

REQUIRED DOCUMENTS FOR ETD

Submit the following to the Graduate School:

- One original paper copy of the Approval form with signatures
- One original paper copy of the Oral Defense form
- Human Subjects Committee Approval form (if applicable)
- Survey for Earned Doctorates (Ph.D. Only): sed.norc.org/doctorate/showRegister.do

FOR GUIDELINES FOR PREPARATION AND SUBMISSION OF THESES AND DISSERTATIONS, VISIT:

<http://gradschool.siu.edu/current-students/thesis-dissertation-researchpaper/etd-overview.php>

ETD SUBMISSION SITE:

dissertations.umi.com/siu

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- copyright.gov/fls/fl102.html
- libguides.lib.siu.edu/content.php?pid=478515&sid=3982644
- www.lib.siu.edu/copyright

CONTACT INFORMATION

FOR PDF CONVERSION AND FORMAT ASSISTANCE:

ETD Help
618/453-4514

ETD QUESTIONS:

Graduate School
618/453-4514
etdsupport@siu.edu

TECHNICAL HELP:

877/408-5027

GRADUATION AND FEES QUESTIONS:

Graduate School
618/453-4523

PERSONAL BOUND COPIES:

University Bookstore
618/536-3321

ETD

ELECTRONIC THESES AND DISSERTATIONS

GRADSCHOOL.SIU.EDU

SIU SOUTHERN ILLINOIS UNIVERSITY
GRADUATE SCHOOL
CARBONDALE

Student Services Building, 3rd Floor, Room 310
Mail Code 4716
Southern Illinois University
1263 Lincoln Drive
Carbondale, IL 62901

WHAT IS AN ETD?

Electronic Theses and Dissertations (ETDs) are an electronic submission of a student's written thesis or dissertation in a PDF format. ETDs provide a new method for graduate students at Southern Illinois University to submit theses and dissertations using a technologically advanced medium for expressing ideas by incorporating multimedia objects. ETDs can be available to anyone that can browse the Internet.

WHY ETD?

- Improve graduate education through more effective sharing
- Opportunity to better express ideas
- World-wide access to scholars
- Timely sharing of technology, knowledge, and peer review
- Economical

WHAT IS THE PROCESS FOR SUBMITTING AN ETD?

1. Read Graduate School Guideline for Preparation of Theses, Dissertations.
2. Use templates
3. Write your thesis or dissertation. Follow your departmental style guide.
4. Submit the Graduation Application Form to the Graduate School by week 4 of the semester you are planning to graduate. **PASS YOUR DEFENSE**
5. Have your committee sign the Approval forms (One Approval form and one Oral Defense form for ETD).
6. Convert your thesis/dissertation to pdf format. Must be ONE file.
7. Have your committee members review the pdf file
8. Submit original Approval form and Oral Defense form to the Graduate School.
9. Submit Earned Doctorate Survey (doctoral students only).
10. Submit your ETD online at dissertations.umi.com/siu one week prior to the deadline for a format check.
11. Graduate School will notify the student of the approval status.

GUIDELINES FOR ETD

The format of the ETD in PDF should be as suggested in the Graduate School Guidelines and department writing style manual. Consult with the Graduate School before final submission.

SUGGESTED FORMAT FOR ETD

(see Templates on ETD Website)

1. Front Matter
 - a. Title
 - b. Approval page
 - c. Abstract
 - d. Acknowledgment (optional)
 - e. Preface (optional)
 - f. Table of Contents
 - g. List of Tables
 - h. List of Figures
2. Body Matter
 - a. Multimedia Objects
 - b. Simple Objects
 - c. Complex Objects
3. Back Matter
 - a. Appendix
 - b. Vita
4. Recommended file formats
 - a. Full Text of an ETD PDF (.pdf)
 - b. Images PDF (.pdf)
 - c. JPEG (.jpg)
 - d. CompuServe GIF (.gif)
 - e. TIFF (.tif)

Cost: Paid by credit card at the time of submission.

SIU Library copy	\$28
Copyright	\$55 (optional)

**ALL REVISIONS ARE DUE BY THE DEADLINE DATE.
NO EXCEPTIONS!!!**