

7/18/2024

Guide to Listing Academic Affiliation in Publications

In recent years bibliographic databases, such as Scopus and Web of Science, hold significant importance not solely for their extensive use in academic research: They also play a crucial role in shaping world university rankings (Academic Ranking of World Universities, also known as Shanghai Ranking, Times Higher Education, among others). These rankings, in turn, can influence institutional funding.

To ensure that all research conducted at our university is accurately attributed to the Technion, it is essential that all researchers adhere to consistent formatting when submitting publications and listing their affiliation. Specific guidelines are outlined below. By adopting this approach, we can collectively contribute to the Technion's continued success in achieving high rankings and recognition. Please adhere to the following guidelines¹:

1. When submitting publications please adhere to the full name of the Technion –

Technion Israel Institute of Technology

Do not use shortened forms such as

Technion
Technion – IIT
Fac, Med, Technion

An example of complete, correct affiliation of main academic institution:

Technion Israel Institute of Technology	Technion City, Haifa 3200003	Israel
Full institution name	Campus address	Country

2. Submit the publication via a **current institutional e-mail address** with the suffix:
example@technion.ac.il

Example:

**Corresponding author.*

E-mail address: john.pr@campus.technion.ac.il

3. If the researchers are interested in listing the name of their faculty or other Technion units:

List the Technion **as the main affiliation** as shown in section 1;

¹ The guide is found on the [Technion Libraries Portal](#), (the guide English version will be released soon).

List the unit according to the [standard](#)², after the main institution name.

Example:

Full main institution name (mandatory)	Faculty name (if relevant)	Laboratory name (if relevant)	Campus address	Country
Technion Israel Institute of Technology	Faculty of Mechanical Engineering	Turbomachinery and Heat Transfer Laboratory	Technion City, Haifa 3200003	Israel

Examples of incorrect affiliation	Explanation	Suggested correction
<i>Technion</i>	It lacks the full details of the Technion's name, including address.	Technion Israel Institute of Technology, Technion City, Haifa 3200003, Israel.
Department of Mathematics, Technion – I.I.T.	Partial affiliation listed, using improper abbreviations. The Technion must appear first without abbreviations and must list city and country.	Technion Israel Institute of Technology, Faculty of Mathematics, Technion City, Haifa 3200003, Israel.
<i>Dept. of ME, Technion, Israel.</i>	The Technion must appear First , and then the faculty in its correct form, without abbreviations and must list city and country.	Technion Israel Institute of Technology, Faculty of Mechanical Engineering, , Technion City, Haifa 3200003, Israel

- Listing the Technion's name in publications that are submitted via the various publishers' platforms will be accordance with the options given by the publishers' forms (and in the order defined by the form) **with full listing of the full Institution name and faculty**. Researchers must update their affiliation as the Technion and list their institutional e-mail address, **not just in the publication, but on the publisher website as well**. Please refer all questions to the library staff.

² the Technion faculties' names as they appear in [the List of Senior Office Holders](#) on the Technion's Senate Secretariat webpage.

- It's important to list the Technion as the main affiliation and the Technion institutional e-mail address in profiles such as ORCID, Scopus, Researcher ID (Ask for technical assistance from the [Technion Libraries](#), or refer to library's [Profiling & Identity guide](#))

- Clinical faculty members should list all affiliations individually. The Technion affiliation should be listed first, followed by the hospital affiliation.

Example:

- Technion Israel Institute of Technology, Rappaport Faculty of Medicine, Department of Immunology, Haifa, 3109601 Israel.*
- Rambam Health Care Campus, Department of Internal Medicine "B", Haifa, 3109601 Israel.*

Examples of incorrect affiliation	Explanation	Suggested correction
<i>Department of Internal Medicine, Hillel Yaffe Medical Center, Hadera, Israel. Affiliated to the Technion Faculty of Medicine, Haifa, Israel</i>	Do not list the medical institution and the Technion in the same line, using abbreviations or partial names	Technion Israel Institute of Technology, Rappaport Faculty of Medicine, Haifa 3109601, Israel. Hillel Yaffe Medical Center, Department of Internal Medicine, Hadera, Israel.
<i>Pediatric Gastroenterology and Nutrition Unit, Carmel Medical Center, B Rappaport School of Medicine, Technion-Israel Institute of Technology, Haifa, Israel.</i>	Separate the Technion affiliation and that of the medical institution. Ensure that the faculty's /unit's name is listed correctly, without abbreviations, and its correct order.	Technion Israel Institute of Technology, Rappaport Faculty of Medicine, Haifa 3109601, Israel. Carmel Medical Center, B, Pediatric Gastroenterology and Nutrition Unit, Haifa, Israel.

- Technion staff employed by Cornell Tech:** list the Technion affiliation in publications:

Technion Israel Institute of Technology

- Research students and post-doctorate fellows:** List the Technion affiliation in accordance with the above guidelines.
- Visitors to the Technion, and researchers here on sabbatical:** List the Technion affiliation in addition to their primary institution.

Please, contact the Technion Libraries if you have any questions regarding Technion affiliation data:

<https://library.technion.ac.il/he/contact-us-tag/>.