Flowchart for Using Published and To-Be Published Work in Your Dissertation

Steps for Using Published and To-Be Published Work in Your Dissertation

Has your work been previously published?
• Does your publishing agreement permit reuse?
  • If yes, then look for any terms the publisher specifies related to reuse
  • If no, then you will need to seek the publisher's permission to reuse your published work in your dissertation
• Does the publisher specify a certain version for reuse?
  • If yes, then use the publisher-specified version as your dissertation chapter
  • If no, then we recommend you use the final manuscript version as your dissertation chapter
• Does the publisher specify an embargo period?
  • If yes, then request the publisher-specified embargo term for your dissertation when you submit through ETDs @ Harvard
  • If no, then you may make your work available in DASH without delay

Do you plan on publishing your work?
• Does the publishing agreement permit reuse in future work, classroom teaching, and online distribution?
  • If yes, then ensure the other terms of the contract meet your needs and keep a copy of the signed agreement for your records
  • If no, then remember that you can negotiate for better terms
• Do you wish to negotiate better terms for your work?
  • You may submit an addendum with your signed license agreement, which supplements the terms of the publisher's agreement (we recommend the SPARC addendum, which you may find here: http://www.sparc.arl.org/sites/default/files/Access-Reuse_Addendum.pdf)
  • You may mark up the agreement by deleting unwanted terms and adding language that better addresses your reuse needs

If you have any questions, please contact the Office for Scholarly Communication at osc@harvard.edu | (617) 495-4089