



## Guideline for affiliations and acknowledgments in publications & presentations

approved by the HELMHOLTZ IMAGING steering board in November 2021.

**- draft version 1 -**

## Content

Rationale and introduction	3
(1) Affiliation	4
(2) Acknowledgements	5
(3) Note on authorships	7
(4) Presentations	8
Imprint	9

## Rationale and introduction

**The purpose of this guideline is to ensure that all HELMHOLTZ IMAGING publications and other forms of HELMHOLTZ IMAGING research output are correctly assigned to both HELMHOLTZ IMAGING and the respective authors/contributors.**

**This guideline applies to all HELMHOLTZ IMAGING staff, recipients of HELMHOLTZ IMAGING-associated funding and HELMHOLTZ IMAGING associates.**

Scientific publications represent a central outcome and/or proof of the activity of the HELMHOLTZ IMAGING and the Helmholtz imaging community. Moreover, publication-based metrics among others are key-indicators (KPIs) demonstrating the performance and quality of HELMHOLTZ IMAGING. It is therefore of utmost interest for both the authors and HELMHOLTZ IMAGING that all scientific output, especially every publication, can be correctly assigned and easily identified in respective databases. This document sets out the standardized affiliation and funding acknowledgement style for HELMHOLTZ IMAGING.

The rules stipulated in this guideline are to be followed by all HELMHOLTZ IMAGING staff, all people working on a project funded by HELMHOLTZ IMAGING as well as by HELMHOLTZ IMAGING associates (hereafter summarized as HELMHOLTZ IMAGING members). All must use the standardized definitions throughout the entire publication process and whenever else an affiliation, funding information or acknowledgement is required, e.g., conferences, presentations or project proposals.

To safeguard good scientific practice, especially regarding authorship, please adhere to the [Guidelines for Safeguarding Good Research Practice](#)<sup>1</sup> provided by the German Research Foundation (DFG - Deutsche Forschungsgemeinschaft).

A separate document sets out the “Publication policy for collaboration with HELMHOLTZ IMAGING”; it sets out the criteria that lead to co-authorship, mentioning in the acknowledgement etc. in relation to support provided by HELMHOLTZ IMAGING and the use of its services. This policy can be found on our website<sup>2</sup>. Note that the use of a HELMHOLTZ IMAGING Solution always requires a citation of the corresponding publication or DOI and may require a mention of HELMHOLTZ IMAGING in the acknowledgement depending on how much effort HELMHOLTZ IMAGING has put into developing and providing this specific HELMHOLTZ IMAGING Solution. If this is the case, it will be pointed out via citation metadata when downloading the HELMHOLTZ IMAGING Solution.

This guideline and further information can also be found on the HELMHOLTZ IMAGING website at: [https://helmholtz-imaging.de/research/publications/index\\_eng.html](https://helmholtz-imaging.de/research/publications/index_eng.html)

<sup>1</sup> [https://www.dfg.de/en/research\\_funding/principles\\_dfg\\_funding/good\\_scientific\\_practice/white\\_paper/index.html](https://www.dfg.de/en/research_funding/principles_dfg_funding/good_scientific_practice/white_paper/index.html)

<sup>2</sup> <https://syncandshare.desy.de/index.php/s/T6KZwFMSFyaAXpL>

## (1) Affiliation

For every publication involving HELMHOLTZ IMAGING staff as author, his or her affiliation with HELMHOLTZ IMAGING shall be given as follows:

HELMHOLTZ IMAGING, Research Center, Street, D-Postcode City, Germany

It is paramount that HELMHOLTZ IMAGING, followed by the respective Helmholtz Center is listed before any other address data. Street and D-Postcode are optional information, depending on the outlet/publisher.

Example (DESY):

Jane Doe<sup>1</sup>

<sup>1</sup> HELMHOLTZ IMAGING, Deutsches Elektronen-Synchrotron DESY [, Notkestr. 85, D-22607 Hamburg], Germany

For authors with multiple affiliations, HELMHOLTZ IMAGING has to be listed separately from all other affiliations, with its position according to its relevance.

Example:

Alice Armstrong<sup>1,2,3</sup>

<sup>1</sup> HELMHOLTZ IMAGING, Deutsches Elektronen-Synchrotron DESY, Notkestr. 85, D-22607 Hamburg, Germany

<sup>2</sup> Center for Free-Electron Laser Science, Deutsches Elektronen-Synchrotron DESY, Notkestr. 85, D-22607 Hamburg, Germany

<sup>3</sup> University of Hamburg, Institute of Nanostructure and Solid State Physics, Luruper Chausee 149, D-22761 Hamburg

## (2) Acknowledgements

HELMHOLTZ IMAGING with the Helmholtz Association's Initiative and Networking Fund shall be mentioned in the acknowledgement paragraph

- if the work or any of its authors has received direct financial support through HELMHOLTZ IMAGING via a grant or stipend and/or
- if the work or any of its authors has received scientific, consulting, technical or editorial support from any staff member of HELMHOLTZ IMAGING.

Example:

Jane Doe was funded by HELMHOLTZ IMAGING, a platform of the Helmholtz Information & Data Science Incubator.

or without highlighting specific people:

(Part of) this work was funded by HELMHOLTZ IMAGING, a platform of the Helmholtz Information & Data Science Incubator.

A funding statement must be referred to in one sentence in the acknowledgement section. If project/grant/stipend funding has been received, the grant ID/number has to be specified in square brackets:

Jane Doe was funded by HELMHOLTZ IMAGING, a platform of the Helmholtz Information & Data Science Incubator [grant number: ZT-I-PF-5-01].

Multiple grant numbers should be separated by comma and space, e.g.:

(Part of) this work was funded by HELMHOLTZ IMAGING, a platform of the Helmholtz Information & Data Science Incubator [grant numbers: ZT-I-PF-5-01, ZT-I-PF-5-02].

If the project was supported by more than one funding agency, the different agencies should be separated by semicolon, with "and" before the last funding agency:

(Part of) this work was funded by HELMHOLTZ IMAGING, a platform of the Helmholtz Information & Data Science Incubator [grant numbers: ZT-I-PF-5-01, ZT-

I-PF-5-02]; the UK Natural Environment Research Council [grant number NE/K00001/1]; and the Economic and Social Research Council [grant number ES/N00001/1].

To thank specific people in the acknowledgement, their full name, a brief statement about the kind of help received from each individual or group of people and the funding information should be provided as shown:

The authors would like to thank Jane Doe, funded by HELMHOLTZ IMAGING, a platform of the Helmholtz Information & Data Science Incubator, for her advice on ....

or for a team/group of people:

The authors would like to thank Jane Doe and her team, funded by HELMHOLTZ IMAGING, a platform of the Helmholtz Information & Data Science Incubator, for validating the imaging methods.

### (3) Note on authorships

The Code of Conduct [Guidelines for Safeguarding Good Research Practice](#)<sup>3</sup> from the German Research Foundation (DFG - Deutsche Forschungsgemeinschaft) applies for good scientific practice and authorship.

The publication policy for collaboration with HELMHOLTZ IMAGING specifies the handling of authorships and acknowledgements of publications related to Helmholtz AI vouchers and collaborations with Helmholtz AI consultants.

The publication policy can be found on the HELMHOLTZ IMAGING website<sup>4</sup>.

---

<sup>3</sup> [https://www.dfg.de/en/research\\_funding/principles\\_dfg\\_funding/good\\_scientific\\_practice/white\\_paper/index.html](https://www.dfg.de/en/research_funding/principles_dfg_funding/good_scientific_practice/white_paper/index.html)

<sup>4</sup> [https://helmholtz-imaging.de/research/publications/index\\_eng.html](https://helmholtz-imaging.de/research/publications/index_eng.html)

## (4) Presentations

HELMHOLTZ IMAGING members who include research results that originate from their work at HELMHOLTZ IMAGING or a project funded by HELMHOLTZ IMAGING in a presentation must mention this in the presentation by prominently naming HELMHOLTZ IMAGING. This is done by using the HELMHOLTZ IMAGING logo on the slides and, if necessary, a supplementary verbal statement on the form of cooperation with HELMHOLTZ IMAGING.

The logo can be used either in black (on a light background) or in white (on a dark background). Please refer to the [Logo Guideline Preview](#)<sup>5</sup> for guidance on how to use the logo.

---

<sup>5</sup> <https://syncandshare.desy.de/index.php/s/XaHEPYPYXmTxKKc>

# Imprint

## **Editor**

HELMHOLTZ IMAGING

## **Address**

HELMHOLTZ IMAGING  
Deutsches Elektronen-Synchrotron DESY  
Notkestraße 85  
D-22607 Hamburg

## **Content Management**

Sara Krause-Solberg

## **Contact**

For any inquiries, please send an email to:  
helpdesk@helmholtz-imaging.de

## **Version**

1

Published June 14, 2022

## **Online edition**

available at <https://www.helmholtz-imaging.de/>