



**DelawareState**  
**University**  
SINCE 1891

Graduate Studies  
and Research

Electronic Thesis and Dissertation  
<http://www.etsdadmin.com/desu>

# Create a New Student Account

Start Here to Create your account



Home Training and Support Resources & Guidelines Submitting Your Dissertation/Thesis About ETD Administrator

## Make your thesis or dissertation available to the research community with ProQuest ETD Administrator

At Delaware State University

Here's why:

- It's easy
- Submissions, revisions, re-submissions, and approvals with your administrator, online
- Your work deposited, as applicable, into Delaware State University repository
- Your work, part of the most comprehensive collection of dissertations and theses in the world—ProQuest Dissertations & Theses Global
- Our university resources and guidelines just a click away

Here's the workflow:



1, Submit  
You



2, Review  
Your institutional administrator



3, Revise & Approve  
You and your administrator



4, Deliver  
Your administrator, to ProQuest



5, Done  
Your work is now on ProQuest!

or Here to Create your account

Sign up and get started today!

Already signed up? Log in

# Create a New Student Account cont.



ETD Administrator @ Delaware State University

Create your account

Log in

Username

Password

[Forget your password?](#)

[Create new student account](#)

[Delaware State University](#)

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# Create a New Student Account

## cont.

ETD Administrator @ Delaware State University

### Welcome to the Delaware State University Site

ETD Administrator lets graduate students submit their completed dissertation/thesis to ProQuest Dissertation Publishing for publishing. There are several steps in the submission process, which ETD Administrator will walk you through. Your submission will be reviewed for approval before it is submitted to ProQuest Dissertation Publishing.

#### Create new student account [Log in](#)

\* Required

**Email address \***

**Confirm email address \***

**First name \***

**Middle name**

**Last name \***

**Institution \***  
Delaware State University

**Country of citizenship**

**Username \***  
  
At least 4 characters: letters A-Z; digits 1-9; underscore, period, hyphen, apostrophe, or @.  
Cannot contain spaces, or begin with @, or match your password. Not case sensitive.

**Password \***  
  
At least 8 characters, must include: 1 uppercase character; 1 numeric digit (0 to 9); 1 special character such as # or \$.

**Re-enter password \***

# Welcome Login Page



My ETDs

Resources & Guidelines

My Dissertations/Theses List

Submit my ETD

My profile

## My Dissertations/Theses List

Welcome to the ETD Administrator - [Delaware State University](#)

Please select your dissertation/thesis below to revise or continue your submission.

-- Submission in progress --

ID: 10000

Status: Submission in progress

You have started, but not completed submission of your dissertation or thesis to your institution's administrator. Visit this page anytime to check your submission status.

[Continue Submission](#)

Need to create a new submission? [Submit new dissertation/thesis](#)

# ProQuest Thesis and Dissertation Process



<b>Submission steps</b>
<b>Publishing information:</b>
<input checked="" type="checkbox"/> Instructions
<input checked="" type="checkbox"/> PQ publishing options
<input checked="" type="checkbox"/> ProQuest agreement
<input checked="" type="checkbox"/> Contact information
<b>About my dissertation/thesis:</b>
<input checked="" type="checkbox"/> Dissertation/Thesis details
<input checked="" type="checkbox"/> PDF
<input type="checkbox"/> Supplemental files (optional)
<input checked="" type="checkbox"/> Notes (optional)
<b>Submission &amp; payment:</b>
<input checked="" type="checkbox"/> Register U.S. Copyright
<input checked="" type="checkbox"/> Order copies
<input checked="" type="checkbox"/> Shipping address
<input type="checkbox"/> Pay for your order
<input type="checkbox"/> Order summary



Make your thesis or dissertation available to the research community with  
**ProQuest ETD Administrator**

At Delaware State University

# Submission Process

## New Submissions

The following screens show how to submit a new document through the Delaware State University site. The submission site is available to use anytime from any where. Please be mindful of the Delaware State University's policies regarding submission deadlines and delayed releases.

You will find useful information about publishing and Delaware State University's policies under the Resources and Guidelines and more on back on the home page tab in the tool.

The screenshot displays the ETD Administrator interface for Delaware State University. The top navigation bar includes tabs for "My ETDs" and "Resources & Guidelines". Below this, a secondary bar contains "My Dissertations/Theses List", "Submit my ETD", and "My profile". On the right side of this bar are "Help" and "Contact" icons. The main content area is titled "Welcome to the ETD Administrator @ Delaware State University". It begins with a "Submission steps" sidebar on the left, listing various options with checkboxes. The "Publishing information" section is active, with "Instructions" selected. The main text area provides a welcome message and instructions on how to start the submission process, including a note about saving information and returning later. A "Some items to have on hand:" section lists requirements such as a PDF copy, abstract, supplementary files, advisor names, and subject categories. A "Continue" button is located at the bottom of the main content area.

My ETDs Resources & Guidelines

My Dissertations/Theses List Submit my ETD My profile Help ? Contact

**Submission steps**

**Publishing information:**

- Instructions
- PQ publishing options
  - ProQuest agreement
- Contact information

**About my dissertation/thesis:**

- Dissertation/Thesis details
- PDF
- Supplemental files (optional)
- Notes (optional)

**Submission & payment:**

- Register U.S. Copyright
- Order copies

Welcome to the ETD Administrator @ Delaware State University

Start the process of publishing to ProQuest Dissertations Publishing by submitting your completed dissertation/thesis using ETD Administrator.

You will be entering information about your dissertation/thesis, uploading a copy of your work, and ordering printed copies (if desired). Your submission will be reviewed by staff at your school before they deliver it to ProQuest.

Note: If you need to finish your submission later (for instance, if you need to update your PDF file before uploading it), **you can save your information and come back later to finish**. No information will be lost.

**Some items to have on hand:**

- **A PDF copy of your dissertation/thesis.** This must be a single file. If your manuscript is in Word or RTF format, we can convert it into a PDF.
- **Abstract**
- **Optional Supplementary files (images, data, etc.)** that are an integral part of the dissertation/thesis, but not part of the full text.
- **Advisor and other Committee Members' Names**
- **Subject Categories** - 1 - 3 that best describe your dissertation/thesis' subject area. ([Subject Category list](#))

Continue

# ProQuest Publishing Options

On this screen you select publishing options. There are no fees for Traditional Publishing. The Open Access option has a \$95.00 fee. (Please consult the Publishing Guides under Resources and Guidelines for more information regarding the differences between the two options.) You may also want your research to be accessible on search engines.

My Dissertations/Theses List   Submit my ETD   My profile   Help ?   Contact Support

<b>Submission steps</b>	<b>Publishing Options</b>
<b>Publishing information:</b>	Select the publishing options below that best fit your interests and scholarly publishing obligations. Required fields are marked with an asterisk (*).
<input checked="" type="checkbox"/> Instructions	For assistance, consult your graduate school, and read our <a href="#">Publishing Guides</a> .
<input type="checkbox"/> PQ publishing options	
<input type="checkbox"/> ProQuest agreement	
<input type="checkbox"/> Contact information	
<b>About my dissertation/thesis:</b>	
<input type="checkbox"/> Dissertation/Thesis details	
<input type="checkbox"/> PDF	
<input type="checkbox"/> Supplemental files (optional)	
<input type="checkbox"/> Notes (optional)	
<b>Submission &amp; payment:</b>	
<input type="checkbox"/> Register U.S. Copyright	
<input type="checkbox"/> Order copies	
<input type="checkbox"/> Shipping address	
<input type="checkbox"/> Submit	

**Select Type of Publishing \***

**Traditional Publishing** [View agreement](#)

- I want to make my work widely available and I want to be eligible to receive royalties on the sale of my work.
- I understand that I must maintain a current mailing address with ProQuest in order to be eligible to receive royalties.
- I understand that ProQuest does not charge a fee for Traditional Publishing.
- I understand that my work will be available through [ProQuest Dissertations & Theses](#), [iParadigms](#) and [Dissertation Express](#), and that a citation/abstract may appear in some [indexes](#) (e.g. SciFinder, MathSciNet, PsycINFO, etc.).

**Open Access Publishing PLUS** [View agreement](#)

- I want the broadest possible dissemination of my work, and I want to provide free global access to the electronic copy of my work via the internet.
- I understand that I will not be eligible to receive royalties.
- I understand that the ProQuest fee for Open Access Publishing PLUS is \$95.00 USD.
- I understand that I will pay the fee, unless notified by my graduate institution that the school will pay.
- I understand that my work will be available through [ProQuest Dissertations & Theses](#), [iParadigms](#) and [Dissertation Express](#), and that a citation/abstract may appear in some [indexes](#) (e.g. SciFinder, MathSciNet, PsycINFO, etc.).

**Select Publishing Options**

I want major search engines (e.g. Google, Yahoo) to discover my work through ProQuest. \* [Learn more](#)

Yes

No

[Save & Continue](#)

# Review Publishing Agreement

<b>My ETDs</b>	<b>Resources &amp; Guidelines</b>		
My Dissertations/Theses List	Submit my ETD	My profile	Help ? Contact S
<b>Submission steps</b>	<b>ProQuest Agreement</b>		
<b>Publishing information:</b>	<b>Traditional Publishing Agreement</b>		
<input checked="" type="checkbox"/> Instructions	This Agreement is between the author (Author) and ProQuest LLC, through its ProQuest® Dissertation Publishing business (ProQuest). Under this Agreement, Author grants ProQuest certain rights to preserve, archive and publish the dissertation or thesis, abstract, and index terms (the Work) provided by Author to ProQuest.		
<input checked="" type="checkbox"/> PQ publishing options	<b>Section I. License for Inclusion of the Work in ProQuest® Publishing Program.</b>		
<input type="checkbox"/> ProQuest agreement	<b>Grant of Rights.</b> Author hereby grants to ProQuest the <b>non-exclusive</b> , worldwide right to reproduce, distribute, display and transmit the Work (in whole or in part) in such tangible and electronic formats as may be in existence now or developed in the future. Author further grants to ProQuest the right to include the abstract, bibliography and other metadata in the ProQuest Dissertations and Theses database (PQDT) and in ProQuest's Dissertation Abstracts International and any successor or related index and/or finding products or services.		
<input type="checkbox"/> Contact information	<b>ProQuest® Publishing Program - Election and Elements.</b> The rights granted above shall be exercised according to the publishing option selected by Author on the previous Publishing Options screen, and subject to the following additional Publishing Program requirements:		
<b>About my dissertation/thesis:</b>	<ul style="list-style-type: none"><li>• <b>Redistribution of the Work.</b> Except as restricted by Author in the publishing option selected, the rights granted by Author automatically include (1) the right to allow sale and distribution of the Work, in whole or in part, by agents and distributors, and (2) the right to make the Abstract, bibliographic data and any meta data associated with the Work available to search engines and harvesters.</li><li>• <b>Restrictions.</b> ProQuest will use commercially reasonable efforts to restrict the distribution of the Work as provided under the publishing option selected by Author or as later elected by Author through direct contact with ProQuest. Such election is subject to Author's Degree Granting Institution Directives (see below). With respect to restrictions requested after submission of the Work, Author acknowledges that ProQuest cannot recall or amend previously distributed versions of the Work. Refer to <a href="#">Guide 4</a> for information about access and restrictions.</li><li>• <b>Removal of Work from the Program.</b> ProQuest may elect not to distribute the Work if it believes that all necessary rights of third parties have not been secured. Refer to <a href="#">Guide 5</a> for information about copyright and your dissertation or thesis. If Author's degree is rescinded, and the degree-granting institution so directs, ProQuest will expunge the Work from its publishing program in accordance with its then current publishing policies.</li><li>• <b>Degree Granting Institution Directives.</b> Author is solely responsible for any conflict between policies and directions of Author's degree-granting institution, Author's choice of publishing model, and/or any restriction Author places on the use of the Work. For the avoidance of doubt, ProQuest is not responsible for access to the Work that is provided by Author's degree-granting institution through its library or institutional repository. Author must work directly with Author's degree granting institution to ensure application of any restrictions to access relating to the Work by Author's degree granting institution.</li></ul>		
<input type="checkbox"/> Dissertation/Thesis details			
<input type="checkbox"/> PDF			
<input type="checkbox"/> Supplemental files (optional)			
<input type="checkbox"/> Notes (optional)			
<b>Submission &amp; payment:</b>			
<input type="checkbox"/> Register U.S. Copyright			
<input type="checkbox"/> Order copies			
<input type="checkbox"/> Shipping address			

# Review Publishing Agreement

## Cont.

Shipping address

Submit

must work directly with Author's degree granting institution to ensure application of any restrictions to access relating to the Work by Author's degree granting institution.

**Copyright and Deposit with the Library of Congress.** At Author's option, as indicated in the Register U.S. Copyright screen of the online submission process, and upon payment of the applicable fee, ProQuest will submit an application for registration of **Author's copyright** in the Work in Author's name. In addition, regardless of whether copyright registration of the Work is sought, ProQuest may make a copy of the Work available to the Library of Congress in digital, microform or other format as required by the Library of Congress.

**Delivery of the Work.** Author shall provide to ProQuest the Work and all necessary supporting documents during the online submission process, according to [Guide 1: Preparing Your Manuscript for Submission](#).

**Rights Verification.** Author represents and warrants that Author is the copyright holder of the Work and has obtained all necessary rights to permit ProQuest to reproduce and distribute third party materials contained in any part of the Work, including all necessary licenses for any non-public, third party software necessary to access, display, and run or print the Work. Author is solely responsible and will indemnify ProQuest for any third party claims related to the Work as submitted for publication.

### **Section II. Rights pursuant to Traditional Publishing.**

Author's election of Traditional as the type of Publishing confirms Author's choice to have ProQuest publish the Work according to the Traditional Publishing option described below.

Traditional Publishing. ProQuest may exercise the rights granted under Section I above including through the sale of individual copies of the Work in tangible or electronic media and/or as part of electronic database and reference products or services.

Publishing Fees and Royalties. There is no publishing fee charged for dissertations and theses submitted through the ProQuest® ETD Administrator. Author's institution may assess additional fees. ProQuest will pay royalties of 10% of its net revenue from sales of the Work, conditioned on Author maintaining a current address on record with ProQuest. Royalties will be paid when accrued earned royalties reach \$25.00 USD. If, after 25 years, earned royalties do not accrue to at least \$25.00 USD, ProQuest's royalty payment obligation will cease.

**Acknowledgement:** I have read, understand and agree to this ProQuest Agreement, including all rights and restrictions included within the publishing option that I have chosen.

Accept

Decline

# Input the Correct Contact Information

My ETDs Resources & Guidelines

My Dissertations/Theses List Submit my ETD My profile

Submission steps	Contact Information
<b>Publishing information:</b>	Please enter your contact information. This information will be used to process your submission.
<input checked="" type="checkbox"/> Instructions	* - required
<input checked="" type="checkbox"/> PQ publishing options	<b>Contact information:</b>
<input checked="" type="checkbox"/> ProQuest agreement	First name*: <input type="text" value="John"/>
<input type="checkbox"/> <b>Contact information</b>	Middle name: <input type="text" value="B"/>
<b>About my dissertation/thesis:</b>	Last name*: <input type="text" value="Doe"/>
<input type="checkbox"/> Dissertation/Thesis details	Institutional Student ID*: <input type="text" value="D10001101"/>
<input type="checkbox"/> PDF	Country of citizenship: <input type="text" value="United States"/>
<input type="checkbox"/> Supplemental files (optional)	Institution*: <input type="text" value="Delaware State University"/>
<input type="checkbox"/> Notes (optional)	Permanent email address*: <input type="text" value="jdoe@desu.edu"/>
<b>Submission &amp; payment:</b>	Enter permanent email address, not your institution email address.
<input type="checkbox"/> Register U.S. Copyright	Country code
<input type="checkbox"/> Order copies	(outside US) Area code Phone Extension
<input type="checkbox"/> Shipping address	Phone Number: <input type="text" value="1"/> <input type="text" value="302"/> <input type="text" value="857-6144"/> <input type="text"/>
<input type="checkbox"/> Submit	<b>Current Address:</b>
	Country*: <input type="text" value="United States"/>
	Street Address*: <input type="text" value="Delaware State University"/>
	Street Address line 2: <input type="text" value="Graduate Studies"/>

# Input the Correct Contact Information

Street Address line 2:

Street Address line 3:

City\*:

State/Province\*:  ▾

Zip/Postal code\*:

Enter **NA** if your selected country does not use Zip or Postal codes.

## Permanent Mailing Address\*:

Use current address:  Permanent address is same as current address

Date effective\*:  x

YYYY-MM-DD

Country\*:  ▾

Street Address\*:

Street Address line 2:

Street Address line 3:

City\*:

State/Province\*:  ▾

Zip/Postal code\*:

Enter **NA** if your selected country does not use Zip or Postal codes.

# Input Dissertation/Thesis Details

Choose your degree from the drop down list. All degrees are listed. If you're not sure what the exact title of your degree is, contact your academic advisor. Choose your department. All departments are listed. If you're not sure what to choose, contact your academic advisor.

My ETDs Resources & Guidelines

My Dissertations/Theses List Submit my ETD My profile

### Submission steps

**Publishing information:**

- Instructions
- PQ publishing options
- ProQuest agreement
- Contact information

**About my dissertation/thesis:**

- Dissertation/Thesis details
- PDF
- Supplemental files (optional)
- Notes (optional)

**Submission & payment:**

- Register U.S. Copyright
- Order copies
- Shipping address
- Submit

### Dissertation/Thesis Details

Primary language of your dissertation/thesis\*: en (English) ▼

Title\*: This is a test x

Year Manuscript Completed\*: 2017 ▼

**Degree/Department Information:**

Degree Date\*: 2017 ▼

Degree Awarded\*: Master of Arts ▼

Department\*: Agriculture ▼

**Advisor/Supervisor/Committee Chair\*:**  
Enter your primary advisor(s), not your entire committee. Do not include degrees as part of the name.

First name:	Middle Initial:	Last name:
John	B.	Jones
Jane	A.	Brown

**Committee Members:**  
Include up to 10 names. Do not include degrees as part of the name.

First name:	Middle Initial:	Last name:
Anne	J.	Smith
Johnny	K.	Joes
Brian	U.	Shoe

# Input Dissertation/Thesis Details cont.

**My ETDs** **Resources & Guidelines**

My Dissertations/Theses List **Submit my ETD** My profile

**Submission steps**

**Publishing information:**

- Instructions
- PQ publishing options
- ProQuest agreement
- Contact information

**About my dissertation/thesis:**

- Dissertation/Thesis details
- PDF
- Supplemental files (optional)
- Notes (optional)

**Submission & payment:**

- Register U.S. Copyright
- Order copies
- Shipping address
- Submit

**Dissertation/Thesis Details**

Primary language of your dissertation/thesis\*: en (English) ▼

Title\*:  
Year Manuscript Completed\*:

**Degree/Department Information:**

Degree Date\*:  
Degree Awarded\*:  
Department\*:

**Advisor/Supervisor/Committee Chair\*:**  
Enter your primary advisor(s), not your entire committee. Do not include degrees as part of the name.

First name:	Middle Initial:	Last name:
<input type="text" value="John"/>	<input type="text" value="B."/>	<input type="text" value="Jones"/>
<input type="text" value="Jane"/>	<input type="text" value="A."/>	<input type="text" value="Brown"/>

**Committee Members:**  
Include up to 10 names. Do not include degrees as part of the name.

First name:	Middle Initial:	Last name:
<input type="text" value="Anne"/>	<input type="text" value="J."/>	<input type="text" value="Smith"/>
<input type="text" value="Johnny"/>	<input type="text" value="K."/>	<input type="text" value="Joes"/>
<input type="text" value="Brian"/>	<input type="text" value="U."/>	<input type="text" value="Shoe"/>

In this section, type your committee chairperson's name. Below that, enter the names of your committee members. Committee member's names are required by Delaware State University .

# Input Dissertation/Thesis Details

cont.

Choose your Primary Subject Category. If you do not see what your document is specifically about, choose what you think is the closest category in relation to it. You can contact ProQuest for assistance. They have subject-matter experts on staff.

## Description of dissertation/thesis:

Primary Subject Category\*:

Agriculture [0473] ▼

Additional Subject Categories:

Animal diseases [0476] ▼

Animal sciences [0475] ▼

Keywords (include up to 6):

Agriculture

Diseases

Abstract\*:

Paste your abstract below. Formatting will not be shown here, but will display when your abstract is viewed in ProQuest databases.

This is a test message.

Choose some keywords about your subject matter, then copy/paste your abstract section into the box. Click "Save & Continue".

Save & Continue

# Upload Your Thesis or Dissertation

My ETDS   Resources & Guidelines

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**Submission steps**

**Publishing information:**

- Instructions
- PQ publishing options
  - ProQuest agreement
- Contact information

**About my dissertation/thesis:**

- Dissertation/Thesis details
- PDF
- Supplemental files (optional)
- Notes (optional)

**Submission & payment:**

- Register U.S. Copyright
- Order copies
- Shipping address

**PDF of your thesis or dissertation**

**Upload a PDF of your thesis or dissertation\***

PDF is the required format for ETD submission. Below and we will convert your file into PDF.

**PDF Help**

- + Can I change this file later?
- + File name limit
- + Embedding fonts
- + Security settings

**Do you have any copyright permission documents to submit? \***

If copyright permission documents are included in your dissertation/thesis file, you do not need to submit them separately.

Yes    No

**If you do not have your own method to convert your document into a PDF, you may use the converter provided.**

# Word Document Conversion

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My Dissertations/Theses List Submit my ETD My profile

**Submission steps**

**Publishing information:**

- Instructions
- PQ publishing options
- ProQuest agreement
- Contact information

**About my dissertation/thesis:**

- Dissertation/Thesis details
- PDF
- Supplemental files (optional)
- Notes (optional)

**Submission & payment:**

- Register U.S. Copyright
- Order copies
- Shipping address
- Submit

**PDF of your thesis or dissertation**

Upload a PDF of your thesis or dissertation\*

PDF is the required format for ETD submission. If you are unable to convert your manuscript into PDF, you have the option to upload a Word or RTF file below and we will convert your file into PDF.

 **This is a test message.pdf**  
12.1 KB  
Uploaded on 2017-03-06 12:23 (UTC-5:00)  
[Replace](#) [Delete](#)

**Do you have any copyright permission documents to submit? \***

If copyright permission documents are included in your dissertation/thesis

Yes  No

[Save & Continue](#)

Your file has been uploaded and converted into PDF.

**Please review the PDF** to check that the formatting, fonts, and any images display as expected.

[OK](#)

# Converted Document

My ETDs Resources & Guidelines

My Dissertations/Theses List Submit my ETD My profile

**Submission steps**

**Publishing information:**

- Instructions
- PQ publishing options
- ProQuest agreement
- Contact information

**About my dissertation/thesis:**

- Dissertation/Thesis details
- PDF
- Supplemental files (optional)
- Notes (optional)

**Submission & payment:**

- Register U.S. Copyright
- Order copies
- Shipping address
- Submit

**PDF of your thesis or dissertation**

**Upload a PDF of your thesis or dissertation\***

PDF is the required format for ETD submission. If you are unable to convert your manuscript into PDF, you have the option to upload a Word or RTF file below and we will convert your file into PDF.

 **This is a test message.pdf**  
12.1 KB  
Uploaded on 2017-03-06 12:23 (UTC-5:00)  
[Replace](#) [Delete](#)

**Do you have any copyright permission documents to submit? \***

If copyright permission documents are included in your dissertation/thesis file, you do not need to submit them separately.

Yes  No

# Upload Any Supplemental Documents

You may add supplemental files using this screen. These files can be in a variety of formats such as movie or music clips, extra graphs, maps, etc. that you want people to view but that you don't want in your main document. If you do not have any files, click "Save & Continue".

Submission steps	Supplemental Files (optional)
<b>Publishing information:</b> <input checked="" type="checkbox"/> Instructions <input checked="" type="checkbox"/> PQ publishing options <input checked="" type="checkbox"/> ProQuest agreement <input checked="" type="checkbox"/> Contact information	If supplementary materials - like audio, video and so on - are to be published. <b>Supplemental file requirements:</b>  <ul style="list-style-type: none"><li>Do not upload files that someone else holds rights to (for example, third party software such as Microsoft Excel). However, uploading your Excel spreadsheet is OK.</li><li>Zip large files, a large group of files, or files that have a directory structure.</li></ul>
<b>About my dissertation/thesis:</b> <input checked="" type="checkbox"/> Dissertation/Thesis details <input checked="" type="checkbox"/> PDF <input type="checkbox"/> Supplemental files (optional) <input type="checkbox"/> Notes (optional)	<ol style="list-style-type: none"><li><b>Add File:</b> <input type="button" value="Upload file"/> Note: do not add third party applications or software (i.e. Adobe Reader, etc.) Description: <input type="text"/> Media Type*: <input type="text" value="Select Media Type"/></li><li><b>Add File:</b> <input type="button" value="Upload file"/> Note: do not add third party applications or software (i.e. Adobe Reader, etc.) Description: <input type="text"/> Media Type*: <input type="text" value="Select Media Type"/></li></ol>
<b>Submission &amp; payment:</b> <input type="checkbox"/> Register U.S. Copyright <input type="checkbox"/> Order copies <input type="checkbox"/> Shipping address <input type="checkbox"/> Submit	<p style="text-align: right;"><a href="#">Add another supplemental file</a></p> <p style="text-align: center;"><input type="button" value="Save &amp; Continue"/></p>

# Add Notes to the Administrator

My ETDS   **Resources & Guidelines**

My Dissertations/Theses List   **Submit my ETD**   My profile

**Submission steps**

**Publishing information:**

- Instructions
- PQ publishing options
- ProQuest agreement
- Contact information

**About my dissertation/thesis:**

- Dissertation/Thesis details
- PDF
- Supplemental files (optional)
- Notes (optional)**

**Submission & payment:**

- Register U.S. Copyright
- Order copies

**Notes to Administrator (optional)**

Include any notes you have for the administrator at your graduate school who will be reviewing your submission. If you will be unreachable via email, note the best way to contact you here as well.

**Notes to Administrator:** [Clear](#)

This is a test message.

(Maximum characters: 200)

**Save & Continue**

You may add any comments about anything you want to tell the staff reviewing your manuscript on this screen.

# Register U.S. Copyright

You can opt to have ProQuest file for copyright on your behalf. The fee for this is \$55. The ProQuest publishing agreement is a non-exclusive agreement and as such, authors retain complete control over their copyright. ProQuest is providing the convenience of registering with the US Copyright Office.

<a href="#">My ETDs</a>	<a href="#">Resources &amp; Guidelines</a>		
<a href="#">My Dissertations/Theses List</a>	<a href="#">Submit my ETD</a>	<a href="#">My profile</a>	<a href="#">Help ?</a> <a href="#">Contact Support</a>
<b>Submission steps</b>	<b>Register U.S. Copyright</b>		
<b>Publishing information:</b>	At ProQuest, we make copyright registration easy - by submitting your application to the United States Office of Copyright on your behalf and providing you with the certificate from the Library of Congress. Registering your copyright via ProQuest is the fastest and most efficient method currently available.		
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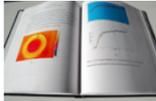


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