

SZTE Repository of Dissertations upload guide

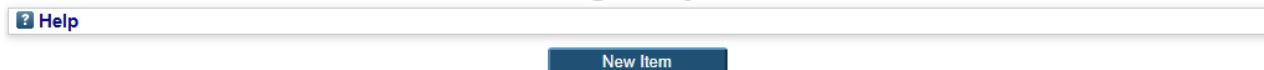
According to the **SZTE Regulations of the Awarding of the Doctoral Degree**, Phd candidates are responsible for uploading the **dissertation** and **booklets** in PDF format to the [SZTE Repository of Dissertations](#) operated by the **SZTE Klebelsberg Library**. Assessment procedure can only be started after the dissertation has already been archived in the repository!



To upload the PhD thesis to the Repository of Dissertations, **registration** is required, which can be initiated in the **Create Account** menu at <http://doktori.ek.szte.hu/>.

After logging in to the site, click on the **New Item** button in the **Manage deposits** menu to open the **editable** form.

Manage deposits



This guide contains the fields that PhD candidates are **required** or **recommended** to fill in. Fields marked with **asterisk (*)** in the **Edit Item** form are **mandatory**.

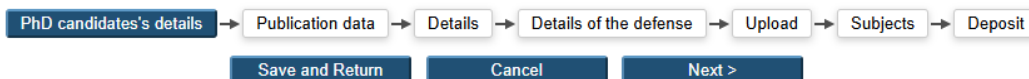
Navigation between data groups can be performed by the **Next** and **Previous** buttons. Clicking on the **Save** button saves the repository item in the **User Workarea** only! The repository item can be saved at any time during the process of edition. The saved item can be accessed in the **Manage deposits** menu. To return to editing the item, click on the **magnifying glass icon**.

Last Modified ▼	Title	Item Status	Actions
2025. Mar. 03. 14:21	Test Item	User Workarea	

Attention! The repository staff will only be able to process the item and **make it available on the public platform** of the repository after the form has been filled in **completely** and submitted by the **Deposit Item Now** button in the last step. The submitted item will be **processed within 3 working days** by the repository staff.

1. PhD candidates's details

Edit item: Thesis #12486



Institution

- Kolozsvári Tudományegyetem (1872–1881)
- Kolozsvári Magyar Királyi Ferencz József Tudományegyetem (1881–1919)
- Ferencz József Tudományegyetem (1919–1940)
- Magyar Királyi Ferencz József Tudományegyetem (1940–1945)
- Horthy Miklós Tudományegyetem (1940–1944)
- Szegedi Tudományegyetem (1945–1962)
- Szegedi Orvostudományi Egyetem (1951-1987)
- Szent-Györgyi Albert Orvostudományi Egyetem (1987-1999)
- József Attila Tudományegyetem (1962-1999)
- University of Szeged

University of Szeged is selected by default, it must not be changed!

Divisions

- Doctoral School of Pharmaceutical Sciences
- Doctoral School of Computer Science
- Doctoral School of Interdisciplinary Sciences
- Doctoral School of Literary and Cultural Studies
- Doctoral School of Literary and Cultural Studies: Doctoral School of Literary Studies (1994-2020)
- Doctoral School of Chemistry
- Doctoral School of Clinical Medicine**
- Doctoral School of Environmental Sciences
- Doctoral School of Economics
- Doctoral School of Mathematics

Appropriate division must be chosen, then the most suitable discipline for the dissertation.

Discipline

- Medicine: Health Sciences
- Medicine: Theoretical Medicine
- Medicine: Pharmacy
- Medicine: Clinical Medicine**
- Medicine: Sports sciences
- Natural Sciences
- Natural Sciences: Biology
- Natural Sciences: Physics
- Natural Sciences: Earth Sciences
- Natural Sciences: Chemistry

Creators

	Family Name	Given Name / Initials	Creator scientific name	ORCID	MTMT author ID
1.	Próba	Pongrác			10027428

More input rows

Author's name must be entered **without honorifics**. Entering ORCID identifier is only necessary if one has already been registered by the author.

MTMT author ID must be entered in all cases!

2. Publication data



Item Type

Thesis
A thesis or dissertation.

Thesis Type

Doctoral thesis (PhD)
 Earlier doctoral dissertations

To change the default value of the Item Type and Thesis Type is not allowed!

3. Details



Language

Hungarian
English
German
French
Russian
Latin
Italian

The language of the dissertation.

Title

The title should start with capital letter, followed by lowercases (except: acronyms, formulas) in the language of the dissertation.

Number of Pages

The number of pages field should be filled in with the maximum value of **numbered pages** which contains the text of the dissertation. Pages with no page numbers are not included in this value: cover/title page, table of contents, list of the author's publication, supplement, appendix, co-author statement, etc.

Supervisor(s)

	Family Name	Given Name / Initials	Position, academic title, institution	MTMT author ID
1.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

More input rows

Supervisors' name must be entered **without honorifics**. These are to be entered in Position, academic title, Institution field.

MTMT author ID must be entered in all cases!

4. Details of the defense

PhD candidates's details → Publication data → Details → **Details of the defense** → Upload → Subjects → Deposit

< Previous Save and Return Cancel Next >

Refree(s)

	Family Name	Given Name / Initials	Position, academic title, institution
1.	<input type="text"/>	<input type="text"/>	<input type="text"/>
2.	<input type="text"/>	<input type="text"/>	<input type="text"/>

[More input rows](#)

PhD Bizottság / PhD Committee

Chariman of the examination committee:

	Family Name
1.	<input type="text"/>

[More input rows](#)

Members of the examination committee:

	Family Name	Given Name / Initials	Position, academic title, institution
1.	<input type="text"/>	<input type="text"/>	<input type="text"/>
2.	<input type="text"/>	<input type="text"/>	<input type="text"/>
3.	<input type="text"/>	<input type="text"/>	<input type="text"/>

[More input rows](#)

Date

Year: Month: Day:

Referees and further members of the Examination Committee can be recorded in this tab in case the information is available at the time of dissertation upload.

Date of defense field must contain **at least the year of the defense**. If the exact date of defense is known, the month and day should also be selected from the dropdown list.

5. Upload

PhD candidates's details → Publication data → Details → Details of the defense → **Upload** → Subjects → Deposit

< Previous Save and Return Cancel Next >

Add a new document

Use the **fájl kiválasztása** button to select and upload the required documents in PDF format. You can upload multiple PDF files in sequence. Please upload the dissertation, the theses and the annex containing the **full text of your own publications** (if it's required) in a **separate PDF file**. In the File description field, please specify which type of document the PDF contains. As <http://doktori.hu> does not handle accented file names, please make sure that **file names are free of accents, spaces and other special characters**.

File From URL

Select file to upload No file chosen

PDF (thesis) 2MB

Type: PDF

File description: thesis

Visible to: UNSPECIFIED

License: thesis

Embargo expiry date: unspecified

Language: booklet

Document number (within item): reference list

related own publications

evaluation sheet

- 1) **Thesis:** upload is required, Visible to: **anyone!**
- 2) **Booklet:** at least one booklet (in English) must be uploaded, Visible to: anyone.
- 3) **Related own publications:** if the **full text of the related own publications is expected**, it must be uploaded in **separate PDF file**. Visibility can be set to Repository staff only if necessary.

Mistakenly uploaded files can be deleted by the **Bin icon**.

6. Subject



★ Subjects

Please select at least one main subject category, and optionally up to two other subject categories you think are appropriate for your submission, from the list below.

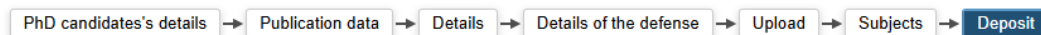
[Remove](#) 03.03. Health sciences

Search for subject:

- [Add](#) 01. Natural sciences
- [Add](#) 02. Engineering and technology
- [Add](#) 03. Medical and health sciences
 - [Add](#) 03.01. Basic medicine
 - [Add](#) 03.02. Clinical medicine
 - [Add](#) 03.03. Health sciences
 - [Add](#) 03.03.01. Parasitology
 - [Add](#) 03.03.02. Epidemiology
 - [Add](#) 03.03.03. Health care sciences and services (including hospital administration, health care financing)
 - [Add](#) 03.03.04. Health policy and services
 - [Add](#) 03.03.05. Nursing
 - [Add](#) 03.03.06. Nutrition, dietetics
 - [Add](#) 03.03.07. Public and environmental health
 - [Add](#) 03.03.08. Tropical medicine
 - [Add](#) 03.03.09. Infectious diseases
 - [Add](#) 03.03.10. Occupational health
 - [Add](#) 03.03.11. Sport and fitness sciences
 - [Add](#) 03.03.12. Social biomedical sciences
 - [Add](#) 03.03.13. Medical ethics
 - [Add](#) 03.03.14. Substance abuse
 - [Add](#) 03.04. Medical biotechnology
 - [Add](#) 03.05. Other medical sciences
- [Add](#) 04. Agricultural sciences
- [Add](#) 05. Social sciences
- [Add](#) 06. Humanities

Select the most suitable subject for the topic of the dissertation. The subject hierarchy can be expanded by the + icon, the corresponding subject can be selected by clicking on the Add button. If the exact subject is not found, a broader category should be selected.

7. Deposit



By clicking on the 'Deposit Item Now' button, you accept the following:

If you are the author or creator of the work: By submitting the bibliographic data and the uploaded files, as the author of the work, I authorize the SZTE Repository of Dissertations to store the uploaded materials and to make them available on the Internet in accordance with the applicable legislation. I declare that the material is **my own intellectual property** and that it complies in all respects with the current rules and regulations of the SZTE. I declare that the dissertation has been checked for plagiarism and that the uploaded file contains the version of the text that has passed the check and has been accepted by the Doctoral School. I acknowledge that the SZTE Repository of Dissertations is not responsible for any copyright infringement resulting from the publication of the uploaded material.

If you are not the author or creator of the work: By submitting the bibliographic data and the uploaded files, I authorize the SZTE Repository of Dissertations, on behalf of the author of the work, to store the uploaded materials and make them available on the Internet in accordance with the applicable legislation. I declare that the submission of the material is **based on the author's(s) authorisation** and complies in all respects with the current rules and regulations of the SZTE. I declare that the dissertation has been checked for plagiarism and that the uploaded file contains the version of the text that has passed the check and has been accepted by the Doctoral School. I acknowledge that the SZTE Repository of Dissertations is not responsible for any copyright infringement resulting from the publication of the uploaded material.

Please also note that the submitted item will be processed and made **available online in the Repository within 3 working days of submission**, unless a correction is required.

If you have any questions about the item after submission, please contact the administrator of your doctoral school or the librarian responsible for the Repository at doktori@ek.szte.hu

If all of the mandatory fields are filled in, the item must be submitted to the administrator of the repository by clicking on the **Deposit Item now** button. The submitted item will be processed **within three working days** by our staff. If everything is in order, then the item will be **made available on the public platform of SZTE Repository of Dissertations**; otherwise a correction request will be sent.