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STEP 5
- NOTICE OF SUBMISSION -

Notice of submission is given by the student THREE months before submitting the research report for examination. This is done to confirm that examiners are still available for examination and will be able to provide an examination report in the allocated time. Ensure that you are aware of closing dates for NoS.

Important notes about the NoS DIY

Please make sure before you submit on DIY, your popups is off, and your ORCiD is registered with the library.

Please read this:
Pop-up blocker settings

Pop-ups are not system related, it's certain pages that are blocked on either Chrome or Firefox and prevents a user to open for instance the login page.

Please link your ORCiD number at the library.

Use this link for the information

Students who are Not Registered, have no Title, ORCiD number and Ethics number will not be able to submit their notice until it is brought up to date.

Ensure that your title, supervisor, ethics number and ORCID are displayed on the Student 360 degree on the DIY system under research information.

NWU website: Research support - Register ORCiD on library

Assignment: ORCiD registration

Visit the **assignments** button on the left-hand menu of the eFundi module page which you are enrolled for, e.g. REAS111 and upload a PDF version of your ORCiD to your student page, dropbox or as an assignment (as directed by your research unit).

Please visit the library section and view the training on setting up your ORCID. **https://library.nwu.ac.za/research-support**. Register for your ORCID and upload a copy of it here. You can upload it as a picture, PDF document or in-text.

File name should be as follow:
Student surname, Name, student number, Type of document, Date

example:
Louw, Tandi, 123456, ORCiD, 12 May 2021

Assignment: Notice of Submission

Visit the Post-graduate DIY system and complete your Notice of Submission form.

Visit the **assignments** button on the left-hand menu of the eFundi module page which you are enrolled for, e.g. REAS111 and upload a PDF version of your **Notice of Submission** to your student page, dropbox or as an assignment (as directed by your research unit) or type **DONE**.

Alternatively, NoS form can also be accessed directly from the NWU Postgraduate Studies page, under **Important forms for M&D studies**.

Click here to access the form directly

File name should be as follow:
Student surname, Name, student number, Type of document, Date

example:
Louw, Tandi, 123456, NoS, 12 May 2021

Notice of Submission form

How to use the "Notice of Submission" App on the DIY

DIY Notice of Submission instructions

NWU website: DIY Services

You will now receive a recognition of your notice of submission with a title page for your research report and instructions on how to submit for examination.