

Acknowledgements in Research Communications

The Authorship Guidelines not only provides information on authorship but also refers to Acknowledgements and gives advice on who should be acknowledged.

It states:

(In relation to authorship)..... Others who should not be given authorship but may be acknowledged could be people such as one's former supervisor or other members of a former research group who may have made minor contributions. Many people may contribute some aspect or another to the work being reported and these should be properly and **FULLY ACKNOWLEDGED**. For example, someone may contribute a chemical analysis. Readers need to know who did this work but it probably does not justify authorship.

It is under the acknowledgements section that mention may be made of Chairs or other authority figures. It is also here that one acknowledges the funding source and this should **ALWAYS** be included. It may be a condition of some funding agencies and it also creates transparency should there be any conflict of interest. Therefore, it is important to ensure that all papers emanating from NTU **MUST** acknowledge the funding source even if this is only university funding. In this way, we can be both transparent and meet funding agencies requirements.

It is also important that where the affiliation is unclear, such as working in one institution while also being a member of another institution, one may have one affiliation under the authors' address while the other affiliation, if not there, should be under 'Acknowledgements' as both have contributed with their underpinning facilities. When looking at institutional output, it is important that NTU is clearly mentioned.

The following 'rules' produced by Celia M. Elliott and the Board of Trustees of the University of Illinois and adapted for the NTU circumstance provide a useful guideline summary:

Acknowledge research contributions by people other than the authors:

- **Persons who gave scientific guidance, participated in discussions, or shared unpublished results**
- **Persons who provided samples or equipment**
- **Assistants or students who helped do the work**
- **Technicians at user facilities or labs**
- **Acknowledge the funders of the research which will be the funding agency, or if internally funded, then the university**
- **In case of dual or more affiliations, make sure that all institutions are mentioned either in the address or the acknowledgments**

The acknowledgment should be a simple statement of thanks, not a testimonial or dedication