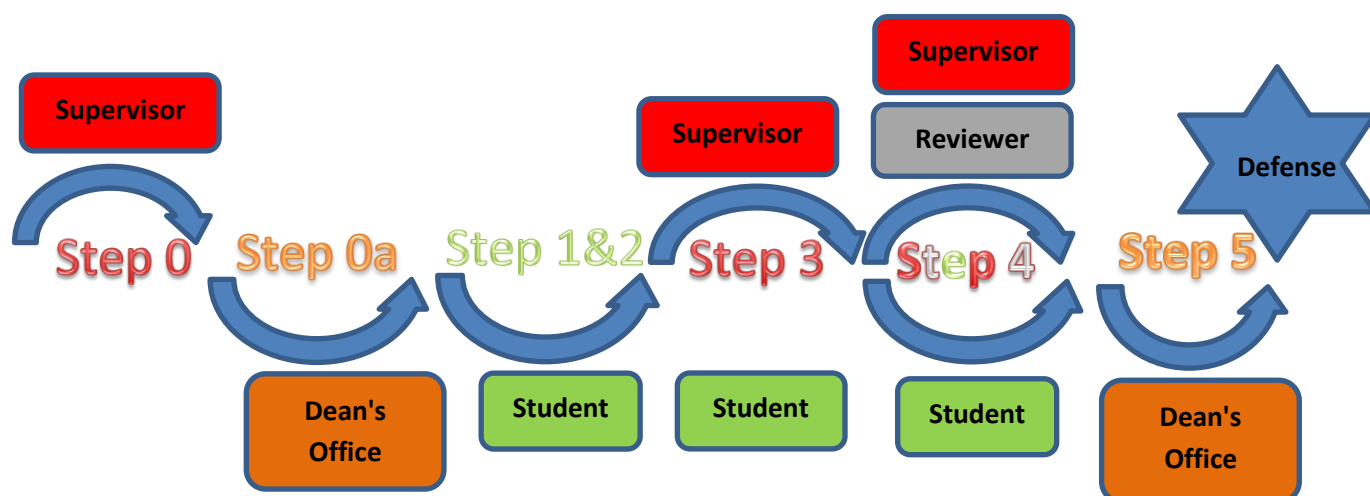


Instruction for registering diploma theses in the Archive of Diploma Theses by Students

08.02.2019
USOS 6.4.0

The procedure of registering a diploma thesis in the Archive of Diploma Theses (APD):



Step	Who	Task
0	Supervisor	<p>Inform the dean's office about the planned defences for which he/she acts as the Supervisor on a template printed from the APD certified with a signature:</p> <ol style="list-style-type: none"> thesis title in the original language with the student's full name and their index number; the members of the examination board: <ul style="list-style-type: none"> supervisor's full name and academic title or degree; reviewer's full name and academic title or degree; Board chairperson's full name and academic title or degree; planned date of the diploma examination.
0a	Dean's Office	<p>According to the information concerning planned defences as described in Step 0, enter the following data into the USOS system:</p> <ol style="list-style-type: none"> thesis title in the original language with the student's full name and their index number; the members of the examination board: <ul style="list-style-type: none"> Supervisor's full name and academic title or degree; Reviewer's full name and academic title or degree; Board chairperson's full name and academic title or degree; planned date of the diploma examination. in the field: "Thesis Status in the Archive of Diploma Theses": "For modification (student is to submit a summary via APD or USOSweb)" instead of: "Not for modification", in the field: "Archive in APD?" enter: "Archive" instead of: "Do not archive".
1	Student	<p>Prior to the examination enter the following into the APD system:</p> <ol style="list-style-type: none"> thesis language; thesis title in Polish if the thesis has been written in another language - up to 300 characters;

Instruction for registering diploma theses in the Archive of Diploma Theses by Students

08.02.2019
USOS 6.4.0

		<p>3) a concise summary of the thesis both in Polish and in the original language if the thesis has been written in a language other than Polish - up to 4000 characters;</p> <p>4) keywords in Polish -up to 1000 characters;</p> <p>The Department Board may require the student to include English translations of the thesis</p>
2	Student	<p>title and the abstract. In that case the student has to enter translations of the parts described in points 2), 3) and 4) into the APD system.</p> <p>Enter the electronic copy of the thesis in a single PDF file into the APD system prior to the exam (if the thesis contains attachments, they should be entered into the APD system as single compressed files (.rar, .7z, .gzip, .pdf, .zip)).</p>
3	Supervisor	Send student's thesis to be verified by anti-plagiarism software. Download verification results. Approve thesis data (or requests correction) – back to Step 1.
3	Student	May download anti-plagiarism verification results.
4	Student	After getting the Supervisor's approval of his/her thesis in the APD system, and before taking the diploma examination, submits to the Dean's Office one copy of the dissertation (printed double-sided from the APD system, font up to 12 points, line spacing no wider than 1.5 point) with attachments, bound in a thin cardboard cover with a paper spine in the colour specific for the department as described in the University's Visual Identification System.
4	Supervisor Reviewer	In the APD system complete and approve the form of diploma examination grade. The form constitutes a review authored by both the Supervisor and the Reviewer.
5	Dean's Office	Issues a diploma examination Protocol.

1. Logging in to the Archive of Diploma Theses (APD)

To log in to the Archive of Diploma Theses (APD) go to:

<https://apd.uni.wroc.pl>

After you open the page, click in the upper-right corner: **Login** (Figure 1):

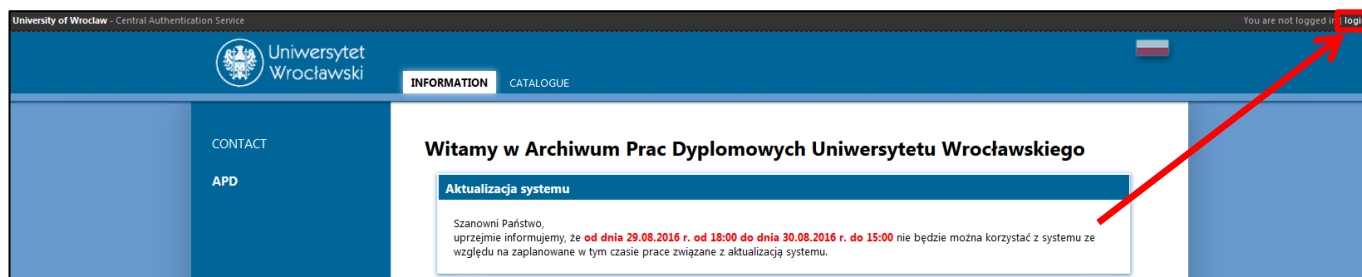


Figure 1

The Central Authentication System page will open. Type in your username and password in appropriate fields. Login and password are the same as those used to log in to the USOSweb system (Figure 2):

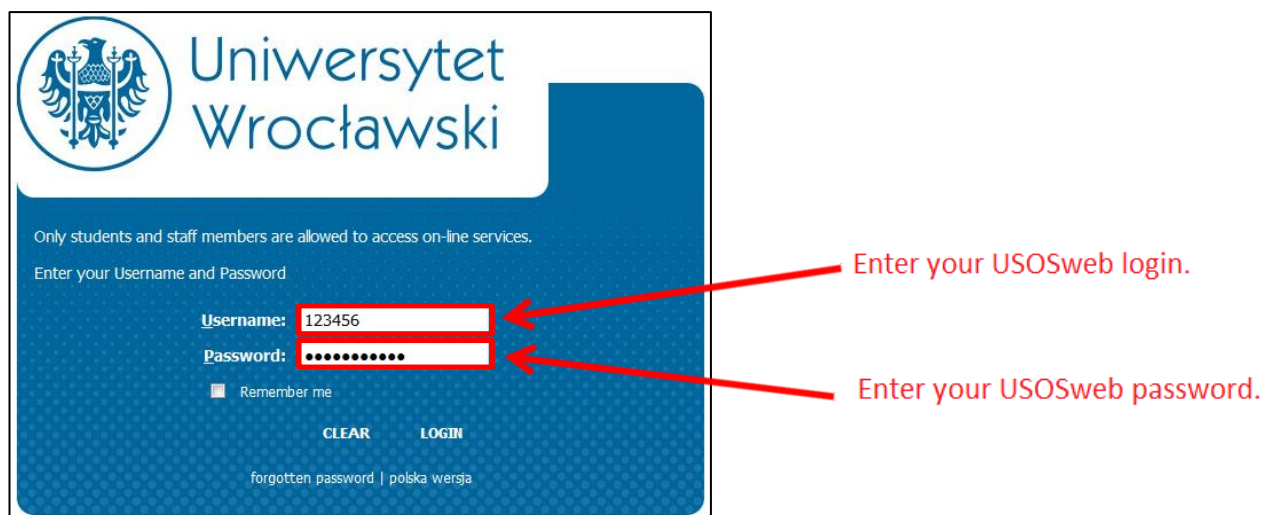


Figure 2:

2. My theses and tasks:

After logging in to the APD, My theses and tasks page will appear. It can be found under My thesis tab in the top menu.

In the left column there is a list of theses whose author is the Student. A thesis will appear in the menu once it is registered in the USOS system by the Dean's Office (Figure 3).

In the right column there is a list of tasks to be performed where the student is required to complete all information (Figure 3):

The screenshot displays the 'My theses and tasks' interface. At the top, the navigation bar includes 'INFORMATION', 'CATALOGUE', and 'MY THESES'. The left sidebar lists 'QUICK START', 'U-MAIL', 'MY THESES' (with sub-items 'diploma' and 'author'), 'MY TASKS' (with sub-items 'diploma' and 'complete information'), 'MY DIPLOMAS', and 'MY EXAMS'. The main content area is titled 'My theses and tasks' and contains an information box, 'Upcoming exams', and two sections: 'Diploma theses' and 'My tasks'. The 'Diploma theses' section shows a table with the author 'Przykładowa praca magisterska'. The 'My tasks' section shows a table with the task 'Przykładowa praca magisterska'. Red arrows point to these sections with the labels 'Thesis data' and 'Completing thesis data' respectively. A link 'My home page in the catalogue' is at the bottom right.

Figure 3

3. Provide information about thesis

By clicking on the thesis title in **My tasks** (Figure 3), in **Complete information** go to Edit thesis information (Figure 4):

The screenshot displays the 'Przykładowa praca magisterska' (Example Master Thesis) page in the USOS system. The page is divided into several sections:

- Header:** Uniwersytet Wrocławski logo and navigation tabs: INFORMATION, CATALOGUE, MY THESES.
- Left Sidebar:** QUICK START, SEARCH (quick), THESES (theses catalogue, Przykładowa praca magisterska), PEOPLE (search).
- Main Content Area:**
 - Status:** A flowchart showing the thesis process: 1. Thesis author Entering thesis data (highlighted with a red circle), 2. Thesis author Adding files, 3. Thesis supervisors Data acceptance, 4. Thesis supervisor and reviewers Writing reviews, 5. Thesis is ready for defence.
 - Thesis information:** A form with fields for Language of the thesis (dropdown menu, highlighted with a red arrow), Title (Przykładowa praca magisterska), Author (Magisterium na WPAAE for study program PR-K-SM, Date of defence: March 1, 2019, midnight), Dissertation advisor, Organizational unit (Faculty of Law, Administration and Economics), Date of approval of the subject (Jan. 3, 2019), Abstract (Limit 4000, entered 0 characters), Keywords (Limit 1000, entered 0 characters), Reviewers, Status (Author of the thesis should type data), and Archiving status (To be archived). A 'SAVE THESIS INFORMATION' button is present at the bottom of the form.
 - Files:** A section indicating 'There is still no set of files'.
 - Reviews:** A table with columns for reviewer information and status.

Figure 4

First select the language in which the thesis is written (Figure 4). Depending on the language complete appropriate fields:

- The title in Polish, if the dissertation has been written in a language other than Polish,
- A summary of the thesis in the original language, if the dissertation has been written in a language other than English and in Polish,
- Key words in the original language, if the dissertation has been written in a language other than English and in Polish.

The Department Board may require the student to include English translations of the thesis title and the abstract. In that case the student has to enter translations of the following into English:

- dissertation title,
- abstract,
- keywords.

After completing the information save changes by clicking the **Save thesis data**.

Examples of completed information has been shown in Figure 5:

Uniwersytet Wrocławski

INFORMATION CATALOGUE MY THESES

QUICK START

SEARCH
▶ quick

THESES
▶ theses catalogue
▶ Przykładowa praca magisterska

PEOPLE
▶ search

Przykładowa praca magisterska
Master thesis

Status

1 Thesis author Entering thesis data → 2 Thesis author Adding files → 3 Thesis supervisors Data acceptance → 4 Thesis supervisor and reviewers Writing reviews → 5 Thesis is ready for defence

GO TO FILE UPLOAD

Thesis information

Language of the thesis: English [EN]

Title: Przykładowa praca magisterska
Limit 1000, entered 0 characters

Author: Magisterium na WPAAE for study program PR-K-SM
Date of defence: March 1, 2019, midnight

Dissertation advisor: Faculty of Law, Administration and Economics

Organizational unit: Faculty of Law, Administration and Economics

Date of approval of the subject: Jan. 3, 2019

Abstract: Tu wpisz streszczenie w języku angielskim.
Limit 4000, entered 42 characters
Tu wpisz streszczenie w języku polskim.
Limit 4000, entered 39 characters

Keywords: Tu wpisz słowa kluczowe w języku angielskim.
Limit 1000, entered 44 characters
Tu wpisz słowa kluczowe w języku polskim.
Limit 1000, entered 41 characters

Reviewers: author, reviewer, reviewer

Status: Author of the thesis should type data

Archiving status: To be archived

SAVE THIS INFORMATION

Files

There is still no set of files

Reviews

author, reviewer, reviewer

Figure 5

After you click **SAVE THESIS DATA** a message asking you to confirm the selected operation will be generated (Figure 6). To confirm the operation, click **OK**:

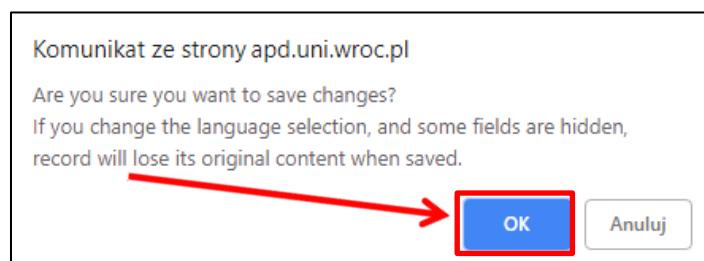


Figure 6

3. Adding attachments

After completing information about the thesis, add an attachment with the dissertation. In order to do so click **Browse to add files** (Figure 7):

Uniwersytet Wrocławski

INFORMATION CATALOGUE MY THESES

QUICK START

SEARCH
quick

THESES
theses catalogue
Przykładowa praca magisterska

PEOPLE
search

Przykładowa praca magisterska

Master thesis

Status

1 Thesis author Entering thesis data → 2 Thesis author Adding files → 3 Thesis supervisors Data acceptance → 4 Thesis supervisor and reviewers Writing reviews → 5 Thesis is ready for defence

GO TO FILE UPLOAD

Thesis information

Thesis data has been saved

SAVE THIS INFORMATION

Language of the thesis: English [EN]

Title: Przykładowa praca magisterska

Author: Magisterium na WPAS for study program PB-K-SM
Date of defence: March 1, 2019, midnight

Dissertation advisor: [redacted]

Organizational unit: Faculty of Law, Administration and Economics

Date of approval of the subject: Jan. 3, 2019

Abstract:

Tu wpisz streszczenie w języku angielskim.
Limit 4000, entered 42 characters

Tu wpisz streszczenie w języku polskim.
Limit 4000, entered 39 characters

Keywords:

Tu wpisz słowa kluczowe w języku angielskim.
Limit 1000, entered 44 characters

Tu wpisz słowa kluczowe w języku polskim.
Limit 1000, entered 41 characters

Reviewers:

Status: Author of the thesis should type data

Archiving status: To be archived

SAVE THIS INFORMATION

Files

There is still no set of files

Reviews

reviewer	status
author	
reviewer	
reviewer	

Figure 7

The following message will appear (Figure 8):

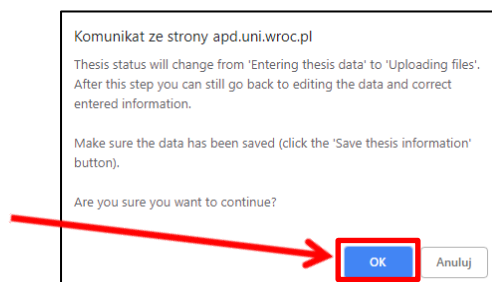


Figure 8

Click **OK**.

To add attachments click **Add files** (Figure 9):

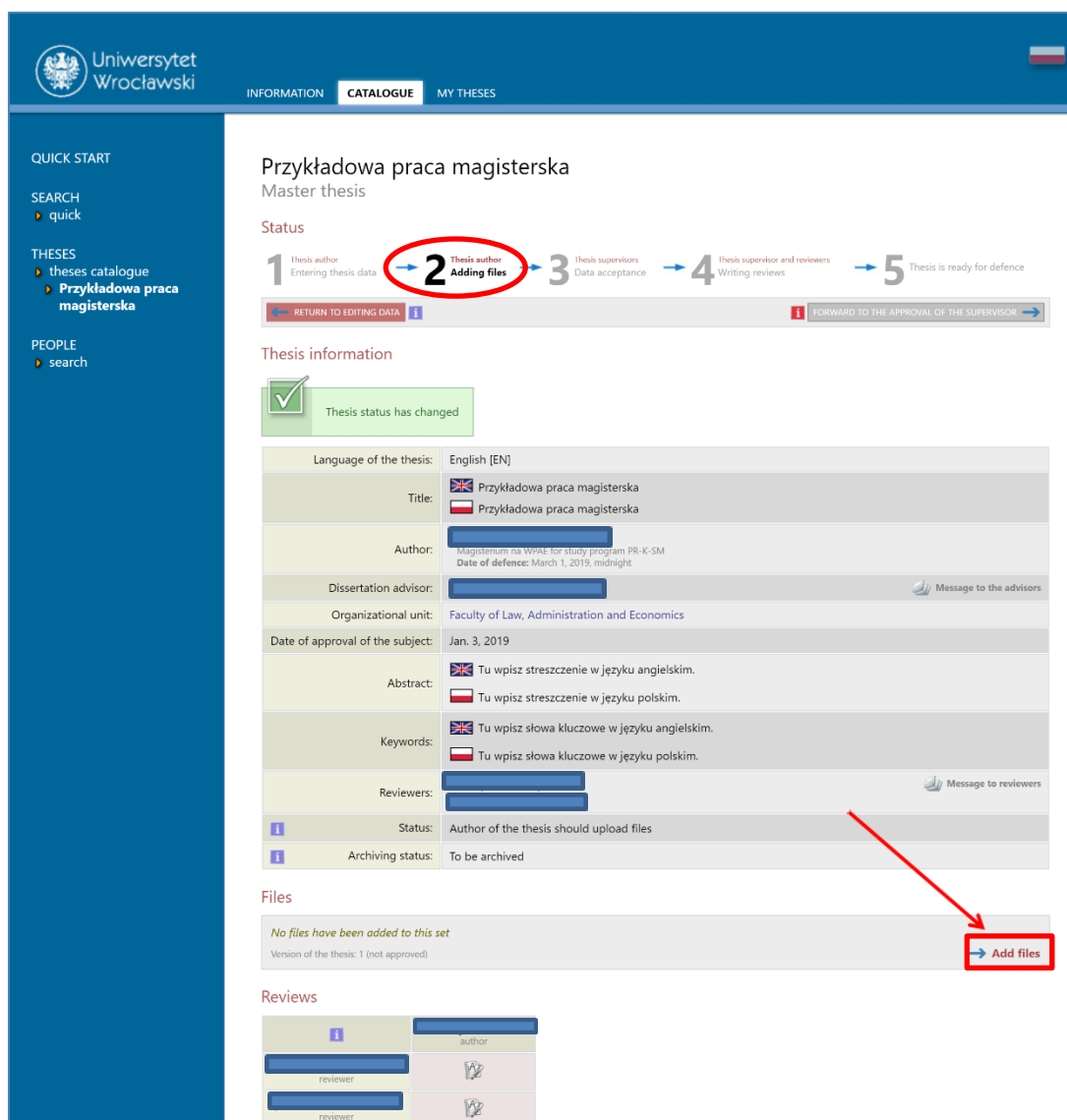


Figure 9

To add a file (Figure 10) with the thesis choose its type: **Thesis** and click **Browse ...** and select a file saved on a disk **in pdf format**.

PLEASE NOTE!

In accordance with directive No. 111/2015 of the Rector of the University of Wrocław of 21 October 2015, the file name should follow the format:

UWr-JJ-AAAAAA-YYYY.pdf

where

JJ is the code of the Department:

21-Department of Philology

22-Department of Historical and Pedagogical Sciences

23-the Department of Law, Administration and Economics

24-the Department Physics and Astronomy

25-Department of Biological Sciences

26-Department of Social Sciences

27-Department of Chemistry

28-Department of Mathematics and Computer Science

29-Department of Biotechnology

30-Department of Earth Sciences and the Environmental Management

76- Interdepartmental Studies of Environmental Protection

77- College of Interdepartmental Individual Studies in Arts and Social Sciences

AAAAAA is the student's number

YYYY is the year of when the file with the thesis was posted

.pdf -the extension must be written in lowercase

Uniwersytet Wrocławski

INFORMATION CATALOGUE MY THESES

QUICK START

SEARCH
▶ quick

THESES
▶ theses catalogue
▶ Przykładowa praca magisterska
▶ files

PEOPLE
▶ search

Files attached to the thesis

Przykładowa praca magisterska

[back to thesis](#)

List of sets

i Files are grouped into sets.
Some types of theses permit to archive more than one set of files - consecutive sets correspond to consecutive versions of the thesis.
(more)

i The mechanism of checking the compatibility of a thesis uploaded to APD with a printed version is enabled!
(more)

No	Set elements	Approved
1	no files in the set	NO

Add file **i** Add URL **i** Add a description of the physical location of the thesis **i**

Add file

Kind: Thesis
Maximum amount in a set: 1
Maximum file sizes: 100.0 MB
Legal extensions: .pdf
Name: required to match a pattern [file naming rules]

File: Wybierz plik Nie wybrano pliku
Authors' personal numbers (PESEL) in the file name will be automatically replaced with their USOS identifiers.

Language: English [EN]

Description:
Limit 300, entered 0 characters

ADD TO THE SET

Figure 10

A short description of the attachment may also be included.

Adding the attachment should be confirmed by clicking **Add to the Set** (Figure 11):

Uniwersytet Wrocławski

INFORMATION CATALOGUE MY THESES

QUICK START

SEARCH
▶ quick

THESES
▶ theses catalogue
▶ Przykładowa praca magisterska
▶ files

PEOPLE
▶ search

Files attached to the thesis

Przykładowa praca magisterska

[back to thesis](#)

List of sets

i Files are grouped into sets. Some types of theses permit to archive more than one set of files - consecutive sets correspond to consecutive versions of the thesis. [\(more\)](#)

i The mechanism of checking the compatibility of a thesis uploaded to APD with a printed version is enabled! [\(more\)](#)

No	Set elements	Approved
1	no files in the set	NO

Add file [i](#) Add URL [i](#) Add a description of the physical location of the thesis [i](#)

Add file

Kind: Thesis
Maximum amount in a set: 1
Maximum file size: 100.0 MB
Legal extensions: .pdf
Name: required to match a pattern [file naming rules]

File: [Wybierz plik](#) UWr-26-280413-2018.pdf
Authors' personal numbers (PESEL) in the file name will be automatically replaced with their USOS identifiers.

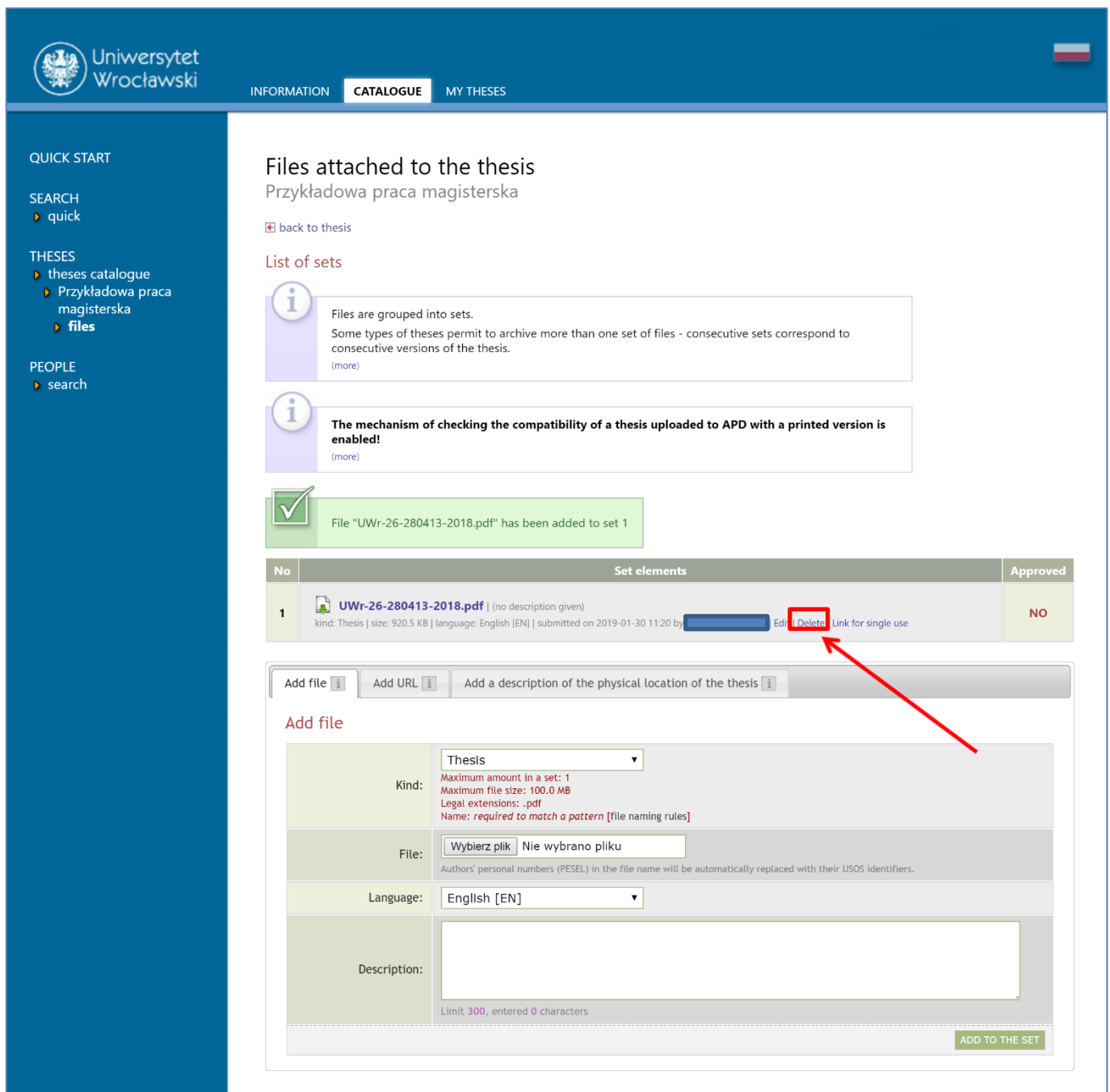
Language: English [EN]

Description:
Limit 300, entered 0 characters

ADD TO THE SET

Figure 11

Each added attachment will be displayed on the attachment list. It can be deleted from the list using the **Delete** button (Figure 12):



The screenshot shows the 'Files attached to the thesis' page for a thesis titled 'Przykładowa praca magisterska'. The page includes a sidebar with navigation links and a main content area with a list of sets and a table of elements.

Files attached to the thesis
Przykładowa praca magisterska


[back to thesis](#)

List of sets

Files are grouped into sets. Some types of theses permit to archive more than one set of files - consecutive sets correspond to consecutive versions of the thesis. (more)

The mechanism of checking the compatibility of a thesis uploaded to APD with a printed version is enabled! (more)

File "UWr-26-280413-2018.pdf" has been added to set 1

No	Set elements	Approved
1	<div> UWr-26-280413-2018.pdf (no description given) kind: Thesis size: 920.5 KB language: English [EN] submitted on 2019-01-30 11:20 by [redacted] Edit Delete Link for single use</div>	NO

[Add file](#) [Add URL](#) [Add a description of the physical location of the thesis](#)

Add file

Kind: Thesis
Maximum amount in a set: 1
Maximum file size: 100.0 MB
Legal extensions: .pdf
Name: required to match a pattern [file naming rules]

File: Nie wybrano pliku
Authors' personal numbers (PESEL) in the file name will be automatically replaced with their USOS identifiers.

Language: English [EN]

Description:
Limit 300, entered 0 characters

[ADD TO THE SET](#)

Figure 12

If, in addition to the dissertation, you want to add an attachment, use **Other**, then click **Browse** and select a file from the disk (Figure 13).

PLEASE NOTE! All attachments (with the exception of the attachment with the dissertation) must be compressed into a single archive file (.rar, .7z, .gzip, .zip).

Uniwersytet Wrocławski

INFORMATION CATALOGUE MY THESES

QUICK START

SEARCH
▶ quick

THESES
▶ theses catalogue
▶ Przykładowa praca magisterska
▶ files

PEOPLE
▶ search

Files attached to the thesis

Przykładowa praca magisterska

[back to thesis](#)

List of sets

i Files are grouped into sets. Some types of theses permit to archive more than one set of files - consecutive sets correspond to consecutive versions of the thesis. [\(more\)](#)

i The mechanism of checking the compatibility of a thesis uploaded to APD with a printed version is enabled! [\(more\)](#)

File "UWr-26-280413-2018.pdf" has been added to set 1

No	Set elements	Approved
1	UWr-26-280413-2018.pdf (no description given) <small>kind: Thesis size: 920.5 KB language: English [EN] submitted on 2019-01-30 11:...</small> uniów Edit Delete Link for single use	NO

Add file Add URL Add a description of the physical location of the thesis

Add file

Kind: Other

Maximum amount in a set: no limit
Maximum file size: 200.0 MB
Legal extensions: .zip, .rar, .gzip, .7z

File: Wybierz plik Załączniki.zip

Authors' personal numbers (PESEL) in the file name will be automatically replaced with their USOS identifiers.

Language: English [EN]

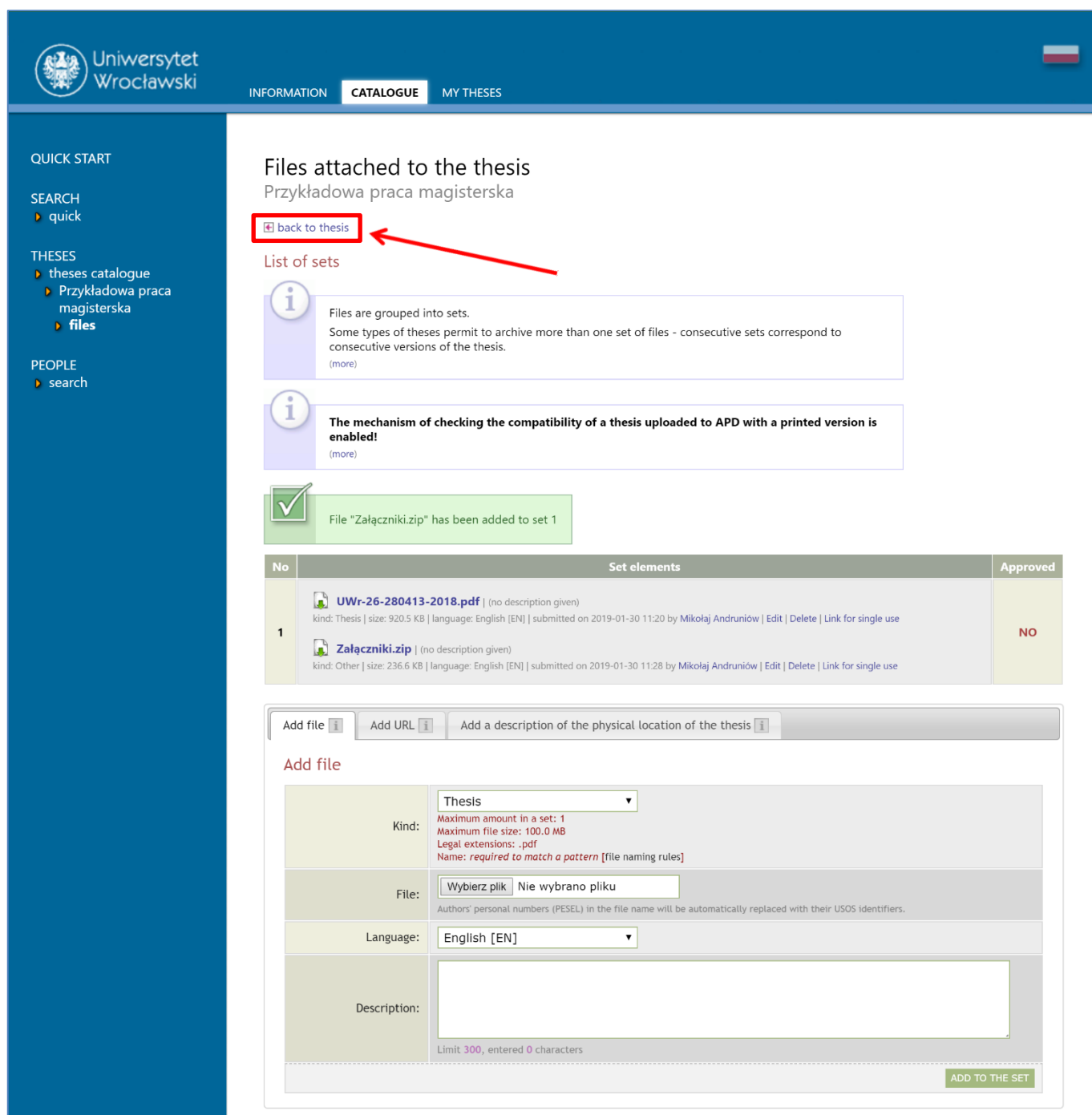
Description:

Limit 300, entered 0 characters

ADD TO THE SET

Figure 13

After you have added all the attachments, click **Back to Thesis** to return to the description page (Figure 14):



Uniwersytet Wrocławski

INFORMATION CATALOGUE MY THESES

QUICK START

SEARCH
▶ quick

THESES
▶ theses catalogue
▶ Przykładowa praca magisterska
▶ files

PEOPLE
▶ search

Files attached to the thesis

Przykładowa praca magisterska

[back to thesis](#)

List of sets

i Files are grouped into sets. Some types of theses permit to archive more than one set of files - consecutive sets correspond to consecutive versions of the thesis. (more)

i The mechanism of checking the compatibility of a thesis uploaded to APD with a printed version is enabled! (more)

☒ File "Załączniki.zip" has been added to set 1

No	Set elements	Approved
1	<p> UWr-26-280413-2018.pdf (no description given) kind: Thesis size: 920.5 KB language: English [EN] submitted on 2019-01-30 11:20 by Mikołaj Andruniów Edit Delete Link for single use</p> <p> Załączniki.zip (no description given) kind: Other size: 236.6 KB language: English [EN] submitted on 2019-01-30 11:28 by Mikołaj Andruniów Edit Delete Link for single use</p>	NO

Add file Add URL Add a description of the physical location of the thesis

Add file

Kind:	Thesis Maximum amount in a set: 1 Maximum file size: 100.0 MB Legal extensions: .pdf Name: required to match a pattern [file naming rules]
File:	<input type="button" value="Wybierz plik"/> Nie wybrano pliku Authors' personal numbers (PESEL) in the file name will be automatically replaced with their USOS identifiers.
Language:	English [EN]
Description:	<input type="text"/> Limit 300, entered 0 characters

Figure 14

To return to the page for adding attachments, click **Edit files** (Figure 15):

It is also possible to go back to editing information about thesis (title, abstract, keywords) by clicking **RETURN TO EDITING DATA** (Figure 15):

The screenshot shows the 'Przykładowa praca magisterska' (Example Master Thesis) page in the USOS system. The page is divided into several sections:

- QUICK START**: SEARCH (quick), THESES (theses catalogue, **Przykładowa praca magisterska**), PEOPLE (search).
- Przykładowa praca magisterska**: Master thesis. back to previous page.
- Status**: A progress bar showing five steps: 1. Thesis author: Entering thesis data, 2. Thesis author: Adding files, 3. Thesis supervisors: Data acceptance, 4. Thesis supervisor and reviewers: Writing reviews, 5. Thesis is ready for defence. A red arrow points to the 'RETURN TO EDITING DATA' button in the progress bar.
- Thesis information**: A table with fields for Language of the thesis, Title, Author, Dissertation advisor, Organizational unit, Date of approval of the subject, Abstract, Keywords, Reviewers, Status, and Archiving status. A red arrow points to the 'RETURN TO EDITING DATA' button in the progress bar.
- Files**: A list of files uploaded by the author. A red arrow points to the 'Edit files' button.
- Reviews**: A table showing the status of reviews by the author and reviewers.

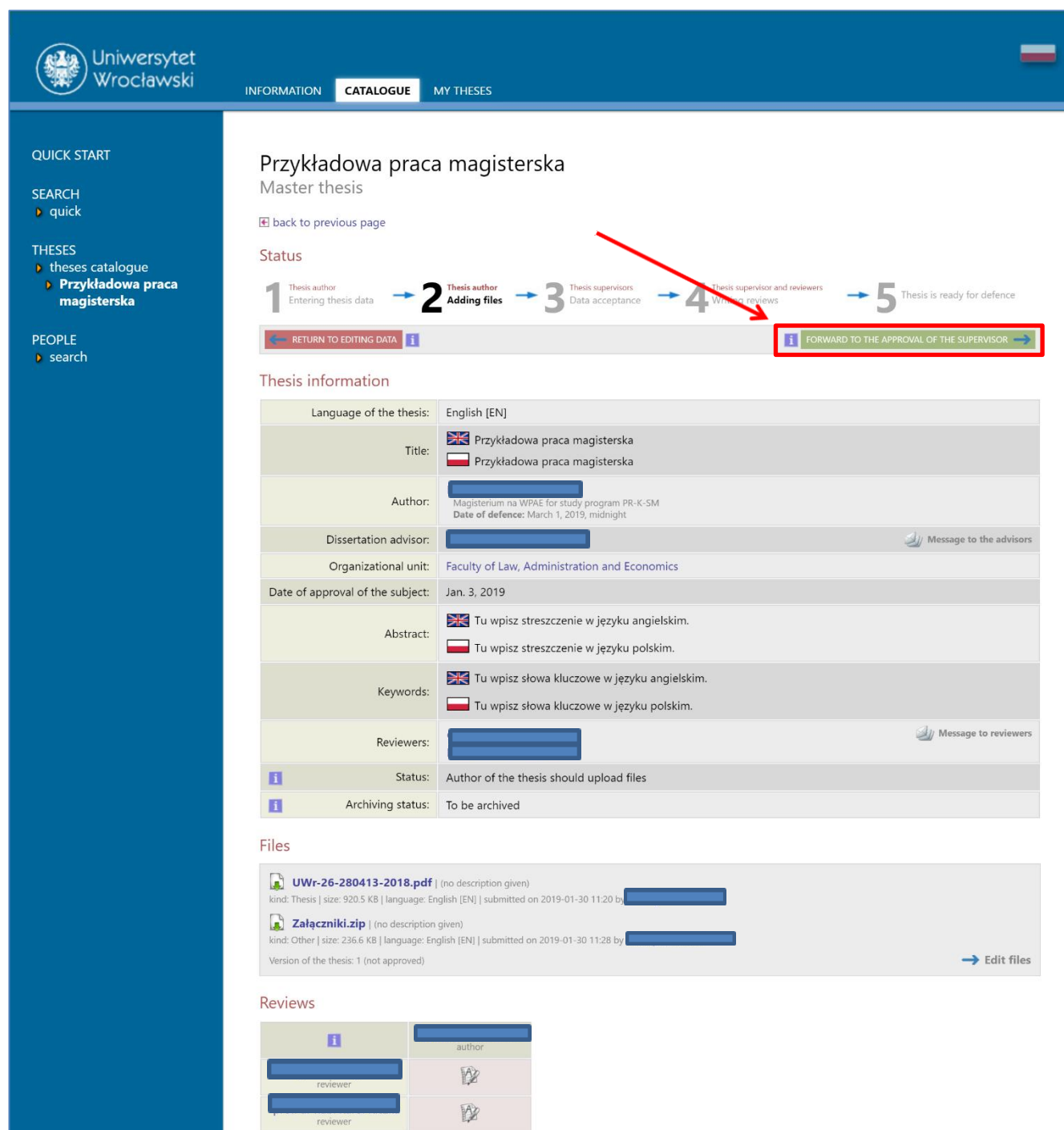
Language of the thesis:	English [EN]
Title:	Przykładowa praca magisterska
Author:	Magisterium na WPAAE for study program PR-K-SM Date of defence: March 1, 2019, midnight
Dissertation advisor:	
Organizational unit:	Faculty of Law, Administration and Economics
Date of approval of the subject:	Jan. 3, 2019
Abstract:	Tu wpisz streszczenie w języku angielskim. Tu wpisz streszczenie w języku polskim.
Keywords:	Tu wpisz słowa kluczowe w języku angielskim. Tu wpisz słowa kluczowe w języku polskim.
Reviewers:	
Status:	Author of the thesis should upload files
Archiving status:	To be archived

Files
UWr-26-280413-2018.pdf (no description given) kind: Thesis size: 920.5 KB language: English [EN] submitted on 2019-01-30 11:20 by
Załączniki.zip (no description given) kind: Other size: 236.6 KB language: English [EN] submitted on 2019-01-30 11:28 by

Reviews	
author	
reviewer	
reviewer	

Figure 15

After completing information and adding attachments containing the thesis it should be forwarded for approval by the Supervisor. To do so, click: **FORWARD FOR APPROVAL OF THE SUPERVISOR** (Figure 16):



Uniwersytet Wrocławski

INFORMATION CATALOGUE MY THESES

QUICK START

SEARCH
▶ quick

THESES
▶ theses catalogue
▶ Przykładowa praca magisterska

PEOPLE
▶ search

Przykładowa praca magisterska

Master thesis

back to previous page

Status

1 Thesis author Entering thesis data → 2 Thesis author Adding files → 3 Thesis supervisors Data acceptance → 4 Thesis supervisor and reviewers Writing reviews → 5 Thesis is ready for defence

RETURN TO EDITING DATA FORWARD TO THE APPROVAL OF THE SUPERVISOR

Thesis information

Language of the thesis:	English [EN]
Title:	Przykładowa praca magisterska Przykładowa praca magisterska
Author:	Magisterium na WPAAE for study program PR-K-SM Date of defence: March 1, 2019, midnight
Dissertation advisor:	Message to the advisors
Organizational unit:	Faculty of Law, Administration and Economics
Date of approval of the subject:	Jan. 3, 2019
Abstract:	Tu wpisz streszczenie w języku angielskim. Tu wpisz streszczenie w języku polskim.
Keywords:	Tu wpisz słowa kluczowe w języku angielskim. Tu wpisz słowa kluczowe w języku polskim.
Reviewers:	Message to reviewers
Status:	Author of the thesis should upload files
Archiving status:	To be archived

Files

UWr-26-280413-2018.pdf	(no description given)	kind: Thesis size: 920.5 KB language: English [EN] submitted on 2019-01-30 11:20 by
Załączniki.zip	(no description given)	kind: Other size: 236.6 KB language: English [EN] submitted on 2019-01-30 11:28 by

Version of the thesis: 1 (not approved)

Edit files

Reviews

author	
reviewer	
reviewer	

Figure 16

This step cannot be cancelled, therefore it requires conformation (Figure 17):

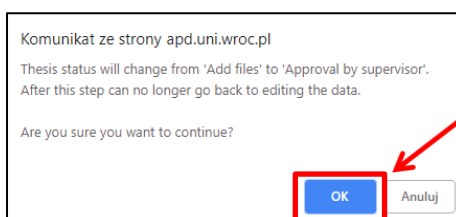


Figure 17

Once approved, click the OK button and the status of the dissertation will change to: **Supervisor should approve changes made by the author** (Figure 18):

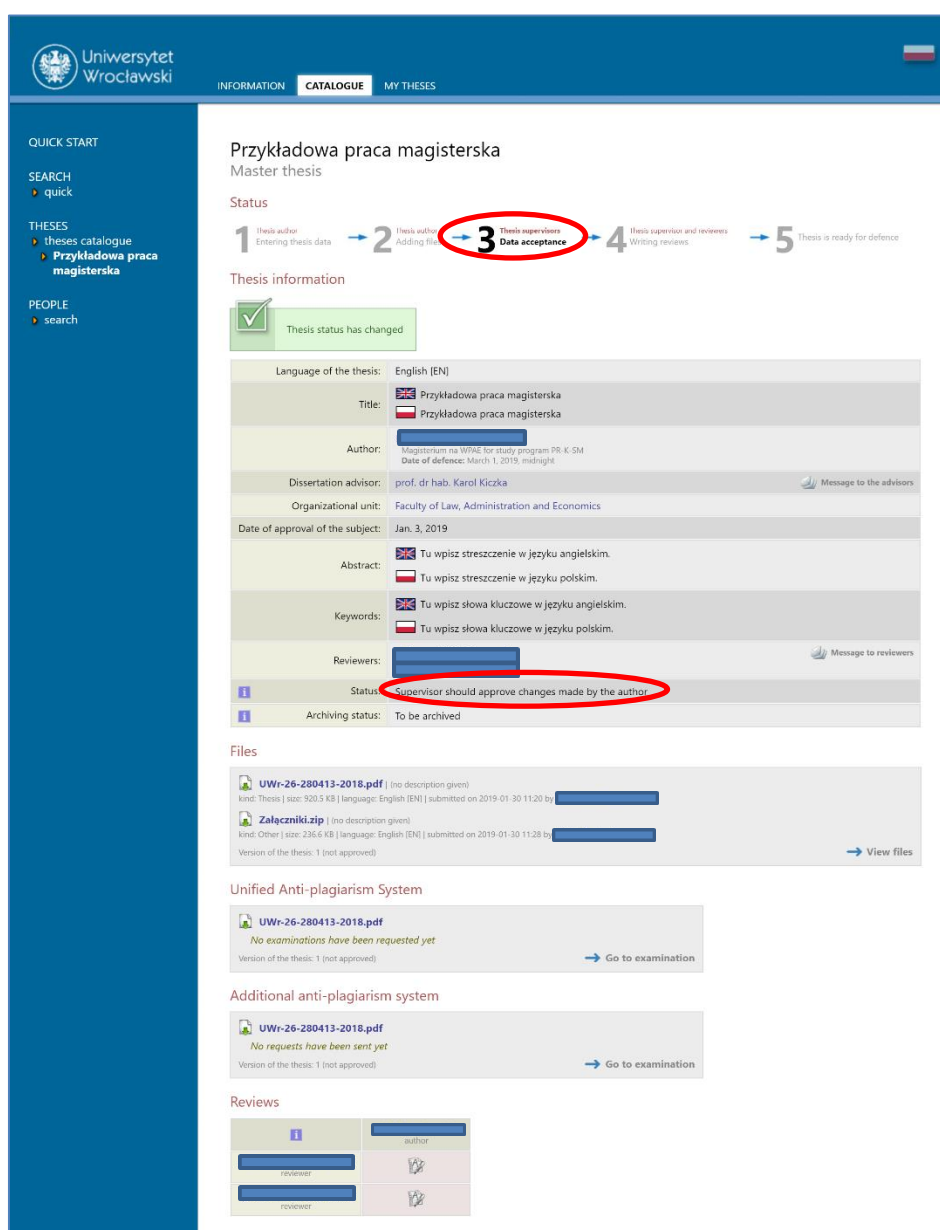


Figure 18

The Supervisor will be send an automated email informing her/him the thesis has been forwarded for approval (Figure 19):

Zmiana statusu pracy
You can verify the data entered by the authors.

Tytuł:	Przykładowa praca magisterska
Streszczenie:	Tu wpisz streszczenie w języku angielskim.
Autorzy:	<input type="text"/>
Kierujący pracą:	<input type="text"/>
Recenzenci:	<input type="text"/>
Data złożenia:	brak
Data zatwierdzenia:	Oct. 26, 2016
Status pracy:	Supervisor should approve changes made by the author
Status archiwizacji:	To be archived

Archiwum Prac Dyplomowych

Figure 19

3. Verification of thesis by the Supervisor

The Supervisor verifies information entered by the student and the attached files (the dissertation file is forwarded by the Supervisor to be scanned by anti-plagiarism software; verification results are made available to the Supervisor):

- Once the data is approved by the Supervisor, the Reviewers can enter their reviews in the APD system.
- If the data entered by the student is incorrect, the Supervisor withdraws the dissertation and sends it back to the student for re-edition. In that case the Student is asked to modify the dissertation data and to delete and upload a new file with the dissertation (Student should retake step 1 and step 2).

The student is automatically informed by e-mail of approval of the thesis or its withdrawal for re-edition.

After the dissertation has been sent by the Supervisor to be verified, the anti-plagiarism software generate reports.

The reports from the anti-plagiarism systems are made available to the student (Figure 20):

The screenshot displays the 'Przykładowa praca magisterska' (Example Master Thesis) page in the USOS system. The page is divided into several sections:

- Header:** Uniwersytet Wrocławski logo, navigation tabs (INFORMATION, CATALOGUE, MY THESES), and a Polish flag.
- Left Sidebar:** QUICK START, SEARCH (quick), THESES (theses catalogue, Przykładowa praca magisterska), PEOPLE (search).
- Main Content:**
 - Status:** A progress bar showing five steps: 1. Thesis author (Entering thesis data), 2. Thesis author (Adding files), 3. Thesis supervisors (Data acceptance), 4. Thesis supervisor and reviewers (Writing reviews), 5. Thesis is ready for defence.
 - Thesis information:** A table with fields: Language of the thesis (English [EN]), Title (Przykładowa praca magisterska), Author (Magisterium na WPAL for study program PR-K-SM, Date of defence: March 1, 2019, midnight), Dissertation advisor (Faculty of Law, Administration and Economics), Organizational unit (Faculty of Law, Administration and Economics), Date of approval of the subject (Jan. 3, 2019), Abstract (Tu wpisz streszczenie w języku angielskim. Tu wpisz streszczenie w języku polskim.), Keywords (Tu wpisz słowa kluczowe w języku angielskim. Tu wpisz słowa kluczowe w języku polskim.), Reviewers (Message to reviewers), Status (Reviewers should write and approve reviews), Archiving status (Archived).
 - Files:** A list of files: Printable version (no description given), Załączniki.zip (no description given), and a link to View files.
 - Unified Anti-plagiarism System:** A section showing the result accepted (submitted on 2019-01-30, updated on 2019-01-31). It includes links to download the General report (size: 139.1 KB) and Detailed report (size: 2.3 MB). Red arrows point to these 'download' links.
 - Additional anti-plagiarism system:** A section showing the report received (size: 324.1 KB). A red arrow points to the 'download' link.
 - Reviews:** A table with columns for author, reviewer, and reviewer. The author is listed as 'author' and the reviewers are listed as 'reviewer'.

Figure 20

PLEASE NOTE!

It is not necessary for the student to present the reports from the system to the Dean's office!


The student can read the reports and save them to the hard drive of their computer for their own purposes. Please note that these reports may not be available immediately. The reports shall be available between 7 and 14 days.

4. Generate control numbers of the thesis.

The student, within the deadline set by the Dean, and after getting the Supervisor's approval of his/her thesis in the APD system, submits to the Dean's Office one copy of the dissertation (printed double-sided with page numbers from the APD system, font up to 12 points, line spacing no wider than 1.5 point) with attachments, bound in a thin cardboard cover with a paper spine in the colour specific for the department as described in the University's Visual Identification System.

In order to download the thesis along with the control numbers, use the **Printable Version** button (Figure 21).

This generates a file with a dissertation that contains control numbers of the pages.

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Status

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Thesis author
Entering thesis data

→

2

Thesis author
Adding files

→

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Thesis supervisors
Data acceptance

→

4

Thesis supervisor and reviewers
Writing reviews

→


5

Thesis is ready for defence


Thesis information

Language of the thesis:	English [EN]
Title:	<div>Przykładowa praca magisterska</div> <div>Przykładowa praca magisterska</div>
Author:	<div></div> <div>Magisterium na WPAAE for study program PR-K-SM</div> <div>Date of defence: March 1, 2019, midnight</div>
Dissertation advisor:	<div></div> <div>Message to the advisors</div>
Organizational unit:	Faculty of Law, Administration and Economics
Date of approval of the subject:	Jan. 3, 2019
Abstract:	<div>Tu wpisz streszczenie w języku angielskim.</div> <div>Tu wpisz streszczenie w języku polskim.</div>
Keywords:	<div>Tu wpisz słowa kluczowe w języku angielskim.</div> <div>Tu wpisz słowa kluczowe w języku polskim.</div>
Reviewers:	<div></div> <div>Message to reviewers</div>
Status:	Reviewers should write and approve reviews
Archiving status:	Archived

Files

 **Printable version** (no description given)

original file: UW-26-280413-2018.pdf | kind: Thesis | size: 920.5 KB | language: English [EN] | submitted on 2019-01-30 11:20 by


 **Załączniki.zip** (no description given)

kind: Other | size: 236.6 KB | language: English [EN] | submitted on 2019-01-30 11:28 by

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 **UW-26-280413-2018.pdf**

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size: 324.1 KB | received on 2019-01-31

Version of the thesis: 1

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Reviews

<div></div>	<div>author</div>
<div></div>	<div></div>
<div></div>	<div></div>
<div></div>	<div></div>

Figure 21

5. Reviews

After the approval of the work by the Supervisor the reviews are entered into the system. Completed and approved reviews can be opened by clicking the Review button next to the name of the Supervisor/Reviewer. Review is available when the icon is green (Figure 22):

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1 Thesis author: Entering thesis data → 2 Thesis author: Adding files → 3 Thesis supervisors: Data acceptance → 4 Thesis supervisor and reviewers: Writing reviews → 5 Thesis is ready for defence

Thesis information

Language of the thesis: English [EN]

Title: Przykładowa praca magisterska

Author: Magisterium na WPiA for study program PR-K-SM
Date of defence: March 1, 2019, midnight

Dissertation advisor: [redacted]

Organizational unit: Faculty of Law, Administration and Economics

Date of approval of the subject: Jan. 3, 2019

Abstract: Tu wpisz streszczenie w języku angielskim.
Tu wpisz streszczenie w języku polskim.

Keywords: Tu wpisz słowa kluczowe w języku angielskim.
Tu wpisz słowa kluczowe w języku polskim.

Reviewers: [redacted]

Status: Thesis is ready for defence or after defence

Archiving status: Archived

Files

Printable version (no description given)
original file: UW-26-280413-2018.pdf | kind: Thesis | size: 920.5 KB | language: English [EN] | submitted on 2019-01-30 11:20 by [redacted]

Załączniki.zip (no description given)
kind: Other | size: 236.6 KB | language: English [EN] | submitted on 2019-01-30 11:28 by [redacted]

Version of the thesis: 1

Unified Anti-plagiarism System

UWr-26-280413-2018.pdf
Result accepted
submitted on 2019-01-30 11:30 by [redacted] updated on 2019-01-31
General report [download]
size: 139.1 KB | received on 2019-01-31
Detailed report [download]
size: 2.3 MB | received on 2019-01-31
Version of the thesis: 1

Additional anti-plagiarism system

UWr-26-280413-2018.pdf
Report received [download]
size: 324.1 KB | received on 2019-01-31
Version of the thesis: 1

ORPD upload

Thesis has not been uploaded

Reviews

reviewer [redacted]

reviewer [redacted]

reviewer [redacted]

Review button (green icon) highlighted with a red box and arrow.

Figure 22