

Guideline for creating thesis assignment in the web KOS system for: THESIS SUPERVISOR

Orientation in the document: Follow the captions of the screen previews and look for red-framed fields.



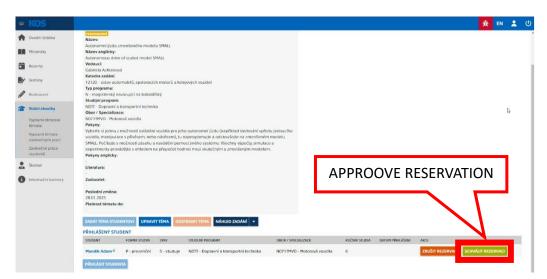
Creating of the assignment is processed in the same way as so far, using the "new general topic" and "new topic" functions. As so far, the student can reserve the topic by himselve, or he can be registered by the thesis supervisor.

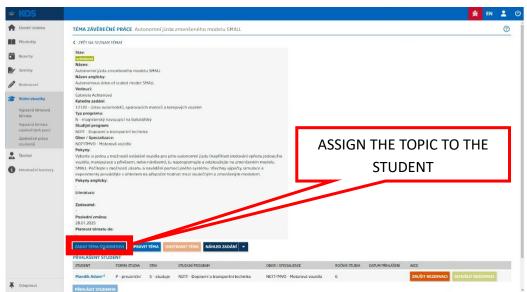


Fill in all mandatory fields + title in English, instructions for writing in both languages and literature. Other optional fields, zill in only if necessary.



Thus, the guideline begins with the known moment of approval of the topic reservation by the thesis supervisor.



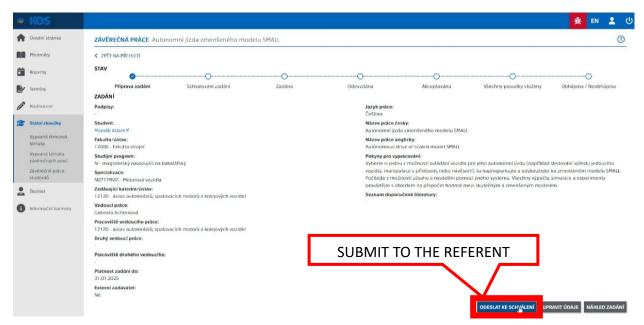










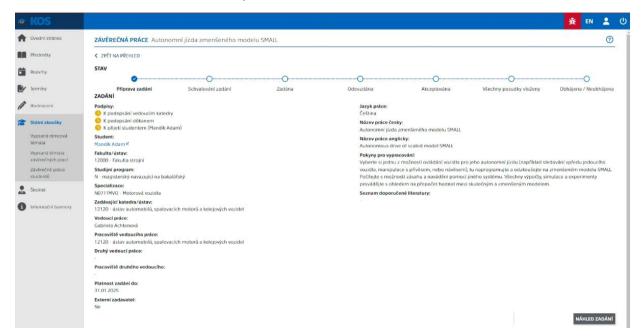




Before submitting to the SZZ referent, check that all all mandatory items are completed + title in English, instructions for writing in both languages and literature also.



If the button is inactive, please contact your SZZ referent directly by an email with a request to complete the process. In the subject of the email, write "Completion of DT assignment" and in the text of the email, enter the student's name and the title of the thesis.





DONE! The assignment is submitted to the head of the department and the dean or vice-dean for approval and signatures (possible entry into the signature book is here: https://esigner.cvut.cz/obelisk-sp-gui/).



You will be informed of any non-approval by notification email and the process will start from the beginning.





