My thesis online!

If, in agreement with your supervisor, you want the text of your thesis to be accessible online, you can publish it in AlmaDL - AMS Laurea (https://amslaurea.unibo.it/).

If you choose not to publish the thesis, or to publish only the bibliographical references (author, title, abstract, etc.), the full text of the thesis is transmitted exclusively to the Regional Archive Centre of Emilia-Romagna (ParER) for long-term preservation. This choice is irreversible and the AlmaDL staff will no longer be able to retrieve the thesis file in any way.

What is AlmaDL - AMS Laurea?

It is the Institutional repository of the University of Bologna, where you can publish, after uploading the file in Studenti Online - SOL, your thesis by choosing the level of access and a user licence for remote users.

SOL and AMS Laurea are different tool, but integrated in an automated way.

How can I publish my thesis in AMS Laurea?

Upload your thesis to Studenti Online - SOL, by the deadline indicated on your CdS website: you will be able to start the online publication process in AMS Laurea at the same time.

What is meant by choice of access level and licence?

It means that when you upload your thesis to SOL, you have to choose, having already agreed this with your thesis supervisor, whether to allow:

- An online access to the full text free for all, immediately after the discussion;
- An online access to the full text free for all, only after a certain date (e.g. if pending patent activation or following confidentiality agreements with third parties). During this embargo period, the thesis is only accessible to the author and the supervisor;
- Online access limited to users with Unibo credentials.

What is the deposit declaration?

It is a document generated by Students Online - SOL, with which you explicitly give your permission to the online publication of your thesis. It is absolutely required if you want your thesis to be available online.

How do I express my interest in publishing my thesis online?

You must print, sign and email, by the deadlines indicated on the Cds website, a scan of the deposit declaration and a valid identity document to the address of the Central Library "Leon Battista Alberti" - Central Section
Bilbiotecacesena.info@unibo.it

For collaborative theses, everyone must submit their own signed declaration.

Instructions for downloading the deposit declaration will be sent to you by e-mail after approval by your supervisor.

In which format must the thesis file be submitted?

The thesis file must be in textual PDF format, including the title page, according to the template provided by the CdS and must not have any protection or password. It may contain low resolution images (recommended resolution 72 dpi) and must not exceed 30Mb.

For files larger than 30Mb or for help with uploading please contact: help.studentionline@unibo.it - tel. 051 2099882.

How do I name the file?

Name the file as follows surname_name_thesis (e.g. rossi_manuela_thesis.pdf) (the word thesis, not the title of the thesis). For collaborative theses, each participant must indicate his or her surname followed by the surname of all the other students surname1_surname2_thesis (e.g. rossi_bianchi_thesis.pdf is the deposit of Mr. rossi who worked together with Mr.bianchi)

Can I add attachments to the main thesis file?

You can also make attached files available, but only if you have chosen remote accessibility for the full text of the thesis. It is not possible to give different accessibility to the thesis file and attachments.

Preferably choose the same level of accessibility for each attachment as for the thesis and a licence agreed with the thesis advisor.

Files must include the bibliographical information on the title page of the thesis and the word 'Attachment' preceded by the surname of the undergraduates (if there are more than one attachments, they must be numbered: e.g. Surname1_Surname2_Annex1 and Surname1_Surname2_Annex2....). In the case of text files, or collections of images, include an index page describing the contents of the attachment.

The file name must not exceed 500 characters.

Each .pdf file attached to the thesis work must not exceed 30Mb.

For students of the CdS in Architecture: any accompanying tables to the thesis may not exceed 12 (as indicated in the CdS Thesis and Degree Workshop Regulations), therefore the attachments to the thesis may not exceed this number.

How do I complete the publication process?

As soon as your supervisor comes to SOL to check that the thesis and its level of access indicated by you are correct, he/she will proceed with approval: **you will receive an e-mail with instructions on how to print the declaration, which is essential to complete the publication process**.

You must print, sign and send by e-mail, within the deadline indicated on the CdS website, the scan of the declaration of deposit and the scan of a valid identity document to the address of the Central Library "Leon Battista Alberti" - Central Section bibliotecacesena.info@unibo.it

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