



TECHNISCHE UNIVERSITÄT
IN DER KULTURHAUPTSTADT EUROPAS
CHEMNITZ

University Library

Publication Guidelines



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1. PREAMBLE

The publication output of a scientific institution is a crucial key indicator within rankings as well as for the assessment of performances of scholars. For this reason, the unambiguous and correct assignment of publications to Chemnitz University of Technology (TUC) plays a significant role for their visibility in rankings, in relevant databases, for the acquisition of third-party-funding and in portals for student marketing. The authorship and affiliation have to be clearly marked in the publications in order to make them eligible for professional assessment and for evaluations, for the elaboration of statistics and for the outreach of research cooperations.

The Publication Guidelines¹ of Chemnitz University of Technology support the identification and transparency of the origin of research results in their various manners such as articles in journals, contributions to conferences, monographs, research data, software and other formats. The Guidelines apply for all scholars, for PhD-students and students as well as for all non-scientific staff members with a primary or secondary affiliation to TUC. These guidelines are based on the Regulation for the Assurance of Good Scientific Practice at TUC dated June 16, 2022².

Scholars are obliged to offer an open access to research results as far as possible. Research data and materials should be provided in open archives and repositories according to the FAIR-principles („Findable, Accessible, Interoperable, Re-Usable“).

Quality criteria

The following criteria are defined for publications:

- subject-related quality criteria
- ethic issues
- pre-registration
- verifiability of research performances
- determination of usage rights for the public

Within scientific cooperations, the framework conditions for publication should already being determined at the beginning of a research project in coordination with all partners involved. In that way, the conditions for successful national and international cooperation are being created. In the end, those measures contribute to the global reception of research results of TUC and to an enhanced reputation of TUC. To this objective, the guidelines enlisted in the following are supposed to serve.

Handling of AI

According to the Regulations for Good Scientific Practice, the responsibility belongs to the scholars² for their publications submitted. This applies particularly for parts being created with AI-tools. This includes the correctness of presentation, the omission of plagiarism as well as the appropriate usage of all sources. Already available guidelines/ recommendations of faculties/ central institutions for the application of AI

¹ The Publication Guidelines of TUC are based on the "Recommendations for the indication of affiliations in publications (Recommendation of the 24th General Assembly of the HRK dated April 24, 2018 at Mannheim). <https://www.hrk.de/positionen/beschluss/detail/leitlinien-zur-nennung-von-affiliationen-bei-publikationen/>

² https://www.tu-chemnitz.de/verwaltung/studentenamts/abt11/ordnungen/2022/AB_2022_29_2.pdf

in studies and teaching as well as recommendations of research funding associations are to be observed.

2. GUIDELINES

2.1. Designation of the university

The designation of the university is as follows:

Designation in German:

Technische Universität Chemnitz

Designation in English:

Chemnitz University of Technology

This designation has to be used for all indications of affiliation; alternative designations have to be omitted. The correct abbreviation is TUC and has always to be written in capital letters. By the first mentioning in the text, the complete designation has to be indicated, followed by the abbreviation in parentheses (TUC). In the following text, the abbreviation TUC may exclusively being used. "TUC-compounds" should not being used (e.g. TUC-professorship for XY) as designations of that kind are hardly findable by searches and as their translation in other languages frequently appear incomprehensible. In that context, it is recommended to use expressions like the professorship XY at TUC instead.

The following institutional identifiers are being used:

ROR: <https://ror.org/00a208s56>

GRID: [grid.6810.f](https://grid.ac/organizations/6810-f)

Ringgold ID: 38869

Wikidata: [Q159630](https://www.wikidata.org/wiki/Q159630)

German Research Institutions (GERiT) DFG: ID 10355

2.2. Indication of faculty, institute, professorship

Additional indications regarding faculty or institute should correspond to the current index of cost centers and structures.³ The indication of university, faculty, institute and professorship in the order mentioned contributes to the correct assignment of the publication.

Technische Universität Chemnitz

Chemnitz University of Technology

Fakultät für ...

Faculty of ...

Institut ...

Institute of ...

Professur ...

Professorship ...

09107 Chemnitz

09107 Chemnitz

Germany

2.3. Multiple institutional adherences

Inter-institutional cooperation (e.g. research cooperations, PhD-programs) may lead to several institutional adherences of scholars. In case of permanent multiple affiliations, all other institutions have

³ <https://www.tu-chemnitz.de/verwaltung/planung/ksvz/index.php>

to be indicated in addition. The order of indication should possibly begin with TUC resp. that institution where the main research performances had been done.

Example:

Max Mustermann 1,2

¹Chemnitz University of Technology, Faculty of Electrical Engineering and Information Technology, Professorship of Material Systems for Nanoelectronics

²Institute for Integrative Nanosciences, Leibniz IFW Dresden

2.4. Identification of researchers, scientific objects and institutions

All authors of a publication have to be indicated completely by their respective role and have to be clearly identifiable. It is recommended to use a standardized uniform manner of indication of the name in which possibly all first names are written in their full form. TUC counts among the members of the ORCID Consortium Germany. An Open Researcher and Contributor ID ([ORCID](#)) assures that persons may be unambiguously identified regardless of name equivalences, name variations, name changes or changes of affiliation. The ORCID may also be linked to and synchronized with other personal-IDs (e.g. Scopus- or Researcher-ID).

The following unambiguous persistent identifiers ([PID](#)) are recommended.

- PIDs for scientific objects (**D**igital **O**bject Identifier DOI)
- PIDs for researchers (**O**pen **R**esearcher and **C**ontributor Identifier ORCID)
- PIDs for research institutions (**R**esearch **O**rganization **R**egistry (ROR))

Those contribute to a better visibility of research performances in relevant databases and may be referenced in research information systems.

The submission of publications with corresponding authors of TUC should be done via the IP-area of TUC and the current email-address of TUC should be indicated.

2.5. Publications within third-party-funded projects

In case of publications, research data or materials elaborated within third-party-funded projects, the funding references have to be exactly indicated according to the respective application guidelines. In case of a project funded by the German Research Foundation (DFG), the manuscript of the article has to include an indication of funding (so-called Funding Acknowledgement) by the time of submission in the following manner (in case of publications in foreign languages, a translation into the target language should be added).

„Gefördert durch die Deutsche Forschungsgemeinschaft (DFG) – Projektnummer(n)“

„Funded by the German Research Foundation (DFG) – Project number(s)“

The project number of the referenced project may be looked up in the grant notice or the project information system GEPRIS.

(s. [Verwendungsrichtlinien - Allgemeine Bedingungen für Förderverträge mit der Deutschen Forschungsgemeinschaft e.V. \(DFG\), Ziffer 13.1](#)).

Within third-party-funded projects, it might be mandatory for researchers to publish Open Access in case that publications emerge.

2.6. Open Access and usage rights

TUC has adopted an [Open Access Policy](#). According to that, the application of a [Creative Commons Lizenz CC BY](#) is recommended for scientific publications. Other license variations are possible, whereas licenses conform to [Open Definition](#) are preferable. Own publications of TUC should preferably be made openly and long-term accessible via the institutional repository MONARCH-Qucosa or an equivalent open archive. An Open-Access-publication-funding is only possible in the case that the corresponding/ submitting author is affiliated to TUC or that the main research performance had been done here at the respective relevant time. TUC has to be indicated in the document with this support.

3. REPORTING OF PUBLICATIONS TO THE UNIVERSITY BIBLIOGRAPHY

The total number of publication outcome of TUC is recorded in the University Bibliography. By the end of a calendar year, the Offices of the Deans are informed about the deadline for entering publications of the respective calendar year in the University Bibliography.

https://www.bibliothek.tu-chemnitz.de/uni_biblio/

The data included serve as basis for reports, evaluations and bibliometrical analyses.

4. SERVICE

The University Library offers trainings and consultation regarding scientific publication and provides varied infrastructures for professional publication. For comprehensive information, please access the following link:

<https://www.tu-chemnitz.de/ub/publizieren/>.

You are welcome to get in contact, by phone: +49(0) 531 31290 or via email: oa@bibliothek.tu-chemnitz.de.

5. COMING INTO FORCE

The Publication Guidelines are coming into force by June 1, 2025.