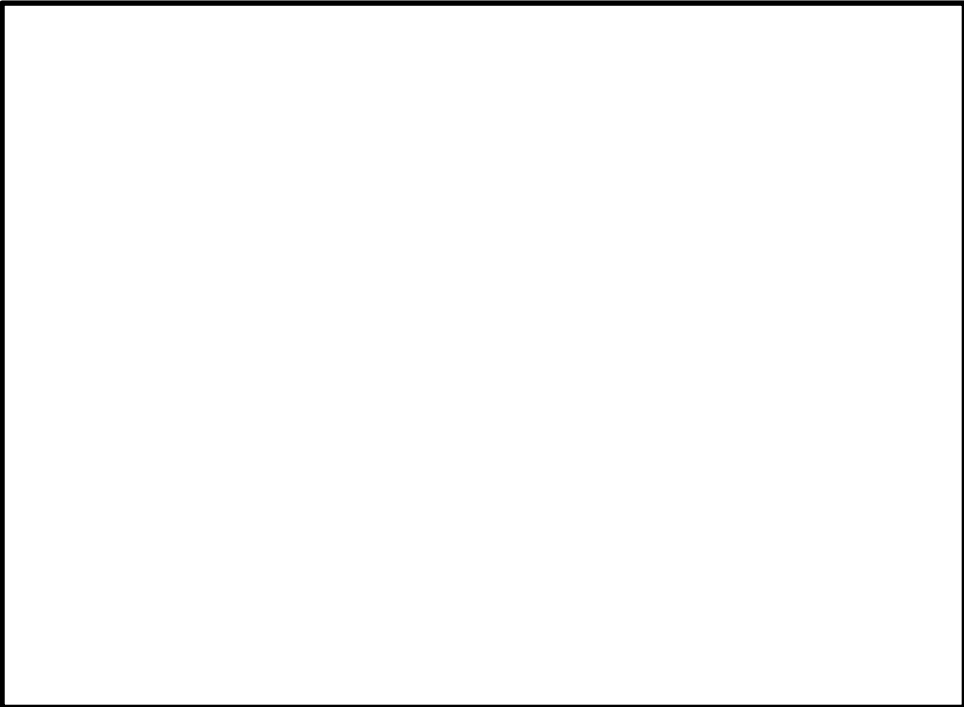


Illustration 3: Amounts of Religious Adherents in the World's Population (from FISCHER 1988)

## Sample 5: Tables

Tab. 1: Estimated Proportions of the Major World Religions in the Global Population (in millions)

Religion / Confession	Estimated Amount of Adherents (in millions)
Roman Catholics	914
Protestant Christians	301
Anglican, Orthodox, and other Christians	385
Muslims	845
Hindus	667
Buddhists	381
Israelites	20
Atheists and Agnostics	765
Other	662
Total	about 4940

## Sample 6: References List

- Dresing, K. (2015). **Leitlinie Pertrochantäre Oberschenkelfraktur (ICD-10 S72.10) Langfassung**. Ed. Deutsche Gesellschaft für Unfallchirurgie e.V., URL: [http://www.awmf.org/uploads/tx\\_szleitlinien/012-002l\\_S2e\\_Petrochantaere\\_Oberschenkelfraktur\\_2015-07.pdf](http://www.awmf.org/uploads/tx_szleitlinien/012-002l_S2e_Petrochantaere_Oberschenkelfraktur_2015-07.pdf) [date accessed 31 August 2015].
- Gruber, U. (1978). **Blutersatz**, Springer, Berlin Heidelberg New York.
- Huber, R. und Schmidt, S. (2013). Unpublished raw data.
- Huber, R. und Schmidt, S. (2014). In preparation for publication.
- Huber, R. und Schmidt, S. (2015). Personal disclosure.
- Lorenz, D. W. (1976) **Immunologische Diagnostik bei Kindern**. Medical Dissertation, Universität Heidelberg.
- Mahlbacher, U. (1988) **Immunologische Untersuchungen bei AIDS-Kranken**. Med. Habilitation, Universität Heidelberg.
- Rueff, F. und Korfmacher, I. (1979). **Zeichen akut lebensbedrohlicher Zustände**. In: Vom Symptom zur Diagnose, Hrsg. Hadorn, J. und Zöllner, N., 7. Aufl., Karger, Basel, S. 56-84.
- Schmidt, A. und Schuhmacher, R. (1989). **Derzeitiger Stand der Behandlung des Mammakarzinoms**. Dtsch Med Wochenschr, zur Publikation angenommen.
- Wheeler, D., Zoncu, R., Root, D., Sabatini, D. und Sawyers, C. (2015). **Identification of an oncogenic RAB protein**. Science, doi: 10.1126/science.aaa4903.
- World Health Organisation (2013). **Health Financing: General government expenditure on health as a percentage of total government expenditure (%): 2013**. URL: [http://gamapserver.who.int/gho/interactive\\_charts/health\\_financing/atlas.html?indicator=i1](http://gamapserver.who.int/gho/interactive_charts/health_financing/atlas.html?indicator=i1) [Stand: 04.09.2015].

## Sample 7: Personal contribution to data acquisition / assessment and personal publications

This project was conducted as part of the SFB-Project XY. Patient information was compiled equally by me and my co-doctoral candidate Ms. T. I alone conducted the analysis and evaluation of the data according to parameter S, and this serves as the main results for this dissertation. Ms. T conducted the analysis and evaluation according to parameter T, and her results are compared to mine in chapter 3.2.2 for the purposes of classifying my results within the context of the entire project.

**Partial of this dissertation have already been published in the following articles:**

1. Schmidt, A., Müller, B., Thomas, R. and Meier, C. (2015). **Identification of an oncogenic RAB protein**. *Oncol Rep* 35(7), 3051-3057.
2. Schmidt, A. and Meier, C. (2016). **Derzeitiger Stand der Behandlung des Mammakarzinoms**. *Dtsch Med Wochenschr*, accepted for publication.

**Publication 1** is based on the results in chapters 3.1 and 3.2.1 of this dissertation. The discussion of the importance of Parameter S to oncogenesis (Chapter 4.2) is also depicted in this publication. My personal contribution to this publication consisted in the compilation of patient information (along with Ms. T.), the analysis of that data relating to Parameter S, and the manuscript's composition, specifically the introduction and the material and methodology chapters, along with the portion of the results chapter which describes my data.

**Publication 2** is an overview article, and its contents are briefly incorporated into the discussion of this dissertation in Chapter 4.3. My personal contribution to this publication consists of the research of the background literature concerning X and Y as well as approximately 40% of the text of the article itself.

**Further personal publications:**

3. Scheibe, M., Schmidt, A., Hummel, T. (2009). **Investigation of the topographical differences in somatosensory sensitivity of the human nasal mucosa**. *Rhinology* 50(3), 290-293.

## Sample 8: Curriculum Vitae / Résumé

### Curriculum Vitae (non-binding sample, optional)

#### PERSONAL INFORMATION

Name: .....

Date of Birth: .....

Place of Birth: .....

Nationality: .....

Marital Status: .....

#### PRIMARY AND SECONDARY SCHOOLS

(year) – (year) .....

(year) – (year) .....

(precise date) Secondary School final exam/A-levels/High school ^  
graduation

If available Apprenticeships or professional training

#### UNIVERSITY

Winter/Autumnal Semester 20.../... Begin of medical/dental studies with ..... University

(precise date) First medical exams

(precise date) Final medical/dental exams

(precise date) Approbation

If available PROFESSIONAL CAREER/EXPERIENCE

## Sample 9: Acknowledgments

### **ACKNOWLEDGMENTS**

I would like to thank Prof. Dr. A for assigning me the topic of this dissertation and the magnanimous opportunity to work on it.

I am most grateful to Mr./Ms./Mrs. B for the cooperation, generosity, and patience he/she showed me in spite of the strain it caused him/her.

I would like to extend particular gratitude to Mr./Ms./Mrs. C from the Heidelberg University's South Asia Institute for his/her invaluable assistance in understanding numerous sources and for his/her guidance.

I would also like to thank Mr./Ms./Mrs. D for his/her review of my work and his/her advice which contributed to its completion.

## Sample 10: Eidesstattliche Versicherung (Affidavit) in German

(Portions written in *italics* are only intended to serve as translations and instructions and should not be included in the dissertation itself.)

### EIDESSTÄTLICHE VERSICHERUNG

1. Bei der eingereichten Dissertation zu dem Thema

.....

handelt es sich um meine eigenständig erbrachte Leistung.

2. Ich habe nur die angegebenen Quellen und Hilfsmittel benutzt und mich keiner unzulässigen Hilfe Dritter bedient. Insbesondere habe ich wörtlich oder sinngemäß aus anderen Werken übernommene Inhalte als solche kenntlich gemacht.

3. Die Arbeit oder Teile davon habe ich bislang nicht an einer Hochschule des In- oder Auslands als Bestandteil einer Prüfungs- oder Qualifikationsleistung vorgelegt.\*

4. Die Richtigkeit der vorstehenden Erklärungen bestätige ich.

5. Die Bedeutung der eidesstattlichen Versicherung und die strafrechtlichen Folgen einer unrichtigen oder unvollständigen eidesstattlichen Versicherung sind mir bekannt. Ich versichere an Eides statt, dass ich nach bestem Wissen die reine Wahrheit erklärt und nichts verschwiegen habe.

*Place, Date*

*doctoral candidate's signature*

*\* If the doctoral project (in part or its entirety) has already been submitted to another university in Germany or abroad for the purpose of obtaining a degree or qualification:*

3. Die Arbeit oder Teile davon habe ich wie folgt an einer Hochschule des In- oder Auslands als Bestandteil einer Prüfungs- oder Qualifikationsleistung vorgelegt:

Titel der Arbeit: *(insert title of that project)*

Hochschule und Jahr: *(University and year)*

Art der Prüfungs- oder Qualifikationsleistung: *(type of degree or qualification)*