

**Basic information on the
PhD Program Management**

Faculty of Business and Management

University of Innsbruck



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Preface

Dear (prospective) PhD students,

This leaflet provides information about the PhD Program Management. It covers questions regarding doing a PhD, the general structure of the program, admission, courses, supervision, and other important topics. The leaflet does not, however, replace other important information sources and legal documents. In particular, we recommend that you read the [curriculum](#) and consult information on the currently offered courses provided in our [course catalogue](#).

In case you have any questions, do not hesitate to contact the Dean of Studies at: [dean-studies- management@uibk.ac.at](mailto:dean-studies-management@uibk.ac.at)

Additionally, Appendix 2 of this document provides some practical information on the university infrastructure and facilities as well as further sources of information and helpful tools for working as a PhD student.

We wish you successful and intellectually stimulating PhD studies!

Mike Peters
(Dean of Studies)

1 Introduction: What does it mean to “do a PhD”?

Doing a PhD is very different from your previous studies. While in your diploma or master programs completing the coursework was the most important and comprehensive part of the studies, in the PhD program the main task is your own research which leads to your doctoral dissertation. The coursework is intended to support you in the endeavor of writing your thesis.

The PhD Program Management “aims at developing students' abilities to conduct independent research and at educating junior researchers” (§ 1 par. 2 of the curriculum). The successful completion of the PhD Program Management – like all PhD programs – requires PhD students “to make an original and independent contribution to the further development of their particular field of research” (§ 1 par. 3 of the curriculum). This means, first, that you will be trained to be a researcher notwithstanding that you may choose not to work in a research institution after finishing your PhD. Many of our graduates have become successful managers in quite diverse fields or taken up other professions. This means, secondly, that your way through the PhD Program Management will be highly idiosyncratic depending on your specific PhD research project. By definition, there cannot be two identical successful PhD projects.

From this follows that your choice of courses in the PhD Program Management should in part be dependent on your PhD research and/or the progress of your research. This is specifically important for the courses in research methods (Quantitative Methods I and II; Qualitative Methods I and II), the PhD Research Seminar, and the PhD Seminar. You will find more specific information on this in section 4 of this leaflet.

To successfully finish the PhD Program Management you need, of course, a research topic. You may have a more or less clearly defined topic or at least research interest before enrolling the Program, however, our experience shows that many of you may not yet know what their PhD research will be about. The most important person to support you in the process of finding, clarifying, and narrowing down your research interest as well as in performing your PhD research is your supervisor. Your supervisor will guide you through your PhD research and will advise on which courses to take to best support your research progress. Not least, your supervisor must also formally sign your PhD registration and has an important role to play in the formal administrative procedures of your PhD studies.

Therefore, the most important piece of advice to give at the start of your PhD studies is to be patient with registering for most of the courses in the PhD Program Management. Start in the first semester with the basic course “Methodology” which is designed to give you basic orientation for your research and probably the PhD Research Seminar in the field of your research

interest. Use the rest of the time you have in the first semester to define or clarify your research interest and find a supervisor as these are the most important conditions for successfully studying the PhD Program Management. Choose the other courses later in accordance with your supervisor to effectively support your PhD research progress.

2 Basic information and program structure

The PhD Program Management is a three-year full-time program offered by the Faculty of Business and Management, University of Innsbruck. It covers 180 ECTS credits, comprising 25 ECTS credits of course work, 5 ECTS credits of professional development, 10 ECTS credits for a literature review, and 140 ECTS for the PhD thesis including its defense. The course language is English, but the PhD thesis can be written in either English or German.

Each year, around 20-40 students enroll into the program. Students can enroll into the PhD Program at any time during the year. However, courses follow the semester cycle, i.e., they start in early October (winter term) or early March (summer term), respectively.

You should be aware that the PhD Program Management is conceptualized as a full-time program. If you have a job in parallel or cannot devote your full time to your PhD studies, you should reckon that finishing may take longer than three years.

3 Admission

To enroll into the PhD Program Management, students need to file an application with the Admissions Office. Students with a master or diploma degree from the Faculty of Business and Management of the University of Innsbruck will automatically have their application approved. All other applications will be assessed in terms of the qualifications the applicant acquired in their previous degree. Specifically, we expect sufficient coverage of management subjects and research-related courses in your qualifying degree as well as a master's thesis. Please reckon with a few weeks processing time of your application.

When applying for admission, you will be asked to submit information about your (prospective) PhD project. This has an informational purpose only and is not part of the assessment when judging admission eligibility. It may also later be modified in accordance with the supervisor. It is also not an admission requirement to gain the support of a prospective supervisor prior to enrolling into our program. However, an early conversation with potential supervisors (professors) is helpful to understand the expectations for a PhD thesis and to avoid having to abandon your studies later because you cannot find a supervisor.

Practical information for enrolling:

- Filing your application:
<https://www.uibk.ac.at/studium/angebot/phd-phd-program-management/index.html.en>
- Information about professors and their research:
<https://www.uibk.ac.at/fakultaeten/betriebswirtschaft/research/index.html.en>

4 Modules and courses

In addition to the written thesis and its defense, the PhD program consists of 7 “modules”, i.e., 5 compulsory courses as well as 2 other modules.

Order of completing the modules

There is no compulsory order for completing the modules. There are no formal prerequisites to register for any of them. However, all modules need to be completed when defending your thesis. We recommend that you start with the module Methodology as it introduces you to some fundamental questions in the philosophy of science that will be helpful as an orientation in the beginning of your studies. As already mentioned in the introduction of this leaflet, do not hasten to complete as many modules as possible at the beginning but rather concentrate on defining your topic and finding a supervisor. They will then advise you on which course to choose.

As general orientation, we recommend the following order of finalizing the modules (Figure 1). More specific information is given below.

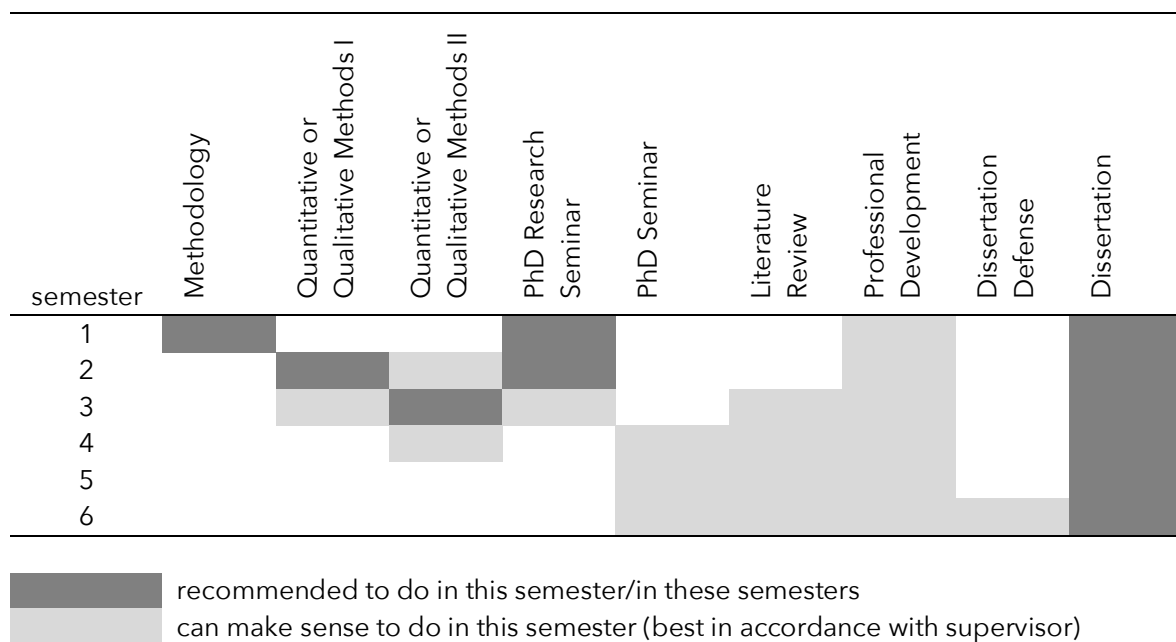


Figure 1. Recommendation for a study schedule.

If you would like to attend some courses externally – at other higher education institutions in Austria or abroad, or in other PhD programs at our university – please contact the Dean of Studies beforehand to ensure that these modules will be recognized.

Courses

The five courses to attend are:

- Methodology
- Quantitative Research Methods I or II
- Qualitative Research Methods I or II
- The PhD Research Seminar, and
- The (general) PhD Seminar.

Methodology. The course in methodology provides an overview of methodological choices in doing management research. It covers key questions in the philosophy of science and demonstrates different ways of doing research. It also helps clarifying what it means to do a PhD research project. The course is offered every semester and we recommend that you take it in your first semester.

Research Methods. The courses in *Quantitative Research Methods* and *Qualitative Research Methods* deepen your understanding of research methods from your master's studies and their application in management research. Both courses are offered on two levels: the *level I* courses are intended to provide a broader overview of different methods while the *level II* courses are more advanced in character and focused on a more specialized subset of methods. You are required to take one Quantitative Research Methods course and one Qualitative Research Methods course. It is strongly recommended to consult your supervisor regarding the choice of the courses in research methods.

Your knowledge of the subject-matter field of your dissertation will be deepened and discussed in two different seminars with different audiences:

PhD Research Seminar. The PhD Research Seminar exposes you to current research in the different research fields represented in the Faculty of Business and Management. The different research fields and research centers offer own PhD Research Seminars. If you have already decided on your field of research when starting the program (e.g., accounting, strategic management etc.), then we recommend that you attend the PhD Research Seminar in this field from the very beginning of your study. If you have not yet made up your mind and need some orientation, you may want to use the first one or two semesters to attend different research seminars

to get a better idea of the field and to establish contact with prospective supervisors. Please be aware that not every research field may offer a course every semester.

PhD Seminar. In the PhD Seminar you are required to present a piece of your own research, e.g., a chapter of your dissertation or a research paper, in front of faculty and peers. Consequently, you can take this course only once you have registered the topic of your thesis and have written up something that you can present (e.g., a first paper).

Practical information to register for courses:

- In the course catalogue you can see which courses are offered each semester:
https://lfuonline.uibk.ac.at/public/lfuonline_lv.home
- To register a course, please use the link at the bottom of the course description or go to LFU:online:
<https://lfuonline.uibk.ac.at/public/lfuonline.home>

Other modules

In addition to the modules that are offered in the form of courses, there are some modules to which no or no specific courses are assigned.

Literature Review. The module Literature Review comprises writing and defending before an examination board a review of the state of knowledge in your specific field of research. The examination board evaluates the quality of the written paper, the presentation and the discussion, marking it with a pass ("participated with success") or a fail grade. We recommend that you talk to your supervisor to decide upon the exact focus of your literature review. Your dissertation must be registered before completion of the literature review.

Practical information to register your literature review:

- At <https://www.uibk.ac.at/studium/angebot/phd-phd-program-management/index.html.en> - sub-heading "Forms/Formulare" - open the form "Examination board/Prüfungssenat".
- Discuss and arrange the composition of the examination board with your main supervisor after you have finished writing up your literature review. For the examination board the following rules apply:
 - The examination board comprises three examiners. Possible examiners include all faculty members with "venia docendi/Habilitation". (For example, it may make sense to have the at least one of the referees of your dissertation also as member of the examination board of the literature review.)

- We recommend choosing the main supervisor as the “chairperson/Vorsitzende/r” of the examination board.
- Complete the form with the members of the examination board, print it out and hand it in at the Examination Office. This completes your registration. The Dean of Studies may intervene if the rules for the composition of the examination board are violated.

Professional Development. The module Professional Development provides the opportunity to widen your academic, social, and/or practical competences and to improve your capabilities for scientific work. A variety of interdisciplinary options enables you to develop diverse competencies from teaching to writing or introduces you to fields of knowledge ranging from ethics to (gender) equality. There are different possibilities to collect a total of 5 ECTS credits throughout the entire PhD Program:

- An Academic Writing Course offered by our faculty always in the summer term.
- Modules in ‘Generic Competences’ (including “Hochschuldidaktische Basisqualifizierung”, the didactical training for PhD students employed by the university) offered by the Vice-Rector for Student Affairs and Teaching. Registration is done via LFU:online.
- A regular course on the principles of Good Scientific Practice in the Generic Skills for PhD/Doctoral Programmes courses. Registration is done via LFU:online.
- A combination of two of the following activities:
 - Co-supervision of 10 bachelor theses for 2.5 ECTS credits (can only be used once and only by PhD students employed by the Faculty of Business and Management);
 - 1 semester hour of teaching in the Bachelor Program for 2.5 ECTS credits (can only be used once and only by PhD students employed by the Faculty of Business and Management);
 - Presentation of a "full paper" at a scientific conference for a max. of 2.5 ECTS (can only be used once);
- A combination of some of the above-mentioned activities (e.g., one module in Generic Competences à 2.5 ECTS combined with 1 semester hour of teaching à 2.5 ECTS).

Regardless of which combination you choose, the following applies:

- Plan the modules you want to complete in accordance with your main supervisor.
- At <https://www.uibk.ac.at/studium/angebot/phd-phd-program-management/index.html.en> - sub-heading "Forms/Formulare", open the form "Confirmation about Professional Development/Bestätigung Professionelle Entwicklung",
- List all successfully completed modules /certificates, which together need to result in 5 ECTS credits,

- Attach a supporting document for each activity from above (e.g., list of co-supervised theses, copy of the course catalogue listing your course, acceptance letter/excerpt from the conference program etc.).
- Once you have successfully completed the accumulated 5 ECTS credits, ask your main supervisor to confirm the completion of this module by signing the printout of the form. Then hand in the signed form (including attachments) at the Examination Office. The Dean of Studies may intervene if the rules mentioned above are violated.

5 The PhD dissertation

Dissertation format

The dissertation is the work with which you prove that you have made “an original and independent contribution to the further development of their particular field of research” (§ 1 par. 3 of the curriculum). The curriculum allows two formats: a research monograph (i.e., a book) and a collection of papers (i.e., a cumulative dissertation). We recommend that you discuss with your supervisor the choice of format. Some supervisors have a strong preference for either of these formats, or there might be good reasons for choosing one specific format in your case.

Both the research monograph and the cumulative dissertation are evaluated and marked in the same way, i.e., by two referees who confirm (or not) that you have made an original contribution to your field of research. But while a research monograph is always your individual output only, some papers in a cumulative dissertation may be co-authored (e.g., with your supervisor or with others). The curriculum formulates additional requirements regarding the papers of a cumulative dissertation (see Appendix 1 for these requirements).

Supervisors

The choice of supervisors is one of the most important steps for you. The supervising team consists of a main supervisor and a second supervisor. Only in exceptional circumstances may it consist only of a main supervisor.

We recommend that you first choose your main supervisor and then, together with them, decide on whom to approach as second supervisor. The main supervisor is the person who will guide you throughout your thesis and is the primary contact person for you regarding your PhD research.

The main supervisor must be a faculty member of the Faculty of Business and Management with the formal qualification to supervise PhD students (i.e., the “habilitation” or an equivalent

qualification, usually a professor). The second supervisor also needs the same formal qualification but may come from outside the Faculty of Business and management or the University of Innsbruck.

The choice of supervisors is formally completed with the registration of your dissertation (see below). Note that only one of the supervisors can act as referee for your thesis (more on this below).

Registration of the dissertation

The registration of the dissertation is an important step as it documents the mutual commitment of the PhD student and the team of supervisors. Please register your dissertation as soon as you have a good idea as to the topic/title of your work and your team of supervisors.

Practical information to register your dissertation:

- Use the form "Application of the Dissertation/supplementary sheet 2/Anmeldung der Dissertation/Beilage 2" to be found at:
<https://www.uibk.ac.at/studium/angebot/phd-phd-program-management/index.html.en>.
- Please be sure to answer the questions as to whether your dissertation requires department resources. The default answer here should be "No". Please note that the acceptance for the PhD Program Management does not entitle you automatically to claim expenses related to your PhD research. (This is, of course, different for those PhD students who are employed at the Faculty of Business and Management.)
- Hand in the signed form at the Examination Department and include an extended abstract that outlines your project (3-5 pages). One printout of the abstract suffices.
- If you later decide to change the title of the dissertation, just write an e-mail to the Dean of Studies to confirm this. If you change the supervisors, you will have to fill in the form once again and re-submit it formally.

When your registration of the dissertation is confirmed, the pro forma of an electronic Dissertation Agreement is automatically generated which you can access via LFU:online. The Dissertation Agreement specifies the topic, length, and form of the dissertation, and how the dissertation project is organized including its timeframe. Additionally, you should document your activities related to your research as well as your agreement with your supervisor on the course you will do in this tool.

Submission of the dissertation

When you have completed your dissertation, you need to formally submit it. Obviously, the dissertation must already be registered. In addition, you need to present the following documents:

- A completed and signed "Submission of the Dissertation/Einreichung der Dissertation" form, which can be found at: <https://www.uibk.ac.at/studium/angebot/phd-phd-program-management/index.html.en> in the section "Forms/Formulare". This form also requires you to suggest two referees. Please be reminded that this suggestion should be accorded with your supervisors. The Dean of Studies nominates both referees in accordance with the main supervisor or may intervene.
- Four copies of the dissertation are required (hardback copies; one copy each is forwarded to the library of the University of Innsbruck and the Austrian National Library and two go to the two referees). In the case of a cumulative dissertation, we recommend that you include the unformatted articles (i.e., papers not in the journal format), indicating in each case the co-authors and the place of publication (if applicable). In the case of a cumulative dissertation, you should include one page detailing all the articles and co-authors, and calculating the points collected with these articles (see Appendix 1 for details).
- A print-out of the form "Registration in the Austrian Dissertation Data Base/Erfassung von Dissertationen in österreichischen Dissertationsdatenbanken"; for details, please see <https://diglib.uibk.ac.at/ulbtiroloa/wiki/uploadselect>
- A confirmation that your dissertation has passed the plagiarism check through the tool PlagScan. For details, please consult <https://www.uibk.ac.at/fakultaeten-servicestelle/pruefungsreferate/plagiat/index.html.en>.

Assessment of the dissertation and dissertation defense

The referees of your dissertation may include professors from the Faculty of Business and Management with a "habilitation" or equivalent qualification or professors with a "habilitation" or equivalent qualification from other universities within or outside Austria. It is important to note, however, that only one of the supervisors can also act as referee, and that your referees may not be your co-authors when submitting a cumulative dissertation. By law, referees are given a maximum of three months to evaluate the dissertation.

If the dissertation has been positively evaluated, the final step is to defend your dissertation. As a rule, this will include the presentation of the dissertation with reference to the written assess-

ment of the referees and a subsequent discussion. 5 ECTS credits are earned during this public oral exam before an examination board. The examination board consists of three members:

- one member of the team of supervisors who simultaneously acts as the chairperson of the examination board and
- the two referees of the dissertation.

The possible composition of the board should be coordinated with your main supervisor.

Practical information to register your dissertation defense:

- At <https://www.uibk.ac.at/studium/angebot/phd-phd-program-management/index.html.en> open the form "Application for the Dissertation Defense/Anmeldung zur Verteidigung der Dissertation (Rigorosum)" in the "Forms/Formulare" section.
- Enter the members of the examination board and contact them to organize a date for the doctoral thesis defense.
- Hand in the completed form to the Examination Department no later than one month before the date of the doctoral thesis defense. The one-month processing time for the Examination Office is necessary because, first, they need to ensure that the evaluations have been submitted and all other modules have been successfully completed. Second, the date of the doctoral thesis defense needs to be made public (announcement displayed at the Examination Office) two weeks in advance and confirmed for the student by e-mail (given that all registration requirements are fulfilled). Please coordinate dates with the evaluators for the written evaluations and thesis defense taking into account the one month before the thesis defense.
- After the thesis defense, students need to complete the online form for study-related stays abroad (UStat 2) at the website of Statistics Austria (in accordance with Appendix 2 of the statutes). This supplies important information about student mobility (Please find the pertinent link at <https://www.statistik.at/uhstat/uhstat2/#/questionnaire>). Having processed the electronic form, the student will receive a pdf-confirmation which then can be printed out. This printout should be handed in at the Examination Department, which then can provide all documents that officially conclude the program.

Appendix 1: Requirements for cumulative dissertations

General regulations

§8 par. 4 of the curriculum specifies the following:

- The cumulative dissertation consists of a minimum of three thematically and/or methodically related articles, preceded by a “synopsis” single-authored by the PhD student which positions them in the overall context of the respective field of research and reflects on their relevant methodical and methodological premises and implications.
- At least one of the articles must be single-authored by the student.
- At least one of the articles must be published (or accepted for publication) when submitting the thesis, in a journal with a minimum of a C rating.
- Together, the articles must account for at least 3 points, where points are determined depending on the journal category in which the article is published:
 - 6 points for a single-authored article in an acknowledged A+ journal in the respective field in effect at the time of finalizing the dissertation agreement;
 - 4 points for a single-authored article in an acknowledged A journal in the respective field in effect at the time of finalizing the dissertation agreement,;
 - 2 points for a single-authored article in an acknowledged B journal in the respective field in effect at the time of finalizing the dissertation agreement;
 - 1 point for a single-authored article in an acknowledged C journal in the respective field in effect at the time of finalizing the dissertation agreement.
- If the journal is ranked better at the time of submission of the dissertation than at the time of finalizing the dissertation agreement, the higher ranking shall apply.
- Points for articles written together with co-authors are multiplied by the factor $3/(n+2)$, where n is the number of authors.
- The articles which are not published must be “publishable”, i.e. they must be of a level of quality which would suggest a reasonable prospect of publication in a peer-reviewed journal (ranked at least C). If the team of supervisors determines this for an article, at least one point is to be awarded according to the categories described above. [Note: For a non-submitted paper, the default number of points to be awarded is 1. Only in circumstances where publication in a better-ranked journal is foreseeable, more than 1 point can be granted. For instance, if a paper has been submitted to a B-journal and requires only “minor revisions” to be accepted, then 2 points can be granted etc.]. Publications in the form of book chapters or articles in non-ranked journals can also be submitted as part of the thesis. Again, they can be awarded 1 point (per paper) if their quality is judged as being equivalent to an acceptable submission to a ranked peer-reviewed journal.
- According to the publication culture in the field of research of the dissertation, articles published in proceedings of an internationally recognized as well as relevant scientific confer-

ence are evaluated according to the same ranking scheme as journals. [Note: This applies to conference proceedings which feature in an acknowledged journal ranking. Most conference proceedings (e.g., AOM proceedings, etc.) will not be into this category and therefore will be treated in the same way as non-published working papers or book chapters.]

Journal rankings:

To establish whether a journal is to be ranked A+, A, B, or C, we apply the following guidelines:

- The journal must be included in the VHB Jourqual journal ranking or have a Journal Impact Factor (JIF) in the Social Science Citation Index SSCI / Science Citation Index Expanded SCIE.
- If a journal features in both Jourqual and SSCI/SCIE, then the better ranking of the two applies.
- The journal classification A+, A, B, and C is directly derived from Jourqual, see: <https://vhbonline.org/en/vhb4you/vhb-jourqual/vhb-jourqual-3>
- The journal classification according to SSCI/SCIE is based on the 5-year Journal Impact Factor (if this is not available, then the 1-year JIF is used) in the most relevant of the following categories:
 - Business
 - Business, Finance
 - Economics
 - Information Science
 - Management
 - Computer Science, Information Systems
 - Operations Research & Management Science

You can access the JIF lists here: <https://jcr.clarivate.com/jcr/home?app=jcr&Init=Yes&authCode=null&SrcApp=IC2LS>

Example

A student has three articles:

- one is co-authored with her supervisor and accepted for publication in a B-journal,
- one is co-authored with a colleague and not published (but deemed publishable),
- one is single-authored and published as a book chapter (and deemed equivalent in quality to a C-journal article).

The following points are granted:

- 1.5 points for the first article [$3/(2+2)*2$]
- 0.75 points for the second article [$3/(2+2)*1$]
- 1 point for the third article [$3/(1+2)*1$]

Accordingly, the list included in the cumulative dissertation (e.g., at the end of the synopsis section) should be a table which may look like this:

Paper	Status	Number of authors	Points claimed
Paper 1 (title)	Accepted for publication in [B-journal]	2	1.5
Paper 1 (title)	unpublished working paper	2	0.75
Paper 1 (title)	Book chapter in [bibliographic details]	1	1
Sum			3.25

Figure 2. Example publication list for cumulative dissertations.

Appendix 2: Practical information for working as a PhD student¹

University infrastructure

Building access and coworking space

The main building for the PhD Program Management is the SoWi Building at Universitätsstraße 15, 6020 Innsbruck. The building has coworking spaces on each floor that students can use freely.

- More details about the campus can be found here:
<https://www.uibk.ac.at/universitaet/standorte/universitaetsstrasse/>
- An overview of all seminar rooms at Universitätsstraße 15 including their location can be found here: https://www.uibk.ac.at/zid/av/av_sowi/av_sowi_sr.html

Please note that university facilities might be closed during weekends.

Library facilities

The SoWi library is also located at the Universitätsstraße 15, 6020 Innsbruck on the first floor.

https://www.uibk.ac.at/ulb/sowi_bibliothek/index.html.de

The library has:

- Physical books in various fields that students can check-out for a certain amount of time.
- Plenty of coworking spaces that students can use.
- PCs to access a digital library.
- Printing facility.

The university's main library is located at Innrain 50, 6020 Innsbruck and offers the same facilities as the SoWi library. For general information about the university library see:

<https://www.uibk.ac.at/ulb/>

Bookstore

There is a Studia bookstore just around the corner from the Sowi building at Universitätsstraße 15a (directly opposite the Jesuit Church). Another Studia bookstore is at the main university campus at Innrain 50, above the new university library.

¹ Compiled by Martina Kohlberger, Elena Volodina, and Albrecht Becker.

VPN

The University offers a VPN client that allows using the digital library without leaving your home. Use the following link for further information on how to use it: <https://www.uibk.ac.at/zid/netz-komm/vpn/>. You do not need the VPN client if you are in the university's IP area.

Printing

Most university buildings have printers that work with Studia cards. You can buy your first pre-paid printing card at the library's reception or at one of the Studia facilities. You can top up the card at one of Studia's offices: <https://studia.at/>.

Useful tools for your research activities

Reference Management Tools

Reference management tools can help you organize and generate citations and bibliographies in the chosen style. You can choose from a range of tools:

- Citavi
- EndNote
- Zotero.

Zotero is free software accessible to anyone. For Citavi and EndNote, the University offers free access for students. For more details, see:

<https://www.uibk.ac.at/ulb/services/literatur-verwalten.html>.

Additionally, University offers several courses on how to use different reference management tools here:

https://www.uibk.ac.at/ulb/services/schulungsprogramm_universitaeten_und_hochschulen.html.

Academic writing

Writing well in an academic style is critical for writing your PhD dissertation and for publishing in scientific journals. We have collected a few helpful materials, information sources, and tools to help improve your academic writing skills.

- Grammarly is an AI-powered tool that reviews English spelling, grammar, punctuation and more. It has a free plan accessible to everyone: <https://www.grammarly.com/plans>.

- LSE has an excellent academic writing blog that you can check here: <https://blogs.lse.ac.uk/impactofsocialsciences/recent-posts/?category=Academic-writing>.
- Dr John Morley from The University Centre for Academic English, The University of Manchester, created an academic phrase bank that students can download for a small fee here: <https://www.phrasebank.manchester.ac.uk/dr-john-morley>.
- The university's Language Centre offers English Academic Writing courses: <https://www.uibk.ac.at/sprachenzentrum/index.html.en>.
- The university's writing centre offers networking opportunities to join other writers for regular writing sessions: <https://www.uibk.ac.at/ulb/schreibzentrum/fuer-promovierende.html>.
- Check out the curriculum for scientific writing courses - this offering varies by semester: https://lfuonline.uibk.ac.at/public/lfuonline_iv.home / Interdisciplinary and additional courses / Interdisciplinary courses / Generic skills for PhD/Doctoral Programmes

Library Services

The university's library offers several resources for searching scientific literature.

- The basic search function is BibSearch: <https://bibsearch.uibk.ac.at/primo-explore/search?vid=UIB>.
- Very importantly, the university library offers access to a myriad of scholarly journals through its electronic journal library. Here, you can access most of the relevant scholarly journals and scientific papers you will need for your research. Please note that you can only access and download the journal articles if you are in the IP space of the university. In case you want to access the journals from outside, you have to use the VPN client. <http://ezb.ur.de/ezeit/fl.phtml?bibid=UBI>
- The Database Information System (DBIS) allows you searching a myriad of scientific databases: https://dbis.ur.de/dbinfo/fachliste.php?bib_id=ubi
- The probably most important of these databases for you is EBSCO host Business Source Premier. Note, however, that it only comprises journal articles and no other publication formats: https://dbis.ur.de/dbinfo/detail.php?bib_id=ubi&colors=&ocolors=&lett=fs&tid=0&titel_id=1333
- The university library also has a Digital Library: <https://diglib.uibk.ac.at>.

Information about student life

Student representatives

The student union is the “Österreichische Hochschülerschaft“ ÖH. They have representatives on the national, university, and Faculty/School level. The local ÖH office is located at the Sowi building, ground floor(west). <https://www.oehweb.at/sowi/>

Sources for scholarships and financing

An overview of available scholarships and funding can be found here:

<https://www.uibk.ac.at/ffq/forschungsfoerderung/>