

PCCU ELECTRONIC THESES AND DISSERTATIONS SYSTEM USER'S MANUAL

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Log in

Please enter the ID and PW supplied by the system

The screenshot shows the login interface of the Chinese Culture University Electronic Theses and Dissertations System. The header includes the university's name in Chinese and English, and the system's name. A navigation bar contains links for the system, user manual, new user guide, and library homepage. The left sidebar lists various functions, with '論文建檔與管理 Submission' highlighted. The main content area features a large banner for the National Digital Library of Theses and Dissertations in Taiwan. Below the banner is a login form with fields for '帳號' (Account) and '密碼' (Password), and a 'Go' button. A red box highlights the login form, and a blue arrow points from the 'Submission' link in the sidebar to it. A red box at the bottom right contains the text 'ID and PW (supplied by system)'.

中國文化大學 Chinese Culture University

博碩士論文系統
Electronic Theses and Dissertations System
上傳 下載 查詢 分析 加值服務

臺灣博碩士論文知識加值系統 | User's Manual | 新手上路 | 中國文化大學機構典藏系統 | 圖書館首頁

申請建檔帳號
Register
論文建檔與管理 Submission
論文查詢
Search
列印論文摘要表
Print Abstract
最新消息
News
建檔流程
Upload Workflow
建檔說明
User Guides

論文建檔與管理 Submission

帳號:
密碼:
Go

ID and PW (supplied by system)

System Description

The screenshot shows the submission interface of the Chinese Culture University Electronic Theses and Dissertations System. The header includes the university's name in Chinese and English, and the system's name. A navigation bar contains links for the system, user manual, new user guide, and library homepage. The left sidebar lists various functions, with 'Other Function' highlighted. The main content area features a large banner for the National Digital Library of Theses and Dissertations in Taiwan. Below the banner is a submission form with fields for 'Chinese Name', 'Foreign Name', 'Chinese Title', 'Foreign Title', 'Advisor', 'E-mail of Advisor', 'Advisory Committee', 'Date of Defense', 'Degree', 'School Name', 'Department Name', 'Academic Year', 'Publish Year', 'Student ID', 'Language', 'Page Count', 'Chinese Keyword', 'Foreign Keyword', 'Name of Personal Website', 'URL of Personal Website', and 'E-mail'. A red box highlights the submission form, and a blue arrow points from the 'Other Function' link in the sidebar to it. A red box at the bottom right contains the text 'Function'.

中國文化大學 Chinese Culture University

Electronic Theses and Dissertations System
上傳 下載 查詢 分析 加值服務

Input Metadata Full text Validate Pass Status display

step1 Key in If you have any problem, please Contact Us

Add Dissertation/Thesis Click here to enter your Dissertation/Thesis data.

Basic Abstract Table of Content Reference

Chinese Name:
Foreign Name:
Chinese Title:
Foreign Title:
Advisor:
E-mail of Advisor:
Advisory Committee:
Date of Defense:
Degree:
School Name:
Department Name:
Academic Year:
Publish Year:
Student ID:
Language:
Page Count:
Chinese Keyword:
Foreign Keyword:
Name of Personal Website:
URL of Personal Website:
E-mail:

Function

Function Description

Please make sure the basic information on the individual is correct. If the information is incorrect, correct the information, in order to facilitate follow-up system.

中國文化大學 Chinese Culture University

博碩士論文系統 Electronic Theses and Dissertations System

上傳 下載 查詢 分析 加值服務

中文版 / English 操作手冊下載 王小明 Logout

Input Metadata Full text Validate Pass

Thesis

- step1 Key in
- step2 Upload
- step3 Submit
- step4 Print

Other Function

- Change log
- Personal Data
- Contact Us
- Logout

修改資料 All mandatory fields indicated with red asterisks (帳號建立日期: 2013-05-17)

Field	Content
User ID	101PCCU0571015
* Password	HbnVgJdY
* Name	王小明
School	中國文化大學
Department	觀光事業學系
Degree Date	101
Semester	二
Student ID	A1111101
* Email	joyce@staff.pccu.edu.tw

Submit

Commonly used email

(1) Key in

Click the function “step1 Key in”, then click the “Add Dissertation/Thesis” button to enter your Dissertation/Thesis data which includes Basic, Abstract, Table of Contents and Reference.

中國文化大學 Chinese Culture University

博碩士論文系統 Electronic Theses and Dissertations System

上傳 下載 查詢 分析 加值服務

中文版 / English 操作手冊下載 王小明 Logout

Input Metadata Full text Validate Pass

Thesis

- step1 Key in
- step2 Upload
- step3 Submit
- step4 Print

Other Function

- Change log
- Personal Data
- Contact Us
- Logout

step1 Key in If you have any problem, please Contact Us

Add Dissertation/Thesis: Click here to enter your Dissertation/Thesis data.

Basic Abstract Table of Content Reference

Chinese Name :
Foreign Name :
Chinese Title :
Foreign Title :
Advisor :
E-mail of Advisor :
Advisory Committee :
Date of Defense :
Degree :
School Name :
Department Name :
Academic Year :
Publish Year :
Student ID :
Language :
Page Count :
Chinese Keyword :
Foreign Keyword :
Name of Personal Website :

1. Basic information

Basic

Abstract

Table of Content

Reference

(*) Required fields

(*) Optional fields

紅色*號為必填欄位

* Chinese Name : 王小明

* Foreign Name : The first letter of English name must be uppercase , Ex: Wang, Dahua
Joyce Chen

* Chinese Title :

* Foreign Title : The first letter of English name must be uppercase , Ex : A Critique on Current Free Software Industry Progression: From a Comparative Perspective of Canadian Free Software Industry Strategy
Chinese Culture University Dissertation/Thesis System user manual

* Advisor : Add The first letter of English name must be uppercase , Ex: Wang, Dahua
Chinese 周云
Foreign

* E-mail of Advisor : If there are more than two E-mail, please use comma(,) to separate them

* Advisory Committee : Add The first letter of English name must be uppercase , Ex: Wang, Dahua
Chinese
Foreign

* Date of Defense :

* Degree : Master

School Name : 中國文化大學

Department Name : 觀光事業學系

Academic Year : 101

* Publish Year : 2013

* Student ID : A1111101

* Language : English

* Page Count : 100

* Chinese Keyword : Add Enter just one keyword in a textbox

* Foreign Keyword : Add Enter just one keyword in a textbox
User manual

Name of Personal Website : Ex : Facebook 、 Blog 、 MSN

URL of Personal Website :

* E-mail : joyce@staff.pccu.edu.tw

Files :

* 請務必切換頁籤，填寫所有論文資料

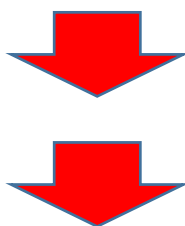
* 論文資料填寫完成後，請按下“資料暫存”或“資料存檔”鍵

* 資料暫存功能於論文未建置完成時，供暫存使用，可於日後自行登入系統完成論文建檔

* 若您有線上建檔的問題，可洽詢系所助教或與我們聯絡。若您的全文無法自行上傳，請將全文寄送到etd@ncl.edu.tw信箱，由專人為您服務。

Temporary Save
Save

If you have not completed yet, click here.



2. Abstract

BasicAbstractTable of ContentReference

紅色*號為必填欄位

* Chinese Abstract :

* Foreign Abstract :

* 請務必切換頁籤，填寫所有論文資料

* 論文資料填寫完成後，請按下"資料暫存"或"資料存檔"鍵

* 資料暫存功能於論文未建置完成時，供暫存使用，可於日後自行登入系統完成論文建檔

* 若您有線上建檔的問題，可洽詢系所助教或與我們聯絡。若您的全文無法自行上傳，請將全文寄送到etd@ncledu.tw信箱，由專人為您服務。

Temporary Save

Save



3. Table of Contents

BasicAbstractTable of ContentReference

紅色*號為必填欄位

* Table of Content :

* 請務必切換頁籤，填寫所有論文資料

* 論文資料填寫完成後，請按下"資料暫存"或"資料存檔"鍵

* 資料暫存功能於論文未建置完成時，供暫存使用，可於日後自行登入系統完成論文建檔

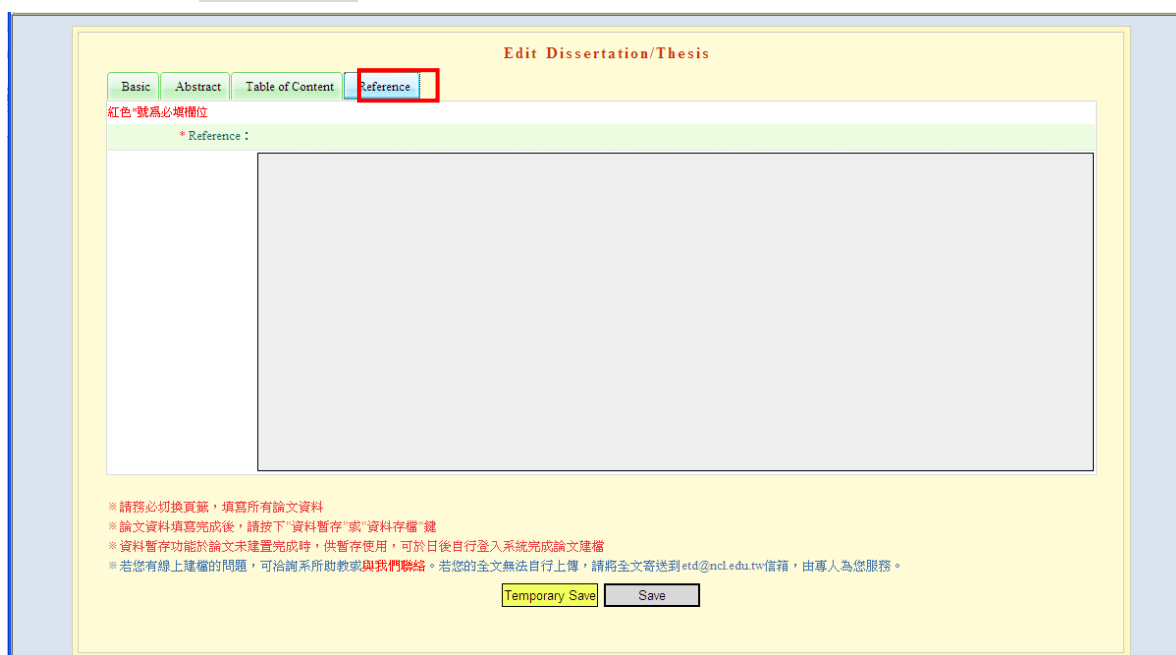
* 若您有線上建檔的問題，可洽詢系所助教或與我們聯絡。若您的全文無法自行上傳，請將全文寄送到etd@ncledu.tw信箱，由專人為您服務。

Temporary Save

Save



4. Reference



The screenshot shows the 'Edit Dissertation/Thesis' interface with the 'Reference' tab selected. The tab is highlighted with a red box. Below the tabs, there is a red text label '紅色*號為必填欄位' (Red * indicates required fields). The main area is labeled '* Reference :'. Below this, there is a large empty text box for entering references. At the bottom, there are two buttons: 'Temporary Save' and 'Save'. Below the buttons, there are four lines of red text providing instructions: '※ 請務必切換頁籤，填寫所有論文資料', '※ 論文資料填寫完成後，請按下“資料暫存”或“資料存檔”鍵', '※ 資料暫存功能於論文未建置完成時，供暫存使用，可於日後自行登入系統完成論文建檔', and '※ 若您有線上建檔的問題，可洽詢系所助教或與我們聯絡。若您的全文無法自行上傳，請將全文寄送到etd@ncl.edu.tw信箱，由專人為您服務。'



(2) Upload

Please upload single PDF file with [watermark](#) and security configuration.



The screenshot shows the 'Electronic Theses and Dissertations System' interface. The header includes the university name '中國文化大學 Chinese Culture University' and the system name '博碩士論文系統 Electronic Theses and Dissertations System'. The navigation bar has buttons for 'Input Metadata', 'Full text', 'Validate', and 'Pass'. The left sidebar lists 'Thesis' steps (step1 Key in, step2 Upload, step3 Submit, step4 Print) and 'Other Function' (Change log, Personal Data, Contact Us, Logout). The main content area shows 'step2 Upload' with a red box around the 'Upload or delete full text' button. Below the button, there is a text box labeled 'Dissertation/Thesis full text'.



Edit Dissertation/Thesis

Basic Abstract Table of Content Reference Dissertation/Thesis full text

紅色*號為必填欄位

If you have more than one file, please click the "Add File" button

Please click the "Save" button if you have more than one file

如果您有全文檔太多

Please upload single PDF file with watermark and security configuration

刪除電子全文

全文上傳：

Add file 檔案名稱： 電子全文

瀏覽...

※ 若您有線上建檔的問題，可洽詢系所助教或與我們聯絡。若您的全文無法自行上傳，請將全文寄送到etd@ncl.edu.tw信箱，由專人為您服務。

確定上傳



Please authorize public access dates.

博碩士論文系統
Electronic Theses and Dissertations System

上傳 下載 查詢 分析 加值服務

中文版 / English 操作手冊下載 王小明 Logout

Input Metadata Full text Validate Pass

Thesis

step1 Key in

step2 Upload

step3 Submit

step4 Print

Other Function

Change log

Personal Data

Contact Us

Logout

step2 Upload If you have any problem, please Contact Us

Upload or delete full text 上傳或刪除書目延後公開申請書 (欲申請專利者，全文上傳後請點選此按鈕)

Dissertation/Thesis full text

Dissertation/Thesis full text: 電子全文

全文權授權：

☒ Immediate public access

☐ Immediate access at my school, open public access after year month day.

☐ Open access at my school after year month day; open public access after year month day

☐ Other:

Next



(3) Submit

Please submit the dissertation/thesis, when you have finished uploading.

中國文化大學 Chinese Culture University

博碩士論文系統 Electronic Theses and Dissertations System

上傳 下載 查詢 分析 加值服務

中文版 / English 操作手冊下載 王小明 Logout

Input Metadata Full text Validate Pass

Thesis

- step1 Key in
- step2 Upload
- step3 Submit
- step4 Print

Other Function

- Change log
- Personal Data
- Contact Us
- Logout

step3 Submit Submitted Click here to enter > validate your Dissertation/Thesis

Basic Abstract Table of Content Reference Dissertation/Thesis full text

Chinese Name : 王小明

Foreign Name : Joyce Chen

Chinese Title : 中國文化大學博碩士論文系統使用手冊

Foreign Title : Chinese Culture University Dissertation/Thesis System user manual

Advisor :

Chinese : 周云

Foreign :

E-mail of Advisor : joyce14203@gmail.com

Advisory Committee :

Chinese : 郭令

Foreign :

Date of Defense : 2013-05-10

Degree : 碩士

School Name : 中國文化大學

Department Name : 觀光事業學系

Academic Year : 101



Please click the “Cancel Validatic”, when you have to correct the context.

中國文化大學 Chinese Culture University

博碩士論文系統 Electronic Theses and Dissertations System

上傳 下載 查詢 分析 加值服務

中文版 / English 操作手冊下載 王小明 Logout

Input Metadata Full text Validate Pass

Thesis

- step1 Key in
- step2 Upload
- step3 Submit
- step4 Print

Other Function

- Change log
- Personal Data
- Contact Us
- Logout

step3 Submit (Submitted) Cancel Validatic

Basic Abstract Table of Content Reference Dissertation/Thesis full text

Chinese Name : 王小明

Foreign Name : Joyce Chen

Chinese Title : 中國文化大學博碩士論文系統使用手冊

Foreign Title : Chinese Culture University Dissertation/Thesis System user manual

Advisor :

Chinese : 周云

Foreign :

E-mail of Advisor : joyce14203@gmail.com

Advisory Committee :

Chinese : 郭令

Foreign :

Date of Defense : 2013-05-10

Degree : 碩士

School Name : 中國文化大學

Department Name : 觀光事業學系

Academic Year : 101



(4) Print

Please print the Authorization Form in duplicate which must be submitted to the university library and to the Office of Academic Affairs for approval for graduation.

The screenshot shows the 'step4 Print' interface of the Chinese Culture University Electronic Theses and Dissertations System. The page has a header with the university's name in Chinese and English, and the system's name. A navigation bar includes buttons for 'Input Metadata', 'Full text', 'Validate', and 'Pass'. A sidebar on the left lists 'Thesis' steps (step1 Key in, step2 Upload, step3 Submit, step4 Print) and 'Other Function' (Change log, Personal Data, Contact Us, Logout). The main content area is titled 'step4 Print' and contains three radio button options for public access: 'Immediate public access', 'Immediate access at my school + open public access after 2014 year 06 month 30 day', and 'Open access at my school after ... year ... month ... day; open public access after ... year ... month ... day'. There is also an 'Other :' section with a text area. A 'Print' button is highlighted with a red box at the bottom right of the main content area.

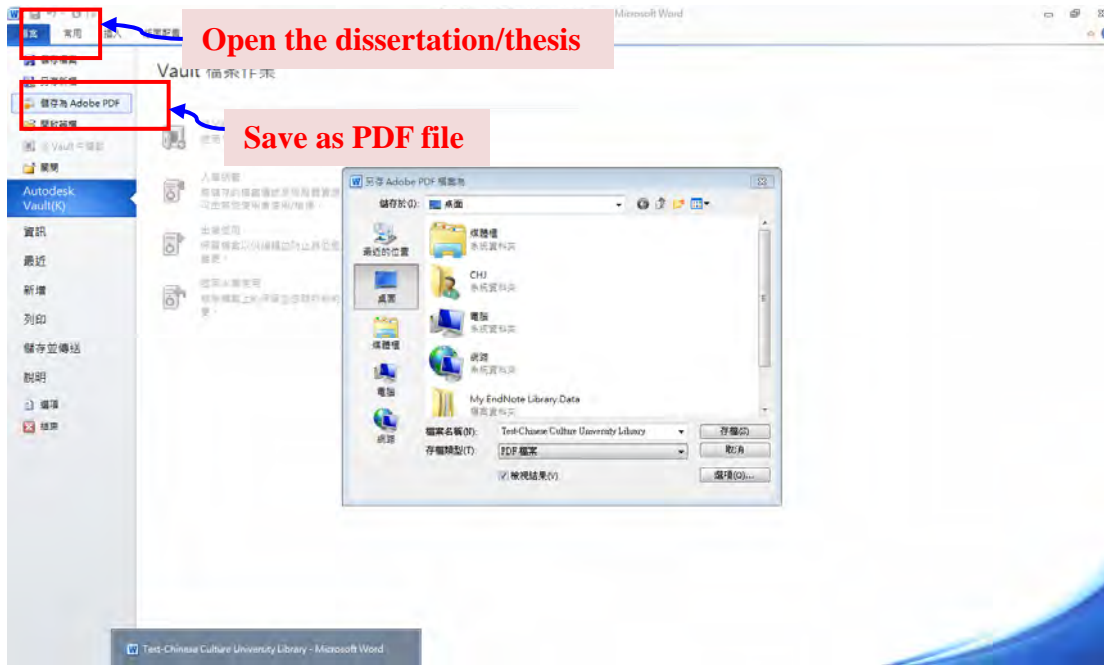


The screenshot shows the 'Dissertation and Thesis Authorization Form to Post Digital Copy Online'. The form has a header with the title and a note to mail the form to the National Central Library. It includes a unique ID: 101PCCU0328021. The form text states: 'This form is to authorize the use of the following dissertation/thesis (circle one) written to meet graduation requirements of Chinese Culture University in the department of 心理輔導學系 for the 二 semester of 101 academic year.' The title is '遊戲治療對社會退縮兒童之退縮行為與自我概念之成效探討'. The advisor is '蔡美香, Mei-Hsiang Tsai'. There is a paragraph of authorization text. Below it are three radio button options for public access: 'Immediate public access', 'Immediate access at my school, with public access after 2014 / 6 / 30', and 'Open access at my school after // 日 : open public access after 2014 / 6 / 30'. There is also an 'Other _____' option. The form includes fields for 'Name : 鄭文媛' and 'Signed : _____ Date (yyyy/m m/dd) : _____'. A 'Print' button is highlighted with a red box at the top left of the form content area.

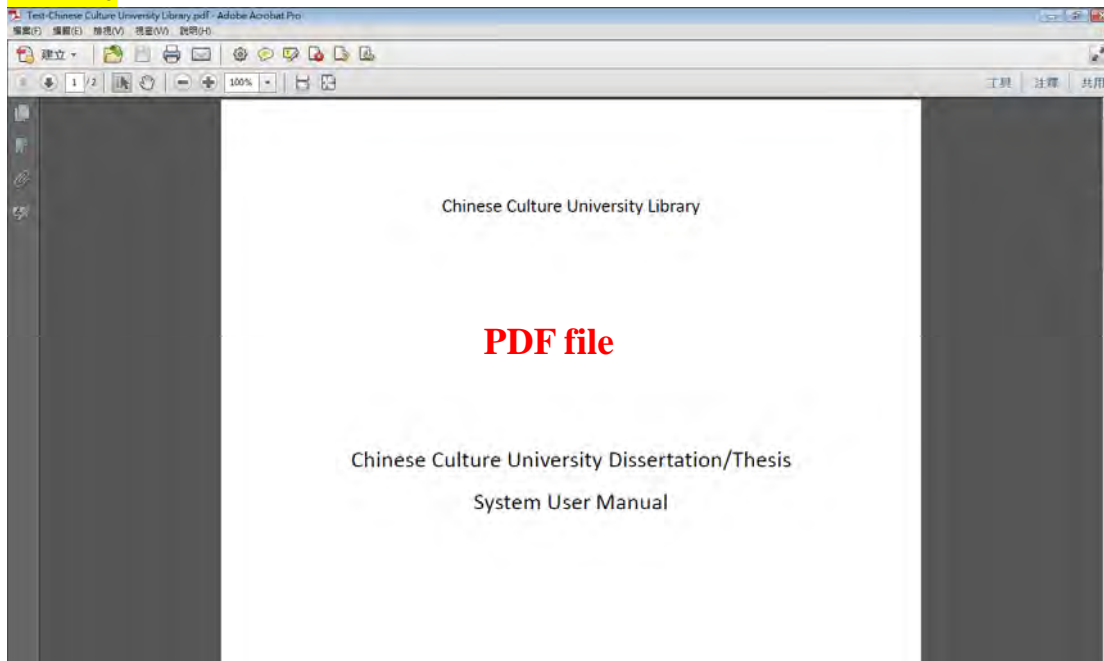
How to add watermark and security configuration

Convert the word file of your dissertation/thesis, including the title page, signature page of committee members, the acknowledgements, abstract, contents, full-text, references and appendix to single PDF file.

1. Open the file and save it as a PDF file



PDF file



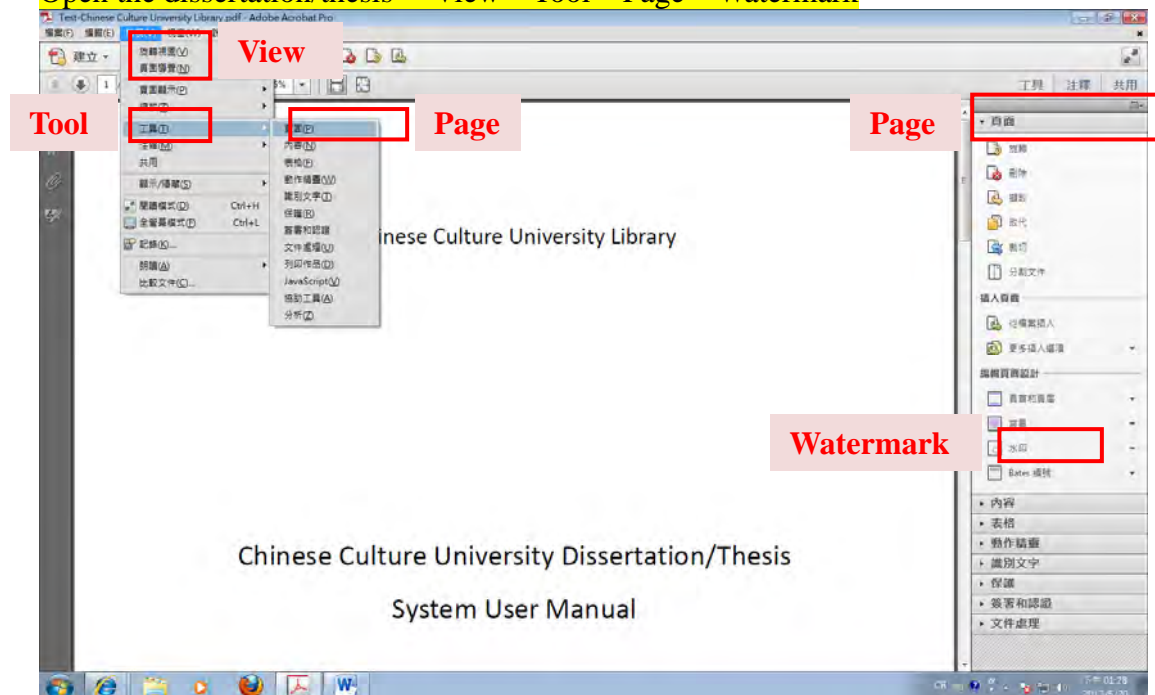
2. Add watermark and security configuration

Students should use computers that are installed with the Adobe Acrobat X Professional (Students could use in Library and Ta-Yi Building Room 410) to add watermark and security configuration.



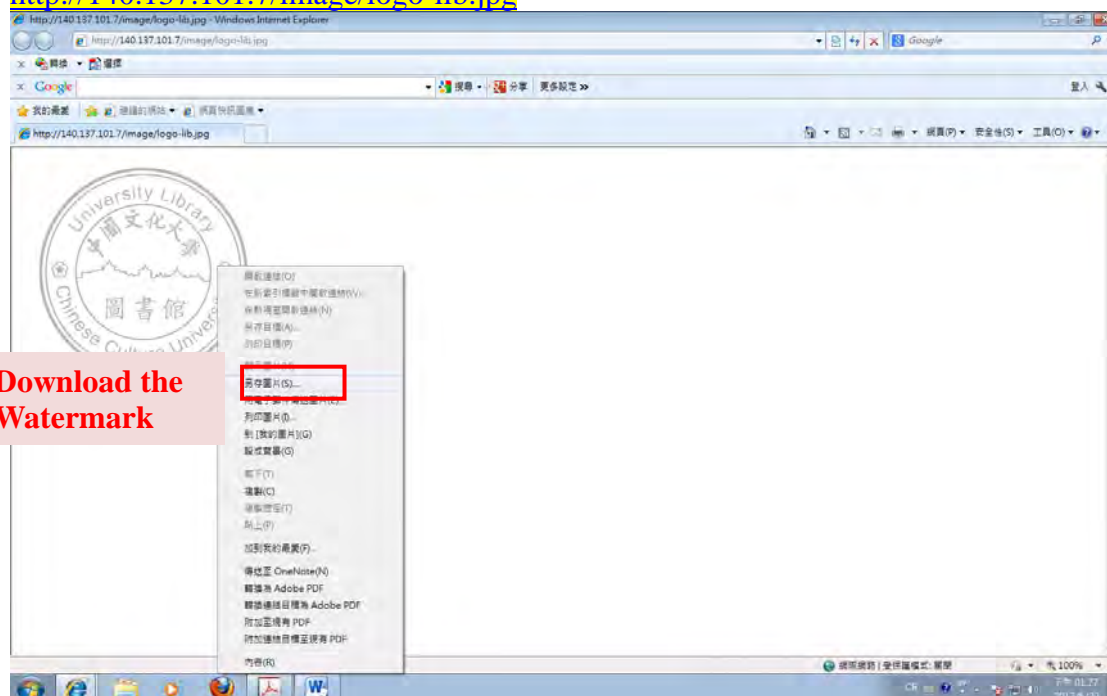
3. Add watermark:

Open the dissertation/thesis → View → Tool → Page → Watermark

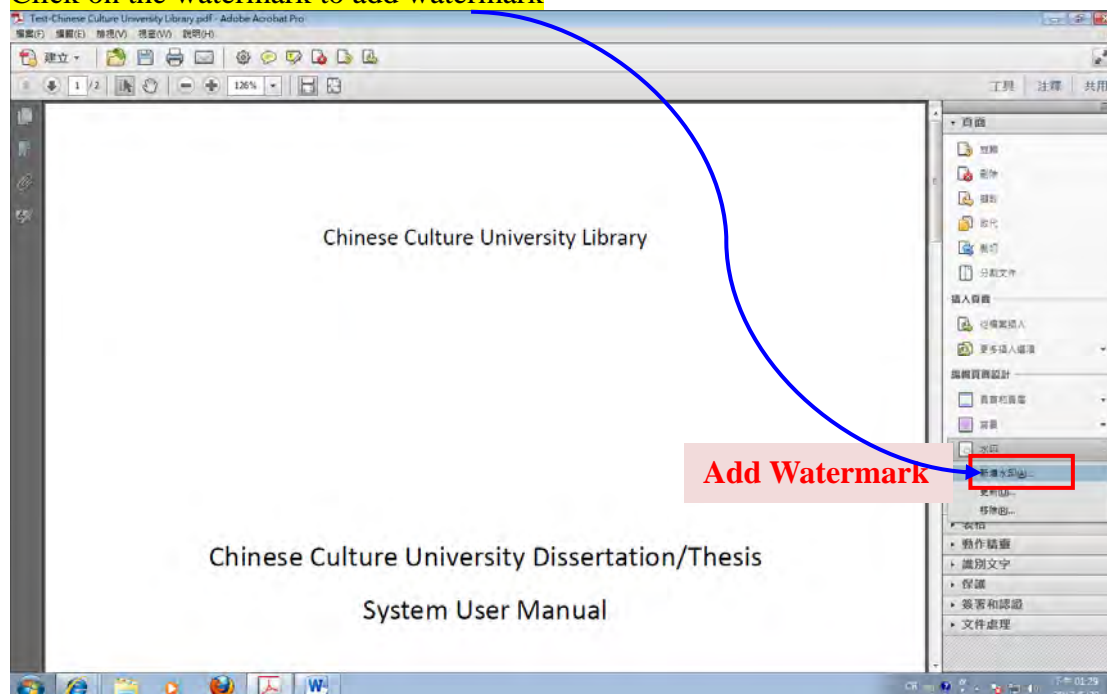


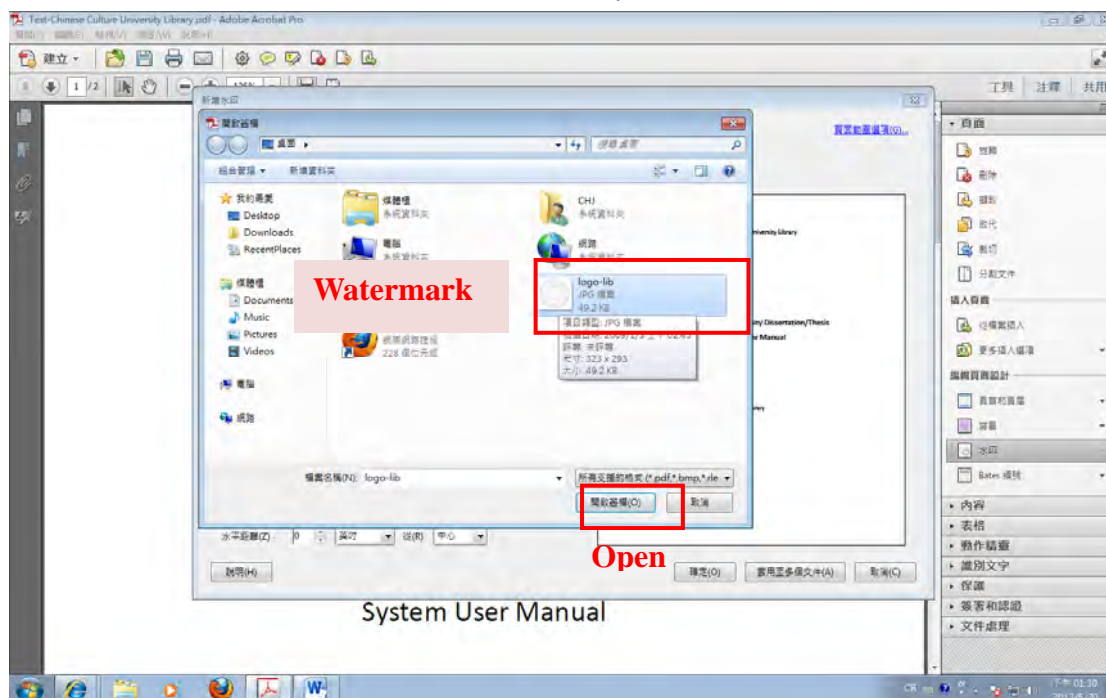
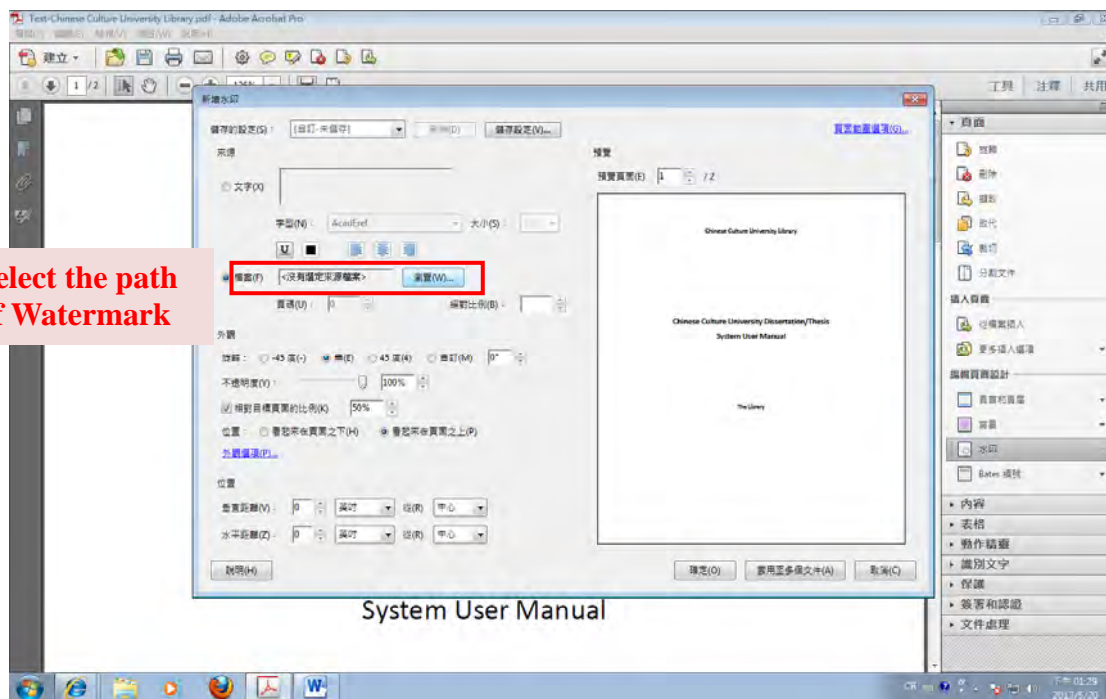
Please click the URL(listed as below) to download the watermark.

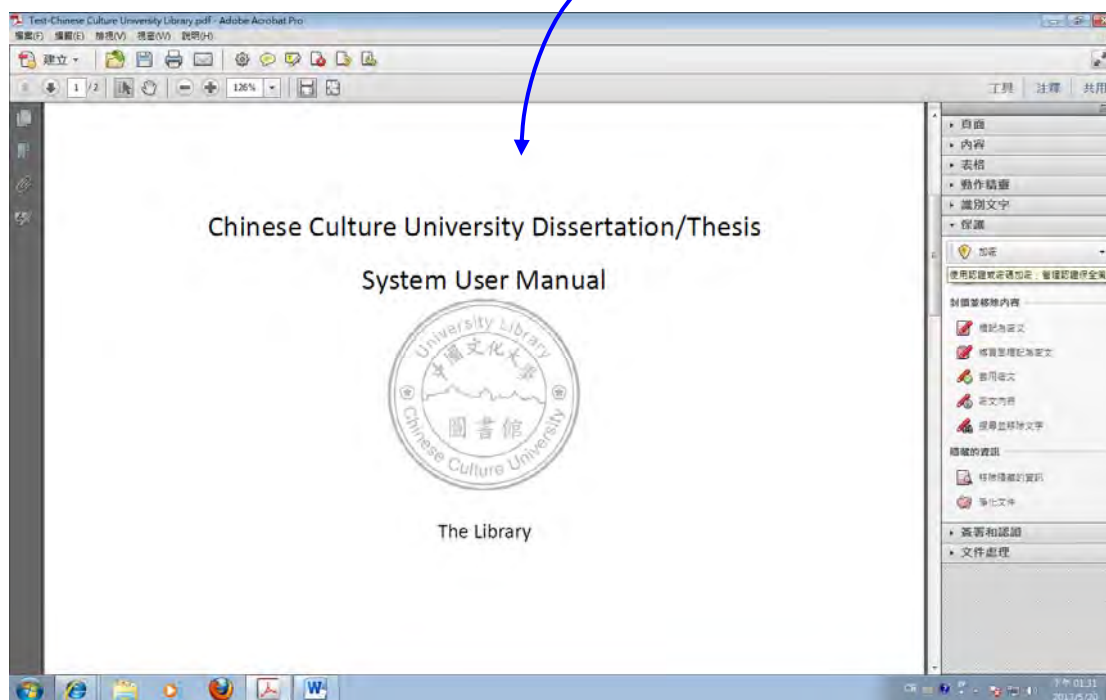
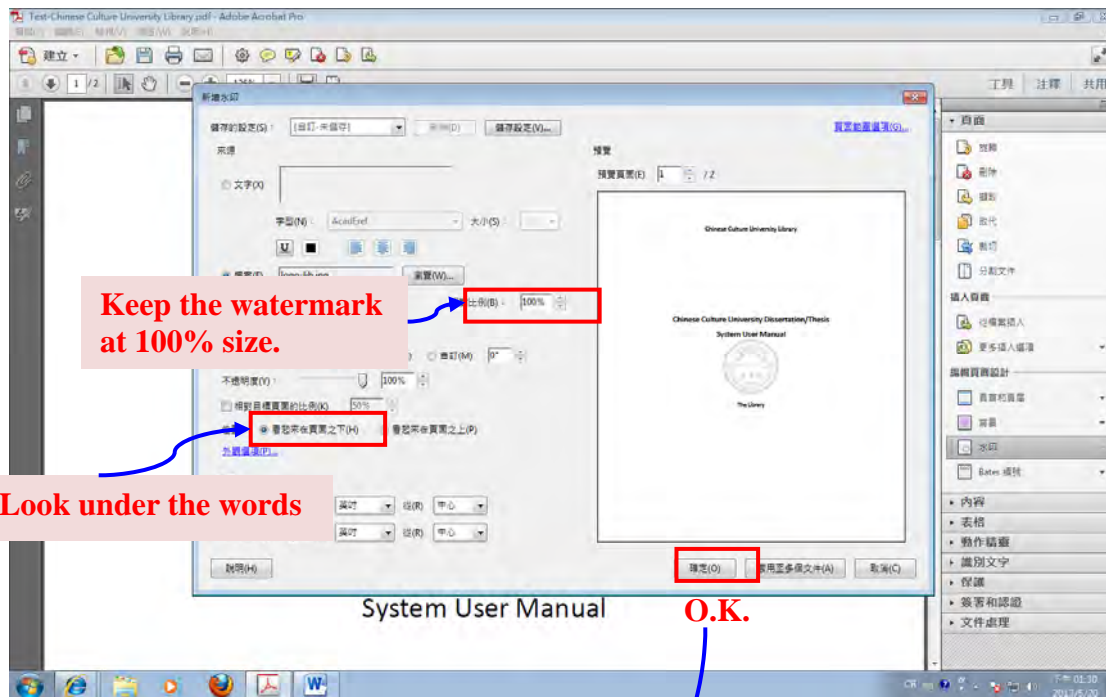
<http://140.137.101.7/image/logo-lib.jpg>



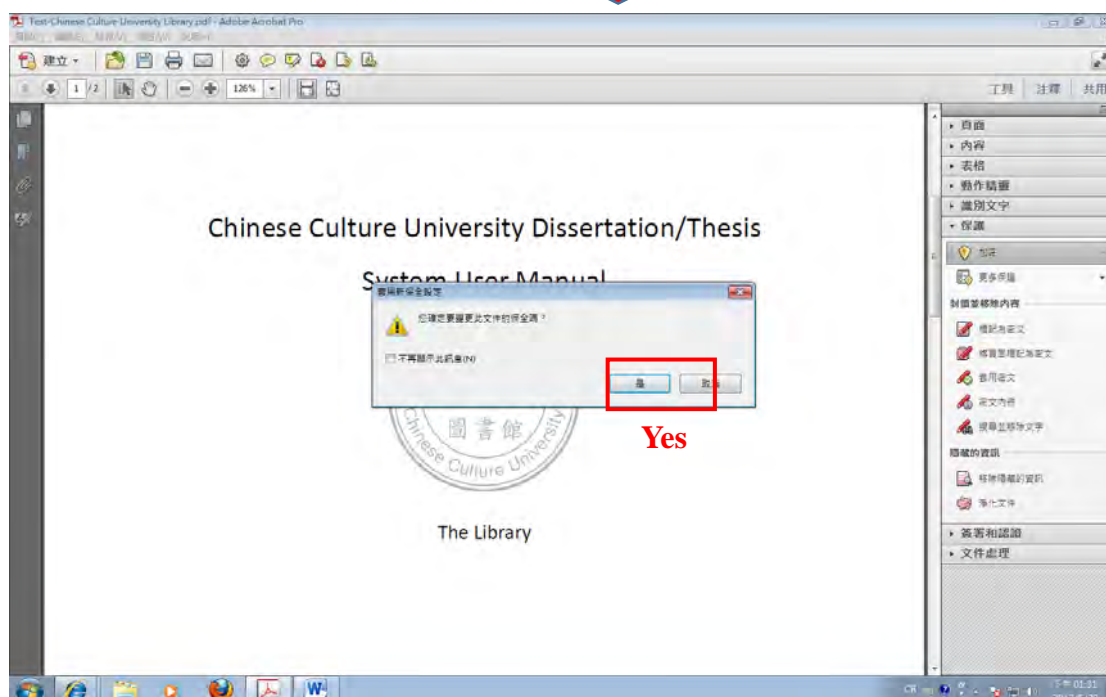
Click on the watermark to add watermark

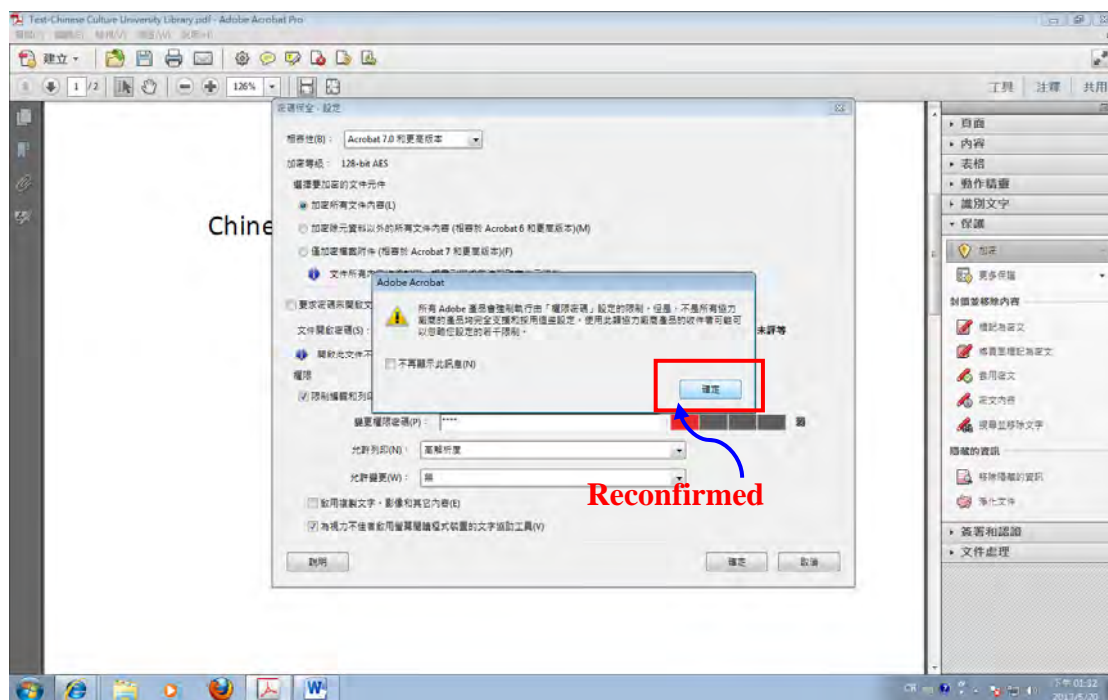
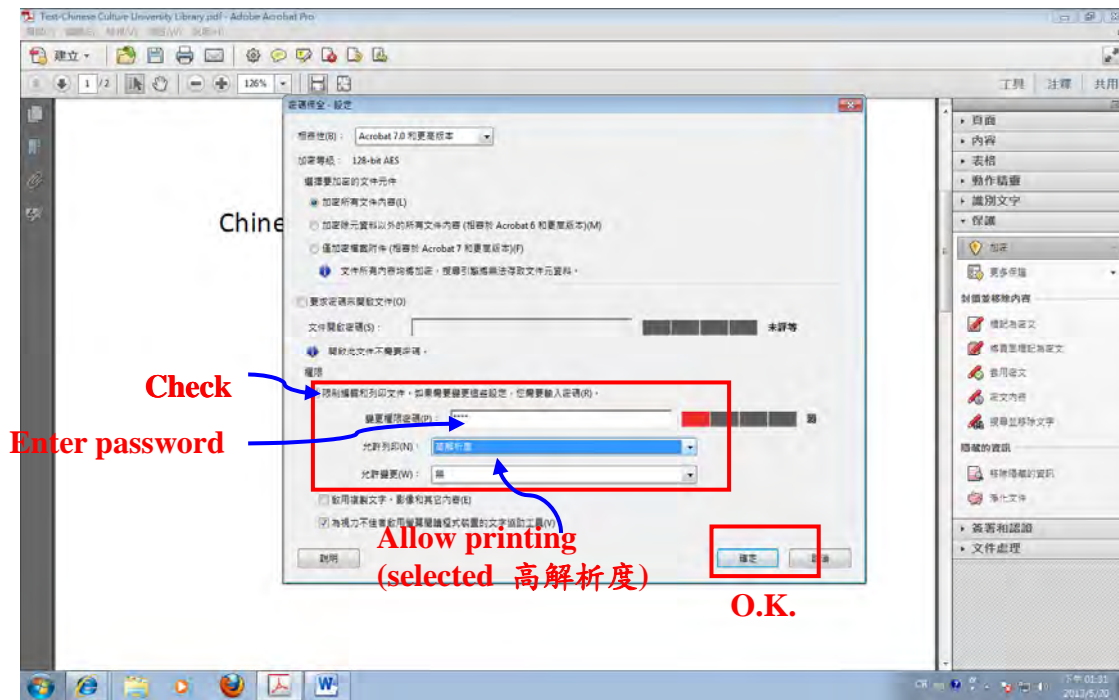


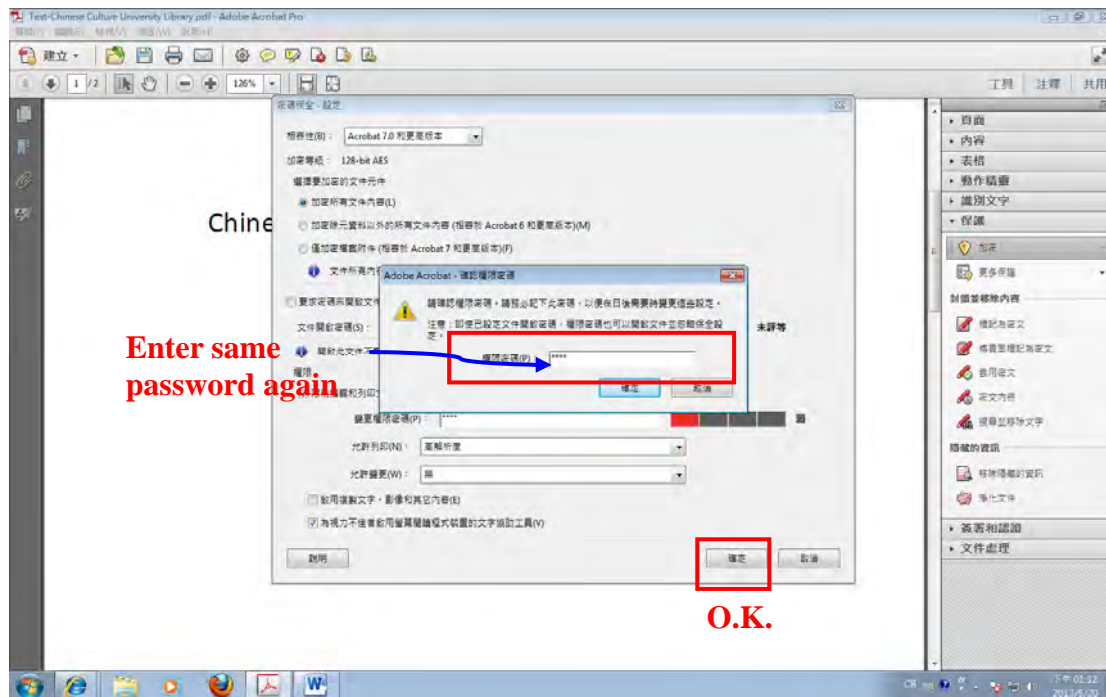




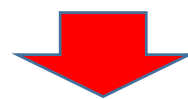
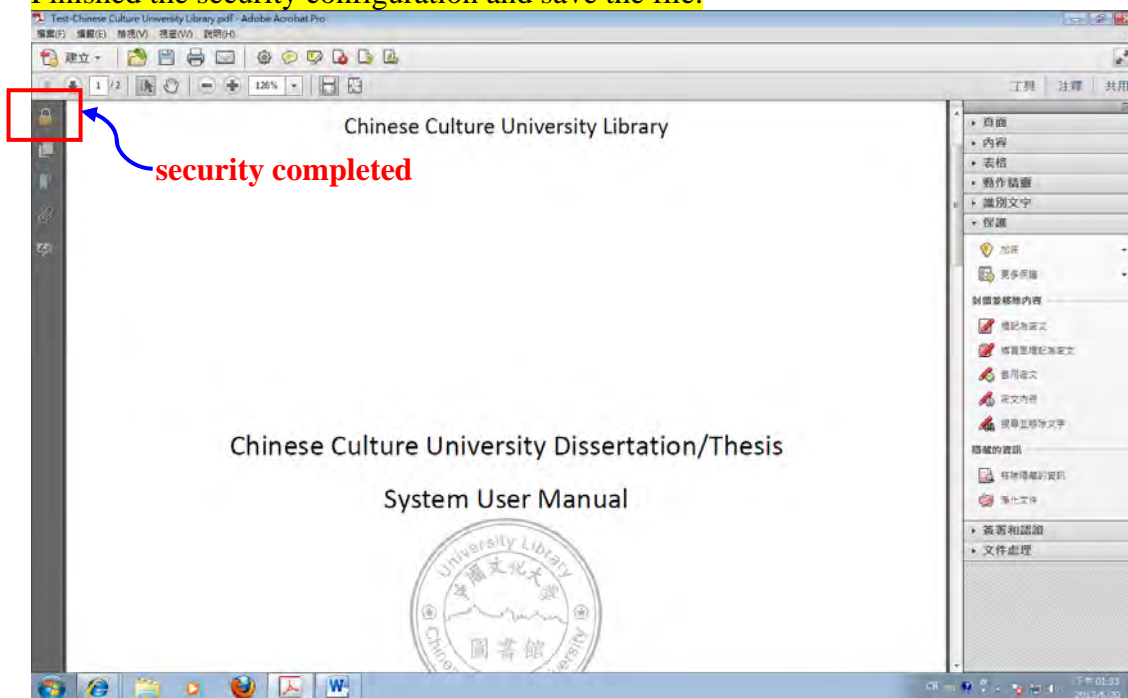
4. Security configuration:

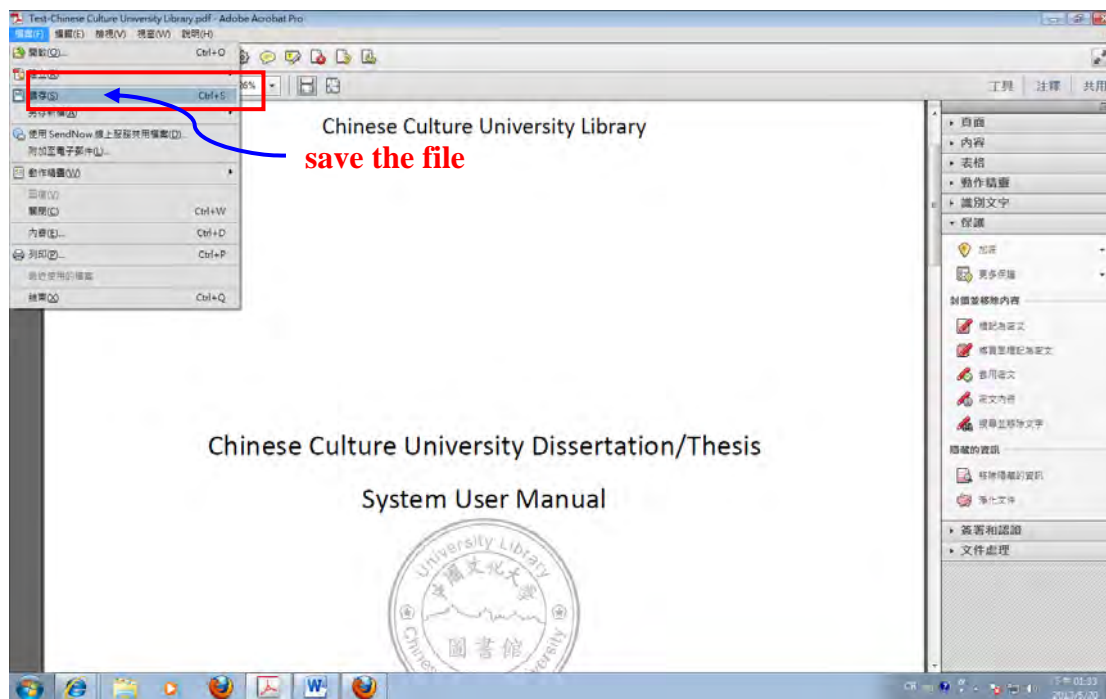






Finished the security configuration and save the file.





*If you have any questions, please mail to lyk5@ulive.pccu.edu.tw
Or call (02) 28610511 # 14217, thank you!*