

淡江大學 Tamkang University

Electronic Thesis/Dissertation (ETD) Submission

Outline

- **Formatting of Electronic Thesis/Dissertation (ETD) contents**
- **ETD File processing**
 - File converting
 - Adding the watermark
 - File protection setting
- **Process of Submitting ETD**
- **Types of Authorizing ETD**

ETD Formatting Requirements

- Title Page (Chinese)
- Acknowledgement (optional)
- Chinese Abstract (meet formatting requirements)
- English Abstract (meet formatting requirements)
- Table of Contents (including page numbers, list of figures and list of tables)
- Body Text (Every chapter)
- References
- Appendixes

Important documents downloading:

1、教務處→註冊組→法規章程→成績業務相關→

[5-56 淡江大學研究生碩博士論文撰寫格式要點.doc](#)

2、教務處→註冊組→表格下載→成績業務相關→

[A12-淡江大學研究生中文論文提要ATRX-Q03-001-FM030](#)

[A13-淡江大學研究生英文論文提要ATRX-Q03-001-FM031](#)



註冊組

淡江大學教務處
Office of Academic Affairs

1



教務長室 / 註冊組 / 課務組 / 招生組 / 通識與核心課程中心 /

共同服務連結

- 成員介紹
- 服務項目
- 最新訊息
- 法規章程
- 各項作業流程
- 表格下載
- Q&A
- 畢業資訊

2

業務連結

- 校務行政資訊查詢系統
- 教師記分簿及成績登錄預警系統
- Web成績上傳系統
- 成績單網路申購系統
- 學分抵免作業系統

法規章程

» 學籍業務相關

» 成績業務相關

3

1. 淡江大學英語能力檢定畢業門檻實施要點
2. 淡江大學學分抵免規則
3. 淡江大學研究生論文指導教授遴聘規則
4. 淡江大學研究生學位考試辦法
5. 淡江大學博士學位候選人資格考核實施要點
6. 淡江大學教師繳交成績規則
7. 淡江大學教師更正學期成績規則
8. 淡江大學必修科目學分替代規則
9. 淡江大學研究生碩博士論文撰寫格式要點
10. 淡江大學榮譽學程實施要點
11. 淡江大學學生出國修習學分規則
12. 淡江大學研究生學術研究倫理教育課程實施要點

4

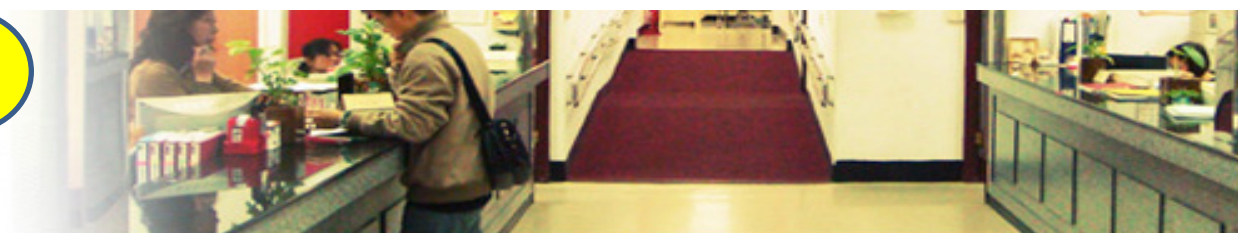




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- 成員介紹
- 服務項目
- 最新訊息
- 法規章程
- 各項作業流程
- 表格下載
- Q&A
- 應屆畢業資訊

2

業務連結

- 校務行政資訊查詢系統
- 教師記分簿及成績登錄預警系統
- Web成績上傳系統
- 成績單網路申購系統
- 學分抵免作業系統

GO ☒ 本站 ☐ 站外

表格下載

3

» 學籍業務相關

» 成績業務相關

- A-研究生學位考試相關表格
- A1-淡江大學論文指導教授變更同意書 ATRX-Q03-001-FM046
- A2-淡江大學研究生論文題目總表 ATRX-Q03-001-FM029
- A3-淡江大學博士學位候選人資格考核成績通知單 ATRX-Q03-001-FM037
- A4-淡江大學研究生學位考試申請表 ATRX-Q03-001-FM040
- A5-淡江大學碩士班學位考試委員名冊 ATRX-Q03-001-FM044
- A6-淡江大學博士班學位考試委員名冊 ATRX-Q03-001-FM043
- A7-淡江大學研究生學位考試評分表 ATRX-Q03-001-FM034
- A8-淡江大學研究生學位考試成績通知單 ATRX-Q03-001-FM035
- A9-淡江大學碩士班學位考試委員簽名單 ATRX-Q03-001-FM041
- A10-淡江大學碩士在職專班學位考試委員簽名單 ATRX-Q03-001-FM042
- A11-淡江大學博士班學位考試委員簽名單 ATRX-Q03-001-FM043
- A12-淡江大學研究生中文論文提要 ATRX-Q03-001-FM030
- A13-淡江大學研究生英文論文提要 ATRX-Q03-001-FM031
- A14-國家圖書館博碩士學位論文送存本【延後公開】申請書
- A15-國家圖書館博碩士學位論文送存本【抽換】申請書

4



ETD File Processing

- **File Converting**
- **Add the watermark to PDF**
- **File Protection Setting**

Steps of Converting Word to PDF



The ETD
Service system
only accepts
PDF files

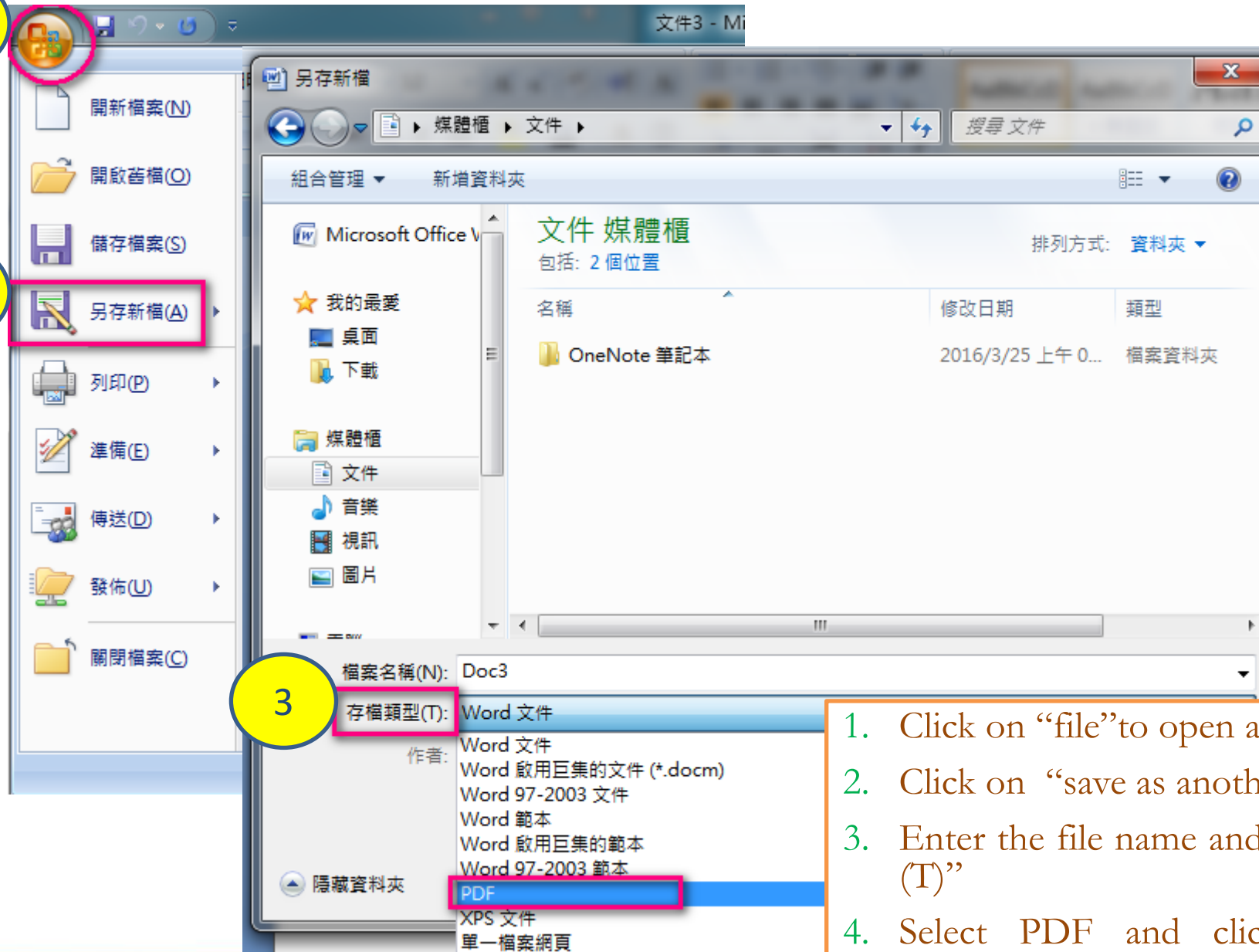
- **Upload the complete PDF file** : Including Title page, Chinese Abstract, English Abstract, Table of contents, Body text, and References, etc. (Please follow the regulations of theses format)
- **-Method One (for thesis/dissertation in several Word files)** :
 - check the chapter number → convert the Word files into PDF files → combin all the PDFs into a PDF → upload the final PDF.
- **-Method Two (for thesis/dissertation in one Word file)** :
 - check the chapter number → convert it into PDF file → upload it.
- **Tips : After converting all files, be sure that all chapters and page numbers are followed formatting requirement.**

Save as PDF files

◆ Computers with software installed in library are available to use.

◆ You also can download the trial version from Adobe Acrobat website.

http://www.adobe.com/cfusion/tdrc/index.cfm?product=acrobat_pro&loc=tw



1. Click on “file” to open a WORD
2. Click on “save as another file”
3. Enter the file name and click on “存檔類型 (T)”
4. Select PDF and click on “save” or “conform”

Combine PDF files

1

2

3

4

5

Then arrange them in the order you want.

Drag and drop files to add them, and then arrange them in the order you want.

Name	Page Range	Size	Modified	Warnings/Errors
2016(1)	All Pages	2.88 MB	2017/04/19...	
淡江大學英文學系碩士班	All Pages	68.28 KB	2017/04/19...	

File Size:

Combine Files Cancel

After file converting is done, please check the file again!

☐ Can the file be opened normally ?

☐ Are the entire thesis/dissertation converted into a PDF file ?

☐ Is there any garbled text ?

☐ Is the chapter page number same as the page number written on the table of contents ?

Add the Watermark to PDF

The screenshot shows the homepage of the Tamkang University Chueh Sheng Memorial Library. The header includes the university logo, name in Chinese and English, and navigation links for Teacher, Graduate, Undergraduate, Staff, Alumni, and Guest. A secondary navigation bar contains links like About, Search & Find, Services, Resources, Help, Forms, Apply Online, News & Events, Outreach, and Renew. A dropdown menu under 'Apply Online' lists various services, with 'ETD Service System' highlighted. A red arrow points from a yellow callout box to this link. The callout box contains the text 'link to ETD Service System'. Other visible elements include a COVID-19 notice, a quicklinks section, a German literature banner, and a news & events section.

link to ETD Service System

Add the Watermark to PDF



淡江大學電子學位論文服務

Electronic Theses & Dissertations Service

[首頁](#) | [臺灣博碩士論文知識加值系統](#) | [數位化論文典藏聯盟](#) | [PQDT](#) | [圖書館首頁](#)

[查詢](#) [進階搜尋](#)

■ [論文提交](#)

- [畢業離校注意事項](#)
- [電子學位論文服務](#)
- [流程圖](#)
- [電子檔規格說明](#)
- [電子檔轉檔說明](#)
- [電子檔上傳說明](#)
- [下載浮水印：WORD、PDF](#)
- [抽換學位論文或變更授權書申請表](#)
- [Q&A](#)
- [淡江大學研究生碩](#)
- [博士論文撰寫格式](#)
- [要點](#)

■ [論文管理](#)

最新消息

- [「學位論文電子全文」：審核時間、地點及檢核表](#)
- [論文延後公開申請](#)
- [系統簡介：收錄資料範圍為本校2005年6月迄今之碩、博士論文](#)

學院別

文學院	理學院	工學院	教育學院
外國語文學院	國際研究學院	商管學院	

學

- [自然科學](#) [數學](#) [統計](#) [天文](#)
- [應用科學](#) [土木工程及建築](#) [高分子化學](#) [化學工程](#)
- [醫學與生命科學](#) [微生物學](#) [農林科學](#) [醫學](#)

Important! After downloading the watermark, please don't change the size and color depth!

Acrobat

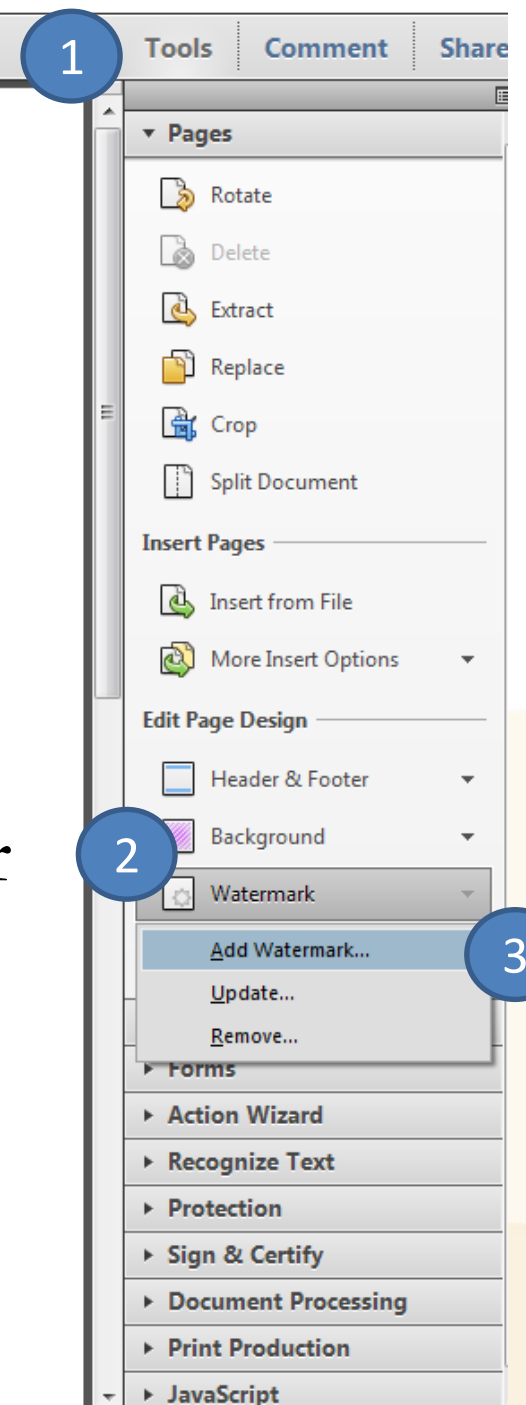
Add the watermark to PDF

Example :

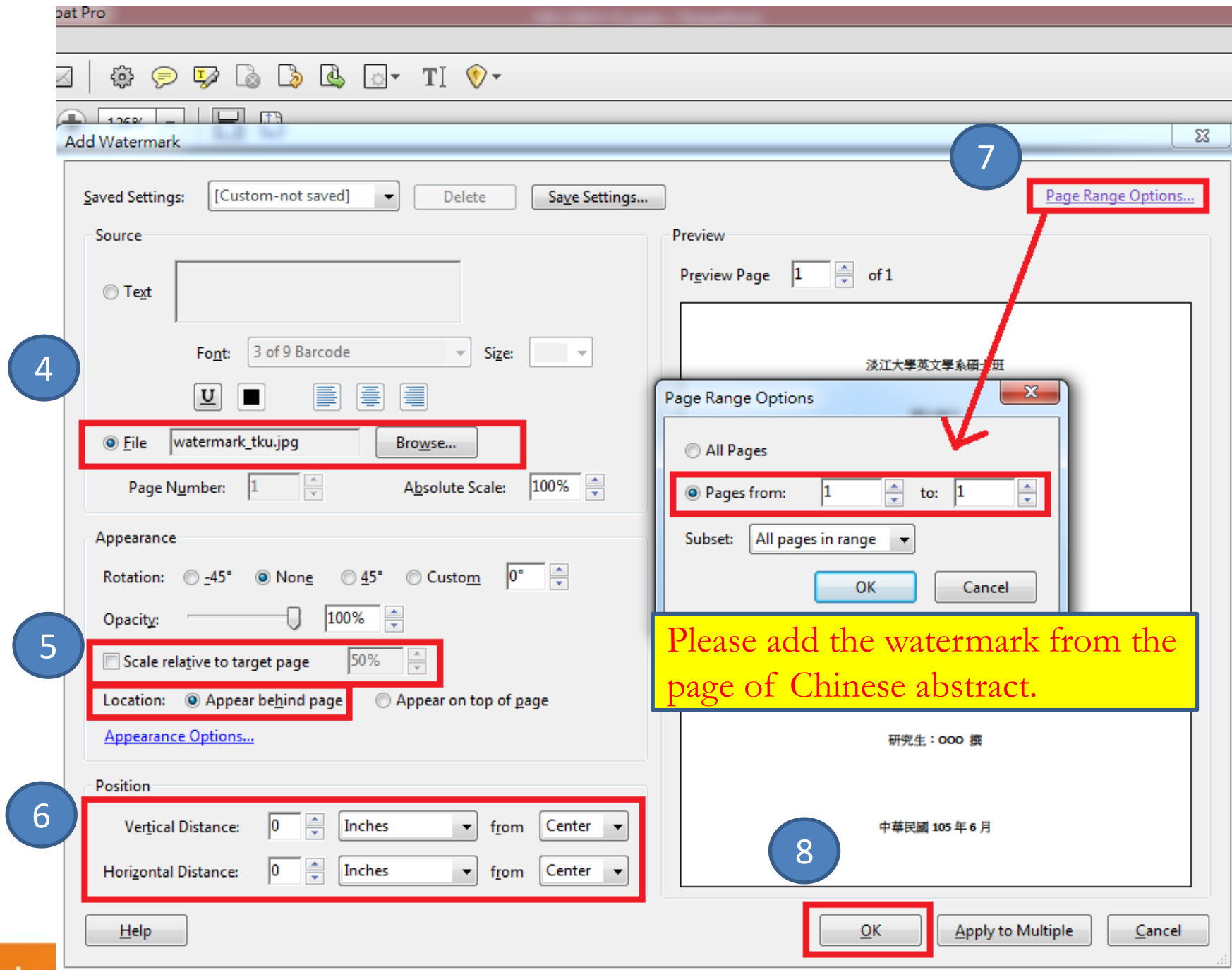
Using Adobe Acrobat Pro software

- ✓ Open your PDF file
- ✓ Choose Tools→Pages→Watermark→Add watermark
- ✓ Add the watermark file→Uncheck “Scale relative to target page” → Location : ”Appear behind page” → Position : from center → Page Range Options (Choose the page number that you want to add a watermark) ◦

Watch out! Because of the different versions of Adobe, the diameter of the watermark is about 6.5cm.



Add the Watermark to PDF



Setting File Protection

1. Open your PDF file
2. Select Tools→Protection→Encrypt→Encrypt with Password
3. Encrypt all document contents →

Check “Restrict editing and printing of the document.” →

Change permissions password (Set whatever you like) →

Printing allowed : High Resolution →

Changes allowed : None →

Check “Enable text access for screen reader devices for the visually impaired.”



! Warning !
Please do not check
“Require a password
to open the
document.”

Password Security - Settings

Compatibility: Acrobat 7.0 and later

Encryption Level: 128-bit

Select Document Components to Encrypt

☒ Encrypt all document contents (original setting)

☐ Encrypt all document contents except metadata (Acrobat 6 and later compatible)

☐ Encrypt only file attachments (Acrobat 7 and later compatible)

All contents of the document will be encrypted and search engines will not be able to access the document's metadata.

☐ Require a password to open the document

Document Open Password: Not Rated

No password will be required to open this document.

Permissions

☒ Restrict editing and printing of the document. A password will be required in order to change these permission settings. (set the password that you like)

Change Permissions Password: ***** Weak

Printing Allowed: High Resolution

Changes Allowed: None

☐ Enable copying of text, images, and other content

☒ Enable text access for screen reader devices for the visually impaired (the original setting)

Help OK Cancel

淡大說明會論文範本_0525.pdf (已保全) - Adobe Acrobat Pro

檔案(F) 編輯(E) 檢視(V) 視窗(W) 說明(H)

建立 保存 8

1 / 10 55.9%

安全設定 9

文件內容

描述 保全 字型 初始視圖 自訂 進階

文件保全

文件的「保全方法」用於限制可作用於文件的內容。要移除保全限制，請選擇「無保全」。

保全方法(M): 密碼保全

可用來開啟的程式: Acrobat 7.0 和更高版本

文件所有內容均被加密，搜尋引擎將無法存取文件元資料。

文件限制摘要

列印:	允許
變更文件:	禁止
文件組合:	禁止
內容複製:	禁止
複製內容用於協助工具:	允許
頁面擷取:	允許
注釋:	禁止

Process of ETD submission

Link to ETD Service System from library homepage

The screenshot shows the library's homepage with a red header bar containing navigation links: Home, Mail, Google Site Search, Language, and Admin Admin. Below the header is a banner for the library with the name in Chinese and English. A main navigation bar includes links like About, Search & Find, Services, Resources, Help, Forms, Apply Online, News & Events, Outreach, and Renew. The 'Apply Online' dropdown menu is open, listing various services: Request for Priority Processing, Online registration System, Course Reserves Request, RapidILL Service, Reading Corner Lending, Suggest a Purchase, Space Registration System, and ETD Service System. The 'ETD Service System' link is highlighted with an orange box and an arrow pointing to it. Other elements include a COVID-19 notice, a Quicklinks section, a carousel of book covers, and a News & Events section.

Notice Catalog Discovery Ebooks Journals Multimedia D

— For the information on the new coron
COVID-19 Page
Click on to fin

- > Request for Priority Processing
- > Online registration System
- > Course Reserves Request
- > RapidILL Service
- > Reading Corner Lending
- > Suggest a Purchase
- > Space Registration System
- > ETD Service System

HOURS MY ACCOUNT

FACEBOOK CONTACT US

Quicklinks

- > COVID-2019 Prevention Page
- > Languages learning
- > Forms
- > Library Tutorial Registration
- > Interlibrary Loan
- > Intercampus Loan

News & Events

News Events Photo tutorial Database

03-19 Measuring body temperature is required before entering library

02-26 Study Room located at the ground floor will be closed from February 27

02-24 Book Return located at the ground floor is open all the day from February 24

Link to ETD Service System

Login to ETD Service System

淡江大學電子學位論文服務
Electronic Theses & Dissertations Service

中文版

Login → Basic information of thesis / dissertation → Set up committee members → Upload thesis / dissertation → Authorization → Submit for process

Login

Please fill in your student ID and Password (last 6 digits of your identity card).

If you are unable to login, please call (02)2621-5656 # 2281 for assistance, or [email us](#).

Student ID:

Password: (Last 6 digits of your identity card)

Login to the system to:

- ✓ revise thesis/dissertation
- ✓ view the progress of reviewing theses/dissertation
- ✓ print out the Copyright License Agreement.

View and revise your thesis/dissertation



淡江大學電子學位論文服務

Electronic Theses & Dissertations Service

View Theses / Dissertations Information

Please confirm if the information you provided of your thesis/dissertation is correct. If not, please [revise](#) it immediately.

Click on [revise](#)
to edit your
thesis/dissertation

System No.	U0002-2407201914171200
Title of Thesis/Dissertation (in Chinese)	aaaaaa
Title of Thesis/Dissertation (in English)	bbbbbb
Title of Thesis/Dissertation (in third language)	ccccc
Name of Graduate School	tku
Name of College	College of Education
Name of Department	Graduate Institute of Educational Psychology and Counseling
Year of Graduation	108
Semester	2
Year of Publication	109
Name of Author (in Chinese)	a
Name of Author (in English)	a
E-mail address	tang@mail.tku.edu.tw (Don't publish my email address)
Backup email address	
Student ID	402000100

Basic Elements of EDT

- Fill in elements of thesis/dissertation such as
Title 、 Name of school 、 Year of publication 、 Keywords, etc. (Be Careful: **The fields of blue words** are **optional fields**, others are required.)
- Please note the reminded words in every field, follow the instructions, fill in fields firmly.
- ETD Service System will save the data temporarily for 30 days
- Remember to come back to finish submission, or the system will delete all the data after 30 days !

Edit Theses / Dissertations Information

Please edit your thesis/dissertations information !
Optional fields: Backup email address, Additional Note, Title of thesis/dissertation (in third language), Keywords (in third language), Abstract (in third language), and Second Language. All other fields must be provided.
[Revise the Foreign Degree Information](#)

System No.	U0002-2407201914171200
Title of Thesis/Dissertation (in Chinese)	aaaaaa
Title of Thesis/Dissertation (in English)	aaaaaaaaa
Title of Thesis/Dissertation (in third language)	aaaaaaaaaaaa
Name of Graduate School	tku
Name of College	College of Education
Name of Department	Graduate Institute of Educational Psychology and Counseling
Year of Graduation	108
Semester	2
Year of Publication	109
Name of Author (in Chinese)	a
Name of Author (in English)	a
E-mail address	<p>Please make sure the email address you provided is correct so that you will received the result of your submission. Thank you.</p> <p>tang@mail.tku.edu.tw</p> <p><input checked="" type="radio"/> Don't publish my email address <input type="radio"/> Do publish my email address</p>
Backup email address	

**This semester 108-2
Year of publication 109**

**Recommend to enter Gmail or
school email address**

Committee Members

- Fields marked with an asterisk * are required.
- System default settings are
 - Two committee member fields
 - Two oral examination committee member fields
- Use “Add More Committee Members” to create new columns if you need.

Please provide the details of your advisor(s). The fields with asterisk (*) are compulsory.

1	
Name (in Chinese) *	<input type="text" value="宋雪芳"/>
Name (in English)	<input type="text"/> Please input Last Name first, follow by First Name, Example: Ming-Wen Li
Identity (Advisor or co-advisor) *	<input type="text" value="Advisor"/>
email	<input type="text"/>

2	
Name (in Chinese) *	<input type="text"/>
Name (in English)	<input type="text"/> Please input Last Name first, follow by First Name, Example: Ming-Wen Li
Identity (Advisor or co-advisor) *	<input type="text" value="Advisor"/>
email	<input type="text"/>

Please provide the details of your Oral Defense Committee Members. The fields with asterisk (*) are compulsory.

1	
Name (in Chinese) *	<input type="text" value="歐陽"/>
Name (in English)	<input type="text"/> Please input Last Name first, follow by First Name, Example: Ming-Wen Li
email	<input type="text"/>

2	
Name (in Chinese) *	<input type="text" value="謝振環"/>
Name (in English)	<input type="text"/> Please input Last Name first, follow by First Name, Example: Ming-Wen Li
email	<input type="text"/>

Click on **no file**
To load your PDF data

Click on **Save**
ETD Service System
will save the data
temporarily for 30 days

Table of Content (with page number; includes list of figures and tables)	aa	
References	aa	
Additional Note		
The File You Uploaded	no file	
The Granted Authorization of Thesis/Dissertation	<ul style="list-style-type: none">thesis/dissertation (paper version): Allow access to the public immediately after submitting the Copyright License Agreement.I authorize Tamkang University to collect the royalty fee on my behalf and agreed to donate the royalty fee to the University Development Fund.Allow access to the public immediately after submitting the Copyright License Agreement. edit data	
Proceed the submission immediately		Save



淡江大學電子學位論文服務

Electronic Theses & Dissertations Service

Your thesis/dissertation information has been saved.

Please don't forget to come back for the fulfillment of the rest part within 30 days, or the information you saved will be deleted automatically by system.

Thanks for using ETDS.

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If you have any question, Please contact us! Library:
(02)2621-5656 #2281 or send us an [email](#)





Important Things to Note When Uploading :

1. Please upload the entire thesis/dissertation as ONE single PDF file; make sure the page numbers for all chapters are the same as stated in the table of contents.
2. Important : The electronic copy of your thesis/dissertation should include (in the following order) : Title Page, Abstract (in Chinese), Abstract (in English), Table of Content, Main Text and References. The Table of Content for the system must include page numbers.
3. Please upload the PDF version of your thesis/dissertation. Only uploaded, please check that the file you've uploaded can be read properly and it is not garbled. Note that the system will rename the file automatically.
4. If the format of your thesis/dissertation is PostScript (.ps), you must convert your file to PDF before uploading. You can use the program provided by Acrobat Distiller to do the conversion.
5. If you are unable to convert your file to PDF, please call us at (02)2621-5656 #2486. or send us an [email](#).
6. If your PDF file is NOT ready for uploading, please [logout](#) first. (By clicking on the "Temporary save my upload" button, the system will save the data that you've since provided.) Once you have finished the file conversion, you can continue with the uploading process, Thank you!

[Download watermark file](#)

[Q & A on Electronic File Format of Thesis/Dissertation](#)

[Q & A on Document Conversion and Uploading](#)

Please upload your file in PDF format

1

Upload the PDF file

選擇檔案

未選擇任何檔案

2

Upload

Check the thesis/Dissertation Files

登入系統 → 輸入論文資料 → 設定口試委員名單 → 上傳論文 → 選擇是否授權 → 送出審核

上傳PDF檔案 已上傳成功！ tku-101-Tkutest000-1.pdf 刪除

若您已完成檔案上傳，請點選下一步。

Next
下一步

Click Next to recheck your pdf file

您已成功上傳檔案！ 請點選下一步 選擇是否授權！

檔案名稱	檔案大小 (bytes)	作業
tku-101-Tkutest000-1.pdf	333637	刪除

回到前一頁 Next
下一步

You can check your PDF twice

Click Next to authorize your thesis/dissertation

Uploading the theses/Dissertations Files

- Please read things to note when uploading carefully
- Check whether the theses/dissertations have been added the watermark and protection in PDF file
- Click 「選擇檔案」 to select the file
- Click 「upload」
- Finish the submission
- Please note that the system will rename the file automatically
- Click 「Next」 to recheck your PDF file
- Click 「Next」 to authorize your thesis/dissertation

Authorizing your Thesis/Dissertation

- **Airiti Library online platform**
- **Process of authorizing theses/dissertations**

Database

CETD Thesis ▼

Taiwan Theses

Public University(23)

Private University(24)

➡ 世新大學(1)

➡ Chung Yuan Christian University(14985)

➡ Chinese Culture University(2)

➡ China Medical University(2678)

➡ Chung Shan Medical University(2618)

➡ Asia University(2925)

➡ Yuan Ze University(9633)

➡ 南華大學(1)

➡ Tatung University(4051)

➡ Dayeh University(1)

➡ Soochow University(1)

➡ Tunghai University(4)

➡ Dharma Drum Buddhist College(71)

Theses > Taiwan Theses > Private University > Tankang University

Database : CETD Thesis X

工學院

➡ 電機工程學系碩士班(542)

➡ 機械與機電工程學系碩士班(504)

➡ 資訊工程學系碩士班(474)

➡ 化學工程與材料工程學系碩士班(359)

➡ 水資源及環境工程學系碩士班(317)

➡ 建築學系碩士班(295)

➡ 土木工程學系碩士班(292)

➡ 航空太空工程學系碩士班(277)

➡ 資訊工程學系碩士在職專班(190)

➡ 電機工程學系碩士在職專班(151)

➡ 資訊工程學系博士班(108)

➡ 資訊工程學系資訊網路與通訊碩士班(98)

➡ 電機工程學系博士班(63)

➡ 機械與機電工程學系博士班(35)

➡ 水資源及環境工程學系博士班(23)

➡ 土木工程學系博士班(22)

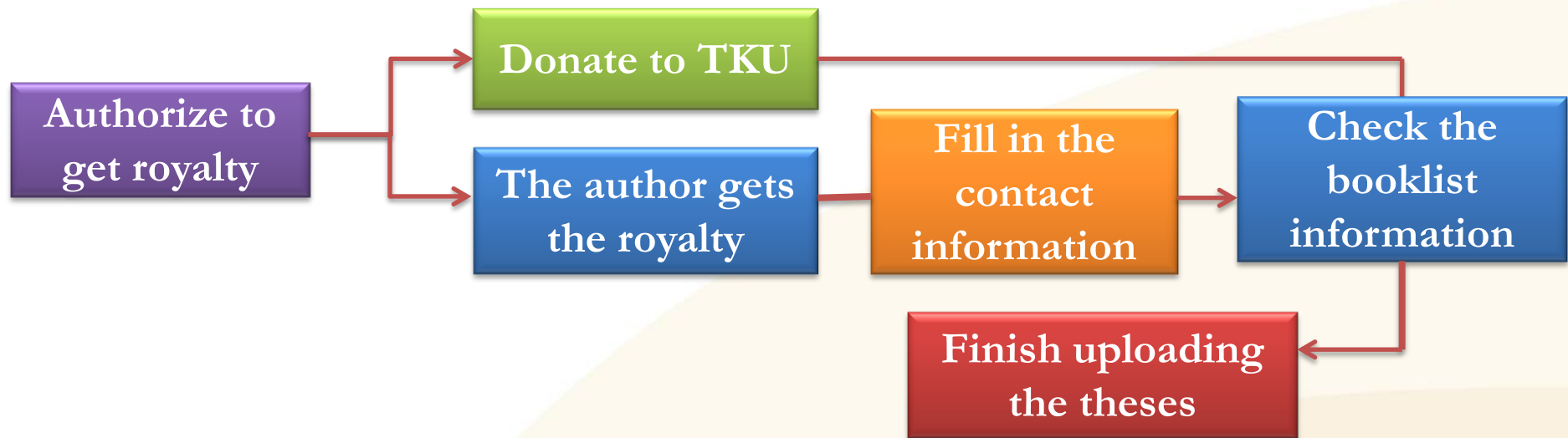
➡ 化學工程與材料工程學系博士班(14)

➡ 資訊工程學系資訊網路與多媒體碩士班(0)

[華藝線上圖書館URL](#)

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Q&A

Q: How will TKU deal with the copyrights of Theses/Dissertations if authors authorize the theses to TKU?

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Time for public access in library



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Electronic Theses & Dissertations Service

登入系統

⇒

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⇒

設定口試委員名單

⇒

上傳論文

⇒

選擇是否授權

⇒

送出審核

論文紙本於淡江大學圖書館內的公開時間：

☒ 授權書繳交後立即公開

註：有特殊原因需延後公開，請下載「[淡江大學學生紀念圖書館抽換學位論文或變更授權書申請表](#)」，經指導教授同意後，至總館2樓典閱組辦理，俟圖書館完成設定變更後，再提交審核。

下一步

Authorization types and online public access date

**淡江大學電子學位論文服務**
Electronic Theses & Dissertations Service

登入系統 → 輸入論文資料 → 設定口試委員名單 → 上傳論文 → 選擇是否授權 → 送出審核

同意論文全文電子檔**有償授權**於資料庫中提供使用者瀏覽 / 列印電子全文，
目前同意授權比例：

☐ 同意有償授權。享有權利金的回饋，權利金捐贈校務發展基金。

☒ 同意有償授權。享有權利金的回饋，權利金通知本人領取。

提醒您！

1. 學生權利金聯絡資料倘有不全、錯誤或異動而未書面通知圖書館，導致權利金無法給付，於時間超過一年後，自動將此筆款項捐贈給淡江大學校務發展基金。
2. 收到E-Mail通知，但並未領取，於時間超過一年後，自動將此筆款項捐贈給淡江大學校務發展基金。

論文全文電子檔上網公開時間：

☒ 授權書繳交後立即公開

註：有特殊原因需延後公開，請下載「[淡江大學學生紀念圖書館抽換學位論文或變更授權書申請表](#)」，經指導教授同意後，至總館2樓典閱組辦理，俟圖書館完成設定變更後，再提交審核。

下一步

Author gets the royalty by authorizing

登入系統 → 輸入論文資料 → 設定口試委員名單 → 上傳論文 → 選擇是否授權 → 送出審核

請輸入您的聯絡資訊，以便與您聯絡權利金回饋事宜。
提醒您！若您的聯絡資料有變更，請與圖書館聯繫更新您的聯絡資料，若權利金超過一年後無法給付，則自動將此筆款項捐贈給淡江大學校務發展基金。

常用E-Mail：	<input type="text"/>	
聯絡電話：	1. <input type="text"/>	2. <input type="text"/>
聯絡地址：	<input type="text"/>	

下一步

- Please provide the frequently used E-mail address in order to receive mails easier.
- If the information is not completed and incorrect, or you don't check the mails within one year, the money will be donated to TKU automatically.

You can save information of your thesis/dissertation temporarily

The screenshot shows a web interface for thesis submission. At the top, a horizontal progress bar contains six steps: '登入系統' (Login), '輸入論文資料' (Enter thesis information), '設定口試委員名單' (Set oral exam committee list), '上傳論文' (Upload thesis), '選擇是否授權' (Select whether to authorize), and '送出審核' (Submit for review). The current step is '上傳論文'. Below the progress bar, a message asks the user to choose between saving temporarily or submitting for review. There are two radio buttons: '先暫存資料' (Save temporarily) and '立即提交審核' (Submit for review immediately). The '先暫存資料' option is selected and highlighted with a red box. A red arrow points from this box to a '完成' (Complete) button at the bottom right of the form.

登入系統 → 輸入論文資料 → 設定口試委員名單 → 上傳論文 → 選擇是否授權 → 送出審核

請選擇您要暫存資料，還是立即提交審核。

☒ 先暫存資料

☐ 立即提交審核

完成

Remember ! !

When you click “Temporary save my upload”, you need to be back to update the information of your thesis/dissertation within 30 days. If not, all information will be deleted automatically by the system.

請選擇您要暫存資料，還是立即提交審核。

☒ 立即提交審核

☐ 先暫存資料

Submit for approval immediately

完成

上傳檔案

• [tku-105-Tkutest2016-1.pdf](#) (35334 bytes)

[重新上傳檔案](#)

論文使用權限

• 同意無償授權給館內讀者為學術之目的重製使用，並於繳交授權書後，立即公開

• 同意授權瀏覽/列印電子全文服務，且權利金回饋給本人，並於繳交授權書後，立即公開

[修改授權與否](#)

確認完畢

Final checking is done

您的論文已提交審核，我們會儘速審核您的論文，工作天約二至三日，並以 E-Mail 通知您審核的結果！

若您超過五日尚未收到任何通知，請聯絡系所助理！

感謝您的配合！淡江大學電子學位論文服務 謝謝您的支持！

登出

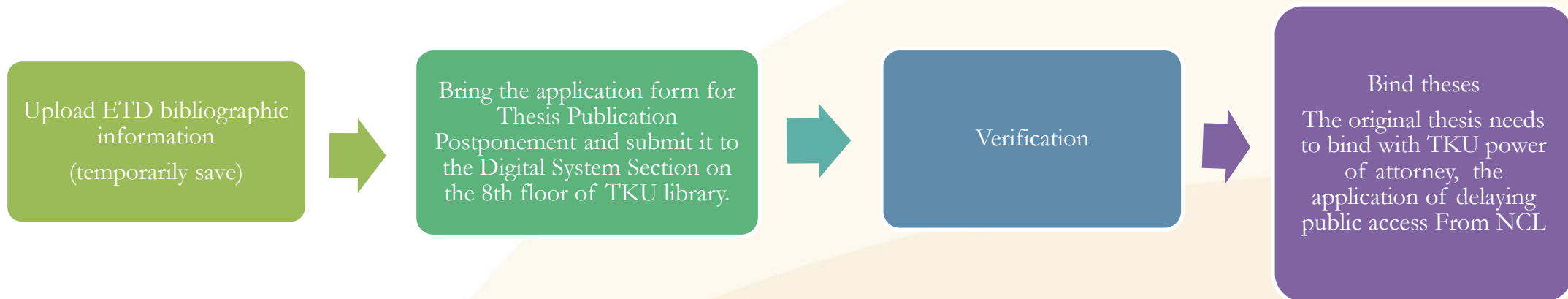
Remember to **Logout**, or the system will remain in the temporary save condition.

Things to keep in mind

- Tamkang University provides National Central Library with both of bibliographic records and electronic full text of theses/dissertations, but not authorizes the electronic full text to NCL.
- If you are willing to authorize your thesis to NCL, you can fill in 「[國家圖書館博碩士論文電子檔案上網授權書](#)」 and send it to NCL by yourself .
- Please contact National Central Library at 02-23619132 ext.528 for more details about authorizing your thesis.

Delaying Public Access to Thesis/Dissertation

- If content of your thesis/dissertation involves confidential information, patent matters, or is not permitted to be provided on statutory grounds, you can apply to delay or prevent public access. Please fill in [Application form for Thesis Publication Postponement](#) and submit it to TKU library before submitting your thesis.
- Please bind the document [「博碩士論文延後公開/下架申請書」](#) (from National Central Library) with the original theses.



Latest News on the Electronic Theses/Dissertations Service

1. Time and Place for Theses / Dissertations Verification
2. [Checklists of theses/dissertations](#) (Check thesis content by yourself)
3. [Downloading Presentation of Electronic theses/dissertations Submission](#)
4. Related links
[National Central Library](#)
[TKU Registration Section](#)

- 註冊組(Registration Section)→表單下載(Form Download)→成績相關(About Grades)→國家圖書館表單(NCL application)(延後公開/抽換)(Postponement of Publication Request/Change)

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- 最新訊息
- 法規章程
- 各項作業流程
- 表格下載
- Q&A
- 畢業資訊

業務連結

- 校務行政資訊查詢系統
- 教師記分簿及成績登錄預警系統
- Web成績上傳系統
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- 學分抵免作業系統
- 學籍資料登錄系統

GO 本站 站外

表格下載

學籍業務相關 成績業務相關

- A-研究生學位考試相關表格
 - A1-淡江大學論文指導教授變更同意書 ATRX-Q03-001-FM046
 - A2-淡江大學研究生論文題目總表 ATRX-Q03-001-FM029
 - A3-淡江大學博士學位候選人資格考核成績通知單 ATRX-Q03-001-FM037
 - A4-淡江大學研究生學位考試申請表 ATRX-Q03-001-FM040
 - A5-淡江大學碩士班學位考試委員名冊 ATRX-Q03-001-FM044
 - A6-淡江大學博士班學位考試委員名冊 ATRX-Q03-001-FM043
 - A7-淡江大學研究生學位考試評分表 ATRX-Q03-001-FM034
 - A8-淡江大學研究生學位考試成績通知單 ATRX-Q03-001-FM035
 - A9-淡江大學碩士班學位考試委員簽名單 ATRX-Q03-001-FM032
 - A10-淡江大學碩士在職專班學位考試委員簽名單 ATRX-Q03-001-FM042
 - A11-淡江大學博士班學位考試委員簽名單 ATRX-Q03-001-FM039
 - A12-淡江大學研究生中文論文提要 ATRX-Q03-001-FM030
 - A13-淡江大學研究生英文論文提要 ATRX-Q03-001-FM031
 - A14-國家圖書館博碩士學位論文送存本【延後公開】申請書
 - A15-國家圖書館博碩士學位論文送存本【抽換】申請書
- B-申請成績單及名次證明相關表格

Steps of submitting thesis

1. Upload the file to ETDS
(Temporary file)
2. Department Verification
3. Print out Copyright License Agreement

4. Bind printed thesis
(Number of copies is depend on your department.)

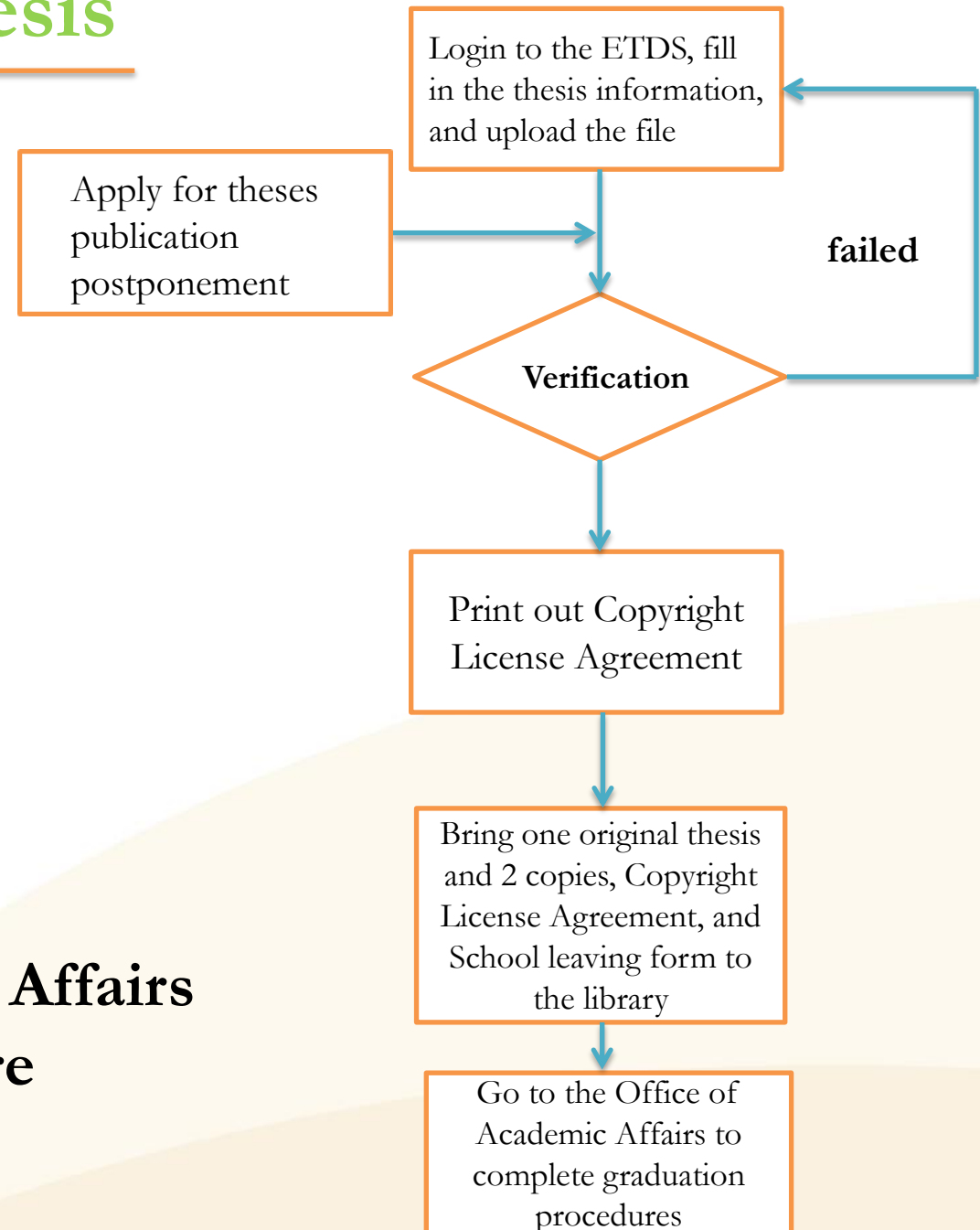
5. Library Verification
(One original thesis and two copies)

[The checklist of thesis/dissertation](#)

*** After library verification, the library will keep two copies and return the original thesis.**

6. Go to the Office of Academic Affairs
to start school-leaving procedure

***The original thesis should be submitted to the Registration Section.**



Things to keep in mind

Please note the due date
of theses submission
announced by
departments and Office of
Academic Affairs.



If you have any
questions,
please call
(02)2621-5656 #2486



感謝聆聽

Thank you for watching

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✉ dss@mail.tku.edu.tw

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