

PREPARATION OF CANDIDATES' FILES

LIST OF PUBLICATIONS:

A. GENERAL

1. The candidate's name and the date on which the List was last updated should appear at the top of the first page.
2. The List will include only those publications actually published, or publications which have been accepted for publication, as confirmed by a signed letter from the publisher. Books are considered accepted for publication only when the manuscript has been completed.
3. In every section, publications prior to and publications subsequent to the last appointment or promotion should be clearly demarcated.
4. The name of the candidate should appear in bold-type in relation to every publication appearing in the List.

B. SECTIONS IN THE LIST OF PUBLICATIONS

All the section-headings specified below should appear in the List of Publications, even if no details are entered in one or more of the sections.

1. Doctoral Dissertation: Title of dissertation, name of supervisor, date of award of degree, was the dissertation published and in what form, when and where, the numbers of the publications in the general List resulting from the dissertation.
2. Books - published or accepted for publication after the complete manuscript is refereed - title, year of publication, number of pages, name of publisher, place of publication. In the case of a joint publication - names of co-authors in the order in which they appear on the book cover.
If the book is a translation, revision or later edition of an earlier work, all these publications should appear together, under the same number (5a, 5b, etc.).
3. Books Edited: details as above.
4. Chapters in Collections (including Encyclopedia entries): details as above.
5. Articles (refereed journals only):
 - a. Articles that have appeared, or are in press, or have been accepted for publication in the peer-reviewed scientific literature. Year of publication, name of article, name of the journal (underlined) and page numbers. If the article is published in a Special Issue, this fact should be mentioned and the names of the editors included. Invited articles should be indicated. Review articles should be

indicated; in the experimental sciences review articles should appear under a separate list.

- b. Names of the authors should appear according to the order in which they appear in the publication.
- c. In the list of publications, the function of co-author/s of an article should be indicated by means of the addition of a letter in superscript (or in parentheses) after the name, as follows: Principal Investigator ^{PI}, student ^S, co-researcher ^C, technician/laboratory assistant ^T. More than one author may serve in a particular category, including Principal Investigator in multi-disciplinary works. In co-authored publications the candidate's contribution should be specified according to Appendix 11.
- d. If an article is published in a language other than English, the language of publication should appear at the end of the item (e.g. "in Hebrew").
- e. If an article is a translation or revision of an earlier work, all these publications should appear together, under the same number (10a, 10b, etc.).
- f. Wherever possible, the following indices should be included: Impact Factor, ISI ranking (e.g. 3/156 - i.e. the journal appearing third in the inclusive list of 156 journals in the field - the name of the field may be added), the number of citations, according to the following example:

Ben-Joseph, B. ^{PI} and Bat-Rachel, L. ^C (1995). The future of stem cell research. *Tas. J. Hum. Genet.* 23:23-5. 1.365;3/156 in genetics; 27. [*Impact Factor - 1.365; the journal is placed third in the list of 156 journals in the genetics field, and the article is cited 27 times*].

6. Conference proceedings

As details above

7.

a. Participation in Scientific Conferences

Indicate the presentation title, conference/workshop title, year and place; indicate whether symposium, oral presentation, poster, etc. Also indicate whether keynote or invited.

b. Selected invited lectures

Indicate the presentation title, university/institution and year

8. Other publications

(e.g., non-referred journals, policy papers, etc.)

9. Patents

- a. State what is the present stage of the patent: US provisional application, PCT, granted (if granted, state at which countries).
- b. If the patent was commercialized: state to which company and when.
- c. State to which of your publications this patent is related (if relevant).
- d. If there are several inventors, indicate the role of each inventor, as done in the scientific publication list (S, C, PI).