

Thesis Submission to the Electronic Thesis and Dissertation Repository (ETD)

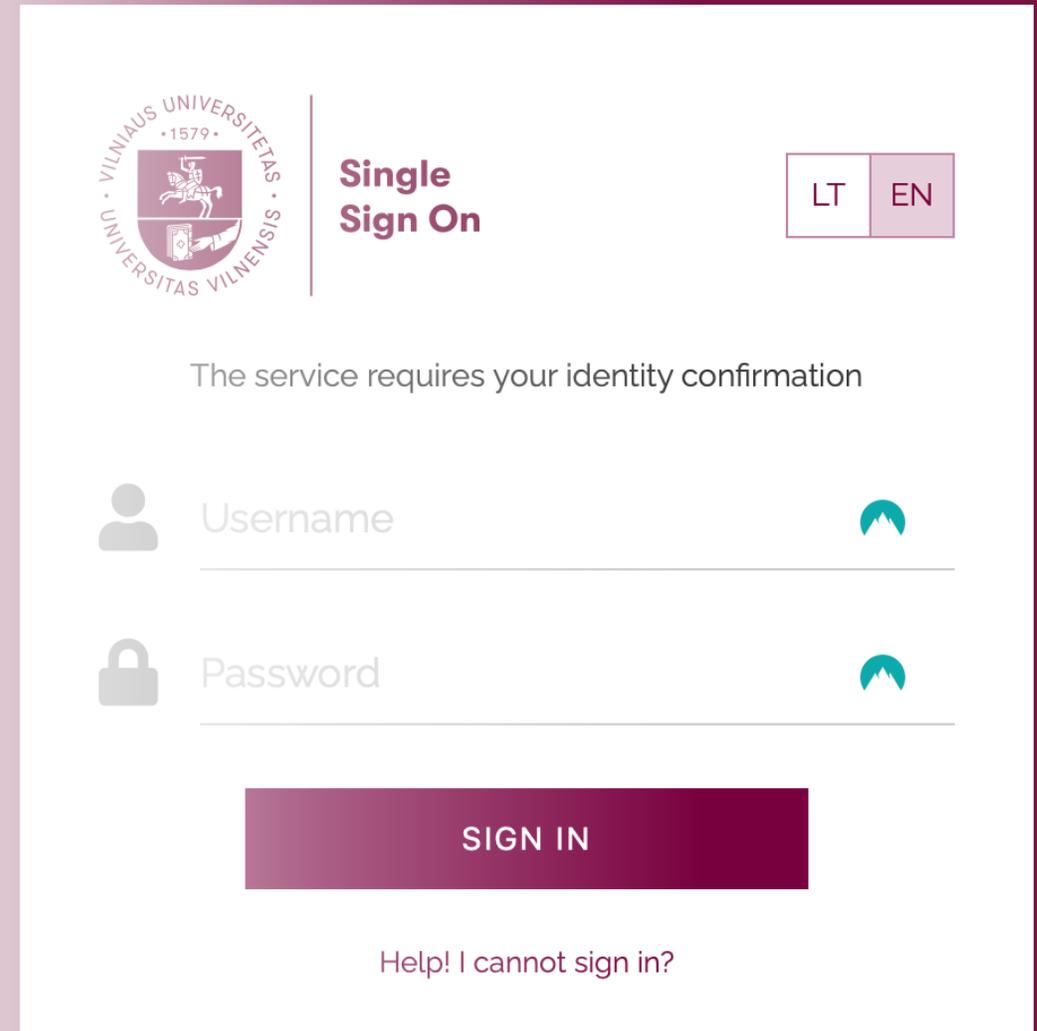


Vilnius
universitetas



Step 1

Login into to the [Vilnius University Study Information System](#) using the login data of Vilnius University Single Sign On (VU SSO) provided by the University.



The screenshot shows the login interface for the Vilnius University Single Sign On (VU SSO) system. At the top left is the Vilnius University logo, which includes the text "VILNIAUS UNIVERSITETAS" and "UNIVERSITAS VILNENSIS" around a central crest with the year "1579". To the right of the logo is the text "Single Sign On". Further right are two language selection buttons: "LT" (Lithuanian) and "EN" (English). Below this header, a message states "The service requires your identity confirmation". The main form consists of two input fields: "Username" and "Password". Each field has a grey icon on the left (a person for username, a lock for password) and a teal eye icon on the right to toggle visibility. Below the input fields is a large blue "SIGN IN" button. At the bottom of the page, there is a link that says "Help! I cannot sign in?".

Step 2

After logging in to the *eStudent* environment, select the **Thesis** section in the menu module and select **Thesis Submission (ETD)**.



eStudent

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Step 3

When you open the *Thesis Submission (ETD)*, tick **Edit** in the *Action* column.



RESEARCH PAPERS AND FINAL THESIS

Semester	Course Unit (Module)	Title of Thesis	Thesis Supervisor	Status	Action	Grade
2 c., 4 (2022/23 Spring) current sem.	Master Final Thesis (Study field: Information Services), Compulsory, 30.0 credits	Title1		One or more than one necessary attribute is not indicated: language, key words, summary.	Edit	

Step 4

In the *Thesis Details* window that opens, enter information about the thesis (paper) you are uploading:

- Select the **language** of the uploaded thesis (paper);
- Enter **keywords** related to the uploaded thesis (paper);
- Enter the abstract of the uploaded thesis (paper) in **Lithuanian** (up to 4 000 characters);
- Enter the abstract of the uploaded thesis (paper) in **English** (up to 4 000 characters).

Once you have entered all the necessary information, it is important not to forget to save the information you have entered by clicking on the **Save** button.

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Message:

Status:

One or more than one necessary attribute is not indicated: language, key words, summary.

THESIS DETAILS

Author: Name Surname

Supervisor: Professor VU

Thesis title

in Lithuanian: Tema1

in English: Title1

Thesis language:

Keywords:

Comma-separated words that most describe Your thesis (in Lithuanian and/or English)

Abstract

in Lithuanian:

Symbols: from 4000

in English:

Symbols: from 4000

Step 5

After saving the information in Step 4, the **Thesis Submission** section will automatically open with the fields:

- **Title** – enter the title of the thesis (paper) to be uploaded. The title will be visible to the supervisor of the thesis (paper), so the title of the document must be short and clear;
- **File** – use the field to upload a working document from your computer. Please note that written work prepared in a single document can only be uploaded in **PDF file format only**. The document must not be encrypted, password-protected or have restrictions on its use (copying, printing or other).

Once you have entered and inserted all the necessary information, do not forget to save everything by clicking on the **Upload** button.

Once you have uploaded and saved your work, you still have the option to delete the uploaded file (e.g. if you have uploaded the wrong document) by pressing the **X** in the *Actions* column.

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THESIS SUBMISSION (ETD) ?

<p>Thesis Details Thesis Submission Thesis Verification Chat</p>	<p>Message: Recording is Correct</p>	<p>Status: Entering Unfinished. Documents have not been entered.</p>
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THESIS SUBMISSION

Upload New File

Title:

File: No file chosen

Files Uploaded

Step 6

After Step 5, click on **Thesis Verification** in the menu bar of the *Thesis Submission (ETD)* application.

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THESIS SUBMISSION (ETD) ?

<ul style="list-style-type: none"> Thesis Details Thesis Submission <li style="border: 2px solid red;">Thesis Verification Chat 	<p>Message:</p> <p>File Thesis. Recording is Correct.</p>	<p>Status:</p> <p>Entering Unfinished. Documentation warranty is unconfirmed .</p>
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THESIS SUBMISSION

Upload New File

Title:

File: No file chosen

Files Uploaded

No.	Title	Format	Size (MB)	Action
1	Thesis (rh-29-0-13_bubnys.pdf)	application/pdf	1439206	 

Step 7

When you click on *Thesis Verification*, you will be presented with an automatically generated Thesis Warranty, which confirms the independence of the your thesis (paper). At this stage you must:

- **tick the box** next to “I, [*your name and surname*], confirm (check)” to confirm that your thesis (paper) is prepared independently and in accordance with Vilnius University legal acts on academic ethics;
- if the thesis (paper) is to be subject to an embargo period, please specify the length of the embargo and the reasons for it. If the work you are preparing is not subject to an embargo period, please tick “embargo laikotarpis nereikalingas / *no embargo requested*”.

After entering all the necessary information, press the **Save** button.

After successfully signing the warranty, the message ***Patvirtinta / Declared*** will appear at the bottom of it.

Congratulations – your thesis has been submitted!

APPROVAL OF THE FINAL THESIS

Vilniaus universiteto studijuojančiojo, teikiančio baigiamąjį darbą, GARANTIJA

Vardas, pavardė: Name Surname

Padalinys: Komunikacijos fakultetas

Studijų programa: Informacijos sistemų vadyba [6211JX029], magistrantūros, nuolatinė, 2 m.

Darbo pavadinimas: Tema1

Darbo tipas: pagrindinių studijų baigiamasis darbas

Garantuojau, kad mano baigiamasis darbas yra parengtas sąžiningai ir savarankiškai, kitų asmenų indėlio į parengtą darbą nėra. Jokių neteisėtų mokėjimų už šį darbą niekam nesu mokėjęs. Šiame darbe tiesiogiai ar netiesiogiai panaudotos kitų šaltinių citatos yra pažymėtos literatūros nuorodose.

Aš, Name Surname, patvirtinu (pažymėti)

I, Name Surname, confirm (check)

Patvirtinu, kad baigiamasis darbas yra pateiktas į Vilniaus universiteto studijų informacinę sistemą.

I declare that this thesis is submitted to the Vilnius University Study Information System.

Embargo laikotarpis / Embargo period

Prašau nustatyti šiam baigiamajam darbui toliau nurodytos trukmės embargo laikotarpį:

I am requesting an embargo of this thesis for the period indicated below:

mėnesių / *months* [embargo laikotarpis negali viršyti 60 mėn. / *an embargo period shall not exceed 60 months*].

embargo laikotarpis nereikalingas / *no embargo requested*;

Embargo laikotarpio nustatymo priežastis / *reason for embargo period*:

Save

WARRANTY of Vilnius University Student Thesis

Name, Surname: Name Surname

Faculty: Faculty of Communication

Study programme: Management of Information Systems [6211JX029], Master studies, Full-time, 2 y.

Thesis topic: Topic1

Thesis type: Final Thesis

I guarantee that my thesis is prepared in good faith and independently, there is no contribution to this work from other individuals. I have not made any illegal payments related to this work. Quotes from other sources directly or indirectly used in this thesis, are indicated in literature references.

