

Thesis uploading

# Step 1 go to uploading system

- <https://cloud.ncl.edu.tw/pu/index.php>
- You'll see the screen shown as following picture:

The screenshot shows the NCU Cloud Upload System interface. On the left is a sidebar menu with the following items: 申請建檔帳號 (Register), 論文建檔與管理 (Submission), 論文查詢 (Search), 最新消息 (News), 建檔流程 (Upload Workflow), 建檔說明 (User Guides), and 下載區 (Download Area). The 'Register' item is highlighted with a red box and a red arrow pointing to it from a yellow box labeled '2 Click Here'. The main content area is titled '最新消息 News' and contains a notice about the 108th academic year's second semester thesis submission deadline. The notice states that the deadline is February 21, 2019, and that the library will be closed for review from January 22 to February 4, 2019. A red box highlights the deadline date, with a red arrow pointing to a blue underlined text 'Deadline of uploading'. Another red box highlights the library closure period, with a red arrow pointing to a blue underlined text 'The time library cannot review your thesis'. A green circle with the number '1' is in the top right corner, with a red arrow pointing to a yellow box labeled 'Please notice the latest information Provided by library.'

2 Click Here

1 Please notice the latest information Provided by library.

Register

Submission

Search

News

Upload Workflow

User Guides

Download Area

最新消息 News

【108學年度第2學期研究生論文上傳截止日為109年2月21日】(2019-08-01)

108學年度第2學期論文上傳截止日訂為109年2月21日，請研究生儘快完成論文上傳手續，審核工作須2-3個工

無法受理審核時間：週六、日及寒暑假休館日，109年1月22日至2月4日全校休假。

Deadline of uploading

The time library cannot review your thesis

<論文上傳常見問題集>

1、如何上傳論文一次就成功？

請下載【[論文建檔操作簡報](#)】【[User Guides](#)】仔細閱讀應注意事項，就能順利一次上傳喔！

2、「電子檔案授權書」是甚麼？在哪裡可以下載？

電子檔案授權書：

## Step 2 enter your account / password

- The account/password is the same as you use for PU email.



## Step 3 Key in basic information

★ Please choose the RIGHT department name as follow :寰宇管理碩士學位學程

請輸入個人基本資料 紅色\*號為必填欄位  
Please Key in Red \* is the required field

欄位Field

* 學年度 : Academic Year :	108 ▼
學校名稱 : School Name :	靜宜大學
* 系所名稱 : Department Name :	寰宇管理碩士學位學程 ▼ 請輸入系所名稱
* 姓名 : Name :	
* 學號 : Student Id :	
電子郵件 : E-mail :	(請確實填寫PI)
學期 : Semester :	一 ▼
連絡電話 : Phone Number :	
地址 : Address :	

★ Please write the email that you usually use.

## Step 4 Start

Click here to start

請輸入個人基本資料 紅色\*號為必填欄位  
Please Key in Red \* is the required field

如果有任何問題，請立刻聯絡我們  
If you have any problem, please [Contact Us](#)

欄位Field	內容Content
申請已通過，建檔帳密如下	
帳號：	108PU001797002
密碼：	MecN9kYj (系統預設密碼，如您已自行修改，請以修改後密碼為準)
您可選擇使用校方核發之E-mail帳密，或以本系統核發之帳密，二者都可以登入建檔或修改資料	
<a href="#">開始建檔</a>	

### 個人資料蒐集、處理及利用告知事項

本校蒐集您個人資料的目的係為進行電子論文作業管理，本表蒐集之個人資料：姓名、學號、系級、連絡電話、電子信箱(C001辨識個人者 註 )等資訊。在電子論文作業管理期間於校務地區進行各項聯繫及完整之資料，有可能無法完成申請。你得依個人資料保護法第3條請求查閱、補充、更正、製給複製本及請求停止蒐集、處理、利用及請求刪除等權利，行使方式請洽本校業務承辦人。

## Step 5

Please refer to the right & up corner to change the webpage into English version



# Step 6

1 Follow the sequence

2 Click here

The screenshot shows the 'Input Metadata' page with a navigation bar containing 'Input Metadata', 'Full text', 'Validate', and 'Pass'. Below the navigation bar, there are two main sections: 'Thesis' and 'Other Function'. The 'Thesis' section contains four items: 'step1 Key in', 'step2 Upload', 'step3 Submit', and 'step4 Print'. The 'Other Function' section contains five items: 'Change log', 'Personal Data', 'Question', 'Contact Us', and 'Logout'. A red box highlights 'step1 Key in' in the 'Thesis' section. To the right of the 'Thesis' section, there is a 'step1 Key in' button and a 'Delete Dissertation/Thesis' button. A red box highlights the 'Edit Dissertation/Thesis' button. Below these buttons, there are tabs for 'Basic', 'Abstract', 'Table of Content', and 'Reference'. The 'Basic' tab is selected, showing a form with fields for 'Chinese Name', 'Foreign Name', 'Chinese Title', 'Foreign Title', 'Advisor', 'E-mail of Advisor', 'Advisory Committee', 'Date of Defense', 'Degree', 'School Name', 'Department Name', 'Academic Year', 'Publish Year', 'Student ID', 'Language', 'Page Count', 'Chinese Keyword', 'Foreign Keyword', 'DOI', 'ORCID or ResearchGate', 'Facebook', and 'In'.

3 A window will pop up, and you may start key in all the information

The screenshot shows the 'Edit Dissertation/Thesis' window with the 'Basic' tab selected. The window contains a form with fields for 'Chinese Name', 'Foreign Name', 'Chinese Title', 'Foreign Title', 'Advisor', 'E-mail of Advisor', 'Advisory Committee', 'Date of Defense', 'Degree', 'School Name', 'Department Name', 'Academic Year', 'Publish Year', 'Student ID', 'Language', 'Page Count', 'Chinese Keyword', 'Foreign Keyword', 'DOI', 'ORCID or ResearchGate', 'Facebook', and 'In'. A red box highlights the 'Edit Dissertation/Thesis' window. The 'Basic' tab is selected, showing a form with fields for 'Chinese Name', 'Foreign Name', 'Chinese Title', 'Foreign Title', 'Advisor', 'E-mail of Advisor', 'Advisory Committee', 'Date of Defense', 'Degree', 'School Name', 'Department Name', 'Academic Year', 'Publish Year', 'Student ID', 'Language', 'Page Count', 'Chinese Keyword', 'Foreign Keyword', 'DOI', 'ORCID or ResearchGate', 'Facebook', and 'In'.

## Step 7 Key in- Basic

Every tab is required

Basic Abstract Table of Content Reference

紅色\*號為必填欄位

\* Chinese Name : Wang, Ming

\* Foreign Name : The first letter of English name must be uppercase, Ex: Wang, Dahua

\* Chinese Title :

\* Foreign Title : The first letter of English name must be uppercase, Ex: Wang, Dahua

National digital library of theses and dissertations in Taiwan (Wrong)  
National Digital Library of Theses and Dissertations in Taiwan (Correct)

\* Advisor : Add The first letter of English name must be uppercase, Ex: Wang, Dahua

Chinese

Foreign

\* E-mail of Advisor : If there are more than two E-mail, please use comma

\* Advisory Committee : Add The first letter of English name must be uppercase, Ex: Wang, Dahua

Chinese

If you have more than two advisors, please use "Add" button

14

★ Please remember to save your uploading information after you finish a tab

\* E-mail : chin1@pu.edu.tw

Finished → Save  
Not finished yet → Temporary save

※ 請務必保存您的上傳資訊  
※ 論文資料填寫完成後，請按下“資料暫存”或“資料存檔”鍵  
※ 資料暫存功能於論文未建置完成時，供暫存使用，可於日後自行登入系統完成論文建置  
※ 若全文上傳有問題時，請將全文寄送至etd@ncl.edu.tw，經由專人為您服務，聯絡電話：02-23619132分機528（國家圖書館王先生）。

Temporary Save Save



## Step 7 Key in- Basic

\* Advisor :  The all letter of English name must be uppercase ,Ex: WANG, XIAO-MING or WANG

Chinese	沈拉蒙
Foreign	SANTACANA FELIU, RAMON
中文名	龐凱文
外文名	PON, KEVIN
中文名	
外文名	

\* E-mail of Advisor : If there are more than two E-mail, please use comma(,) to separate them

ramon@pu.edu.tw

\* Advisory Committee :  The all letter of English name must be uppercase ,Ex: WANG, XIAO-MING or WANG

Chinese	洪文夏
Foreign	HUNG, WEN-SHIA
中文名	何淑熙
外文名	HO, SHU-HSI

1

Key in your advisor's name, if you have more than 1 advisors, please click "Add" button to create at new column

2

Key in your panel members for oral defense, if you are not sure about their names, please try to ask your advisor.

## Step 8 Key in- Abstract

**Edit Dissertation/Thesis**

Basic **Abstract** Table of Content Reference

紅色\*就為必填欄位

\* Chinese Abstract :

\* Foreign Abstract :

This document covers the format for Master Thesis (English version)  
The thesis should be contained by cover, declaration, acknowledgements, abstract (English and Chinese), table of content, list of tables, list of figures, abbreviation, main text, bibliography, appendix and publication.

※請務必切換頁籤，填寫所有論文資料  
※論文資料填寫完成後，請按下"資料暫存"或"資料存檔"鍵  
※資料暫存功能於論文未建置完成時，供暫存使用，可於日後自行登入系統完成論文建檔  
※若全文上傳有問題時，請將全文寄送至etd@ncl.edu.tw，將由專人為您服務，聯絡電話：02-23619132分機528（國家圖書館王先生）。

Temporary Save Save

## Step 9 Key in- Table of Content

Edit Dissertation/Thesis

Basic Abstract **Table of Content** Reference

紅色\*號為必填欄位

\* Table of Content :

Abstract I	
Acknowledgment	III
Table of Contents	IV
List of Figures	VI
List of Tables	VIII
List of Acronyms	IX
Chapter 1. Introduction	1
1.1. The Environmental Impact of Sea Transportation System	2
1.2. Importance of this research	5
1.3. Methodology	6
1.4. Limitations of this work and notes	7
Chapter 2. Environmental Impact of the Sea Transportation System	9
2.1. Number of Ships	9
2.2. Air Pollution	13
2.3. Ocean Pollution	16
2.4. Fuel Consumption	20
2.5. Fuel Consumption	21

Abstract, acknowledgment, list of table..., please use Roman Numerals.

Please delete "....."

Chapter 1 .....5

\* 請務必切換真籤，填寫所有論文資料  
\* 論文資料填寫完成後，請按下“資料暫存”或“資料存檔”  
\* 資料暫存功能於論文未建置完成時，供暫存使用  
\* 若全文上傳有問題時，請將全文寄送至 etd@nc

# Step 10 Key in- Reference

**Edit Dissertation/Thesis**

Basic Abstract Table of Content **Reference**

紅色\*號為必填欄位

\* Reference :

Singer, E, Van Hoewyk, J & Maher, MP 1998, 'Does the payment of incentives create expectation effects?,' Public Opinion Quarterly, vol.62, no.2, pp. 152-165.  
Singer, E et al 1999, 'The effect of incentives on response rates in interviewer-mediated surveys,' Journal of Official Statistics, vol. 15, pp. 217-230.  
Smyth, JD, Dillman, DA, Christian, LM & Stern, MJ 2006, 'Effects of using visual design principles to group response options in web surveys,' International Journal of Internet Science, vol. 1, pp. 616.  
Stigler, GJ 1965, The development of utility theory. In Essays in the history of economics (chap. 5). Chicago: University of Chicago Press.  
Tuten, TL, Galesic, M, Bosnjak, M 2004), 'Effects of immediate versus delayed notification of prize draw results on response behaviour in web surveys: An experiment', Social Science Computer Review, vol. 22, no. 3, pp. 377-384.  
Tuten, TL 2000, 'Classifying response behavior in webbased surveys,' Journal of Computer Mediated Communication, vol. 6, no. 3, pp. 117.  
Warriner, K, et al 1996, 'Charities, no; lotteries, no; cash, yes: Main effects and interactions', Journal of Experimental Social Psychology, vol. 32, no. 1, pp. 60-74.  
Wirtz, J, et al 2004, 'The effects of incentives on response rates in web surveys: A comparison of different incentive systems', Social Science Computer Review, vol. 22, no. 3, pp. 385-394.  
Satisfactory Service

For each reference, please do not enter numerical references or hit <enter> at the end of every line. Let the text wrap naturally and complete the paragraph by hitting <enter>.

※請務必切換頁籤，填寫所有論文資料  
※論文資料填寫完成後，請按下"資料暫存"或"資料存檔"鍵  
※資料暫存功能於論文未建置完成時，供暫存使用，可於日後自行登入系統完成論文建檔  
※若全文上傳有問題時，請將全文寄送至etd@ncl.edu.tw，將由專人為您服務，聯絡電話：02-23619132分機528（國家圖書館王先生）。

Temporary Save Save

# Step 11 Save

All mandatory fields indicated with red asterisks

\* Reference :

<https://www.prospects-...>

United Nations: <https://www.un.org/sustainabledevelopment/goals/>

Wecker, K. (2018, December 10). Plastic waste and the recycling myth. Retrieved from DW: <https://www.dw.com/en/plastic-waste-and-the-recycling-myth/a-45746469>

Williams, H. (2016, June 17). Why Recycle when you can Upcycle? A Sustainability Trend in Focus. Retrieved from Bio Market Insights: <https://biomarketinsights.com/why-recycle-when-you-can-upcycle-a-sustainability-trend-in-focus/>

Win, T. L. (2018, July 13). One in Three Fish Caught is Thrown Away, According to a New UN Report. Retrieved from Commonwealth: <https://english.cw.com.tw/article/article.action?id=2026>

cloud.ncl.edu.tw 顯示

Are you finish this step ?

If you have already keyed in all the necessary data , the next step to upload your dissertation/thesis full text

確定 取消

※ Please press tabs and fill out all the data of your dissertation /thesis.

※ When all the data is completed, please click "Data temporary" or " Save" button.

※ Data temporary is just for saving data temporarily, you can log in and continue the process.

※ If you have question of online filing, you can contact assistant of department or [contact us](mailto:etd@ncl.edu.tw). If your fulltext file can't be upload, you can send the email to [etd@ncl.edu.tw](mailto:etd@ncl.edu.tw) for help.

Temporary Save Save

1

Click "Save"

2

Click "Confirm"

## Step 12 Upload thesis full text (pdf file)

step2 Upload If you have any problem , please [Contact Us](#)

Upload or delete full text

1

apply to hide abstract

(If you want to apply for the patent through TIPO, please click this button)

fulltext

Full-Text

Status : have Full Text

2

Copyright License Agreement :

- ☒ Immediate public access
- ☐ Immediate on-campus access , Public access starting from  year  month  day .
- ☐ On-campus access starting from  year  month  day ; Public access starting from  year  month  day
- ☐ Other :

Next

# Step 13 Submitted

★ Confirm your info again and click “Submitted”

step3 Submit Submitted Click here to enter > validate your Dissertation/Thesis

Basic Abstract Table of Content Reference

Chinese Name :  
Foreign Name :  
Chinese Title :  
Foreign Title :  
Advisor :  
Chinese : 沈拉蒙  
Foreign : SANTACANA FELIU, RAMON  
Chinese : 蕭毓文  
Foreign : PON, KEVIN  
E-mail of Advisor : ramon@pu.edu.tw  
Advisory Committee :  
Chinese : 洪文夏  
Foreign : HUNG, WEN-SHIA  
Chinese : 何淑熙  
Foreign : HO, SHU-HSI  
Date of Defense : 2019-07-31  
Degree : 碩士  
School Name : 靜宜大學  
Department Name : 資訊管理碩士學位學程  
Academic Year : 108  
Publish Year : 2019  
Student ID : 610711219  
Language : 英文  
Page Count : 91  
Chinese Keyword :  
Foreign Keyword :

cloud.ncl.edu.tw 顯示  
Are you sure to submit and validate your Dissertation/Thesis ?

Pass 確定 取消

step3 Submit Submitted Click here to enter > validate your Dissertation/Thesis

Basic Abstract Table of Content Reference fulltext

Chinese Name :  
Foreign Name :  
Chinese Title :  
Foreign Title :  
Advisor :  
Chinese : 沈拉蒙  
Foreign : SANTACANA FELIU, RAMON  
Chinese : 蕭毓文  
Foreign : PON, KEVIN  
E-mail of Advisor : ramon@pu.edu.tw  
Advisory Committee :  
Chinese : 洪文夏  
Foreign : HUNG, WEN-SHIA  
Chinese : 何淑熙  
Foreign : HO, SHU-HSI  
Date of Defense : 2019-07-31  
Degree : 碩士  
School Name : 靜宜大學  
Department Name : 資訊管理碩士學位學程  
Academic Year : 108  
Publish Year : 2019  
Student ID : 610711219  
Language : 英文  
Page Count : 91



## Step 14 Waiting for approval email

**UPON A SUCCESSFUL UPLOAD, YOU  
WILL RECEIVE AN EMAIL  
NOTIFICATION.**

**From:** 臺灣博碩士論文知識加值系統 [mailto:ndltd@ncl.edu.tw]  
**Sent:** 2011/6/17 [星期五] 下午 09:01  
**To:** [REDACTED]  
**Subject:** 論文審核結果通知信

親愛的 [REDACTED] 您好

您的論文審核結果為 通過  
請至系統列印授權書，於辦理離校時使用

恭喜您順利畢業！祝您 鵬程萬里！

[臺灣博碩士論文知識加值系統管理平](#)

**And then** you can print  
out a Thesis/Dissertation  
Authorization.



## Step 15 Print out authorization letter

- After you get the approval email from library, please log in uploading system again, and go to “Step 4”

The screenshot shows a web interface for a thesis submission system. The top navigation bar includes 'Input Metadata', 'Full text', 'Validate', and 'Pass'. The left sidebar has a 'Thesis' section with options: 'step1 Key in', 'step2 Upload', 'step3 Submit', 'step4 Print' (highlighted with a red box and a green circle with '1'), 'Other Function', 'Change log', 'Personal Data', 'Contact Us', 'Logout', and 'Manual'. The main content area is titled 'step4 Print' and contains three radio button options: 'Immediate public access', 'Immediate access at my school' (selected), and 'Open access at my school after'. The 'Immediate access at my school' option has a date picker set to '2014 year 01 month 01 day'. Below these options is a text area labeled 'Other :'. At the bottom right of the main content area, there is a 'Print' button highlighted with a red box and a green circle with '2'.

**Congratulations!**

★ Please print out and sign the authorization letters (2 copies).