

Guidelines for Doctoral Dissertations in the Information Society Technologies PhD Program

School of Digital Technologies, Tallinn University

Document Version: 1.1

Date: 18 February 2019

4 Reporting credits for scientific articles in the Annual Progress Review

During the annual review, students and supervisors have to estimate the amount of credits per article. Generally, the credits are calculated according to the [Progress Review Criteria in Natural Sciences](#). Here, we give some guidance on how many credits are usually deemed suitable for the category (3) Article in ETIS (Estonian Research Information System) categories 1.1, 1.2 or 3.1 accepted for publication.

4.1 Number of credits per article

Under this category, the student can claim up to 120 credits during their studies. If we take above requirement that the PhD thesis should contain **substantial research contribution equivalent to at least 3 major publications**, then the below table gives guidance on how to count articles that contain smaller contributions.

The following amounts of credits can be awarded per article on a cumulative basis. The student needs to keep track from report to report, how many credits have already been claimed for one article through a previous report.

The numbers are indicative and can be adjusted in special circumstances. All credits assume **single authorship, or articles co-written with the supervisors**. With multiple authorship, the ECTS should be divided by approximate amount of contribution per author.

The table also assumes that the article is fully included in the PhD thesis. The number of credits should be reduced if the article relates only partially to the PhD.

- 40 ECTS: 1.1 long article by single author or supervisor co-authored
- 30-35 ECTS: 1.2 long article by single author or supervisor co-authored
- 25 ECTS: 3.1. full conference paper in a high level conference, single or supervisor co-authored
- 20 ECTS: 3.1. full conference paper in a mid-range conference, single or supervisor co-authored
- 15 ECTS: 3.1. short paper in a conference, single or supervisor co-authored
- 10 ECTS: 3.1. doctoral consortium or poster paper contribution at a conference, single or supervisor co-authored

4.2 Splitting credits over time

There is no need to wait until the article has been finally published, but the credits can be split between the years of reporting in the following way (the following uses 1.1 articles as an example):

- The text of the article reviewed by the supervisor: up to 20 ECTS credits;
- the article in 'submitted' status: up to 35 ECTS credits - ECTS credits awarded earlier;
- 'finally accepted' status + 5 ECTS credits.
- In total, depending on the article's publishing status, 40 ECTS credits may be awarded cumulatively.

The same procedure applies to the other categories equivalently.

It is suggested that students keep track of how many credits they have assigned for which of the articles over the years so that the cumulative amount can be traced over the different review periods.