

Affiliations and Dedications

This Vice-Rector's instruction is issued in order to unify the method of indicating the affiliations with the University of Hradec Králové to publications and the dedications to project outputs.

Article I

Affiliations

- 1) The UHK employees and students who publish within the framework of the UHK (hereinafter the UHK Authors) are obliged to indicate the affiliation with their faculty and the UHK in each publication. In publications, the UHK Authors indicate the official institutional affiliation in Czech or English, or in the language of the publication. For less common languages, it is recommended to indicate the affiliation in English as well. Without the correct affiliation, the publication cannot be recognized for the UHK purposes and, therefore, will not be counted in the UHK Author's publication activity.

Text of the affiliation:

a) Name of the university, name of the faculty:

For the Czech version

- Univerzita Hradec Králové, Fakulta informatiky a managementu
- Univerzita Hradec Králové, Pedagogická fakulta
- Univerzita Hradec Králové, Filozofická fakulta
- Univerzita Hradec Králové, Přírodovědecká fakulta

For the English version

- University of Hradec Kralove, Faculty of Informatics and Management
- University of Hradec Kralove, Philosophical Faculty
- University of Hradec Kralove, Faculty of Education
- University of Hradec Kralove, Faculty of Science

b) Abbreviations may be used if a shortening of the affiliation is required:

For the Czech version

- Univ Hradec Králové, FIM
- Univ Hradec Králové, FF
- Univ Hradec Králové, PdF
- Univ Hradec Králové, PŘF

For the English version

- Univ Hradec Kralove, Fac Informat & Management
- Univ Hradec Kralove, Philosoph Fac
- Univ Hradec Kralove, Fac Educ
- Univ Hradec Kralove, Fac Sci

c) If it is necessary to include the address of the institution in the affiliation, the following should be used:

For the Czech version

- Rokitanského 62/26, Hradec Králové, 500 03, Czech Republic

For the English version

- Rokitanskeho 62/26, Hradec Kralove, 500 03, Czech Republic

- 2) The affiliation can be supplemented with the name of the department. Some publishers may have different requirements for giving the exact address, etc. However, the name of the university and faculty must not be missing in any case.
- 3) In the case of publication by an author under more than one institution, the separate affiliations should be stated clearly in the manuscript and the publisher should be required to observe this formal division in the published version.

Article II

Dedications

- 1) The UHK Authors are obliged to include a dedication to the project or source to which the publication is linked.

The recommended text of the dedication is shown in the example below:

For the Czech version

- Vznik této publikace byl podpořen v rámci projektu Grantové agentury České republiky (např. GA14-02424S, Metody operačního výzkumu pro podporu rozhodování v podmínkách neurčitosti) na Fakultě informatiky a managementu Univerzity Hradec Králové.

For the English version

- This publication was supported by the project of the Czech Science Foundation (e.g., GA14-02424S, Operational Research Methods for Supporting Decision-Making in Conditions of Uncertainty) at the Faculty of Informatics and Management, University of Hradec Kralove.
- 2) In cases where the grant provider allows it, multiple dedications to multiple projects may be given if, for example, there are multiple members of the author's team funded by different projects or institutions, but as a rule, one dedication per author is always given.

Article III

Final provisions

This Instruction enters into force and effect on 1 November 2023.

In Hradec Králové on 31 October 2023

Prof. Ing. Ondřej Krejcar, Ph.D.
Vice-Rector for Science and Creative Activities

Intended for: All UHK employees and students