



## UCD REGISTRY

### Clárann UCD

#### ***eThesis Submission one to one Zoom Clinics***

***This email has been circulated to:*** Graduate Research Students completing their thesis, Heads of School, School Managers, Graduate Research School Administrators, Research Degree Supervisors, Exam Committee Chairs and Intern Examiners

**CC:** Graduate Studies, Graduate Research Board

Dear All,

UCD eThesis Support will be hosting live one-to-one drop in zoom clinics ahead of the next [thesis fee submission date](#) on 07 September 2022.

The team will be available over zoom to offer one-to-one support for those going through the Graduate Research eThesis Submission Process. The drop in zoom clinics are open to students, faculty and support staff. Anyone interested can drop in at any point on the following dates and times:

Date	Time
Monday 29 August 2022	11am - 1pm
Tuesday 30 August 2022	11am - 1pm
Wednesday 31 August 2022	2pm - 4pm
Monday 05 September 2022	11am - 1pm

To drop into a session and meet with a member of the Assessment team please log into the below link:

[Join Zoom Meeting](#)

Meeting ID: 66974940651

Passcode: 295939

#### **What support & training materials are available?**

**Email Support and eThesis Website-** eThesis email support is available. For all technical support queries please contact [ethesis@ucd.ie](mailto:ethesis@ucd.ie). General queries can be directed to the [Student Desk](#).

Please see our [Student eThesis website](#) and also our [Faculty and Support Staff eThesis](#)

[website](#) which are updated regularly and contains the following support and training materials:

**Instruction Videos-** These short instruction videos help students and staff on how to use the eThesis examination system.

**Checklists-** We have developed a checklist which summarises the steps required pre-submission date.

**FAQs-** See our FAQs to assist you in queries you may have.

**Guidebooks-** Our guidebook will guide you through various steps from uploading your thesis to how a Supervisor permits the thesis to be examined by the examination committee.

We look forward to seeing you at the zoom clinics in the coming weeks. Please circulate this email to any graduate research student, UCD staff or faculty member who may benefit from attending our one to one zoom clinics.

Kind Regards,

eThesis Implementation Group

Assessment, UCD Registry



[UCD Registry Website](#)

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