TECHNICAL UNIVERSITY OF LIBEREC
Faculty of Science, Humanities
and Education

prof. RNDr. Jan Picek, CSc.
| dean

Order of the Dean
Verifying the Originality of Theses Defended at the Faculty of Science, Humanities and Education of the Technical University of Liberec
2/2016

Article 1
Introductory Provisions

(1) The publication and archival of bachelor's and master's theses and doctoral dissertations (both for the RNDr. and Ph.D. titles) (henceforth "theses") defended at the Faculty of Science, Humanities and Education of the Technical University of Liberec (hereon "FP TUL") is carried out in accordance with directive no. 2/2014 of the rector (The Publication of Bachelor's, Master's and Doctoral Theses and Their Unified Basic Layout).

Article 2
Verifying the Originality of Theses

(1) The electronic version of the thesis is uploaded by its author to the Information System Used for the Administration of Studies (henceforth "IS STAG").

(2) The designated academic administrator of the registrar's office of FP TUL confirms the receipt and completeness of the printed version of the thesis and the presence of all the required data in IS STAG by recording the date of submission in IS STAG.

(3) The electronic version of the thesis is automatically, and no later than in 24 hours, is forwarded to the Theses Information System (hereon "IS Theses"), which checks the text of the thesis against other texts stored in the system's database, as well as against other available sources.

(4) Usually no later than in 48 hours from submission, the result of this check of originality is shown in IS STAG to the author of the thesis, to their supervisor (or advisor), to the head of the department and to the dean, and potentially to others authorized by the dean to have the necessary rights in IS STAG.

(5) Evaluations and reports of bachelor's and master's theses defended at FP TUL are prepared by supervisors, and if such reports are required also by second readers, using the mandatory templates attached to the present order (Appendix 1). The supervisor of the thesis lists the percentage of matching parts in their report as counted by IS Theses and as listed in IS STAG. They also verbally comment the matches found.

(6) The supervisor (or advisor) countersigns the result of the originality check in IS STAG no later than three days before the defense of the thesis by setting the state of the thesis to "verified" in IS STAG.

Article 3
Miscellaneous Provisions

(1) For purposes of evaluation, the electronic version of the thesis uploaded by its author to IS STAG is considered relevant. The student confirms the selfsameness of the electronic and printed versions in the form of a declaration in the thesis using the template specified by directive no. 2/2014 of the rector.

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(2) In accordance with directive no. 2/2014 of the rector, the thesis must be handed in at the registrar's office of FP TUL in one hardbound copy in dark covers, with the cover's information printed in a sufficiently contrasting color.

(3) The departments organizing state exams can request additional hardcopies of the thesis from its author, but not more than two of them, in order to aid the work of the second reader and members of the state exam committee. All formal requirements of directive no. 2/2014 of the rector apply equally to these extra copies, with the exception of the requirement of hard covers in dark color. In the case of these extra copies, double sided pages and coil binding or comb binding are equally admissible.

(4) Theses are exhibited for at least five working days before the defense at the dean's office.

(5) In the case of doctoral dissertations (both for the Ph.D. and the RNDr. title), all of the above regulations are applied in an appropriate and reasonable manner, in harmony with the Study and Exam Regulations of TUL and with directive no. 2/2014 of the rector.

Article 4
Concluding Provisions

(1) This order enters into force on December 14, 2016.

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Appendix 1: Templates of evaluation and report forms for bachelor's and master's theses.

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