

BECOMING A PhD

- practical matters and schedule
preceding the completion of the
doctoral thesis

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My thesis

- "Adolescent ADHD and family environment – an epidemiological and clinical study of ADHD in the Northern Finland 1986 Birth Cohort"
- composed on the basis of four original publications
- data collection started in January 2002, preparing original publications started in August 2003, synopsis writing started in January 2006
- academic dissertation was presented in May 2007

January 2006

- thesis (synopsis) writing started
- one article published, two manuscripts waiting for submission, and one manuscript under preparation
- no need to wait until all published



Writing of synopsis

- by using Acta Universitatis Ouluensis series template (see university library webpages)
- get acquainted with newly published thesis in your field
- first list of contents, then the actual text
- you can write simultaneously several sections, just keep the process active
- to begin with, you can utilise "copy and paste" method

Writing of synopsis

- supervisor's comments important
- you can ask comments for shorter parts as well
- deadlines are important, set the dates for meetings
- ask comments from colleagues
- use supervisor's expertise to know when to stop

November 2006

- synopsis "ready" and unofficially sent to reviewers
- at this stage second article accepted and in press



Finding the right reviewers

- reviewers suggested by supervisor through contacts and networks
 - from same/close research field
 - reviewer is your "friend", improves your thesis
 - first contact through supervisor; timetables etc. practical matters
 - if not Finnish, inform about practices
- faculty nominates

January 2007

- reviewer comments arrive "unofficially"
- video conference with one reviewer, e-mail contact with another
- making suggested corrections
- checking for the last details, e.g. format/spelling



March 2007

- English language check
- reprint requests from the publishers
- third article in press → official permission from faculty to proceed
- setting the dissertation date with the opponent



Finding the right opponent

- opponent is the "director" of the dissertation: comments and criticises the thesis, aim is scientific discussion
- expertise in the same field of research
- again, supervisor expertise and contacts crucial
- if not Finnish, inform about practises about review and dissertation
- suggested by supervisor, faculty nominates
- send the thesis + articles in advance

April 2007

- official reviewer statements arrive
- contact to University Press for time tables
- meeting with Acta series Medica editor → making corrections regarding style
- meeting with the librarian → key words
- thesis + articles to opponent for reading



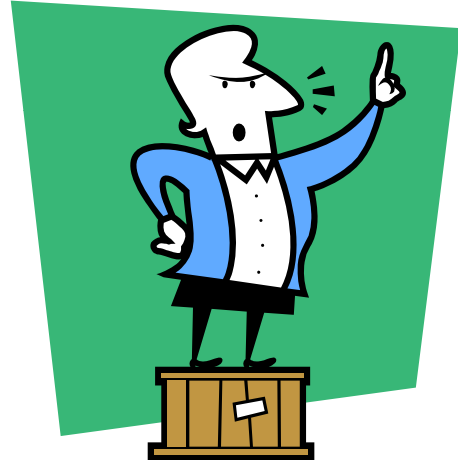
April 2007 cont.

- photo for university PR-office
- writing of press release
- Acta-series editorial: technical corrections
- official printing permission from faculty
- permissions and copyrights to Acta series and University Press
- thesis + articles sent for print



May 2007

- Distribution of the thesis according to university instructions
- Rehearsal for the dissertation: reading a "lektio" aloud, asking comments from colleagues, preparing answers



Dissertation 18.5.2007



Check list 1

- visit the library Acta series webpage
 - read the instructions carefully
- make security copies of your files
- ask reprinting permissions from the publishers well in advance!
- ask keywords for thesis from librarians
- when manuscript of thesis ready: make time schedule concerning the following steps and dates, eg. faculty meetings, material for Acta, language check, printing, dissertation date

Check list 2

- sending the thesis and original articles to faculty in order to nominate reviewers and opponent
- sending the thesis and original articles to the reviewers
- monitor the time schedule: it is not inpolite to remind others about deadlines
- make corrections based on reviewer comments
- language check: set the date beforehand
- send material to Acta 6 wks before dissertation

Check list 3

- receive comments from the Acta editors, make corrections
- acceptance to Acta series (fill in application form)
- set time table with University Press
- send material to University Press at least 3 wks before dissertation (fill in publication form + number of copies)
- send electronic form of thesis to opponent
- send press release and your photo to University PR office at least 10 days before dissertation
- distribution of printed copies of thesis at least 10 days before dissertation (see university instructions)

Thank You!