ELECTRONIC THESIS & DISSERTATION SUBMITTAL SYSTEM

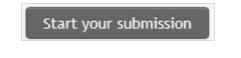
STUDENT INSTRUCTION MANUAL SAM HOUSTON STATE UNIVERSITY | NEWTON GRESHAM LIBRARY 1. Go to the VIREO website: <u>https://shsu-etd.tdl.org/</u>



2. Click the Login button:



3. You will be automatically logged onto the SHSU ETD submittal system. Next, click on Start your submission:



6.

Save and Continue

Save and Continue

Cancel

Cancel

10. Next, tell us about your document, including the semester and date of publication (Degree Date). Degree Date reflects the current semester and year that the document is completed NOT your intended graduation date.

12. Separate keywords with semicolons (;). Capitalize the first word of each term, and follow normal capitalization rules for proper nouns.

13. Tell us who your committee members are, using the Roles drop down box

15. You MUST tell us if any part of your document contains previously published material, either by yourself or another entity.

This includes charts, images, tables, quotes, and instruments for research such as tests or questionnaires.

The college is NOT liable for any copyright infringement, but you (the author) are.

work in the Appendixes at the end of your document.

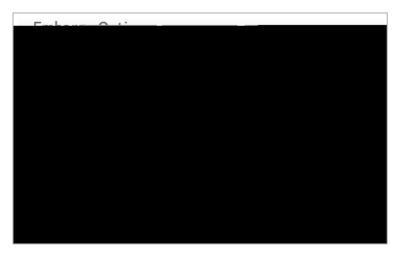
Refer to the following web pages for more information about copyright:

- < http://shsulibraryguides.org/thesisguide/copyright
- < <u>http://library.shsu.edu/research/guides/copyright.html</u>

| Previously Published Material | | |
|-----------------------------------|---|--|
| Previously Published Material: | ☐ Has any part of the material being submitted been previously published (i.e. book chapters or journal articles)? If so you will be asked identify the section where these materials are used in whole or in part. | |

16. Next, you must choose an embargo for your manuscript. Choosing the correct embargo period is important and should be done with the help of your advisor.

Most students will have their work published and publicly available as soon as possible. However, a student who intends to publish in an academic journal, or is applying for a patent, may need to embargo their work for a certain length of time.



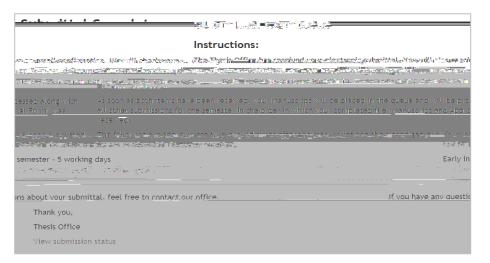


19. Finally, confirm that all the information you have provided is correct. You can edit information by clicking on the [edit] links beneath each section.

| Name:Copda Cuption, |
|---|
| 回破(第二) |
| Helart: : cxg070@SHSU.EDU |
| |
| e de l'éléphénes, les mortes de la présidence de la présidence de la présidence de la présidence de la présiden |
| |
| $(1,0)^{n+1}(t) = e^{2\theta} \in \mathbb{V}(t-1)$ |
| 1.02081 A. 10 ² 01 A. |
| |

20. Once you are sure that all information is correct, click on Confirm and Submit. Once submitted, you cannot go back and make changes.

21. After submitting your document, this Submittal Complete



22.

Advisor. This email

contains a link back to the VIREO website:



23. Use this link to easily navigate back to your VIREO submission and review its status.

| | | To Junuo | miceion Statue |
|------------------------|--------------------------|----------------------|---------------------------------|
| ster, | | Currently accepting: | submissions for the sem |
| ed Assigned To Actions | Title. | Mānuscriptā | Status Date Submi |
| 2015 Unarringod Para | x, it's a bia, bia world | Lin America | f briged Subgritty L. 11 Prover |
| | | | |

24. Alternatively, you can follow the original VIREO link <u>https://shsu-etd.tdl.org/</u>



25. Click the Login button:



26. And then dick on Submission History

| - | | - |
|---|--|-------|
| | | - 12 |
| | | |

27. Sub

Submission Status:

| Harris C. Coloniation . | · - ···· | \$7:55 X (N=2 | | | |
|---------------------------------------|------------------------|---------------|---------------------------|-----------------|------|
| Submission Sta | rtus | | | | |
| Curr | ently accepting submis | sions for | the semester. | | |
| ons-Title | Manuscript | Status | Date Submitted | Assigned Tor A | loti |
| , It's a big big world in America. | | -Subaittod | . <u>11 Doctober</u> 2015 | Lipaccianad | |
| | | | | | |
| mitted an ETD or have one in program. | ingentation | | | You've already, | eub |

28. Click the View button to review your submission:

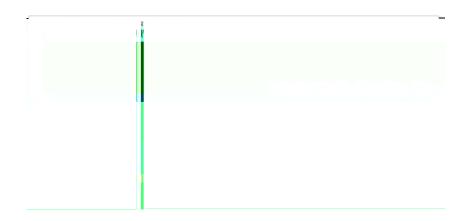
29.

not right or if you have questions, there is an option at the bottom of the page to Leave a message for the thesis reviewer.

30. You can also see your Submission Action Log, which provides a detailed account of all activities relating to your document:

31. This log updates each time an action is performed to your submission, plus

37. A log of your corrected submission appears on the Submission Action Log:



38. Click on Corrections Completed to finish the submission process:

| | A second se | |
|----------|--|--|
| nuscript | Click here to ji | |
| | | |