

INDIANA UNIVERSITY SCHOOL OF NURSING POLICY (CORE CAMPUS)	TITLE: PhD Dissertation Options	POLICY NO: EFFECTIVE DATE: REVISED:
	TARGET GROUP: PhD Students SECTION: Curriculum – PhD NEW POLICY: <u> X </u> REVISION: _____	

Objective: To delineate the principles and procedures for PhD dissertations in the School of Nursing.

Policy:

1. The basic rules for dissertations are found in the University Graduate School’s “Preparing Theses and Dissertations” and the “Indiana University Graduate School Academic Bulletin,” both found at <http://www.iupui.edu/~gradoff/students/>.

2. Principles governing dissertations for the School of Nursing

a. The dissertation proposal and dissertation defense should be time limited – that is, it should not be an open-ended process.

b. It is the responsibility of the student to give faculty members sufficient time to read the dissertation without making unreasonable requests of them. A faculty member should not keep a student’s work for inordinate periods of time because of other duties. Assuming membership on a research committee becomes part of the faculty member’s teaching assignment.

c. The student, with input from the Research Advisory Committee, will determine what format to use for the dissertation, using one of the options below approved by the IUSON Graduate Curriculum Committee.

3. Procedures and options

Option #1

a. The student, with input from the Research Advisory Committee, may choose the traditional dissertation option.

b. The traditional dissertation option should follow the University Graduate School “A guide to the Preparation of Theses and Dissertations: The Format Guide.” This guide can be found on the University Graduate School website <http://www.iupui.edu/~gradoff/students/>.

c. Submitted with the PhD Nomination of Research Committee Form and Institutional Review Board (IRB) approval (if applicable), the traditional dissertation prospectus is a one or two page summary of the dissertation research and typically consists of a brief description of the dissertation proposal.

d. The traditional dissertation typically consists of a title page, acceptance page, copyright page, abstract, table of contents, lists of tables, figures, abbreviations, or appendices, chapters (e.g., Nature of the study, Review of literature, Methodology, Results, Discussion), appendices, references, and curriculum vitae.

e. After successful defense of the dissertation, the student is required to meet with the Recorder at the IU Graduate Office at IUPUI to check the format of the dissertation. **Students are strongly encouraged to schedule a pre-check of dissertation format prior to dissertation defense.**

f. Once approved and finalized, the dissertation must be submitted electronically to the University Graduate School in the form of a single .pdf file that will be submitted to ProQuest.

Option #2

a. The student, with input from the Research Advisory Committee, may choose the three-paper option.

b. Submitted with the PhD Nomination of Research Committee Form and Institutional Review Board (IRB) approval (if applicable), the three-paper dissertation prospectus is a one or two page summary of the dissertation research and typically consists of a brief description of the three proposed papers, the logical connection among them, and how they meet the requirements below.

c. Definition of papers: **The papers must be full length articles** resulting from the dissertation research. Abstracts, monographs or short summaries will not be accepted.

d. **At least two of the papers must be data-based manuscripts.** One of the three required papers may be either a scholarly review of the literature or have a theoretical focus.

e. **The three papers must be cohesive and demonstrate a logical building of a program of research.** The 2010-2012 University Graduate Bulletin states, "Although work published by the student may be incorporated into the dissertation, a collection of unrelated published papers, alone, is not acceptable. There must be a logical connection between all components of the dissertation, and these must be integrated in a rational and coherent fashion."

f. All papers, whether data-based or not, **must be prepared from start to finish under the supervision of at least two members of the final Research Committee.** Planned content for the three papers, including titles, authorship, and potential journals for submission, must be agreed upon by the Research Committee. Research committee members will be available to the student for guidance while dissertation research is in progress.

g. **The student must be primary author on these papers and must be able to defend how these papers are based on the student's own work.***

h. The papers are to be submitted to refereed journals either in nursing or other disciplines. Evidence of manuscript submission is **required prior to final dissertation sign off.**

i. The three paper dissertation consists of a title page, acceptance page, copyright page, abstract (includes logical connection among the three papers), table of contents, the three papers, appendices, and curriculum vitae. The format for the three paper dissertation components (other than the three papers themselves) is required to be consistent with the guide to the Preparation of Theses and Dissertations: The Format Guide.” This guide can be found on the University Graduate School website <http://www.iupui.edu/~gradoff/students/>.

j. After successful defense of the dissertation, the student is required to meet with the Recorder at the IU Graduate Office at IUPUI to check the format of the three paper dissertation. **Students are strongly encouraged to schedule a pre-check of dissertation format prior to dissertation defense.**

k. Once approved and finalized, the dissertation must be submitted to the University Graduate School in the form of a single .pdf file that will be submitted to ProQuest.

* For information on determining authorship with dissertation committee members on papers submitted for publication, students and their research committee members should refer to the “Uniform Requirements for Manuscripts (URM)” guidelines provided by the International Committee of Medical Journal Editors (ICMJE):

“Authorship credit should be based on 1) substantial contributions to conception and design, acquisition of data, or analysis and interpretation of data; 2) drafting the article or revising it critically for important intellectual content; and 3) final approval of the version to be published. Authors should meet conditions 1, 2, and 3.”

Retrieved on 11/07/11 at http://www.icmje.org/ethical_1author.html or <http://www.icmje.org/>

Another good source on authorship and the role of students and faculty is: Sahu DR, Abraham P. Authorship: rules, rights, responsibilities and recommendations. J Postgrad Med [serial online] 2000 [cited 2011 Nov 7];46:205. Available from: <http://www.jpgmonline.com/text.asp?2000/46/3/205/276>