## Introduction

The University’s [Research Degree Regulations](#) (RD 17.7 and RD 17.8) provide for the submission of theses containing ‘non-book’ media in conjunction with the written (‘book’) part of a thesis. This guidance is for where presentation in ‘non-book’ media is a substantial part of the thesis.

The term ‘non-book’ refers to material of a non-printed text form. This can include, but is not limited to, digital media, film, audio files, drawings and software.

Where possible, digital non-book contributions should comply with existing standards appropriate for the type of media (e.g. 3D, hypertext, image audio). Advice on media standards can be sought from the library.

## Content and volume

The content and volume of material submitted in a combined book and non-book thesis should adhere to two key principles:

1. The combined material in both book and non-book form should contain as much argument, analysis, deployment of evidence and referencing as would be provided in a PhD thesis. The written component should include, *inter alia*, strong arguments that: convey the conceptual underpinning of the research in the context of the field; thoroughly locate the research within the relevant literature; clearly and fully explain the methodology used; a clear explication of how the non-book media exemplifies and develops the ideas described in the written material; and which has a conclusion that, at a minimum, should summarise the key findings of the research and its relevance to the extant literature. Note that a detailed exposition of practices and/or technical skills in themselves is not a requirement, nor a substitute for a part or whole of a PhD thesis.

2. The volume of material contained in a combined book and non-book thesis should represent a workload to its examiners that is no greater than that represented by a book thesis of 60,000 words for an MPhil or 100,000 words for a PhD.

## Responsibilities of disciplines and supervisors

It is the responsibility of the supervisors to assess the content and volume of material submitted to ensure the guidelines are followed, and that students and applicants understand the requirements for submitting non-book content at the commencement of their doctoral studies. When contemplating the inclusion of non-book content students and supervisors should consider the means of sharing the research findings.
**Application**

A proposal for substitution of text with non-book media must be included in the research proposal submitted at application stage, with an explanation of how the non-book component is intended to locate and exemplify the ideas developed in the thesis. The balance of evidence and argument in the proposal should reflect the anticipated balance between book and non-book material in the final thesis.

**Progress and Probation**

The anticipated form of thesis submission, and any changes to this since registration, should feature as part of each of the student’s probation and progress reports, with an explanation of how the non-book component is intended to locate and exemplify the ideas developed in the thesis. The balance of evidence and argument in the probation and progress reports should reflect the anticipated balance between book and non-book material in the final thesis.

**Notice of Submission**

A statement of the form of thesis submission should be included in the notification to submit and in communications with the proposed examiners.

**Submission**

For a non-book thesis the written component should include, inter alia, strong arguments that:

a) convey the conceptual underpinning of the research in the context of the field;

b) thoroughly locate the research within the relevant literature;

c) clearly and fully explain the methodology used;

d) provide a clear explanation of how the non-book media exemplify and develop the ideas described in the written material;

e) lead to a conclusion that, at a minimum, should summarise the key findings of the research and its relevance to the extant literature.

The volume of material contained in a combined book and non-book thesis should not exceed the maximum word lengths of 60,000 words for the Master of Philosophy and 100,000 words for the Doctor of Philosophy. In signing off a thesis for submission, a supervisory team declare that a ‘book’ thesis does not exceed the University’s word limits. It is also the supervisory team’s responsibility to establish that, in the context and norms of their subject area, a combined book and non-book thesis falls within this workload limit.

In the same way that permission is required to submit an over length book thesis, permission would
be needed to submit an over length combined book and non-book thesis.

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<td>At least one of the examiners in the panel should have experience of non-book thesis. Peer review of artefacts (such as membership of a panel reviewing similar artefacts for publication or an award or competition) can substitute for direct experience of non-book examination.</td>
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When supporting students in preparing for their viva, supervisors should ensure students are able to present the non-book component along with the standard text thesis.

When making arrangements for the viva which involves non-book material, the Chair of the Examination Panel should take account of the specific requirements and ensure all members of the panel, the student and observer are fully briefed as to how the examination will proceed.