



Appendix 2

Promotion to Academic Promotion Scheme

Details of Formal Publications

You are invited to submit details of all your formal publications. 'Formal publication' in this context means 'peer-reviewed publication by a recognised publisher'. It excludes publications where there was no peer review, publication on the web alone, except as provided for below at 'Article in a journal', and presentation at a conference when there was no peer review or formal Proceedings published.

Please note that page numbers must be included for all printed publications. This should take the following forms:

1. **Books:** total number of pages, eg 249pp.
2. **Articles and Chapters:** pp.97-116; pp. 123-35; etc.

The following definitions provide details of the types of publications which may be included in your submission to the Promotions Board:

- A. Original article in a Peer-Reviewed Journal** A normal peer-reviewed article in a recognised journal. This includes electronic journals, provided the criteria on peer review and recognition in the field apply.
- B. Article in Other Journal** An article in any journal that is not peer-reviewed.
- C. Review article in a Peer-Reviewed Journal** Similar to a normal article. This excludes simple book reviews.
- D. Book Chapter** A formal research article or chapter in a collection of articles/chapters published in book form, usually edited by someone else. If you also edited the book (including articles by yourself and others) the editorship of the book counts as a separate publication as a whole book.
- E. Book** (authored/co-authored)
- F. Book, Yearbook or Journal issue (editor/co-editorship/guest-editorship).** This does not include the fact of being the fixed editor or editorial board member of a journal. 2
- G. Electronic Media/Software/Dataset Sole or joint authorship or editorship of original research or pedagogical material on Electronic Media.** This excludes games and archive listings of third-party material.
- H. Conference Proceedings (editorship)** Guest or regular editorship of the whole Proceedings of an annual conference of a recognised learned society.
- I. Conference paper published in Proceedings** A peer-reviewed paper delivered at a conference and subsequently published in formal Proceedings.
- J. Scholarly Editions** A scholarly annotated and edited edition of an older text.
- K. Creative Work** Published plays performed publicly; Poetry published in a collection by a recognised publisher; Novels or shorts stories published by a recognized publisher; Musical compositions performed publicly.
- L. Patent** Granted Full grant of Patent from a national Patent Office.



- M. Report Technical**, policy or other report prepared for an external body, usually where the author is acting in a professional academic capacity as an independent consultant. In some circumstances there may be restrictions on availability due to requirements of corporate privacy by the sponsor – please provide details as necessary.
- N. Short Book Reviews**
- O. Abstracts**
- P. Maps** Full maps published in a collection or on sheets. This includes peer-reviewed electronic publication in a persistent GIS.
- Q. Other** (please indicate)