**Ph.D. Program Medical Research - International Health**

**CIHLMU Center for International Health**

**Ludwig-Maximilians-Universität, Munich**

**Advice on the Introductory Summary of Cumulative Dissertations**

With the introductory summary, the Ph.D. candidate should describe the structure and results of his/her own Ph.D. research project and provide a brief information about its scientific background. In addition, the Ph.D. candidate is asked to describe submitted articles with regard to their position and contribution to the research field, to the context in general and to the original Ph.D. research project in particular. Together with the submitted articles, the reader should understand in what way the research project developed, what results were achieved, and how the research activity and results eventually led to the submitted publications.

Doctoral theses in Germany are usually delivered on an individual basis and are structured and labelled individually, therefore guarding scientific liberty to the supervisors and researchers. Thus, this template can be only a suggestion, and may be altered by its users.

**Fixed requirements** for the Ph.D. Program Medical Research - International Health at LMU, Munich, are:

* paper format (DinA4)
* Include a list of abbreviations, a table of content, list of publications relevant for the Ph.D. project
* The introductory summary is restricted to 5 to 10 pages (excluding references, appendices and tables).
* Include a tabular curriculum vitae (CV)
* Include a complete list of all your publications
* Include an affidavit and the confirmation of congruency
* Include a statement of contributions to the publications
* The thesis needs to be submitted in PDF file format
* This style template already includes the official CIHLMU template for the title and second page. **(Please do not use any other template as it will not be accepted!)**

**General recommendations for print and spacing:**

* Line spacing: 1.5, character size 11 to 12
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* Margins: top 2.5, bottom 2.5, left 2.5, right 2.0

This style template is just an example.



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Doctoral Thesis

for the awarding of a Doctor of Philosophy (Ph.D.)

at the Medical Faculty of

Ludwig-Maximilians-Universität, Munich

submitted by

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Place of birth, country

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Year of thesis submission

Mit Genehmigung der Medizinischen Fakultät der

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# List of figures

If you use the tool “add caption” under references in Word, to add your figure legends, Word can generate a list of figures for you: under “references” -> table of figures.

Please use numbering in accordance with chapter numbering; e.g.: second figure in chapter 4 will be labelled: Figure 4.2)

This list can be deleted if you do not have any figures included in your introductory summary.

# List of tables

A list of table can be especially useful to the reader, if you include numerous or very important tables in your thesis.

Please use numbering in accordance with chapter numbering; e.g.: second table in chapter 4 will be labelled: Table 4.2)

This list can be deleted if you do not have any tables included in your introductory summary.

# List of abbreviations

A list of abbreviations can be helpful to the reader, especially if you are using numerous and uncommon abbreviations. It is the easiest to use a table without borders. All abbreviations used in the thesis must be written in full in this table; still, all abbreviations must be written in full at the first instance they are used in the thesis text.

# List of publications

Please list here the publications that are relevant for your Ph.D. studies. Your contribution to these publications will be evaluated.

Paper A

Paper B

Paper C

# My contribution to the publications

## Contribution to paper A

The basis on which a cumulative dissertation is graded is not the papers themselves, but your contribution to these publications!

Therefore, it is important that you explain your contribution to each paper in detail. Please outline in detail, what your contribution consisted of, as this is the only way your work can be properly evaluated. This explanation has to be provided for each paper that contributes to the cumulative dissertation if there is more than one author. That is, the statement of your contribution is also required for papers in which you are the first author. Shared first authorship is also permitted, but must be clearly explained.

## Contribution to paper B

## Contribution to paper C (Appendix)

This is not mandatory if you do not include additional publications in the appendix.

# Introductory summary

## Chapter 2.1

Please use the formatting styles offered by Word if you want to introduce a new headline. In this case the first headline is heading 1, the next smaller level (chapter 1) is heading 2, and so on. This way, word will generate a table of content automatically; keep it up to date and complete throughout the entire writing process. Please note that the word “chapter 1.1” should be deleted before you enter the title of the chapter. Example: 1.1 Global History of Disease XY instead of 1.1 Chapter 1.1 Global History of Disease XY.

### Chapter 2.1.1

### Chapter 2.1.2

## Chapter 2.2

## Chapter 2.3

### Chapter 2.3.1

### Chapter 2.3.2

# References

We strongly recommend using a referencing software such as Endnote, Citavi or Mendeley to create the bibliography. Both numbering and Harvard style references are accepted. You can ask your supervisors which style they prefer.

Formatting of the bibliography:

* Citation according to Harvard Convention or APA (author-year system): indication of author and year of publication in the continuous text (e.g. Mustermann, 2000).
* In the author-year system, the first and second author (Mustermann, 2000; Mustermann and Musterfrau, 2000) are named in a continuous text in addition to the year of publication, in the case of several authors the first author is named followed by "et al. (Mustermann et al., 2000), this is referred to as a short document. If several works are cited at the same time in one place, they should be separated by commas (Mustermann, 2000, Musterfrau 2001).

In the bibliography the articles are listed with complete list of authors, year of publication, title, journal, volume, page number. The articles are listed alphabetically after the first author.

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* With the numbering system it is possible to refer to several sources simultaneously by separating them within the brackets by commas ([17, 19, 24-26] or 17, 19, 24-26).

In the bibliography, the articles are listed by number, following each number the complete list of authors, year of publication, title, journal, volume, page number are given.

Please use only one of the possible citation methods and be consistent.

# Publications

## Paper A

The easiest way to include your paper into your cumulative thesis would be to merge both PDF files with Adobe Acrobat Pro.

## Paper B

# Appendix A: Paper C

It is not mandatory to include additional contributions in the appendix

Unpublished manuscripts, review articles, case studies, as well as short reports, letters, and methodological publications, that have been declared insufficient after case-by-case evaluation by the doctoral committee may be included in a cumulative dissertation, but must be clearly labeled as additional contributions. Such additional contributions can in no way replace the two main articles required for the preparation of a cumulative dissertation. Additional contributions can only help to provide a better scientific context and a more complete picture about the candidate’s scientific work.

# Appendix B:

# Acknowledgements

Please acknowledge persons who gave support and/or contributed significantly to the finalization of the dissertation.

# Curriculum vitae

The tabular CV of the Ph.D. candidate should focus on academic and professional life. Please be brief and do not exceed one page.

# Complete list of my publications

Please include here a complete list of manuscripts that you published in peer-reviewed journals (not only the once related to your Ph.D. studies!).