

QUT Author Affiliation Guidelines

Purpose

The purpose of these guidelines is to encourage the consistent use of **Queensland University of Technology (QUT)** as the affiliation on all research outputs of staff and students of the University. This will ensure that the University receives the appropriate recognition for its research outputs. It will also improve the accuracy of bibliometric analysis of the University's output, which may impact upon funding.

These guidelines apply to all staff and students at the University, whose research is the result of their employment by the University, or was conducted using the resources and facilities of the University.

Guidelines

1. Queensland University of Technology authors should record **Queensland University of Technology (QUT)** as their affiliation on all research outputs. Authors should spell the name of the University out in full, as well as include the acronym QUT.
2. Authors with multiple affiliations may record all affiliations on research outputs, but should ensure Queensland University of Technology (QUT) is included.
3. Allowing for publishers' style requirements, Queensland University of Technology (QUT), should be recorded as the first element of the author's affiliation. If this is not possible, it should appear prominently.
4. Other University affiliations, such as Faculty, School, Institute or Centre should be included, depending on available space. If space is limited these areas should be omitted in favour of including Queensland University of Technology (QUT).
5. It is recommended that authors check any pre-publication proofs to ensure that Queensland University of Technology (QUT) is recorded correctly.

See Appendix for example affiliation statements.

Appendix

Faculty

Researcher Name, Queensland University of Technology (QUT), Faculty

Example

A. Researcher, Queensland University of Technology (QUT), Faculty of Law

School

Researcher Name, Queensland University of Technology (QUT), Faculty, School

Example

A. Researcher, Queensland University of Technology (QUT), Creative Industries Faculty, School of Design

Institute

Researcher Name, Queensland University of Technology (QUT), Institute Name*

Example

A. Researcher, Queensland University of Technology (QUT), Institute of Health and Biomedical Innovation (IHBI)*

Centre

Researcher Name, Queensland University of Technology (QUT), Centre Name*

Example

A. Researcher, Queensland University of Technology (QUT), Australian Research Centre for Aerospace Automation (ARCAA)

*Authors, depending on available space, may also include Faculty and/or School