



**APD – Searching and signing for the  
diploma thesis topics  
Manual for students**

[publication: 31.05.2022]

Providing and choosing the topic of the diploma thesis using the **Archive of Diploma Theses** concerns only the faculties which decided to introduce this module.

After signing in to the USOSweb (web.usos.agh.edu.pl - change the language to English in the top right corner), from the **News** tab go to the page of **Archive of Diploma Theses** (further: **APD**, as in Polish: **Archiwum Prac Dyplomowych**) (Fig. 1).

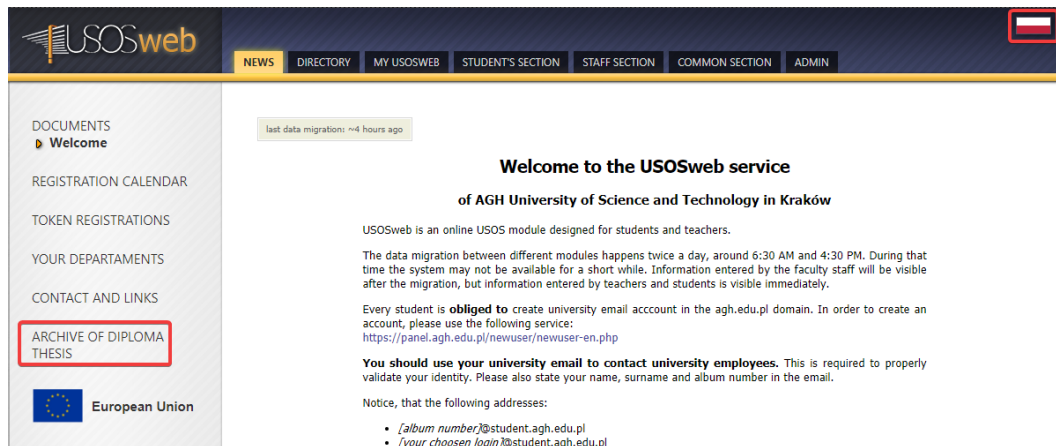


Figure 1

To search for the diploma thesis/project title in APD, go to the tab **Catalogue**, then choose **Topics > search** or **Topics > catalogue** (Fig. 2).

Use the **search engine** to find the title of the thesis or the name of the person providing the topic. You can narrow down the search to only one type of thesis (bachelor, engineering, master, etc.). A *person providing the topic* is usually the future thesis' supervisor, but in some cases it may be another employee. Display the topic to check the name of *Expected thesis supervisor*.

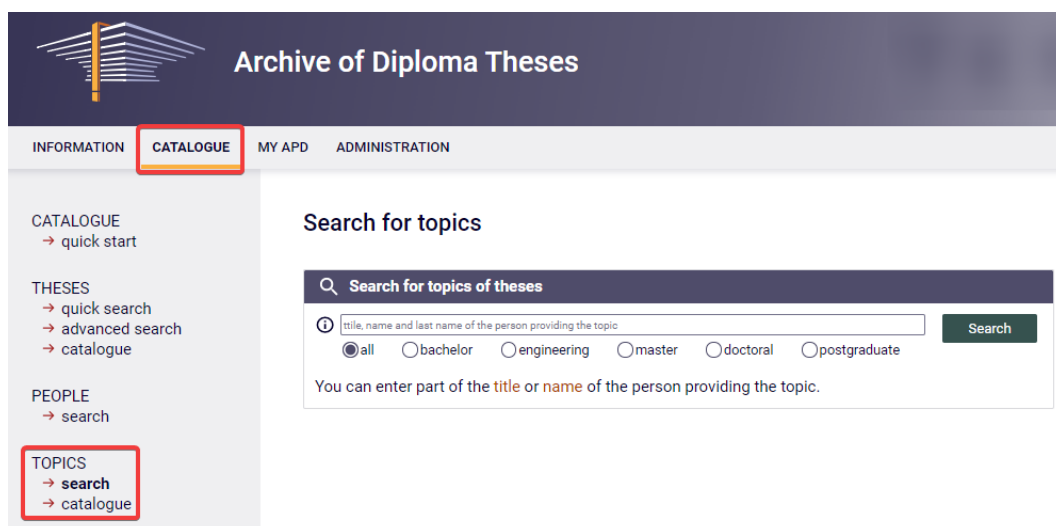
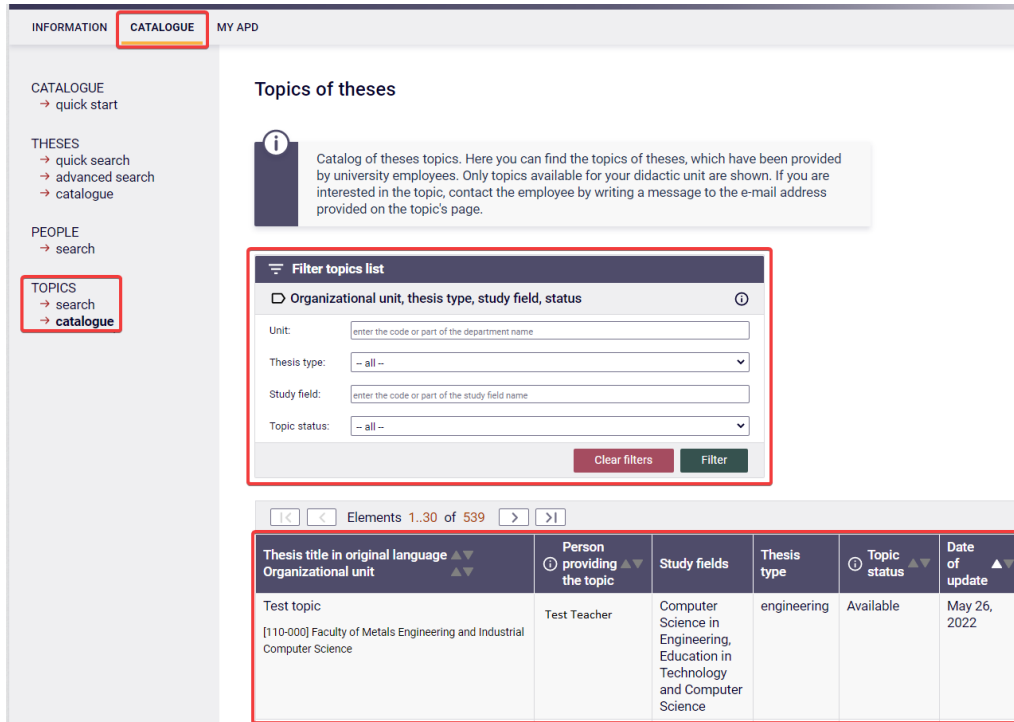


Figure 2

In the case of searching in the **catalogue** (Fig. 3), there will be a table displayed with all the available topics of the theses. The list can be narrowed down using the filters: organizational unit (faculty), the-

sis type (*bachelor, master...*), study field, and the status of the topic (*available, partially available, under negotiation, taken*). By default the topics are displayed according to the publication date, but you can pick other sort criteria in the heading of the table.



**Filter topics list**

Organizational unit, thesis type, study field, status

Unit:

Thesis type:

Study field:

Topic status:

[Clear filters](#) [Filter](#)

Elements 1..30 of 539

Thesis title in original language	Organizational unit	Person providing the topic	Study fields	Thesis type	Topic status	Date of update
Test topic	[110-000] Faculty of Metals Engineering and Industrial Computer Science	Test Teacher	Computer Science in Engineering, Education in Technology and Computer Science	engineering	Available	May 26, 2022

Figure 3

After clicking on the thesis title, the information about the thesis will be displayed. You can follow interesting topics by clicking the button **Add to followed** (Fig. 4) - they will be available to you in **My APD** tab > **Followed topics**. If you want to ask the person providing the topic for any details or let them know, that you are interested in particular topic, use the envelope icon.






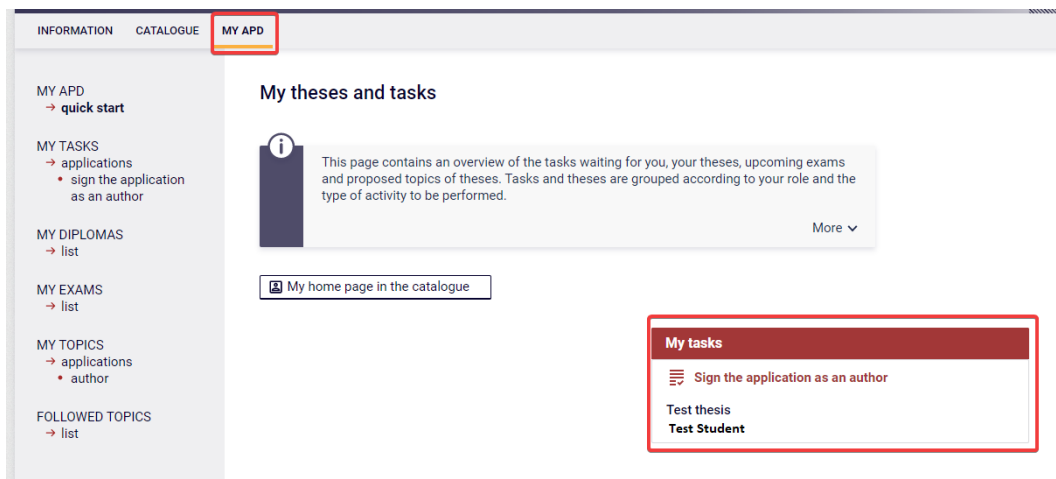
Information about the topic of the thesis	
Language of thesis:	English [EN]
Thesis topic in original language:	 Test topic
Topic description:	 The description of the topic.
Thesis type:	engineering
Study fields:	Computer Science in Engineering, Education in Technology and Computer Science
Organizational information:	(no information given)
Person providing the topic:	dr inż. Test Teacher 
Expected thesis supervisor:	dr inż. Test Teacher
Organizational unit:	Faculty of Metals Engineering and Industrial Computer Science
Maximum number of authors:	2
Topic status:	available

Figure 4

After determining all the details of the future thesis, the person providing the topic has to submit a **formal application for accepting the topic of the thesis** with the name of the student - future author of the thesis - assigned. The application must be electronically signed by the person providing the topic (coordinator of the application), a supervisor of the thesis and the student – the future author of the thesis. When it is your turn to sign the application, you will see „*Sign the application as an autor*” task in the **My APD** tab, in the **My tasks** tile (Fig. 5).



The screenshot shows the 'MY APD' interface. On the left is a navigation menu with options like 'MY APD', 'MY TASKS', 'MY DIPLOMAS', 'MY EXAMS', 'MY TOPICS', and 'FOLLOWED TOPICS'. The 'MY TASKS' section is highlighted with a red box and contains a task titled 'Sign the application as an author' with sub-items 'Test thesis' and 'Test Student'. Above this, there is an information box and a button 'My home page in the catalogue'.

Figure 5

To sign the application, click on the title of the thesis in the **My tasks** tile, make sure, that the data in the **Application information** are correct, and only then, when everything is correct, you can go to the **Signatures** tab and sign the application (Fig.6).

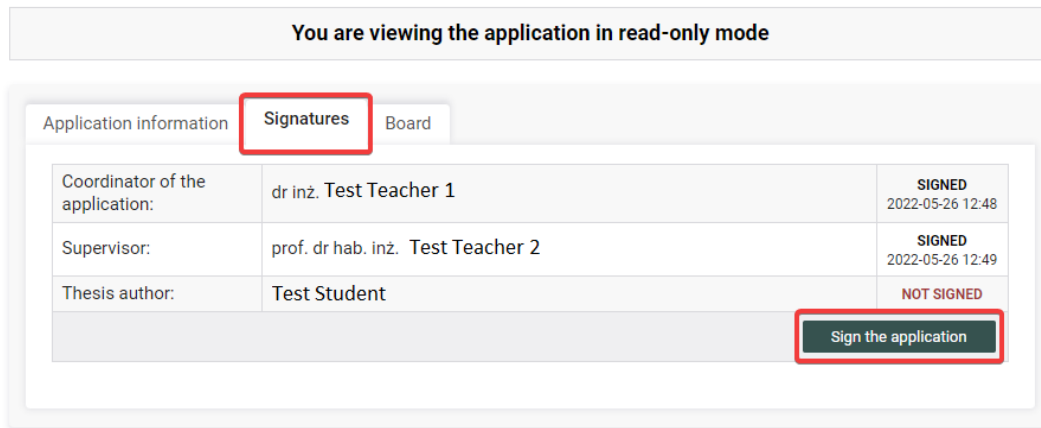


Figure 6

The application has to be reviewed by the board – according to the procedures applicable to your faculty. If the board for some reason does not accept the application and returns it to correct, then after corrections, you will have to sign it once again.

After the application is accepted, in the **My APD** tab, the tile **Diploma theses** will be displayed (Fig. 7).

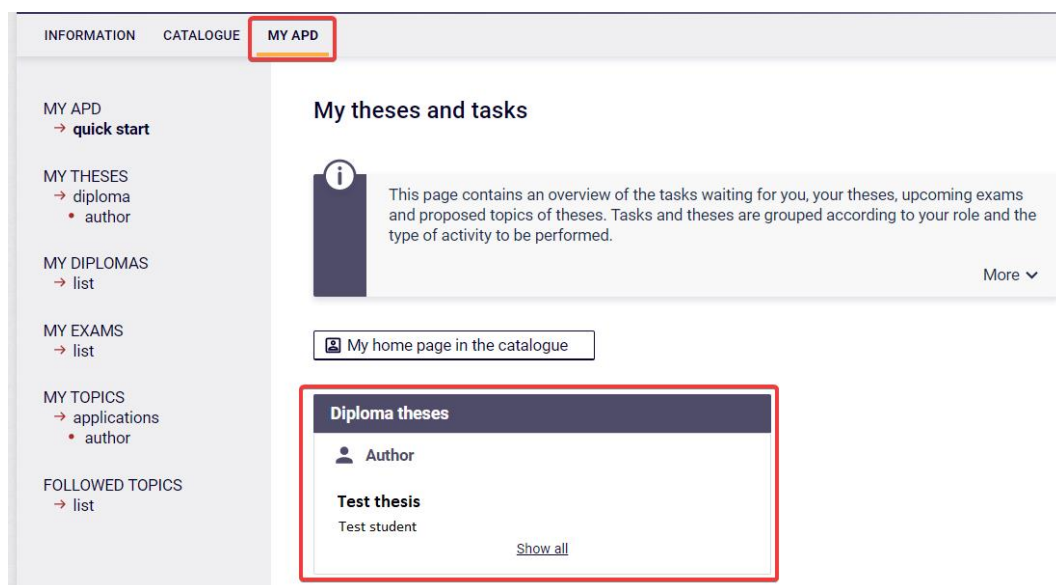
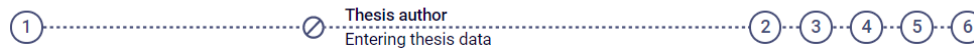


Figure 7

Click the title of your thesis. Your thesis will have the status **Thesis cannot be modified** (Fig. 8) until the time for registering the theses comes. This status does not allow adding abstract, key words, or files to the thesis. Rules of registering of the theses are prepared individually by every faculty, with regard to the rules of the AGH University of Science and Technology Study Regulations.

Status



Thesis information		Files	Reviewers	Reviews	Changes history	Administration
Language of the thesis:	English [EN]					
Title:	<div style="display: flex; gap: 10px;"> <span>🇬🇧 Test thesis</span> <span>🇵🇱 Praca testowa</span> </div>					
Author:	Test Student <small>magister for study program 200-ZRZ-2S-19</small> <small>Date of defence: not given</small>					
Dissertation advisor:	dr inż. Test Teacher					
Organizational unit:	Faculty of Management					
Date of approval of the subject:	Jan. 24, 2022					
Abstract:	<div style="display: flex; gap: 10px;"> <span>🇬🇧 (not given)</span> <span>🇵🇱 (not given)</span> </div>					
Keywords:	<div style="display: flex; gap: 10px;"> <span>🇬🇧 (not given)</span> <span>🇵🇱 (not given)</span> </div>					
Reviewer:	dr inż. Test Teacher					
Status:	<span>ⓘ</span> Thesis cannot be modified					
Archiving status:	<span>ⓘ</span> To be archived					

Figure 8

The beginning of the registration of the diploma thesis process will be possible only when the status of the thesis is changed to **Author of the thesis should type data**. When it happens, in the **My APD** tab you will find a task tile - **My tasks: Complete information about thesis** (Fig. 9).

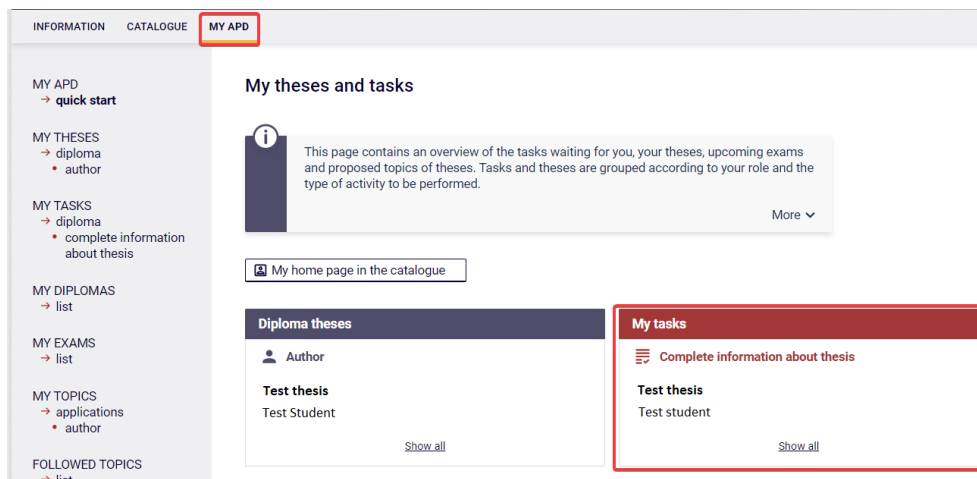


Figure 9

Detailed information about the registration of the diploma thesis process can be found in a separate manual: [ENGLISH: USOSweb and APD – Graduation process – User manual](#).

Helpdesk USOS: [pomoc-usos@agh.edu.pl](mailto:pomoc-usos@agh.edu.pl)