



**FREIE  
UNIVERSITÄT  
BERLIN**



**Department of  
Biology, Chemistry, Pharmacy  
Graduate Center**

# **INFO PRESENTATION | DOCTORAL STUDIES & THESIS WRITING**

# GRADUATE CENTER @ BCP

**Information:** Website | Newsletter

**Networking:** BCP Networks

**Training:** Workshops | Courses | Doctoral Program Natural Sciences

**Events:** Info Events | Networking Workshop | Statistics Courses

**Advisory Services:** All about the Doctorate | Career Development | Supervision

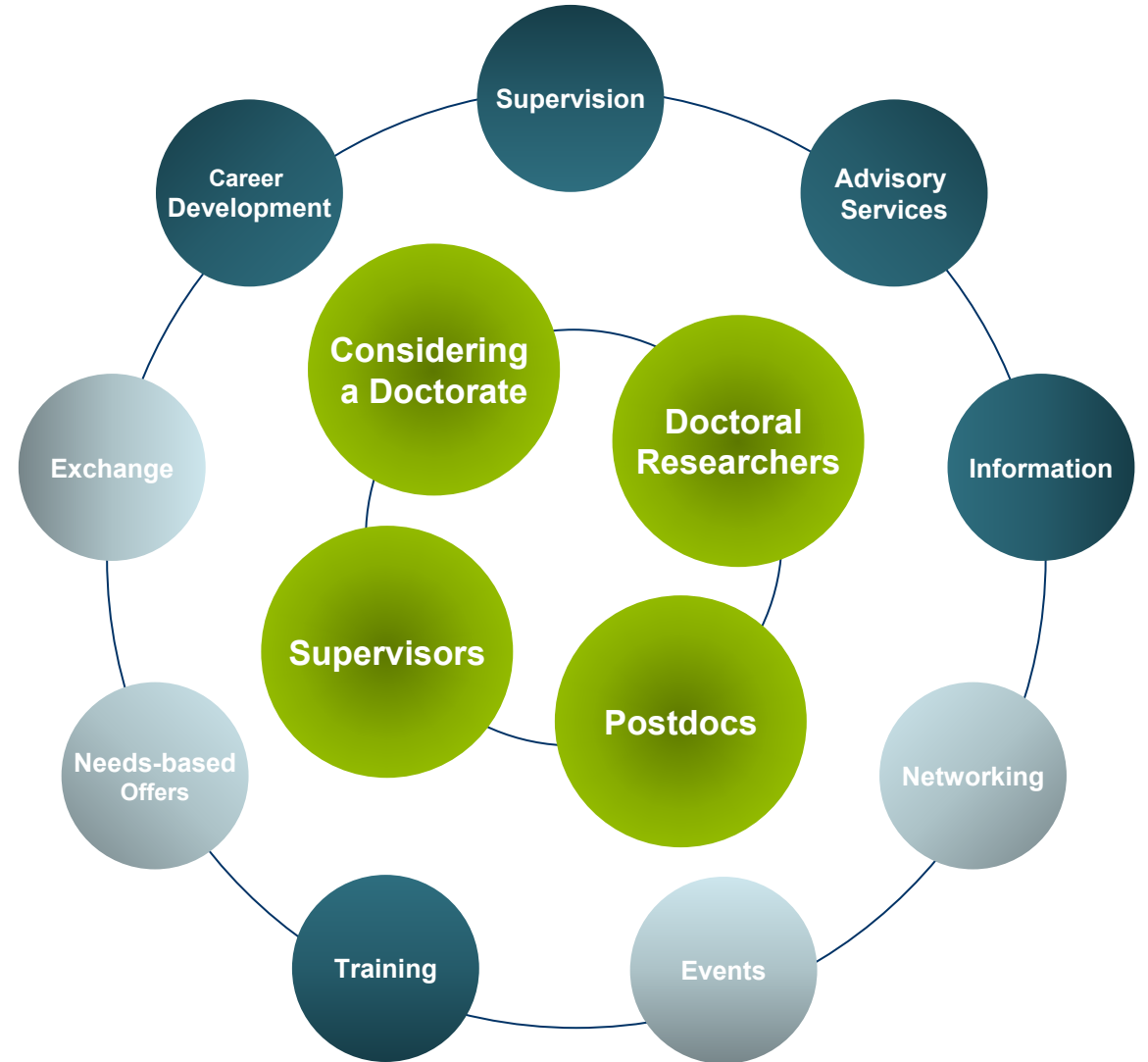


# ADVISORY SERVICES & COACHING



## Topics

- All about the doctorate
- Doctorate procedure
- Training and qualification
- Conflict situations
- Career development
- ...



# THESIS WRITING

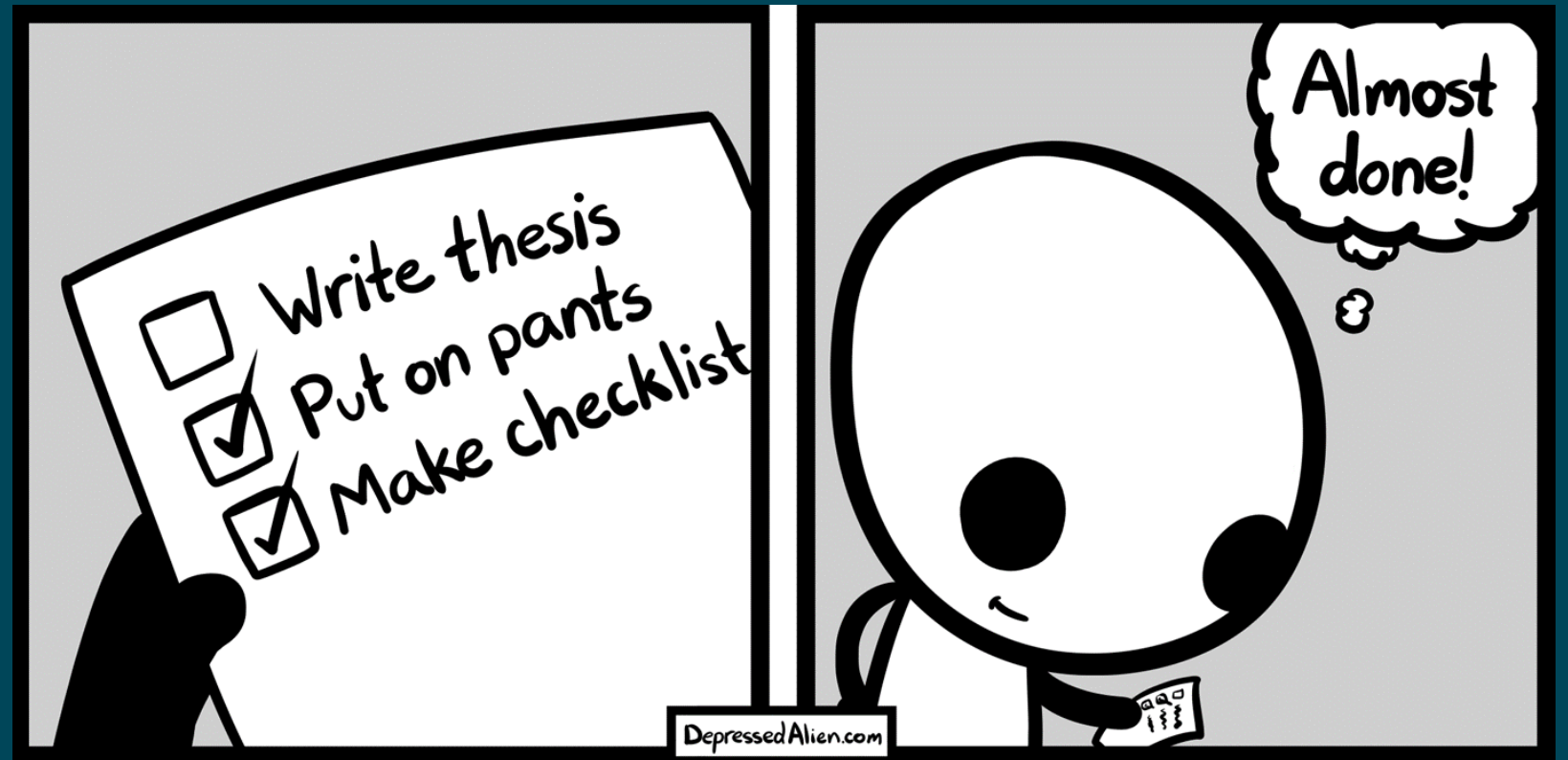
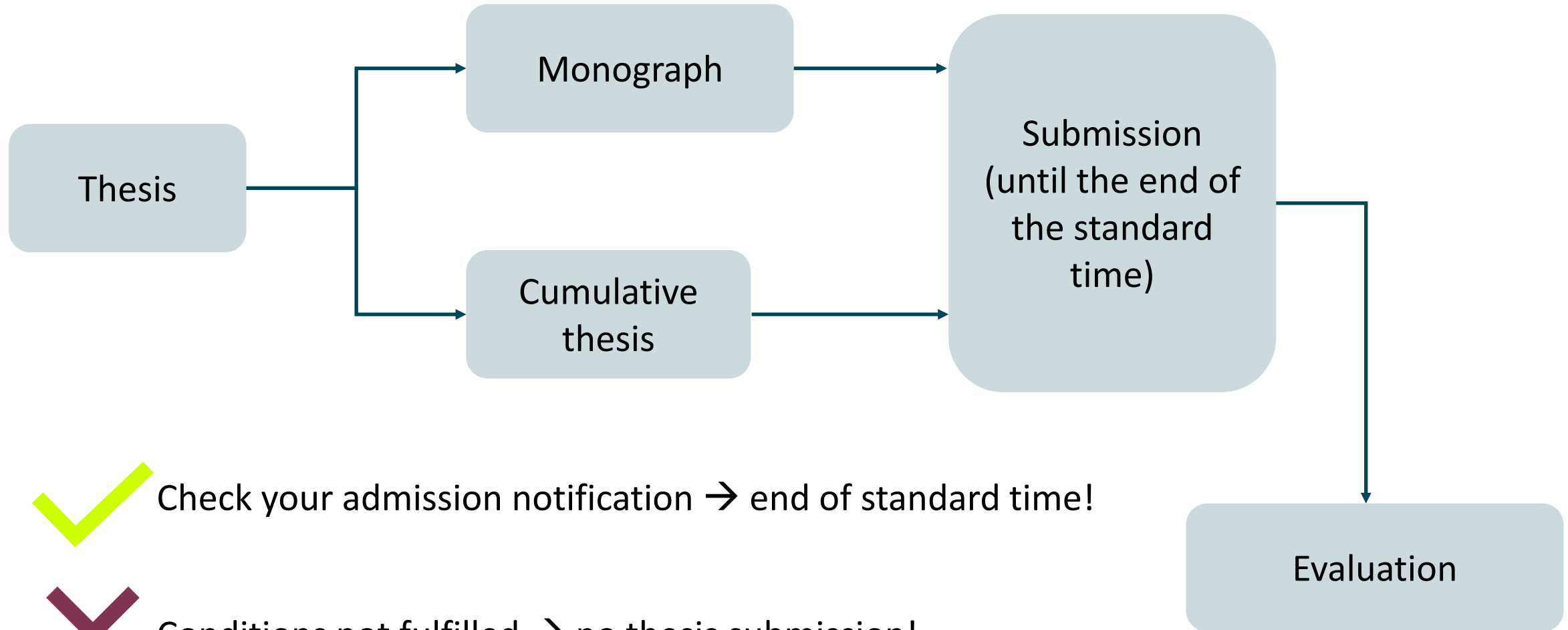


Image credit: Connor Ullmann, 2014

# FROM THESIS WRITING TO THESIS SUBMISSION



Check your admission notification → end of standard time!



Conditions not fulfilled → no thesis submission!

# THESIS WRITING

GRADUATE CENTER / DOCTORATE

CONSIDERING A DOCTORATE

DOCTORAL RESEARCHERS

POSTDOCS

SUPERVISORS

CONTACT

HABILITATION

Homepage > Graduate Center / Doctorate > Doctoral Researchers > Doctorate Procedure > Writing the Thesis

## Writing the Thesis

You can either submit a **monograph** or a **cumulative thesis**. As a general rule, both must be comparable/equivalent in terms of type and scope. The thesis must be written in one language throughout either English or German (with the exception of the German and English abstract/Kurzfassung). This also applies to the acknowledgments and any quotes used.

In exceptional cases, the doctoral board shall decide whether the requirement for a cumulative work to be entirely in either



Schreiben der Dissertation / Writing the Thesis  
Image Credit: <http://www.istockphoto.com>

## Overview Doctorate Procedure



# ADVISORY SERVICES FOR CITATION AND WRITING

## Zitiersprechstunde

Offene Online-Sprechstunde zu Fragen rund ums Zitieren und den Umgang mit Quellen. Jeweils montags 16 bis 17 Uhr via Cisco Webex.



Directly to the Webex room (talk to Armin Glatzmeier, Mondays, 4-5 pm)

Are you writing a paper and have questions about citation, citation styles, dealing with sources or the proof of images? Would you like to know how to correctly label information taken from other people's texts and thus avoid plagiarism?

In the open consultation hour, we can look at your questions specifically in your text, briefly research problematic sources live and talk about the correct use in your work.

For other questions relating to the writing process, you are also welcome to visit Johanna Gröpler's open writing consultation.

When using AI tools/LLM:

Name the tool/program,  
the version and indicate  
for which purpose you  
used the AI tool/LLM

# THESIS WRITING

Applies to both types:

- must be written in one language throughout either English or German (includes all parts, e.g. cover sheet, acknowledgment) (exceptions for cumulative theses possible)
- includes a German and an English abstract (approx. 1 page)
- includes the declaration of authorship (*Selbstständigkeitserklärung*)
- includes a list of publications (if applicable)
- may contain an acknowledgement, your CV and an appendix
- **may not contain the FU logo**

# THESIS WRITING

## Cover sheet:

**[Title]**

Inaugural-Dissertation

to obtain the academic degree

Doctor rerum naturalium (Dr. rer. nat.)

submitted to the Department of Biology, Chemistry, Pharmacy

of Freie Universität Berlin

by

[Name]

[Year of submission]

If you are aiming for the title „PhD“ the cover sheet needs to be changed accordingly

# THESIS WRITING

## Second page:

Please name the time period, your supervisor and the institute of your doctoral studies.

1<sup>st</sup> reviewer:     Your supervisor    

2<sup>nd</sup> reviewer: \_\_\_\_\_

Date of defense: \_\_\_\_\_ **please leave the date open**

# MONOGRAPH VS. CUMULATIVE THESIS

# MONOGRAPH VS. CUMULATIVE THESIS

## Monograph

... is a self-contained representation of the research work and its results.

... may already be published completely or partially.

Publications related to the thesis have to be submitted separately. They must not be embedded in the thesis.

(you need to cite this publications!)

## Cumulative Thesis (publication-based)

... consists of several scientific publications, including supporting information, but at least 2 publications (published or accepted, peer-reviewed).

Publications that are in revision, submission or preparation can be integrated. Publications in preparation must already be in manuscript form.

Publications are included as published; the formatting may not be changed.

In addition to the publications, an introduction, a bibliography, etc., the thesis must contain a detailed summary in which the results of the various publications are discussed comprehensively.

The individual contribution must be indicated for each publication. The doctoral candidate must have made a central scientific contribution in each of the publications.

# OUTLOOK: FROM SUBMISSION TO PUBLICATION

