

## Submission of completed thesis (for August, 2024 Graduation)

Students who are scheduled to graduate in August, 2024 must submit their completed thesis to Graduate School Admin. Office by 12<sup>th</sup>, July 2024.

- ✓ Submission date : ~ 12<sup>th</sup> July (Fri.), 2024
- ✓ Place for submission : Graduate School Admin. office (Room 317, Main-Building)
- ✓ Please Submit below 6 kinds of documents with your completed thesis  
(7 items for Doctoral course)

### 1. 1 Softcover copy of completed thesis is recommended

- 1) Hardcover is also acceptable
- 2) Must submit the original one signed by every examiners of your thesis

### 2. 1 copy of front cover page of your completed thesis (A4 size)

- 1) Write down the language of the thesis on the upper-right corner  
(e.g. Korean, English)

### 3. 1 Online Thesis Upload Confirmation Report ★(<http://inha.dcollection.net>)

- 1) Upload to the online thesis DataBase called "Jungsuk dCollection" Service
- 2) After completion uploading process, print out confirmation report  
(This will take 2~3 days)
- 3) Ask for more information : 032-860-9879
- 4) The dCollection system will open in 17<sup>th</sup> June(Mon)

### 4. 1 Agreement for Usage Copyright ★ (<http://inha.dcollection.net>)

- 1) You can also print this agreement sheet after completion uploading process
- 2) Read the articles and sign it
- 3) Submit this with the Confirmation Report above

### 5. 1 Thesis plagiarism check report (choose 1 of 2 check program below)

- 1) CopyKiller(for thesis written in Korean)
  - Log on to Jungsuk Library Homepage(<https://lib.inha.ac.kr/>)
  - Click on 'Copykiller' banner in 'Popular Database'
  - Upload your thesis on the Copykiller website and proceed the check
  - Print out the Report and sign on it (Advisor Professor's signature is needed)
  - For more detail, please refer to the guide.
- 2) Turnitin(for thesis written in English)
  - Log on to Jungsuk Library Homepage(<https://lib.inha.ac.kr/>)
  - Click on 'Turnitin' banner in 'Popular Database'
  - Log on to 'Turnitin' with Class ID and Reg. Key (refers to Turnitin Manual)

- When Check is done, print out and submit 'Digital Receipt' and 'Originality Report'
- Submit with 'the confirmation letter for Turnitin users'
- For more detail, please refer to the guide.

3) If the similarity is more than 20%, submit reviewers' letter with official form.

- Over 20% : Reviewers' letter written and signed by advisor professor
- Over 30% : Reviewers' letter written by advisor professor and signed by every reviewers

#### **6. 1 Degree Survey for Master/Ph. D. (Use the attached Survey Questionnaire file)**

#### **7. 1 Degree Survey for Ph.D degree recipients (Only for Ph.D degree candidates)**

- Online Research link : <http://www.narastat.kr/emdh> → After completion of the research, print out a completion report and submit to Graduate School Admin. office