Manual

Preparing for submission in Master Thesis Information System
v2018-2019

Step 1: Log in to MaThIS with your VUB netID and password

Step 2: On your Dashboard, click on the link where it says: "click here to prepare the submission documents"

Step 3: Make sure your role number (=student number), academic year and the title of your thesis in Dutch and English are correct. You can make adjustments if needed.

Step 4: Scroll down to bottom of the page. Click "Save & generate documents". The cover page and submission documents will be generated and downloaded.

REMARK: If needed you can repeat this process by logging out of MaThIS and logging in again.