



UNIVERSITÄT  
BAYREUTH

# The Affiliation in German and English Language Publications

*A recommendation by the University Governing Board of the University of Bayreuth  
dated 18 December 2018*





The University of Bayreuth is committed to raising the profile of the research work carried out by its scientists, and in so doing, improving its international reputation. In this context, contributions in monographs and journals, at congresses, but also in research data repositories are of great significance. Publication data, especially, is regularly reviewed by funding agencies and research collaborators, and is evaluated in national and international rankings.

The visibility of publications from the University of Bayreuth is influenced by a number of factors. Among them is the correct linking of the publications and their authors to the institution University of Bayreuth. What is important here is a standardised procedure regarding the indication of institutional affiliation. Furthermore, the publications of university members should be fully documented, ideally at a central site in a university bibliography like "ERef Bayreuth" (<https://eref.uni-bayreuth.de>).

All members of the University of Bayreuth are therefore asked to follow the recommendations given below for the standardised indication of affiliation. This also applies to guest researchers whose publications have resulted from their research stay at the University of Bayreuth.

### University name

For every publication, the University's name must be indicated in the following form:

**Universität Bayreuth**

or

**University of Bayreuth**

### Indication of further affiliation

Besides the University's name, every publication should indicate its specific institutional affiliation, insofar as this is included in the List of Research Units. The current List of Research Units can be found on the intranet under the following link: <https://www.intranet.uni-bayreuth.de/de/allgemein/index.html>

**Please note:** The List of Research Units can only be accessed through the network of the University of Bayreuth (e.g. Eduram, VPN, etc.) or by logging into the intranet by means of your bt-username.

**Example 1 (German):**

*Universität Bayreuth  
Biomaterialien  
Universitätsstraße 30  
95447 Bayreuth  
Deutschland*

**Example 1 (English):**

*University of Bayreuth  
Biomaterials  
Universitätsstraße 30  
95447 Bayreuth  
Germany*

**Example 2 (German):**

*Universität Bayreuth  
Tierökologie I  
Bayreuther Zentrum für Ökologie und  
Umweltforschung (BayCEER)  
Universitätsstraße 30  
95447 Bayreuth  
Deutschland*

**Example 2 (English):**

*University of Bayreuth  
Animal Ecology I  
Bayreuth Center of Ecology and  
Environmental Research (BayCEER)  
Universitätsstraße 30  
95447 Bayreuth  
Germany*

**Template (German):**

*Universität Bayreuth  
{Lehrstuhl / Professur}  
{Zentrale Wissenschaftliche Einrichtung /  
Forschungsstelle}  
Universitätsstraße 30  
95447 Bayreuth  
Deutschland*

**Template (English):**

*University of Bayreuth  
{Chair / Professorship}  
{Central Scientific Facility /  
Research Unit}  
Universitätsstraße 30  
95447 Bayreuth  
Germany*

## Abbreviations

If the input form has a character count limit, a standardized abbreviation should be used for affiliation. The University's name should be abbreviated "Univ Bayreuth" both in German and English. The abbreviation of further institutional affiliation should follow the established routine of the respective subject. Please note, however, that at least "Univ Bayreuth" is to be used.

## Multiple institutional affiliation

In the case of several, long-term institutional affiliations, for example when jointly appointed or with inter-institutional PhD programmes, all of the institutions in question are to be named. For a temporary affiliation to a further institution, e.g. as part of a research stay as a visiting scholar, this may be indicated as a further affiliation if a substantial part of the research was produced there.

### Example

*Your name<sup>1,2,3</sup>*

*<sup>1</sup>University of Bayreuth  
Manufacturing and Remanufacturing Technology  
Universitätsstraße 30  
95447 Bayreuth  
Germany*

*<sup>2</sup>Fraunhofer IPA Project Group Process Innovation  
Universitätsstraße 9  
95447 Bayreuth  
Germany*

*<sup>3</sup>Friedrich-Alexander-University Erlangen-Nürnberg (FAU)  
Engineering Design  
Martensstraße 9  
91058 Erlangen  
Germany*

In case of a change of institution before completion of the research and publication process, the institution that was the primary location of the research outcome is to be indicated as the affiliation. Both should be mentioned if relevant research work was produced at both institutions.

## Identification of authorship

The University of Bayreuth recommends the consistent spelling of one's own name in scientific publications. This applies especially to names with umlauts (ä, ö, ü), prefixes (e.g. von, van der, de), conjunctions, several first names, indicators of kinship (e.g. Mac, Ibn, Abu), and hyphenated names.

The allocation of unique identifiers for authors has been receiving more and more attention recently. This includes ORCID iD offered by Open Researcher and Contributor ID (ORCID; [www.orcid.org](http://www.orcid.org)), ResearcherID (Clarivate Analytics / Web of Science; [www.researcherid.com](http://www.researcherid.com)), and Scopus Author ID (Elsevier; [www.scopus.com/authoridentifier](http://www.scopus.com/authoridentifier)).

The use of one or more of the systems of author identification is dependent on the conventions of the individual disciplines, and on the visibility desired.

Because of the increasing prevalence of ORCID as a universal system of author identification, the University of Bayreuth strongly recommends the use of ORCID iD. ResearcherID and Scopus Author ID are aimed primarily at the Web of Science and Scopus databases, but can easily be linked to an ORCID iD. More information on this can be found at [https://www.ub.uni-bayreuth.de/en/digitale\\_bibliothek/autorenidentifikation/index.html](https://www.ub.uni-bayreuth.de/en/digitale_bibliothek/autorenidentifikation/index.html). With regard to academic identity management, all authors should create an author's profile in the database appropriate for them and link their publications with their author's profile. This will ensure an accurate and complete assignment of your publications to your name.

### Contact:

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## IMPRINT

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