

Manual

Approval Procedure of Topic Requests in Master Thesis Information System

Instructions

> Go to https://mathis.cumulus.vub.ac.be

(don't forget https:// and in case required, confirm the security exception for the VUB certificate)

● ○ ○ I VUB - MaThis ×		R _M
\leftarrow \rightarrow C \Box mathis.cumulus.vub.ac.be/User/Login		☆ =
Master Thesis Information System		Help
	Log in	
	Use your VUB credentials to log in.	
	Login	
	Password	
	Remember me?	
	Log in	
	Forgot your VUB username or password?	
	Forgot your VJB username or password?	

© 2014 - VUB MaThis

> Log in with your usual VUB credentials

To Be Confirmed

Students who already worked on a paper or Master Thesis under the supervision of a promotor in the previous academic year will be notified at the start of the new academic year that they can request a confirmation of the continuation of the supervision by the same promotor on the same (or very similar) topic. It is up to the student to initiate the confirmation procedure in MaThIS.

On your Dashboard, in the column Topics, you can click on "To be confirmed" to find an overview of the students who can currently apply for confirmation. <u>Only after the student has initiated the request, you will receive an email message and can take action.</u>

We would like to remind you of the options you have, and consequences for the students:

> approve: the student can continue the research under your supervision during academic year;

> reject: the student needs to find another topic and promotor, but can only apply for a new topic when MaThIS is open for applications; this is quite a drastic measure and only recommended for cases where serious problems occurred in terms of the supervision and commitment; the topic's status in your list changes to Open again;

> invite to resubmit: the student needs to change the title/language/status update based on the advice you provide with the invitation to resubmit. After receiving the invitation, the student can rework the request and resubmit, but the student can also decline the invitation – in that case, the student also needs to apply for another topic and promotor when MaThIS is open for new applications; the topic appears in your list of available topic with status Open again.

New requests

Either follow this procedure:

> Go to the email message announcing the request and click the link for the appropriate action

▼ Mathis System To: Lieselot Vanhaverbeke ⊲lieselot.vanhaverbeke@vub.ac.be> [MaThIS] Revision for your topic 'Verschil tussen consumentenattitude en gedrag: vergelijkende studie van methodes en toepa elektrische voertuigen' awaiting your decision	7 Oct 2014 14:13 Hide Details ssing op 2014 - Q4
Dear Lieselot VANHAVERBEKE,	
Student Oriane De Neve has revised the application for your topic 'Verschil tussen consumentenattitude en gedrag: vergelijken toepassing op elektrische voertuigen' at 07/10/2014(02:13:28).	de studie van methodes en
Please find the details of the application at the end of this message.	
We kindly invite you to take a decision about this application: - <u>approve</u> (with optional comment) - <u>invite</u> a revision (with brief advice) - <u>reject</u> (with brief motivation)	
By clicking on one of the above links, you will be directed to the Master Thesis Information System and can immediately validat Master Thesis Coordination Team	e the decision. Kind regards,
Email: masterthesis.es@vub.ac.be Website: https://mathis.cumulus.vub.ac.be	
Details of the application:	
Topic: Verschil tussen consumentenattitude en gedrag: vergelijkende studie van methodes en toepassing op elektrische voertu consumentenattitude en gedrag: vergelijkende studie van methodes en toepassing op elektrische voertuigen Student: Oriane De Neve Program: M.Sc. Handelsingenieur Language: NL Type: thesis Submitted on: 07/10/2014 02:13:28	igen / Verschil tussen
Student's title: Verschil tussen consumentenattitude en gedrag: vergelijkende studie van methodes en toepassing op elektrisc	he voertuigen

Student's proposal: Beste mevr Vanhaverbeke. De bedoeling is om de thesis in juni 2015 in te dienen. Ik was van plan een afspraak met u te regelen wanneer het onderzoek werd goedgekeurd zodat ik contact kon opnemen om mijn onderzoek te starten (Deze zou deels verdergaan op een gegeven paper) en dit zo snel mogelijk. Ik wou graag mijn enquêtes en testen afhebben voor de kerstblok om in tweede semester volledig te focussen op het uitschrijven ervan en de besluiten en dergelijken.

The student has declared that he/she is aware of the recommendations and regulations concerning plagiarism and the sanctions imposed in case of plagiarism, and declares that he/she will abide them in good faith.

> Approve with optional comment; Invite for resubmission with mandatory advice; Reject with mandatory motivation

> Motivate your decision

Or follow this procedure:

> On your Dashboard, in the column Topics, click on "Requested" (Per topic only 1 student application) or

"Requested multiple applications" (Per topic 1 or more student applications. You have the option to accept 1 or more students per topic.)

> Find the topic for which one or more students submitted a request in the list and click "Details"

Master Thesis Information System	Dashboard	Admin 🗸	Available topics	Students	Jury reports	W	/elcome, Liese	lot L	og off.	Help
Index										
Create New Show 10 + entries							Search:			
TitleNL / TitleEN					Programs	\$	Student 🔶	State	us 🍦	A
Verschil tussen consumentenattitude en gedrag: vergelijkende studie van methodes en toepassing op elektrische voertuigen Verschil tussen consumentenattitude en gedrag: vergelijkende studie van methodes en toepassing op elektrische voertuigen					M.Sc. Handelsingenieur	C N	Oriane De Neve		ed	Details
						Fire	t Previous	1	Next	Last

© 2014 - VUB MaThis

Approve

Invite resubmit

> Approve with optional comment; Invite for resubmission with mandatory advice; Reject with mandatory motivation



Reject

> Motivate your decision

Master Thesis Informat	tion Syster	n Dashboard	Admin - Available tonics Students Jury reports	×	Welcome, Lieselot	Log off	Help
Information to	opic	Applove app					
Onderwerp (nl) Topic (en)	Verschil tus Verschil tus	Approve the ap consumenten toepassing op	pplication of Oriane De Neve for the topic Verschil tussen attitude en gedrag: vergelijkende studie van methodes en elektrische voertuigen	2	lektrische voertuigen lektrische voertuigen		
Programs M.Sc. Hanc Keywords NL - Keywords EN - English Dutch Details Status Requested Start Year 2013	Comments	Optional comment to send with approval					
Information c	urrent		Cancel Approve	e			
Name Program Language Title Proposal	Oriane De M.Sc. Hand NL Verschil tus Beste mevr onderzoek paper) en d op het uitso	sen consumenter Vanhaverbeke. D werd goedgekeur it zo snel mogelijj hrijven ervan en	nattitude en gedrag: vergelijkende studie van methodes en toepas e bedoeling is om de thesis in juni 2015 in te dienen. Ik was van p d zodat ik contact kon opnemen om mijn onderzoek te starten (D k. Ik wou graag mijn enquêtes en testen afhebben voor de kerstbl de besluiten en dergelijken.	ssing op el blan een af beze zou de lok om in t	lektrische voertuigen Ispraak met u te regelen eels verdergaan op een weede semester volledi	wanneer h gegeven g te focuss	net en
Approve Invite result	omit Reje	ct					