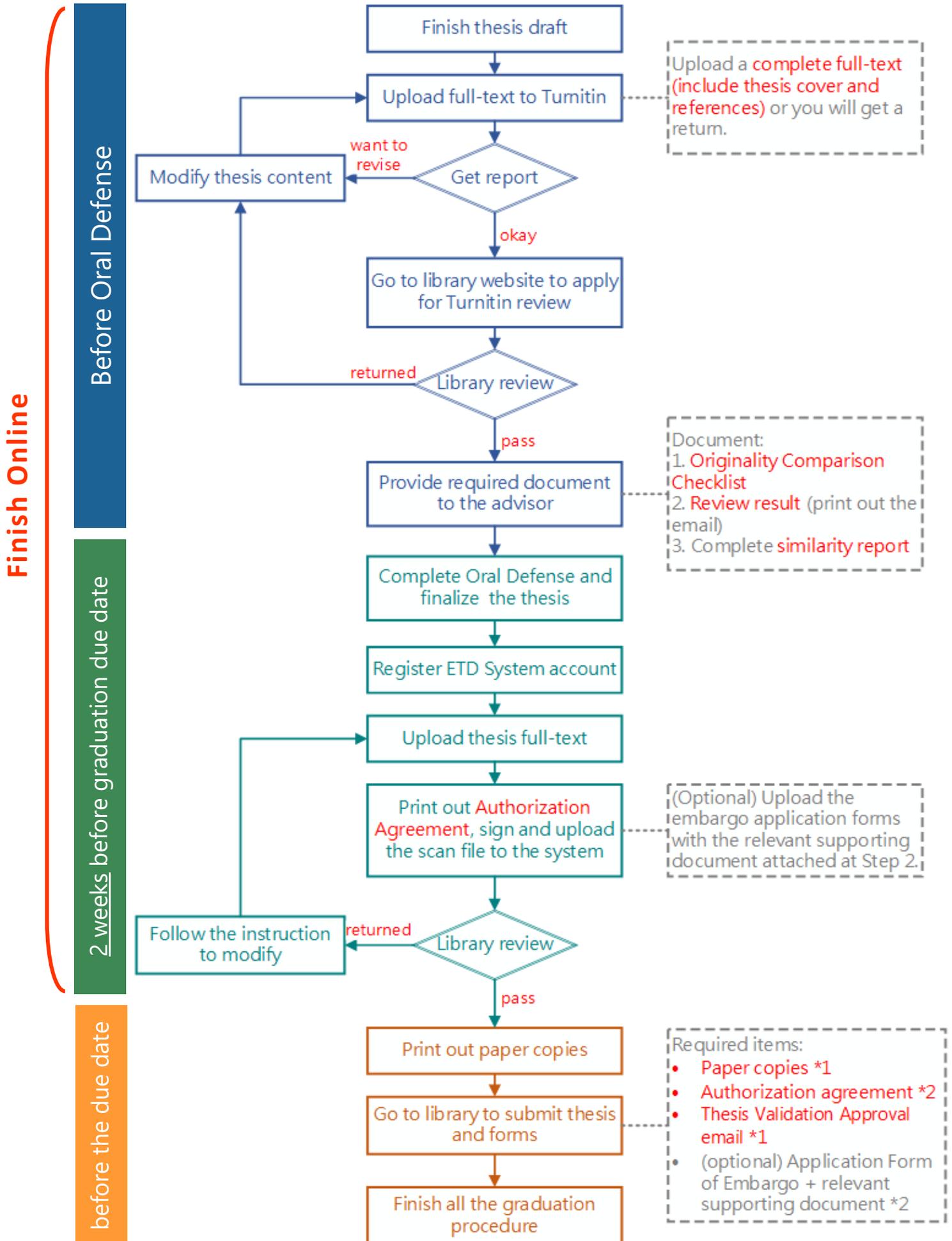


Library's Thesis/Dissertation Submission Guide

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Contact: Ms. Lin
weiling@mail.ntut.edu.tw | ext.3136
8:30-12:00 & 13:00-17:00, Mon.-Fri.

1. Workflow for Thesis/Dissertation Submission



2. Formatting and Editing

2.1 Thesis Format

▶ Format Specification

For the detailed specifications, please refer to NO. J1 & J2 documents on the [Office of Academic Affairs website](#). These documents are general specifications where the department and institute may specify relevant specifications based on the format commonly used in the academic field.

▶ Font Choices

Recommended fonts: **DFKai-SB(標楷體)** for Chinese and **Times New Roman** for English.
For other fonts, please ensure the text can be properly presented after the file is converted to PDF.

► Thesis Content Requirements

Electronic Full-Text	Paper Copies	Watermark	Page Numbering
×	<ul style="list-style-type: none"> Cover Page Blank Page 	×	None
• Title Page	• Title Page	○	
×	<ul style="list-style-type: none"> Oral Defense Committee Signature Form (photocopied) 	×	
<ul style="list-style-type: none"> Chinese Abstract English Abstract Acknowledgements Table of Contents List of Tables List of Figures 	<ul style="list-style-type: none"> Chinese Abstract English Abstract Acknowledgements Table of Contents List of Tables List of Figures 	○	Roman numerals (i, ii, iii ...)
<ul style="list-style-type: none"> Main Body References Appendices List of Symbols (Formulas) 	<ul style="list-style-type: none"> Main Body References Appendices List of Symbols (Formulas) 	○	Arabic numerals (1, 2, 3 ...)
×	<ul style="list-style-type: none"> Blank Page Back Page 	×	None
<p>Note:</p> <p>(1) Templates and formats for cover page, abstract pages, table of contents, etc. refers to "Appendix 1. ETD Template Guide".</p> <p>(2) The "Oral Defense Committee Signature Form" is exempted in the Electronic full-Text (only include it in the paper copies).</p>			

2.2 Page Numbering

▶ Notices for Page Numbering

- (1) Page numbers are **NOT** required for the cover page, title page, and the Oral Defense Committee Signature Form.
- (2) The content before the main body (normally "ABSTRACT" to "List of Figures") shall be numbered in sequence **starting with the Roman numeral "i."**
- (3) The main body (from Chapter 1) and contents such as references and appendices shall be numbered in sequence **starting with the Arabic numeral "1."**

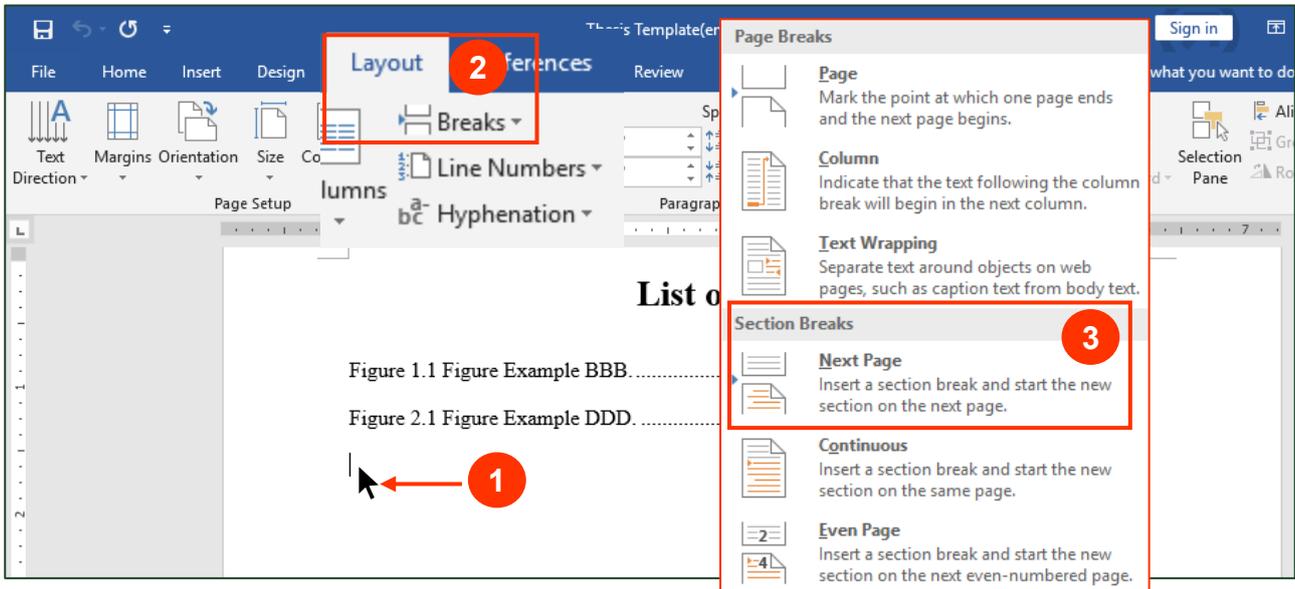
▶ Steps to add page number in MS Word

- (1) To insert different types of page numbers, use "**Section Breaks**" feature in MS Word to divide the document into three "sections." Then assign different page numbers to the different "sections."

[Section 1] Cover/Title Page (No page number)	[Section 2] ABSTRACT ~ List of Figures (Roman numeral i, ii, iii...)	[Section 2] ABSTRACT ~ List of Figures (Roman numeral i, ii, iii...)
 <p>國立臺北科技大學 管理學院經營管理 EMBA 專班 碩士學位論文</p> <p>便利商店環境下使用行動支付之 消費者行為研究 -以連鎖便利商店 A 超商為例 Optional English Title Example Optional English Title</p> <p>研究生：王小明</p> <p>指導教授：李大明 博士</p> <p>中華民國一百零九年一月</p>	 <p>ABSTRACT</p> <p>摘要：(一) 研究目的：本研究旨在探討便利商店在行動支付環境下消費者之消費行為。研究範圍包括：(一) 連鎖便利商店 A 之門市部。研究時間：(一) 民國 108 年 1 月至 109 年 1 月。</p> <p>關鍵字：便利商店、行動支付、消費者行為</p> <p>指導教授：李大明 博士</p> <p>中華民國 109 年 1 月</p>	 <p>Chapter 1</p> <p>第一章 緒論</p> <p>研究目的：本研究旨在探討便利商店在行動支付環境下消費者之消費行為。研究範圍包括：(一) 連鎖便利商店 A 之門市部。研究時間：(一) 民國 108 年 1 月至 109 年 1 月。</p> <p>關鍵字：便利商店、行動支付、消費者行為</p> <p>指導教授：李大明 博士</p> <p>中華民國 109 年 1 月</p>

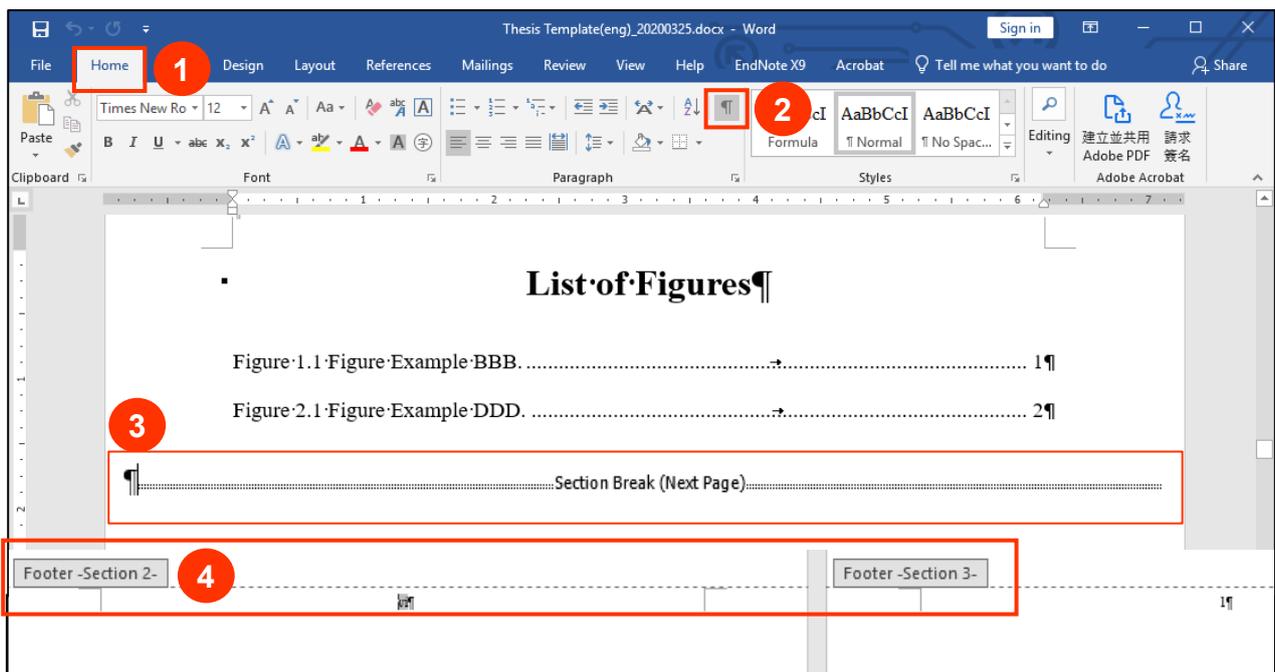
(2) How to insert a section break:

- 1 move the cursor to the place you wish to insert the section break
- 2 select "Breaks" on the "Layout" tab
- 3 add a Next Page section break.



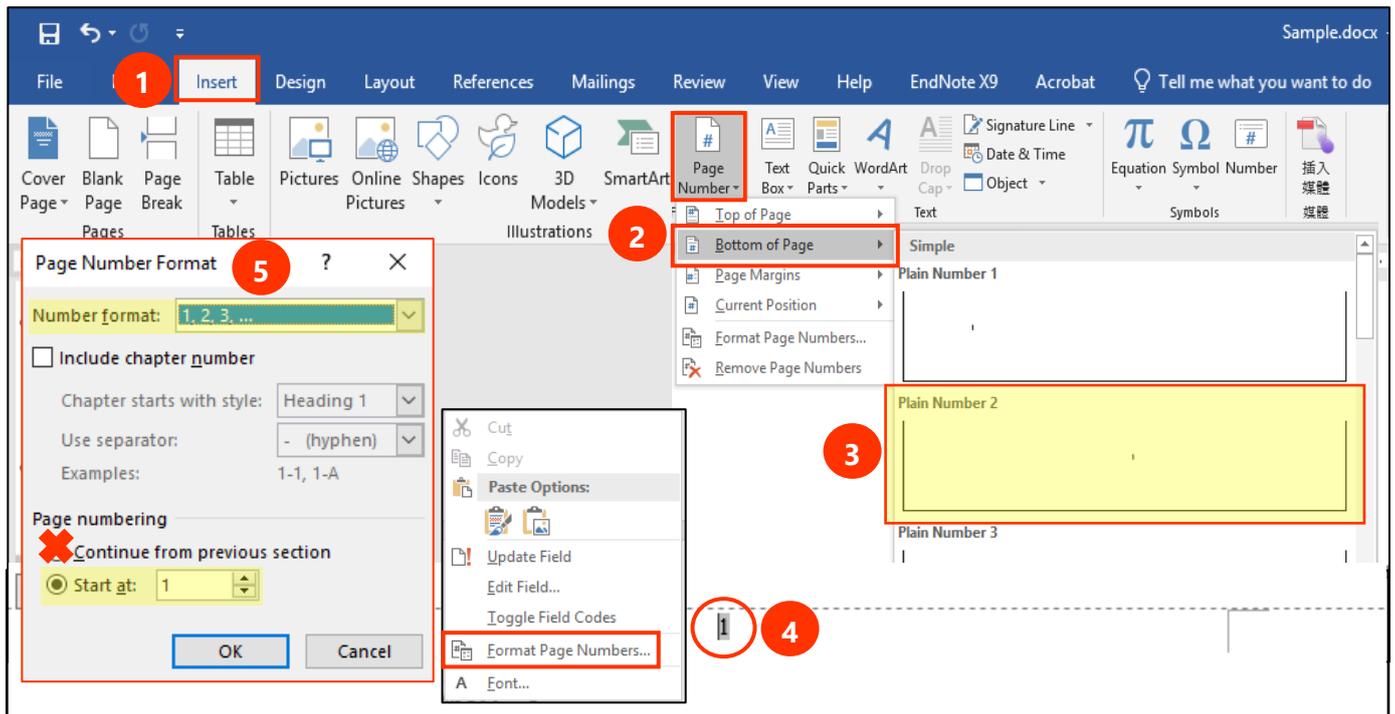
(3) Show the paragraph mark to check if there is a section break inserted:

- 1 "Home" toolbar
- 2 click the symbol "¶" or "¶" (show/Hide)
- 3 If a section break is inserted, a "section break (next page)" shall be displayed.
- 4 You may also click twice at the "footer" to open the footer to confirm the breaking status.



(4) How to set the page number:

- 1 "Insert" toolbar
- 2 click "Page Number" and select "Bottom of Page"
- 3 choose "Plain Number 2"
- 4 click on the page number, select "Format Page Numbers" to open the page number format panel
- 5 select "Number format" and **DO NOT** select "Continue from previous section" (the page numbering shall start at the first page.)

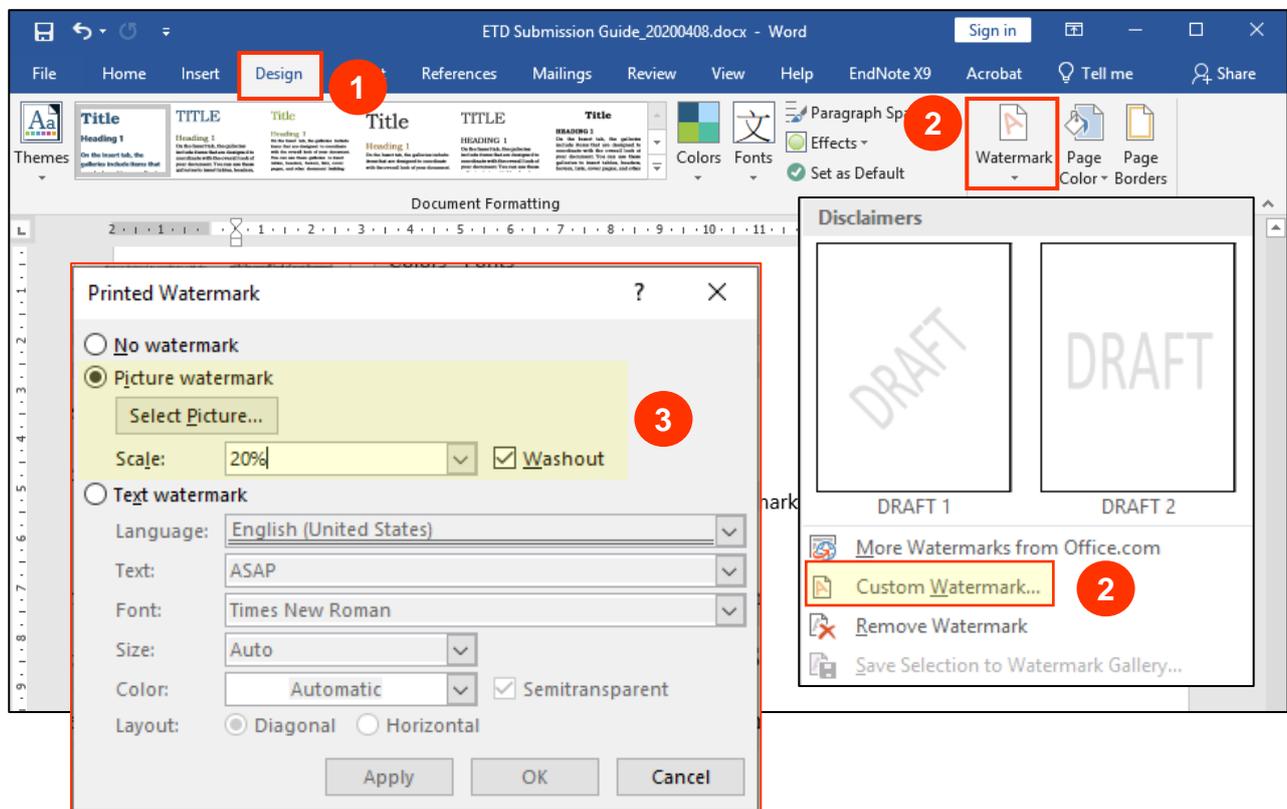


2.3 Adding Watermarks

- ▶ Download our school's logo
<https://lib.ntut.edu.tw/public/images/201841311733.jpg>

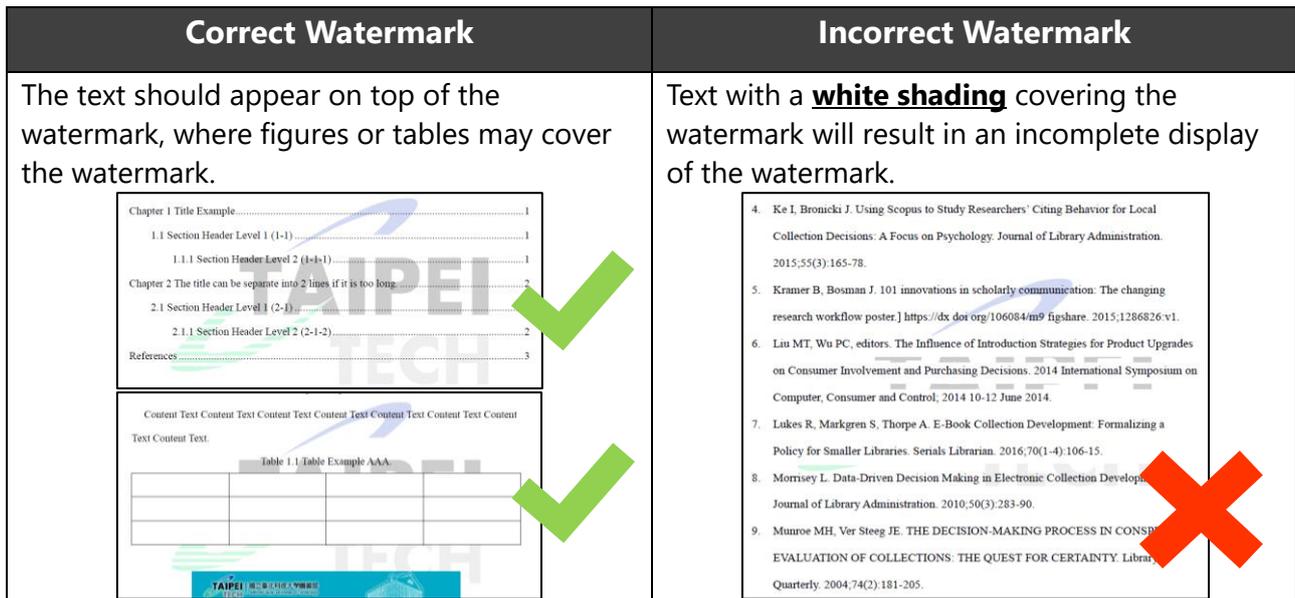
- ▶ Steps to add watermarks in MS Word

- 1 "Design" toolbar
- 2 click "Watermark" and select "Customize Watermark"
- 3 insert our school's logo as watermark and set up the image with 20% scale and check "Washout". (it's okay to adjust the scale a little bit.)



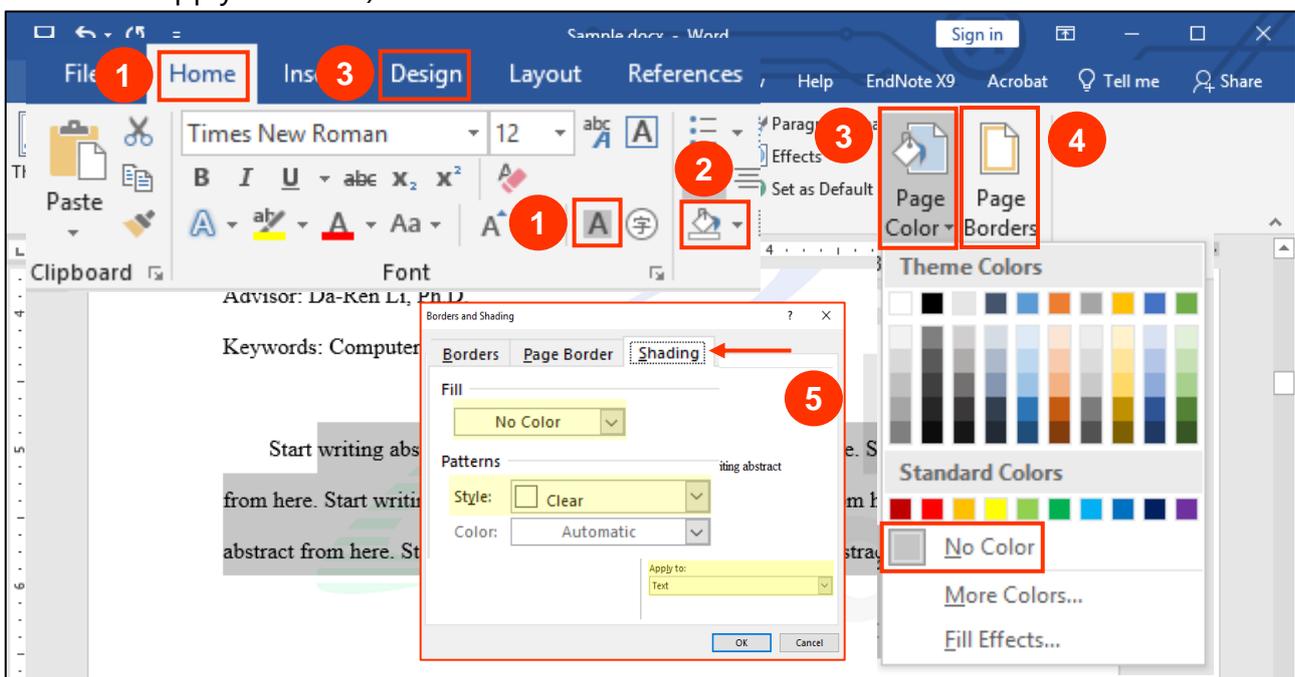
► Watermarks Modification

(1) Please check whether the watermarks show correctly or not after you insert them.



(2) Steps to modify the shading covering the watermarks:

- ❶ select the text to be modified and click the "A" (character shading) in the "Home" toolbar twice
- ❷ modify the shading to "No color"
- ❸ select "Design" toolbar and modify the page color to "No color"
- ❹ "Page Borders"
- ❺ set the "Fill" under "Shading" tab to "No Color", set "Patterns Style" to "Clear" and apply to "Paragraph" (if it is still not modified, please repeat the steps and apply to "Text").



3. Upload Full-text to Plagiarism Checker

3.1 Turnitin Account Application

- (1) [Log in](#) your school account at the library's website. Go to the "[Application for a Turnitin Plagiarism Checker Account](#)" page and click "**Form**".

The screenshot shows the library website interface. At the top right, a 'Login' button is highlighted with a red box. The main content area has two tabs: 'Content' and 'Form', with 'Form' highlighted by a red box. Below the tabs, the page title is 'Application for a Turnitin Plagiarism Checker Account'. The content includes three sections: 1. System Introduction, 2. Target Users, and 3. Applying for a comparison class.

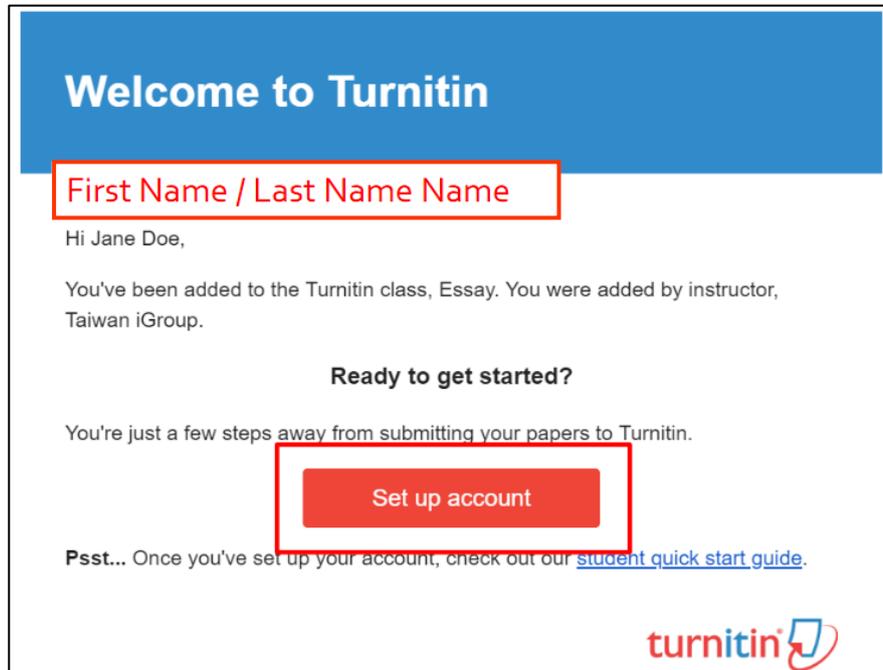
- (2) If you have already logged in to our library's website, your information will be displayed. Fill in your email and valid code and submit the application. (The email you filled in will be the Turnitin account ID. If you have already had an account, fill in the same email then the old account can be activated.

The screenshot shows the 'Form' tab of the application page. It displays user information: Unit/Department (圖書資訊處), Identity (職員工), and Name (林韋伶). The 'Email' field is highlighted with a red box and contains 'weiling@mail.ntut.edu.tw'. A red text annotation next to it says 'This email will be your Turnitin account.' Below the email field is a 'ValidCode' field with the value '95634' and a 'Submit' button.

(3) You will receive a welcome email from “**Turnitin No Reply**” within 2 working days.

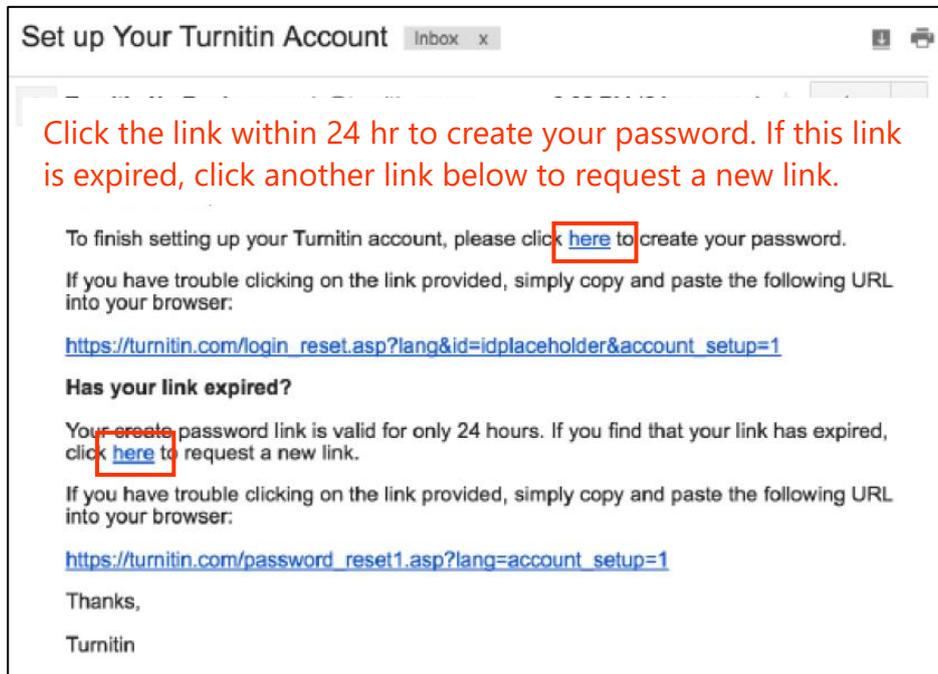
Click “Set up account” to continue the following steps.

(It shows your “First name” and “Last name” at the top of this email. Please pay attention to them because you will use this information later.)



(4) Fill in the email address (the one you just received the welcome email) and your last name. (**DO NOT** fill in the full name. Your last name was indicated in the welcome email.)

- (5) After you finish the account setup, you will receive another email. Please click the link in the email to create your Turnitin password **within 24 hours**. If the link is expired, click another link below to request a new link.



- (6) Follow the instruction to create the password. It will show "Account Setup Complete" if you finished every step.

Create Your Password

To finish setting up your account, please enter a password.

Please keep in mind that your password is case sensitive (for example, paSS1234 would be different than pass1234) and must be at least 8 characters long.

Password

Confirm Password

Create Password
Cancel

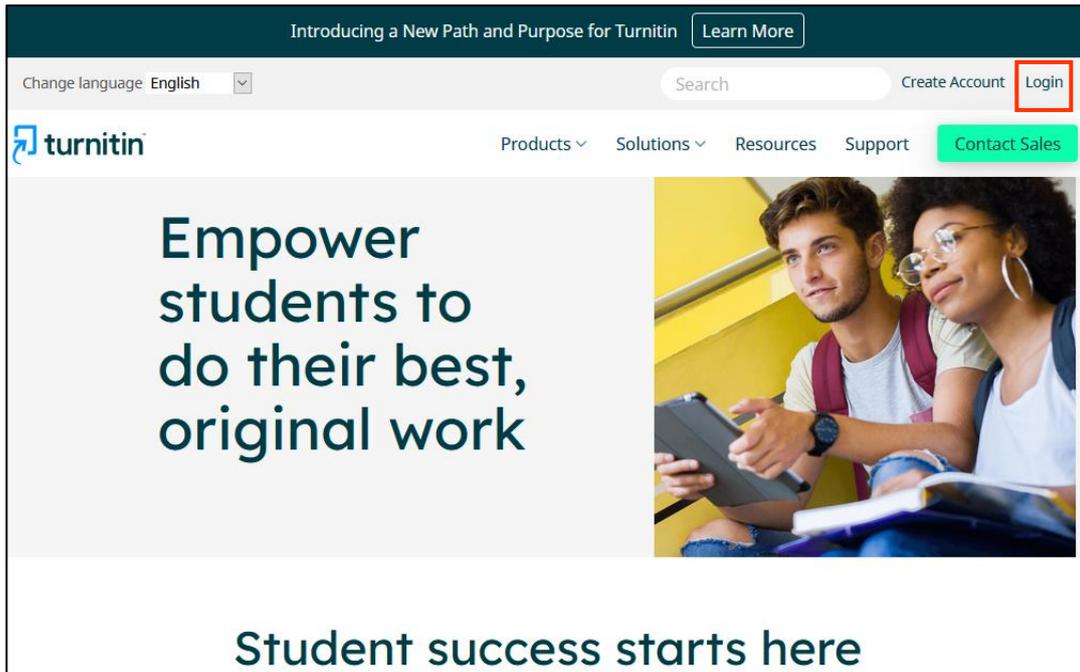
Account Setup Complete

You can now log in to your account using your email address and password.

Learn more about your next steps by checking out our [quick start guides](#).

Log in

(7) Go to [Turnitin's website](#) and log in.



(8) If it is the first time you log in, you have to set up the "Secret question" information in case you forget your password.

Welcome to Turnitin!

You have been added as a student to the account **University of Testing**.

Before you can get started, we want to confirm your user information and give you the chance to set up your secret question and answer. Please feel free to change any other information as needed.

When you are done, click *next* to continue.

your email *

Secret question *

Please select a secret question. ▾

Question answer *

your first name *
your last name *

3.2 Upload full-text to Turnitin

(1) Log in your Turnitin account, and you will see the "classes" that you are enrolled in.

Click the "Class name" to enter the class homepage. There are some notices:

- ① Click the class name to enter the class homepage. If you do not see any class, please click "▼" and select the identity on the upper right corner to "Student".
- ② The "Instructor" is the librarian who help you enroll the class, so it is correct if the name is different from your advisor.
- ③ The duration of each class is one semester. Therefore, if the status shows "Expired", please repeat step 1 & 2 in the chapter "3.1 Turnitin Account Application" and you will get a new class. (You can use the same email account.)

Turnitin interface showing the student homepage. The user is logged in as a Student. The page displays the Turnitin logo and navigation options. Below the navigation, there are buttons for "All Classes", "Enroll in a Class", "What is Plagiarism?", and "Citation Help". The main content area shows "NOW VIEWING: HOME" and "About this page" information. A table lists the classes the user is enrolled in, with columns for Class ID, Class name, Instructor, Status, Start Date, End Date, and Drop class. The table contains one class entry: "109學年度第2學期電資學院(CEECS)論文比對" with instructor "獻生 李" and status "Active".

Class ID	Class name	Instructor	Status	Start Date	End Date	Drop class
28228657	109學年度第2學期電資學院(CEECS)論文比對	獻生 李	Active	04-Feb-2021	30-Sep-2021	

- (2) In the class homepage, you will see the all the "Assignment". Click the blue button "Submit" to upload your thesis full-text. There is no limitation for each assignment; however, you will get the report within 24 hours **at the first 3 submissions**. After that, you will need to wait at least 24 hours to see the report.

Class Homepage

This is your class homepage. To submit to an assignment click on the "Submit" button to the right of the assignment name. If the Submit button is grayed out, no submissions can be made to the assignment. If resubmissions are allowed the submit button will read "Resubmit" after you make your first submission to the assignment. To view the paper you have submitted, click the "View" button. Once the assignment's post date has passed, you will also be able to view the feedback left on your paper by clicking the "View" button.

Assignment Inbox: 109學年度第2學期電資學院(CEECS)論文比對						
Assignment Title	Info	Dates		Similarity	Actions	
109學年度第2學期比對1	i	Start	04-Feb-2021	5:06PM	12% ■	<div style="border: 2px solid red; padding: 2px; display: inline-block;">Resubmit</div> <div style="margin-left: 10px;">View</div> <div style="margin-left: 10px;">↓</div>
109學年度第2學期比對2	i	Start	04-Feb-2021	5:07PM		<div style="border: 2px solid red; padding: 2px; display: inline-block;">Submit</div> <div style="margin-left: 10px;">View</div> <div style="margin-left: 10px;">↓</div>
		Due	30-Sep-2021	11:59PM		
		Post	30-Sep-2021	11:59PM		

- (3) Enter the title that helps you recognize this document and choose your full-text file. You should upload **a complete full-text file, which includes cover, abstract, the contents, references, etc.** Otherwise, when you apply for Turnitin review, your application will be returned.

Submit: Single File Upload STEP ● ○ ○

First name

Last name

Submission title

Choose the file you want to upload to Turnitin:

← If you want to apply for a Turnitin Review, you must submit the complete full-text, which cover, abstract and references are included.

We take your privacy very seriously. We do not share your details for marketing purposes with any external companies. Your information may only be shared with our third party partners so that we may offer our service.

- (4) When you upload your full-text, please make sure the system shows "Congratulations - your submission is complete!" in green shading. It indicates you upload the full-text successfully.

- (5) You may read the similarity report by clicking the percentage. If you do not know how to read the report, please refer to [library's instruction](#). Also remember: **The percentage is NOT a score which indicates you are passed or failed. It still needs to review manually to check if your content is appropriate. Therefore, please provide the whole report to your advisor and discuss with him/her.**

Assignment Title	Info	Dates	Similarity	Actions
109學年度第2學期比對1	?	Start 04-Feb-2021 5:06PM Due 30-Sep-2021 11:59PM Post 30-Sep-2021 11:59PM	12%	Resubmit View
109學年度第2學期比對2	?	Start 04-Feb-2021 5:07PM Due 30-Sep-2021 11:59PM Post 30-Sep-2021 11:59PM		Submit View

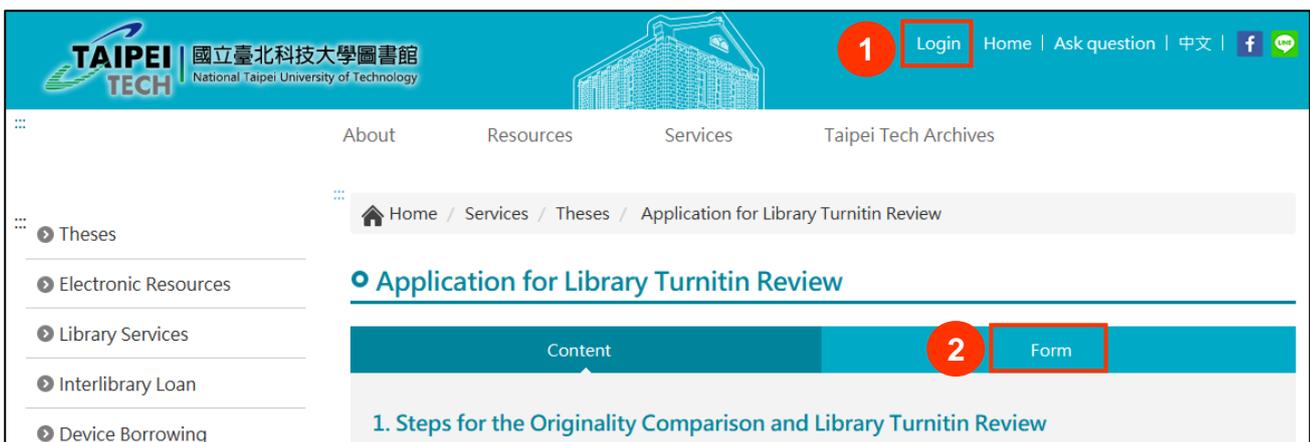
3.3 Application for Library Turnitin Review

▶ Before the application

- (1) You should follow the instruction “[3.1 Turnitin Account Application](#)” to apply for a Turnitin account and class from the library. Do not use the class which is enrolled by your advisor, because the librarian cannot see you document.
- (2) The file you upload to Turnitin should be a complete full-text file, which includes cover, abstract, the contents, references, etc. or your application will be returned.

▶ Steps to add page number in MS Word

- (1) **1** [Log in](#) to the library’s website.
- 2** Go to the “[Application for Library Turnitin Review](#)” page and click “Form”.



- (2) ❶ Confirm your information.
- ❷ Fill in the following information:
- ✓ **Email:** same as your Turnitin account.
 - ✓ **Thesis Title:** this should be in consistent with the one on the thesis cover.
 - ✓ **Submission ID:** find the ID in the originality report by clicking the icon “ i ”.
- ❸ After you submit, you will get a system reply email in the title of “We received your application form.” If not, please make sure if you filled in the right email.
- The librarian will review your report manually, and **you will receive the review result in 7 days.**

The image shows a Turnitin submission form and an information window. The form is divided into 'Content' and 'Form' sections. The 'Form' section contains fields for Name, Department, Identity, Advisor, Email, Thesis Title, Submission ID, and ValidCode. The 'Info' window shows submission details including Student ID, Class Name, Submission ID, Submission Date, Submission Count, File Name, File Extension, Character Count, Word Count, and Page Count. Red boxes and arrows highlight specific elements: a box around the Name field (1), a box around the Email field (2), a box around the Submission ID field (3), and a box around the Submission ID in the Info window (4). A red arrow points from the Submission ID in the Info window to the Submission ID field in the form.

Content		Form	
Name(First name & Last name)	Wang Xiao-Ming	❶	
Department/Institute	工程學院能源與光電材料外國學生專班		
Identity	碩士班學生		
Advisor	李大仁		
Email	Your Turnitin Account	❷	
Thesis Title	This should in consistent with the one on the cover.		
Submission ID in Turnitin	Find the ID in the originality report.		
ValidCode	68549		
Please confirm all the information given above is correct. If there is any question, please contact our librarian: Lee, Hsien-Sheng (ext. 3113, af7440@mail.ntut.edu.tw).			
		Submit	❸

Info	
Submission Details	
Student ID	weiling@mail.ntut.edu.tw
Class Name	109學年度第2學期電資學院(CEE...
Submission ID	1576636069
Submission Date	03-May-2021 05:06PM (UTC+080...
Submission Count	1
File Name	_Chun.docx
File Extension	docx
Character Count	32859
Word Count	6046
Page Count	42

(3) After you receive the result email, please ① print out the email and provide the ② "Originality Comparison Checklist" and ③ your complete originality report along with the review result to your advisor for signature. On the day of Oral Defense, you should provide all of these documents to committee members for reference.

① Result of Library Turnitin Review

台北大-轉寄信
轉寄者: 臺北科技大學圖書館 <ealing@mail.ntut.edu.tw> 代寄: 臺北科技大學圖書館
轉寄日期: Friday, October 23, 2020 5:08 PM
標題: Result of Library Turnitin Review (請詳讀附件)

Hi,

Your result of Library Turnitin Review is as following.

Thesis Information	
*Name(Print name & Last Name)	張心謙 2
*Department/Institute	生物統計系
Advisor	蔡文輝
*Thesis Title	10236ast
*Submission ID in Turnitin	987654321
*Submission Date	2020/10/22
*Page Count	200
*Word Count	500
Originality Report	
*Similarity Index	5%
*The highest index of Primary Sources	5%
*Repository Search Options	Completely include all the search options, which are internet resources, academic papers and student papers.
*Filter Settings	No filter settings
Thesis Title Analysis	
*Word Segmentation (with the number of matched papers)	(session)(3)
*Word Segmentation Combination (with the number of matched papers)	e-book

If there is any question, please contact the librarian, Lee Hsien Sheng, (ext. 3113, 47449@mail.ntut.edu.tw)

Sincerely,
Taipei Tech Library

② Originality Comparison Checklist

National Taipei University of Technology Degree Dissertation
Originality Comparison Checklist

Institute Name:
Name:
Student ID No.
Dissertation Topic:
Oral Defense Date: (YYYYMMDD)

I () (sign) have used the NTUT "Turnitin Dissertation Originality Comparison System" and passed the Library Turnitin Review (with the title analysis) to examine the title and content of my dissertation. A copy of the review result and the originality comparison report is attached. I have examined my dissertation and should take legal liability for this if any violation of academic ethics in the thesis is confirmed true.

Signature of Student of Degree Dissertation Oral Defense:
Date: (YYYYMMDD)

Signature of Advisor:
Date: (YYYYMMDD)

Note:
1. Each graduate student shall complete the dissertation originality comparison and pass the library Turnitin review before the degree examination. Fill out this checklist and submit along with the review result from the library and complete originality comparison report to the advisor for signature.
2. Each graduate student shall submit the Dissertation Originality Comparison Checklist, the review result from the library, and the originality comparison report to the Degree Examination Committee Members.
3. The original checklist along with the review result from the library and degree examination score sheet shall be submitted to the academic affairs office. Each department/institute shall keep the copies.
4. The similarity percentage index of Turnitin's dissertation comparison system is provided for the reference of the faculty and its advisor only but does not prove whether the dissertation is legal in academic ethics.

③ Complete Originality Report

1. Introduction

Nowadays, with the advance of medical technology, the clinical medical research has developed greatly. Survival analysis is a statistical method, considering "time" in the analysis. More specifically, "time" indicates "the time to an event", which is what we are interested in. It is known as failure time, survival time or event time. And the "event" could be death or disease recurrence. Survival analysis is able to be applied in many different fields, such as clinical trials, epidemiology or reliability analysis. It has become more and more important recently.

In the survival analysis, data can be distinguished into "Complete Data" and "Censored Data". Censored data means that the follow-up event time data can be collected. On the contrary, if the exact time of success is unknown, that is, we only have partial information about the data, this is so-called censored data. For example, we consider a group of patients who suffered from breast cancer. We are interested in studying the effect of treatments on death events. If the patients have been alive by the end of the study or they leave during the observation period, then this kind of data is censored data.

In this thesis, we used semiparametric linear transformation model to analyze censored data. Moreover, kernel density estimation (KDE) is introduced to estimate semiparametric functions: hazard function, and Newton-Raphson method is used for parameter estimation.

In this section, some functions and censored data are briefly introduced by Section 1.1 and Section 1.2. Reparameterization (RPM) is shown. The transformation model, Section 1.4 is the literature review. And the outline of this thesis is in Section 1.5.

▶ FAQs

Q. What score(percentage) should I get to pass the library review?

A. Our school does **NOT** set a passing score, because the percentage will vary a lot due to different subject discipline. Also, the percentage does NOT exactly indicate that you plagiarize. Therefore, we want you to put emphasis on **discussing with your advisor, finding out why you get this score and make sure you insert every citation properly.**

Q. What is the "result email"? Is it the "Turnitin Digital Receipt" email?

A. NO. You should apply the "Library Turnitin Review" **on the library's website by yourself.** The librarian will review your report manually and you will receive a result email. It is different from the "Turnitin Digital Receipt" email which is sent by the system automatically.

4. Make PDF Full-text File

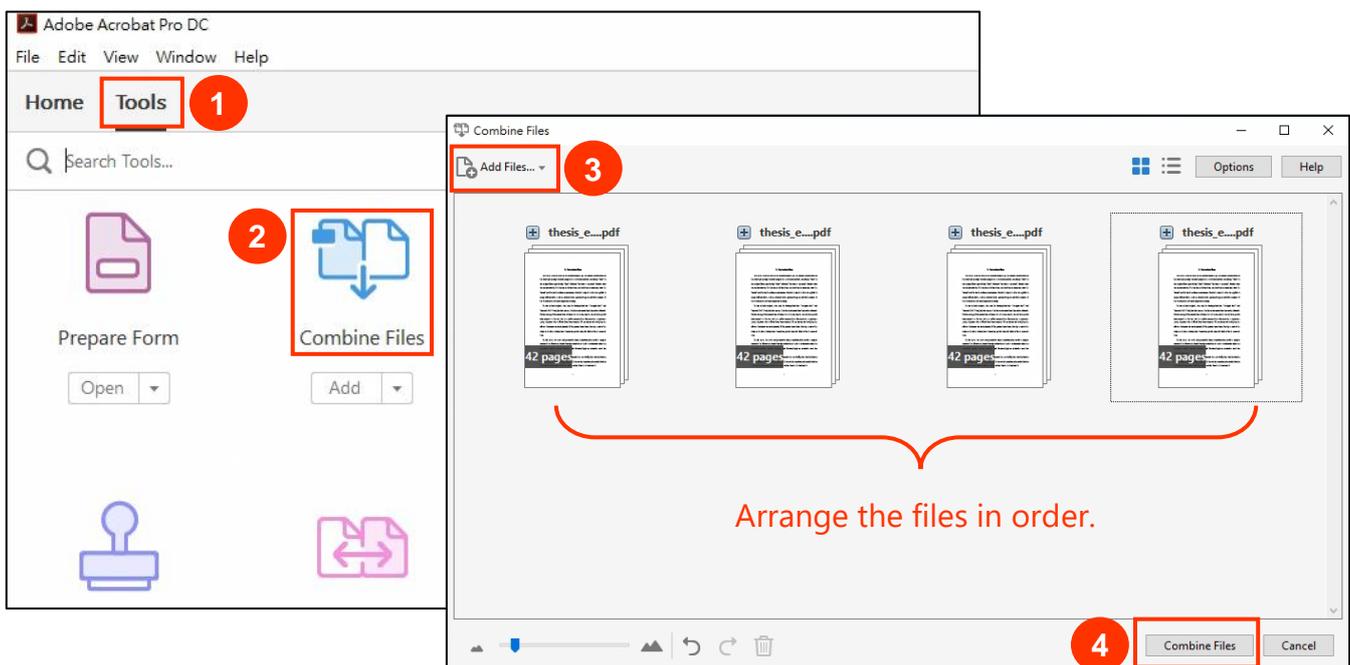
4.1 PDF Conversion and Combine

► Notices

- (1) The full-text file you upload to ETD System shall be **one complete PDF file**, including complete contents such as abstract and keywords, acknowledgements, table of contents, list of tables, lists of figures, main body, references, appendices, etc.
- (2) Please **DO NOT** include the "Oral Defense Committee Signature Form" in the full-text file. (Hence, no page numbering needed.)

► Combine PDF files

- (1) "**Adobe Acrobat Pro**" is required to combine multiple PDF files. You can find the software at Computer Lab at the General Studies Building.
- (2) Steps to combine PDF files:
 - ① "Tools" tab
 - ② "Combine Files"
 - ③ add files and arrange the files in order
 - ④ click "Combine Files"



4.2 PDF File Document Security (optional)

▶ Notices for PDF document security settings

(1) PDF file security setting is optional. If you want to add the PDF security, your thesis/dissertation PDF file security settings should meet the library's requirement.

(2) **What is the difference between setting up security or not?**

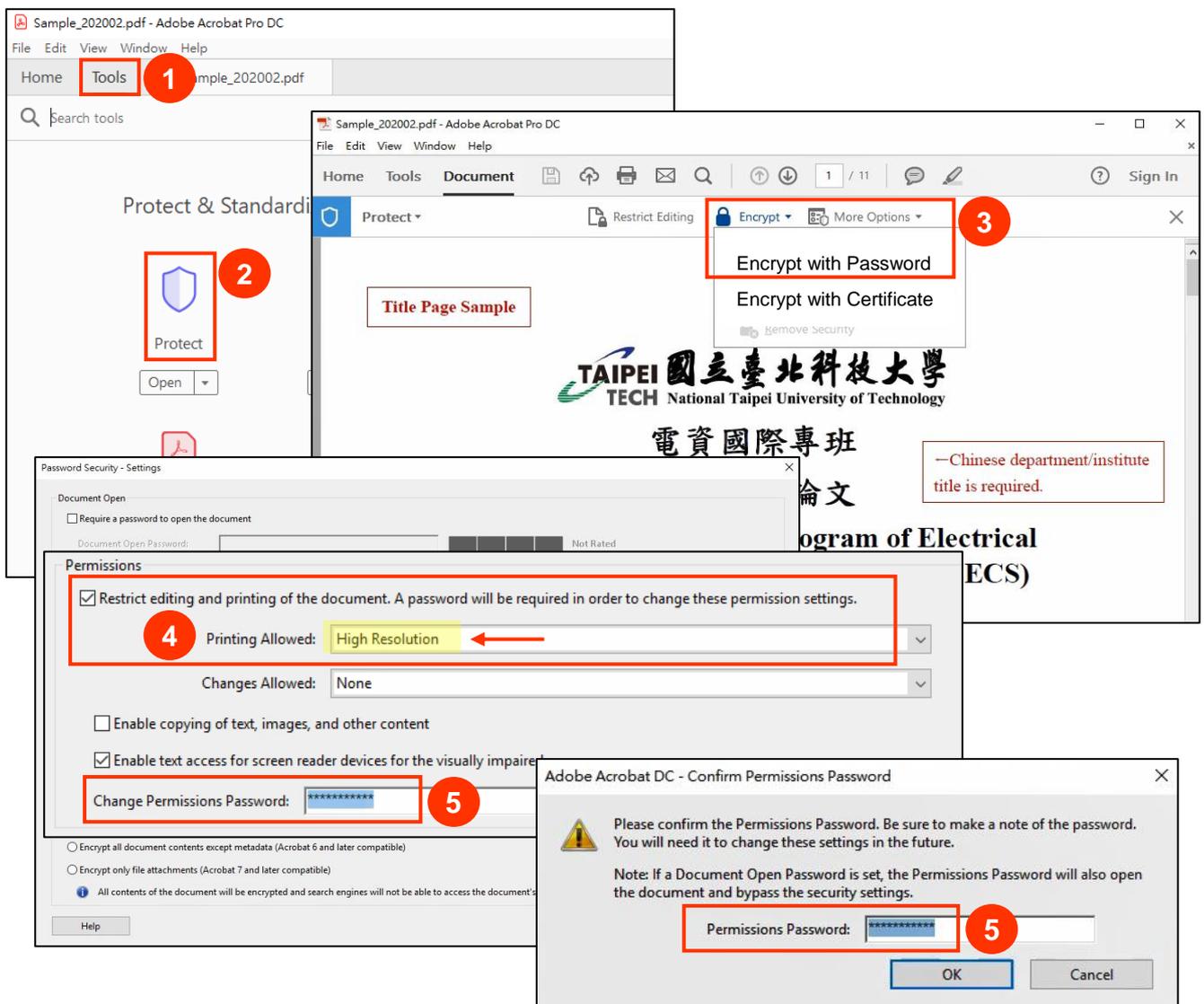
If you do not set up PDF security, others can copy or edit your thesis content.

However, if you set up the security, a password is required to copy or edit your thesis content.

(3) You must use "**Adobe Acrobat Pro**" to set up document security. You can find the software at Computer Lab at the General Studies Building.

► Steps for security setting

- 1 "Tools" tab
- 2 select "Protect"
- 3 select "Encrypt with password"
- 4 check the "**Restrict editing and printing of the document**" box and choose Printing Allowed option to "**High Resolution**"
- 5 change the permission password and re-enter the password



5. Electronic Thesis/Dissertation (ETD) Submission

5.1 ETD System Account Registration

(1) Go to "[Account Register](#)" to create a new account. (not your Student Portal account)

Create an Account

Three Steps to sign up !

Step1. 1 Terms of Service → Step2. 2 Registration Information → Step3. 3 Email Verification

Review the Terms of Use

National Central Library "National Digital Library of Theses and Dissertations in Taiwan" Terms of Service.

Welcome! We are honored to have you to register for membership in National Digital Library of Theses and Dissertations in Taiwan Website (hereafter referred to as "the site"). In order to protect your rights, before you register, please read the following terms of service. Clicking on the "I accept" button is taken to mean that you have read, understand and intend to respect the terms of service listed below.

1. Services Provided
 1.1 The site provides Internet information services to registered members. Members must provide their own devices for accessing the Internet as well as any fees involved in the connection.
 1.2 Due to the nature of the services provided, you must provide complete and accurate information when registering, and any changes should be made online.
 1.3 If there is any inaccurate or mistaken information in your personal information, the site reserves the right to close your account and/or restrict your access to our

Accept Cancel

[Forgot username](#) | [Forgot password](#) | [Resend email verification](#)

(2) Create a personal profile after agreeing to "Terms of Use." Please pay attention to the following fill-out notices:

- Name must be entered as "**full name**".
- The email account must be **our school email**. (**t + student ID @ntut.edu.tw** or **@ntut.org.tw**, such as t107123456@ntut.edu.tw)

(The field name in red indicates required information.)

Name: E.g., Ping Chen

Email address: registered
 HINT: This email will be used to log in to your account. e.g.myname@example.com.

Password:
 HINT: 8 characters, at least, required.

Re-enter password:

Password hint:
 HINT: If you forget your password, we will ask you to enter the hint.

Alternate Email:
 HINT: If you enter an alternate Email address, it will also receive verifications and forgot password notifications.

Nationality: Foreign ROC. taiwan

Type the characters you see in the picture below (Letters are not case-sensitive)

 [reload img](#)

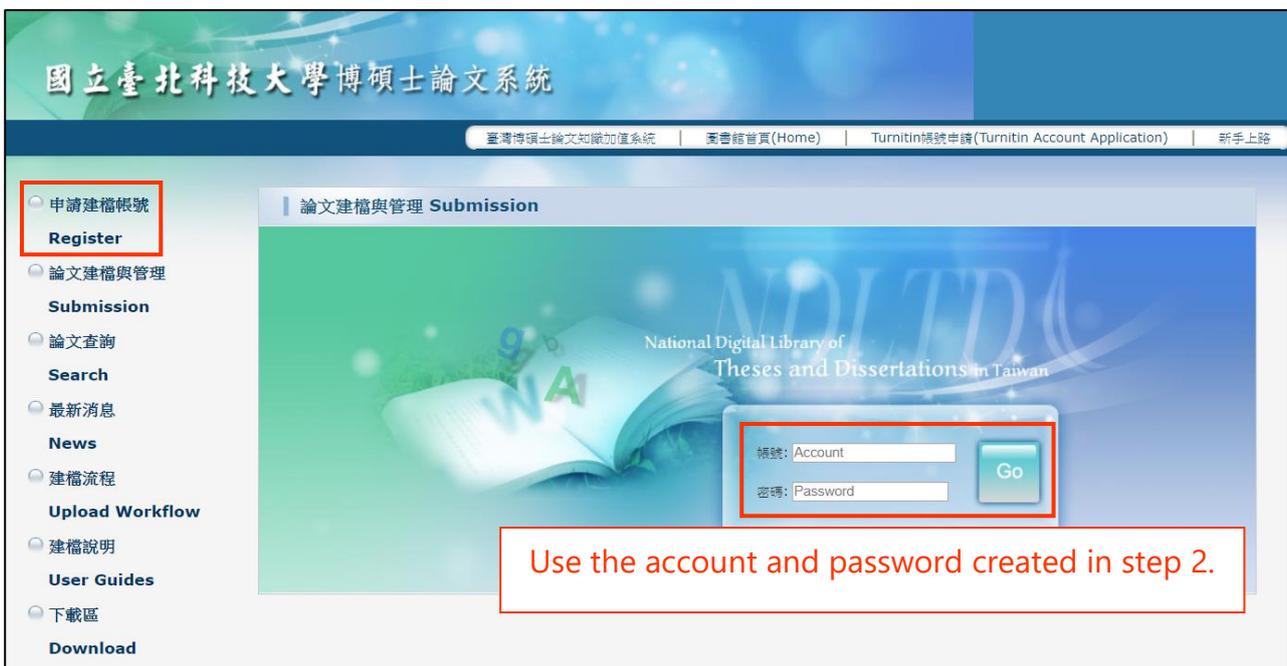
[Play sound](#)

Create Cancel

(3) Go to your mailbox and there will be a confirmation email. Confirm the account activation and click "verification button".



(4) Go to the [ETD System page](#), click "Register" on the left, and log in using the account and password created in step 2.



(5) Fill in your student information and follow the fill-out notices:

- Please ensure to choose the **correct department or institute name**; the name may not be changed once you submitted the application.
- Please fill in a valid email address. "Approval Notification" will be sent to this mailbox.
- It is recommended to provide the contact number, so the staff may contact you if they have any question during the review. It can reduce the number of returns.

欄位Field	內容Content
* 學年度 : Academic Year :	107
學校名稱 : School Name :	國立臺北科技大學
* 系所名稱 : Department Name :	請選擇 [v] 請輸入系所名稱 [input type="text"]
姓名 : Name :	[input type="text"]
學號 : Student Id :	[input type="text"]
* 電子郵件 : E-mail :	[input type="text"] (請確實填寫Please confirm)
學期 : Semester :	[input type="text"]
連絡電話 : Phone Number :	[input type="text"]
地址 : Address :	[input type="text"]

個人資料蒐集、處理及利用告知事項

本校蒐集您個人資料的目的係為進行電子論文作業管理，本表蒐集之個人資料：姓名、學號、系級、連絡電話、電子信箱(CO01辨識個人者註)等資訊。在電子論文作業管理期間於校務地區進行各項聯繫及通知(電子郵件、電話、書面)之用。若未提供必備欄(*)正確完整之資料，有可能無法完成申請。你得依個人資料保護法第31條請求查閱、補充、更正、製給複製本及請求停止蒐集、處理、利用及請求刪除等權利，行使方式請洽本校業務承辦人。

註：個人資料保護法之特定目的及個人資料之類別代號
http://mojlaw.moj.gov.tw/LawContentDetails.aspx?id=FL010631

確定申請Apply

(6) The system will send you the account and password to your mailbox. Please click "Submission" on the left of the system and log in **with the account and password you received**.

國立臺北科技大學博碩士論文系統

臺灣博碩士論文知識加值系統 | 圖書館首頁(Home) | Turnitin帳號申請(Turnitin Account Application) | 註冊帳號(Create an Account)

申請建檔帳號 Register

論文建檔與管理 Submission

論文查詢 Search

最新消息 News

建檔流程 Upload Workflow

建檔說明

Use the account and password you received to log in.

帳號: Account [input type="text"]

密碼: Password [input type="text"]

Go [button]

5.2 Upload Full-text

▶ Precautions before submitting ETD full-text

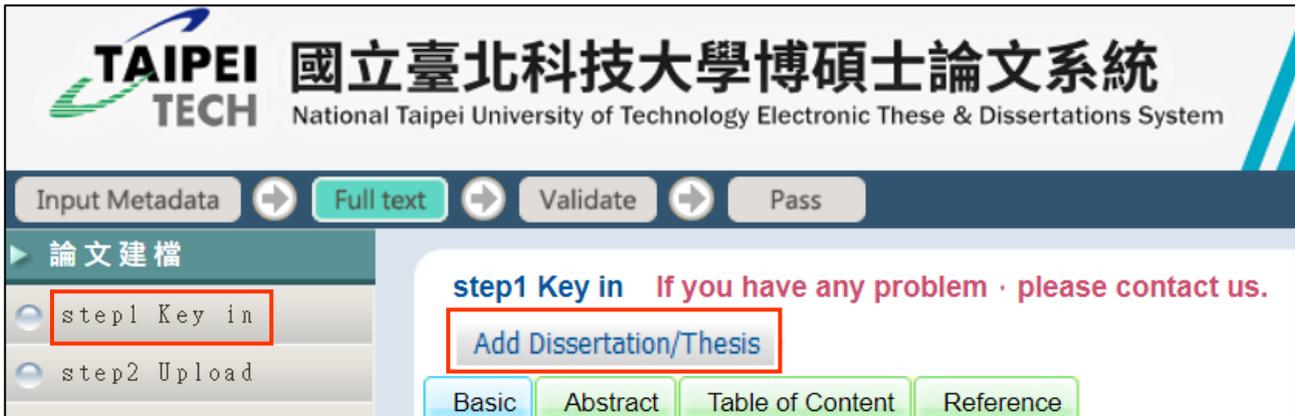
- (1) Once you passed the library review, the full-text will not be able to be modified by the author. Therefore, please make sure:
 - the full-text you submitted is the **final version**.
 - confirm the **open access date** with your advisor in advance.
- (2) Please upload thesis full-text during the graduate semester, and do not upload in advance to avoid system field errors.
- (3) Please complete "**5.1 ETD System Account** " before submission.

► Steps for uploading full-text

- (1) Visit our [ETD System](#), click "Submission" on the left, and log in with the account and password you received from the system email. (Account application please refer to "5.1 ETD System Account ".)



- (2) Click "Step1 Key in" on the left, then click "Add Dissertation/Thesis".



(3) Provide the necessary thesis/dissertation information, abstracts, table of contents and references according to the system instructions.

If you do not have a Chinese name/abstract/keywords/etc., fill in the English one instead. However, **the Chinese names of your advisor and committee members are required.**

Edit Dissertation/Thesis

Basic Abstract Table of Content Reference

All mandatory fields indicated with red asterisks

* Chinese Name : 林章伶

* Foreign Name : The all letter of English name must be uppercase ,Ex: WANG, XIAO-MING or WANG, SIAO-MING

* Chinese Title :

* Foreign Title : The first letter of English name must be uppercase , Ex: WANG, XIAO-MING or WANG, SIAO-MING
Free Software Industry Strategy

* Advisor : Add The all letter of English name must be uppercase ,Ex: WANG, XIAO-MING or WANG, SIAO-MING

Chinese

Foreign

* E-mail of Advisor : If there are more than two E-mail, please use comma(,) to separate them

* Advisory Committee : Add The all letter of English name must be uppercase ,Ex: WANG, XIAO-MING or WANG, SIAO-MING

- Fields with common mistakes:

Field	Fill-Out Instructions
Foreign Name	Write in the form of "LAST NAME, FIRST NAME".
Advisor	If there is a co-advisor, please use "Add" button to add a new field. The Chinese name is required.
Advisory Committee	Please provide at least 3 committees , and specify if the advisor is one of the committees. The Chinese name is required.
Publication Year	Same as the year written on thesis/dissertation cover page.
Page Count	The total pages are the Arabic numeral page number of the last page of the full-text. (Not the total pages of PDF file.)
Chinese/ English Keywords	A keyword per field. Please use "Add" button to add new fields for multiple keywords.
Table of Contents	Please provide the entire content with each Chapter and page numbers.

(4) After fill in all the information, go to "Step 2" to upload the full-text PDF file.

Please pay attention to following fill-out notices:

- The file shall be one complete PDF file.
- If you want to **delay the open day of the thesis/dissertation paper copies**, please fill in and sign **2 embargo application forms** in advance, one is for NTUT and the other one is for NCL. Scan the forms **along with the relevant supporting document** and click the button "apply to hide abstract" to upload them.

(5) After uploading the PDF file, please fill in the "**Copyright License Agreement**" below for public access date. (This open date refers to **the access to the PDF file through the internet**, not the paper copies.)

- (6) ① Go to "Step 3" and ② click "print" to confirm the information of the authorization form. If all the information is correct, ③ print out 2 forms, sign them and ④ upload 1 of the scan file to the system.

The screenshot shows the 'step3 print out & upload authorization letter' interface. The sidebar on the left has 'step3 print out & upload authorization letter' highlighted with a red box and a red circle '1'. The main content area has a 'Print' button (3) and a 'Print' button (2). A preview of the 'National Central Library Authorization for Public Access of Thesis/ Dissertation' form is shown, with a 'Print' button (4) and a 'Next' button.

- (7) ① Go to "Step 4" and confirm the information you filled in. If everything is fine, ② click the grey button "Submitted".
- The content cannot be modified after the review is passed. Please ensure the content of the thesis is the **correct final version**.
 - Library review will take **1-2 working days**; please be patient.
 - Please print out the paper copies **after** you pass the library review to avoid the printing mistakes.

The screenshot shows the 'step4 Submit' interface. The sidebar on the left has 'step4 Submit' highlighted with a red box and a red circle '1'. The main content area has a 'Submitted' button (2) and a 'Cancel Validation' button. A text box says "Make sure that it shows 'Submitted', or the librarian will not receive your validation." Below the buttons, there are fields for 'Chinese Title : 中文題名' and 'Foreign Title : TEST'.

6. Thesis Authorization and Delaying Public Access

► Required Documents

Thesis Type	Place to use	Public Access Date	Required Documents	Requirement			
				Student's Signature	Advisor's Signature	Head of the department's Signature	Relevant supporting document
Paper copies* ¹	In the library	Immediate	-	-	-	-	-
		Delaying* ²	NTUT's & NCL's <u>"Application Form of Embargo on Release of Thesis/Dissertation"</u>	O	O	O	O
PDF file	Through the internet	Immediate	NTUT's & NCL's Authorization Agreement (print out from system step 3)	O	O	X	X
		Delaying		O	O	X	X

*1 Users can read the PDF file in our school library and NCL, but the file cannot bring outside the library. If you want to delay the open access date of walk-in library use, you should prepare the required documents of paper copies.

*2 Normally, paper copies should open to the public immediately. If you want to apply for any embargo, you should follow school's regulations and Degree Conferral Act.

7. Notices for Paperback Thesis/Dissertation

▶ Paperback thesis/dissertation requirements

Content	Watermarks	Page Numbering
<ul style="list-style-type: none"> Cover Page Blank Page 	X	None
<ul style="list-style-type: none"> Title Page 	O	None
<ul style="list-style-type: none"> Photocopied Oral Defense Committee Signature Form 	X	None
<ul style="list-style-type: none"> Chinese Abstract English Abstract Acknowledgements Table of Contents List of Tables List of Figures 	O	Roman numerals i, ii, iii ...
<ul style="list-style-type: none"> Main Body References Appendices List of Symbols (Formulas) 	O	Arabic numerals 1, 2, 3 ...
<ul style="list-style-type: none"> Blank Page Back Cover 	X	None
Note: The contents of blue rows should be consistent with your ETD full-text.		

▶ Binding information

(1) Color of the cover page:

- Light gray for **Ph.D. dissertation**. Refer to 
- Light yellow for **Master's thesis**. Refer to: 
- The colors may vary a little due to different paper manufacturers and types.

(2) Paper material: 180 gsm (or above) marbled paper with glossy or matte coating

(3) Printing style:

- Total page number more than 100 pages: double-sided printing
- Total page number less than 100 pages: single-sided printing

8. Precautions for Library's Graduation Procedure

► Graduation Document Requirements

	Required Item	Copy	Signature	Notes
Required	paperback thesis	1	-	
Required	Authorization Agreement	2	<ul style="list-style-type: none"> ✓ Student ✓ Advisor 	Print out from "Step 3" in the ETD System.
Required	Thesis Validation Approval email	1	-	Print out the email or show the email to the staff.
(If you need to delay the open date of paper copies)	【Taipei Tech】 & 【National Central Library】 <u>"Application Form of Embargo on Release of Thesis/Dissertation"</u> attached with relevant supporting document	1 of each	<ul style="list-style-type: none"> ✓ Student ✓ Advisor ✓ Head of the department 	The application should meet school's regulations and Degree Conferral Act. If there is any omission or lack of document, the application will not be acceptable.

► Other Graduation Requirements

You should return all the books and materials borrowed from the library and pay the lost replacement fees or overdue fees before the graduation procedures are completed.

Appendix 1.

ETD Template Guide

2.5 cm



管理學院外國學生專班(IMBA)

24pt, bold

碩士學位論文

Chinese Department/Institute Title is required, while English one is optional.

International Master of Business Administration Program

18pt, bold

Master Thesis

2.5 cm

中文論文題目 中文論文題目

2.5 cm

中文論文題目

English Title English Title English Title English

Title English Title

Chinese Title: 24pt, Exactly 32pt line spacing, bold
English Title: 20pt, Exactly 32pt line spacing, bold
(Chinese Title is optional.)

研究生：Justin Wang

18pt, bold

指導教授：李大仁 博士

Advisor: Da-Ren Lee, Ph.D.

January 2020

2.75 cm

No page number on the title page.

摘要

Chinese Abstract is optional.

論文名稱：中文論文題目(同封面的題目)

頁數：一百零三頁

校所別：國立臺北科技大學 管理學院外國學生專班(IMBA)

畢業時間：一百零八學年度 第二學期

學位：碩士

研究生：王小明

指導教授：李大仁 博士

關鍵詞：關鍵詞 A、關鍵詞 B、關鍵詞 C

(Chinese Abstract is optional.) 摘要為論文或報告的精簡概要，其目的是透過簡短的敘述使讀者大致瞭解整篇報告的內容。摘要的內容通常須包括問題的描述以及所得到的結果，但以不超過 500 字或一頁為原則，且不得有參考文獻或引用圖表等。以中文撰寫之論文除中文摘要外，得於中文摘要後另附英文摘要。標題使用 20pt 粗標楷體並於上、下方各空一行 (1.5 倍行高 字型 12pt 空行)後鍵入摘要內容。摘要頁須編頁碼(小寫羅馬數字表示頁碼)。

i

Page number starts from Roman numerals "i."

1.75 cm

ABSTRACT

Title: English Thesis/Dissertation Title (please make sure your title here is same as your cover's title.)

Pages: 103

School: National Taipei University of Technology

Department: International Master of Business Administration Program

Time: May, 2020

Degree: Master

Researcher: Justin Wang

Advisor: Da-Ren Lee, Ph.D.

Keywords: AAA, BBB, CCC

Start writing abstract from here. Start writing abstract from here.

Acknowledgements

Insert your acknowledgements text here or delete this optional page. Use font size 12 and 1.5-spaced.

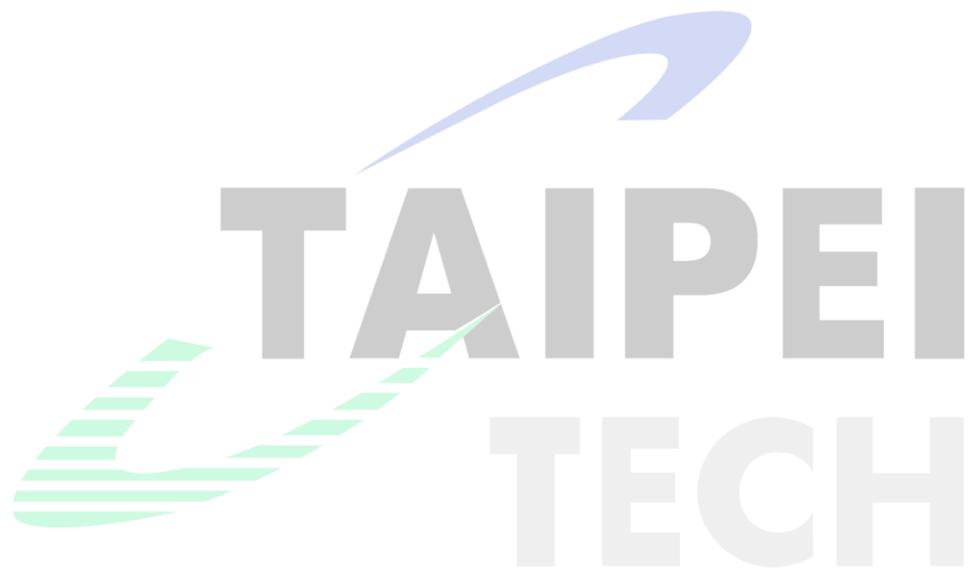
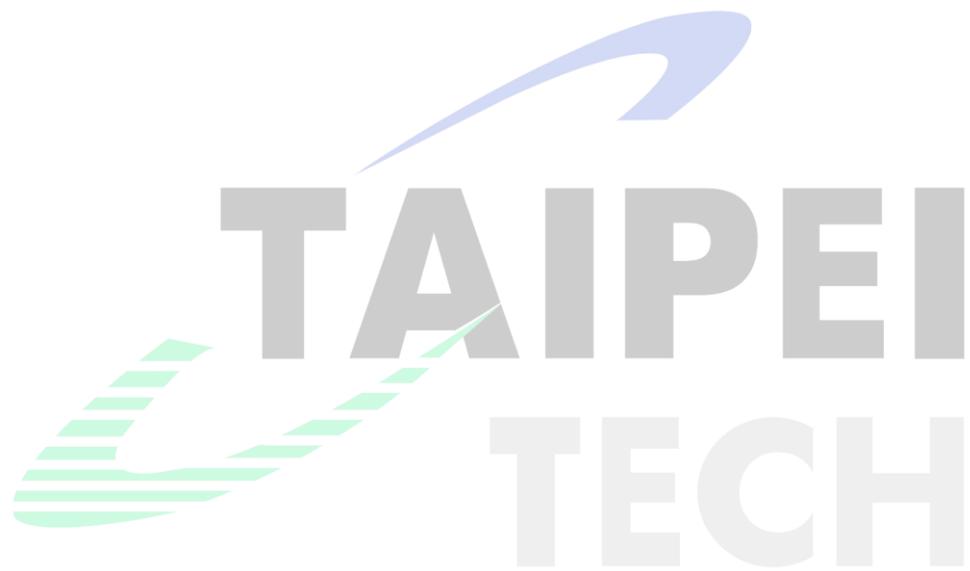


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2.1 Section Header Level 1 (2-1).....	2
2.1.1 Section Header Level 2 (2-1-2).....	2
References.....	3

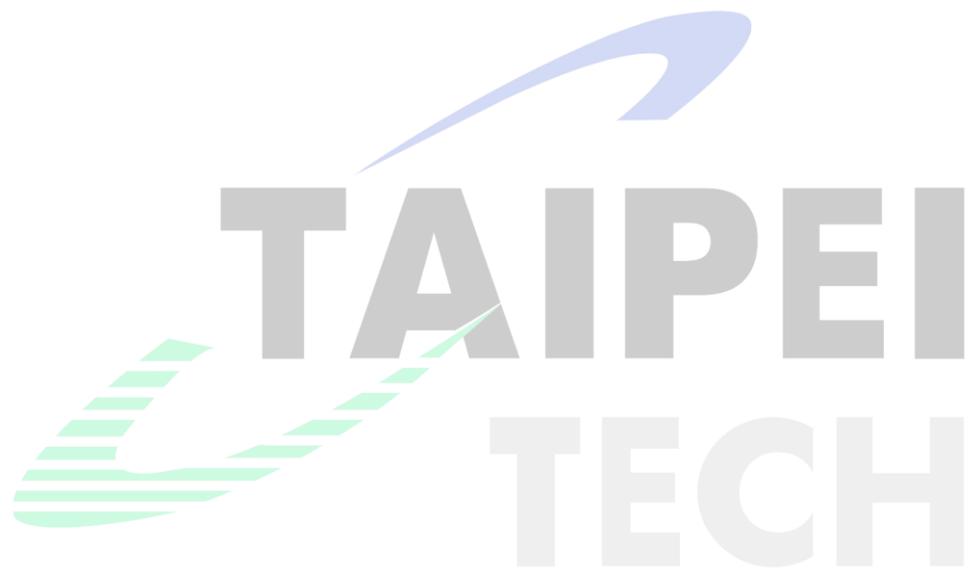
List of Tables

Table 1.1 Table Example AAA.....	1
Table 2.1 Table example CCC.....	2



List of Figures

Figure 1.1 Figure Example BBB.....	1
Figure 2.1 Figure Example DDD.	2



Main Title: font size 20pt and 1.5 line spacing with 12pt before and after this line

Chapter 1 Title Example

1.1 Section Header Level 1 (1-1)

Level 1 Section Header: font size 18pt and 1.5 line spacing with 1 line before this line

Content Text
Text Content Text.

Main content: font size 12pt and 1.5 line spacing

$$\sin \alpha \pm \sin \beta = 2 \sin \frac{1}{2}(\alpha \pm \beta) \cos \frac{1}{2}(\alpha \mp \beta) \quad (1.1)$$

1.1.1 Section Header Level 2 (1-1-1)

Level 2 Section Header: font size 16pt and 1.5 line spacing with 1 line before this line

Content Text
Text Content Text.

Table 1.1 Table Example AAA.



Figure 1.1 Figure Example BBB.

Page number starts from Arabic numerals "1."

Chapter 2

The title can be separate into 2 lines if it is too long.

2.1 Section Header Level 1 (2-1)

Content Text Content Text.

Table 2.1 Table example CCC.

2.1.1 Section Header Level 2 (2-1-2)

Content Text Content Text.

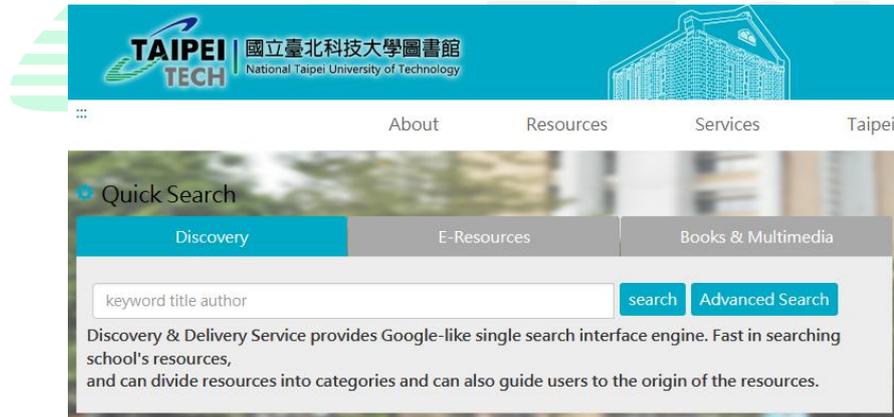


Figure 2.1 Figure Example DDD.

$$x = \frac{-b \pm \sqrt{b^2 - 4ac}}{2a} \tag{2.1}$$

References

- [1] P. Biswas and J. Marchesoni, "Analyzing Digital Collections Entrances: What Gets Used and Why It Matters," *Information Technology & Libraries*, Article vol. 35, no. 4, pp. 19-34, 2016.
- [2] J. Bosman and B. Kramer, "101 Innovations in Scholarly Communication: How researchers are getting to grip with the myriad of new tools," *Impact of Social Sciences Blog*, 2015.
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- [4] D. Carroll and J. Cummings, "Data Driven Collection Assessment using a Serial Decision Database," *Serials Review*, Article vol. 36, no. 4, pp. 227-239, 2010.
- [5] L. A. DePope, R. Kemp, M. Hemhauser, and D. Reid, "Building a Foundation for Collection Management Decisions," *Serials Librarian*, Article vol. 66, no. 1-4, pp. 220-226, 2014.
- [6] I. Ke and J. Bronicki, "Using Scopus to Study Researchers' Citing Behavior for Local Collection Decisions: A Focus on Psychology," *Journal of Library Administration*, vol. 55, no. 3, pp. 165-178, 2015.
- [7] R. Lukes, S. Markgren, and A. Thorpe, "E-Book Collection Development: Formalizing a Policy for Smaller Libraries," *Serials Librarian*, Article vol. 70, no. 1-4, pp. 106-115, 2016.

【Notices】

1. References style depends on your major discipline. The followings are some common styles: APA 6th, Chicago 17th, IEEE, MLA, Vancouver...etc.
2. This sample uses IEEE style for example.

Appendix 2.

Cover Page and Book Spine Template Guide

國立臺北科技大學
管理學院外國學生專班
碩士論文
編號：109000000
English Title English Title English Title English Title English Title
T i t l e E n g l i s h T i t l e
研究生：Justin Wang

2.5 cm

4.5 cm

3.2 cm

0.4 cm

8.5 cm

0.5 cm

Student ID

The default font size is 12, but it is fine to adjust font size if the department title or thesis title is too long.



國立臺北科技大學

管理學院外國學生專班(IMBA)

碩士學位論文

International Master of Business Administration Program

Master Thesis

中文論文題目 中文論文題目

中文論文題目

English Title English Title English Title English

Title English Title

研究生：Justin Wang

指導教授：李大仁 博士

Advisor: Da-Ren Lee, Ph.D.

July 2021