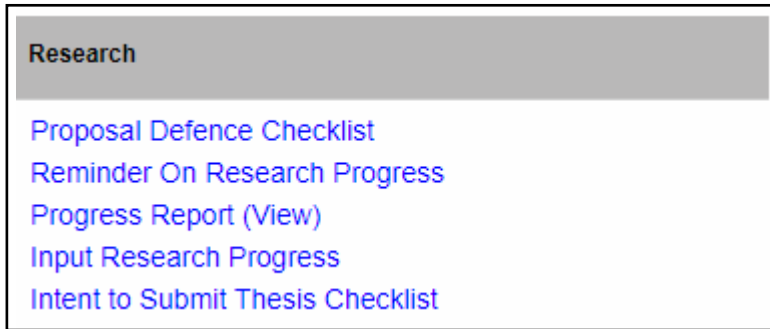
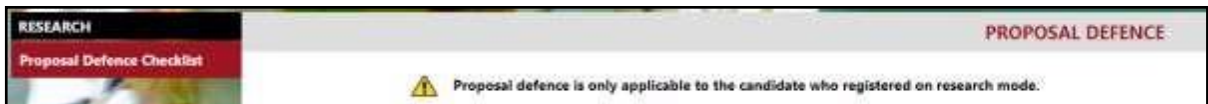


Application for Proposal Defence Screen (Student Portal)

- 1) Student Portal > Academic tab > Research > Proposal Defence Checklist.



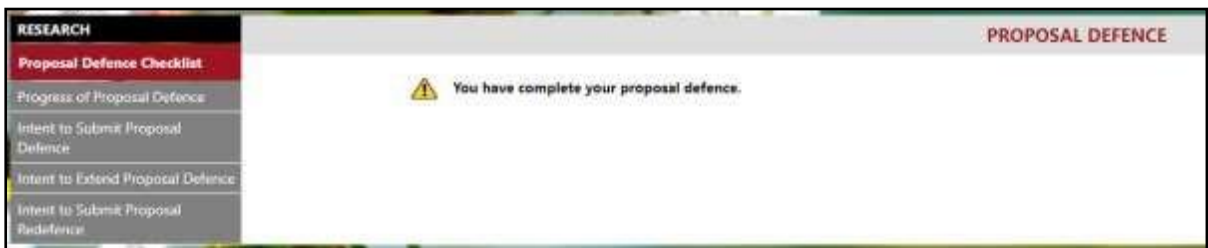
- 2) This menu is accessible ONLY for research mode students. If students other than research mode click on the menu, the following message screen will be displayed:



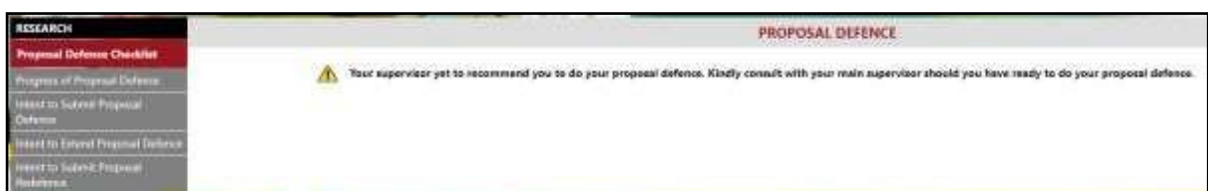
- 3) From the Proposal Defence Checklist menu, the Progress of Proposal Defence screen is displayed:



- 4) To apply for the proposal defence, click the Intent to Submit Proposal Defence' menu. If a research mode student is NOT eligible to apply for the proposal defence, the screen below will be displayed. Examples of ineligibility include cases where proposal defence information already exists:



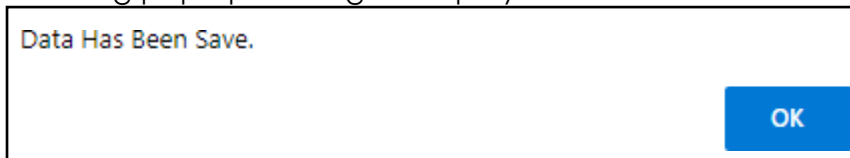
- 5) For research mode students whose supervisor has not input the research progress report as "Notifying to submit proposal defence", the message below will be displayed:



[STUDENT] MANUAL FOR INTENT TO SUBMIT PROPOSAL DEFENCE

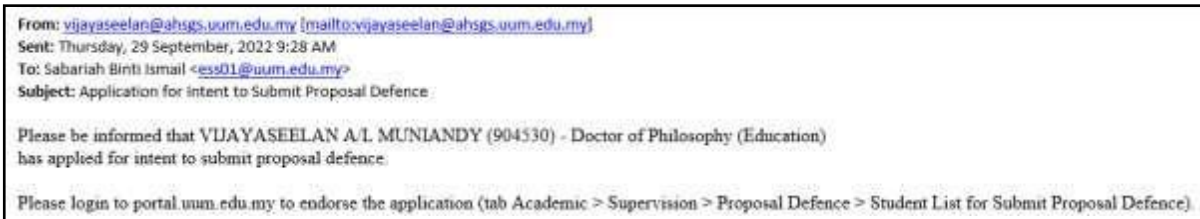
- 6) If the research mode student is eligible to apply for a proposal defence, the Intent to Submit Proposal Defence screen is displayed:

- 7) Update the cell phone number and alternative email (if necessary). Upload the proposal abstract and proposal document (mandatory). If the proposal abstract or proposal document has not been uploaded, the SAVE button CANNOT be clicked.
- 8) When you click the save button and the information is successfully saved, the following pop-up message is displayed:



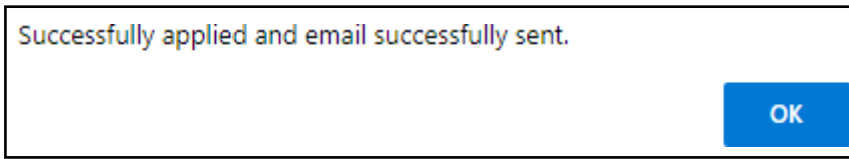
Click the "OK" button and return to the Intent to Submit Proposal Defence screen.

- 9) When the student clicks on the confirmation box and then clicks the Apply button, a notification email is automatically sent from the student to the supervisor:



[STUDENT] MANUAL FOR INTENT TO SUBMIT PROPOSAL DEFENCE

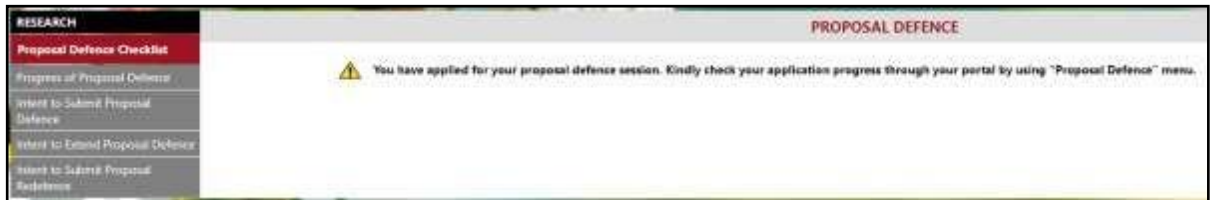
and the following message pops up:



Click the "OK" button and you will return to the Progress of Proposal Defence screen. Students can check the current status of the proposal defence application on this screen.



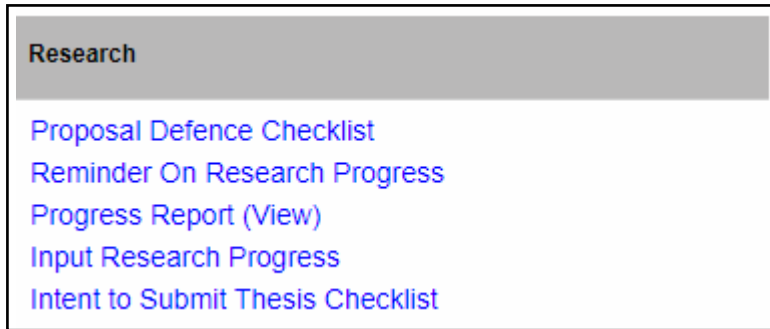
- 10) If you click on the Intent to Submit Proposal Defence menu after submitting a proposal defence request, the following message will be displayed:



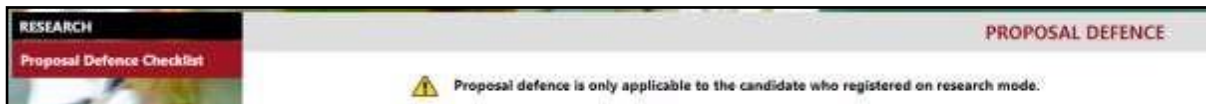
- THE END -

Application for Proposal Redefence Screen (Student Portal)

- 1) Student Portal > Academic Tab > Research > Proposal Defence Checklist



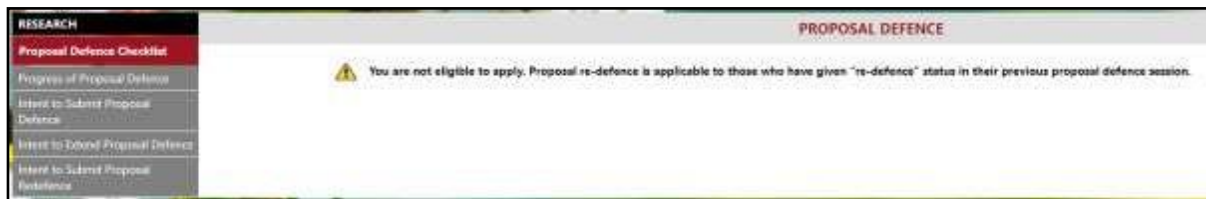
- 2) This menu is accessible ONLY for research mode students. If students other than research mode click on the menu, the following message screen will be displayed:



- 3) From the Proposal Defence Checklist menu, the Progress of Proposal Defence screen is displayed:



- 4) To apply for a proposal redefence, click the Intent to Submit Proposal Redefence menu. If a research mode student is NOT eligible to apply for a recommendation resubmission, the screen below is displayed:



[STUDENT] MANUAL FOR INTENT TO SUBMIT PROPOSAL DEFENCE

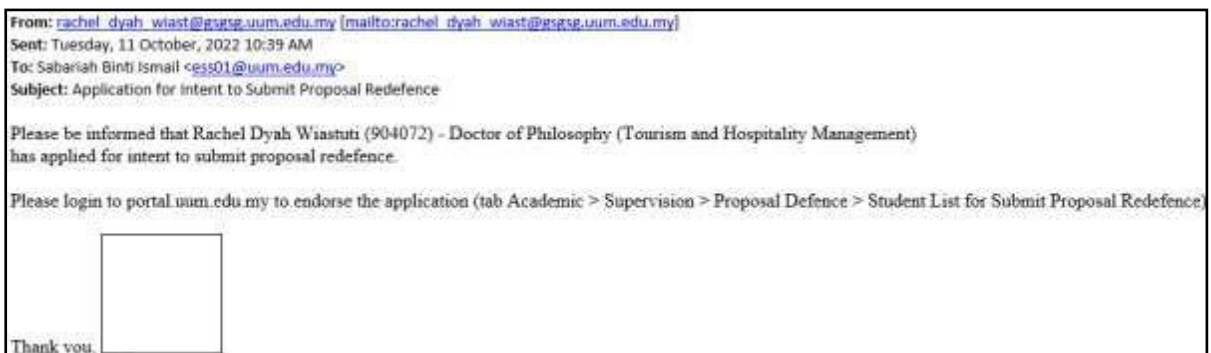
- If the research mode student is eligible to apply for proposal redefence, the Intent to Submit Proposal Redefence screen is displayed:

- Update the cell phone number and alternative email (if necessary). Upload the proposal abstract and proposal document (mandatory). If the proposal abstract or proposal document has not been uploaded, the SAVE button CANNOT be clicked.
- Click the "Save" button, the following pop-up message will be displayed:



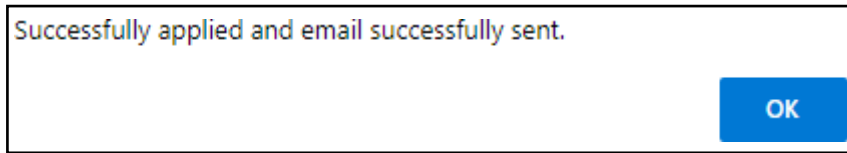
Click the "OK" button and return to the Intent to Submit Proposal Redefence screen.

- When the student clicks the confirmation box and the apply button, a notification email is automatically sent from the student to the supervisor:



[STUDENT] MANUAL FOR INTENT TO SUBMIT PROPOSAL DEFENCE

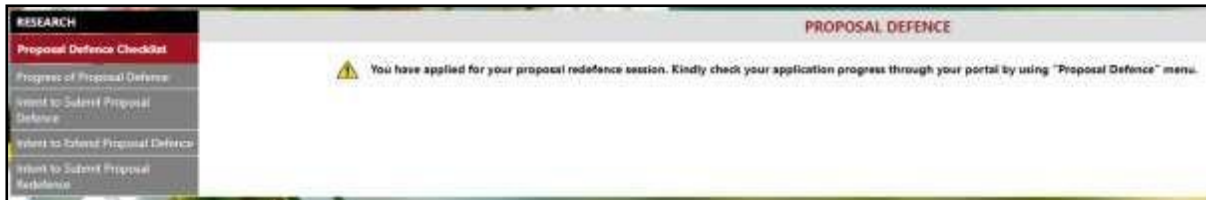
and the following message pops up:



Click the "OK" button and return to the Intent to Submit Proposal Defence screen:



- 9) If the student has applied for proposal redefence and clicks again on the Intent to Submit Proposal Redefence menu, the screen below is displayed.



- THE END -