

INSTRUCTION OF THE DEAN OF FEM CULS, Prague No. 3/2015

Rules for awarding the Dean's Award for the best publications of FEM PhD students

I. Introduction

This instruction specifies the contest for the best publication created (or co-created) by students of the PhD study programme of FEM CULS, Prague, which is organized within the Think Together PhD scientific conference.

For the purposes of this instruction, the contest period means the calendar year in which the contest was announced. The year of the Think Together conference means the following year.

II. Conditions for taking part in the contest

The author or co-author of a publication will submit a work to the contest.

It is possible to submit works,

- that were published or accepted for publication during the contest period in a scientific journal with an impact factor (Jimp type result), or in a scientific journal from the SCOPUS database (Jsc type result);
- that are affiliated with FEM CULS, Prague;
- whose author or at least one co-author ranked in the 1st or 2nd place from the author group is a student of DSP FEM CULS, Prague, in full time or combined studies, whose studies have not been interrupted or terminated as of the last day for submitting applications to the contest.

It is not possible to register works,

- that were awarded the CULS, Prague, Rector's Award during the contest period;
- which were accepted to the Dean's Award contest in the past contest period.

III. Submitting applications for the contest

Applications are submitted in writing via a letter to the FEM CULS, Prague, Department of Science and Research. The application must contain:

- for works that have already been published, a bibliographical record of the publication in format ČSN ISO 690 indicating the full list of authors and an article reprint;
- for works accepted for publication, a document on acceptance of the work for publication issued by the editors of the journal and accepted manuscript, which contains a full list of the authors of the publication and their ranking in the author group, and from which arises the work's affiliation with FEM CULS, Prague.

The application must be delivered to the Department of Science and Research by **15th January of the year of the conference by 12:00 pm**. Applications submitted later will not be taken into consideration.

IV. Evaluation of the contest

The ranking of the submitted works will be determined via a lexicographic method according to the following criteria (listed in order of priority):

- type of result, Jimp is preferred over Jsc;
- standardized ranking (N) of the journal in the relevant field calculated according to the following equation

$$N = \frac{P-1}{P_{max}-1},$$

where P is the ranking of the journal in the relevant field according to the Journal Citation Report in a subsequent descending order according to the current IF (for Jimp type results), or according to SJR (for Jsc type results),

P_{max} is the total number of journals in the relevant field according to the Journal Citation Report (for Jimp), or according to the SCOPUS database (for Jsc).

If a journal is assigned to multiple fields, the standardized ranking of the journal (N) will be calculated as the arithmetic average of the standardized rankings of the journal in all fields in which it occurs. Indicator N is the minimization criterion.

The rankings of the submitted works will be publicized at the latest on 18 January of the year of the conference. The authors of the winning works will also receive instructions for preparing a presentation of their works.

V. Awards

Works ranked from positions 1 to 5 will receive awards. The author or the representative of the author group will receive a diploma during the plenary Think Together conference. The author (author group) will also receive a financial reward of

1st place ... 15,000 CZK

2nd place ... 10,000 CZK

3rd place ... 7,000 CZK

4th to 5th place ... 5,000 CZK

In the event of an insufficient number of submitted quality works, the FEM management reserves the right not to grant some of the awards. If the work is created by an author group, the financial reward will be equally divided amongst all of the home group members (PhD students and FEM employees). A condition for the granting of a financial reward is the presentation of the work at the plenary Think Together conference by a DSP student – member of the author group, and by a different member of the author group in exceptional and justifiable cases (e.g. internship abroad).

Ing. Martin Pelikán, Ph.D., in his own hand
Dean of FEM CULS, Prague

In Prague, on 9 November 2015