

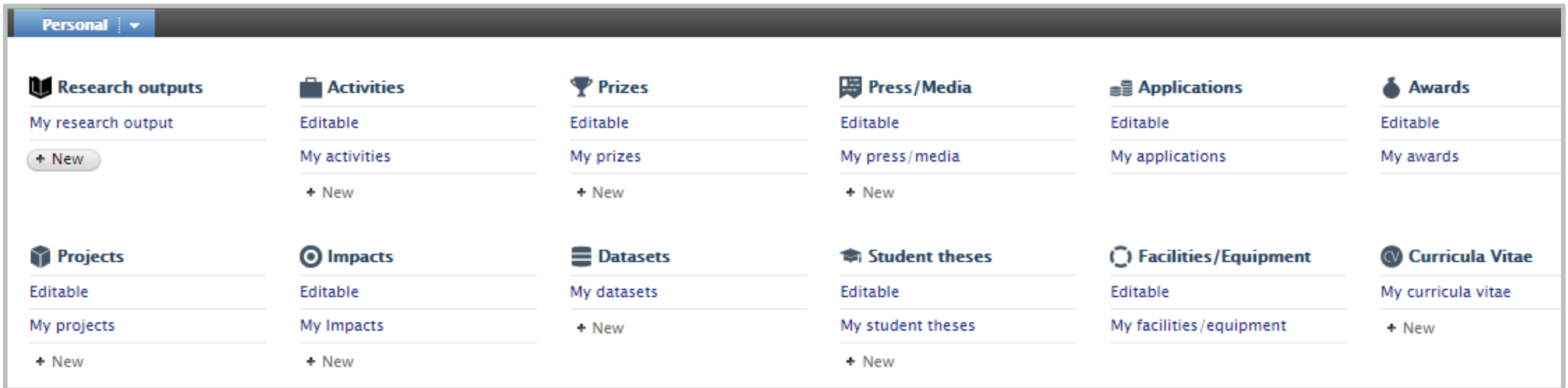
Thesis Records

Staff who would like to list their own thesis or theses they have supervised on their Edinburgh Research Explorer profile should record these as **Research outputs** with the subtype **Thesis**.

Please do not use the Student theses module in Pure.

The Student theses module is reserved for current students to submit their theses, and plays an important role in the process of awarding degrees. Please see the [Postgraduate students](#) page for more information.

1. Log in to Pure with your University Login (formerly EASE) at <https://www.pure.ed.ac.uk>



The screenshot shows the 'Personal' user interface with a grid of categories for adding new content. Each category includes a 'My' link and a '+ New' button.

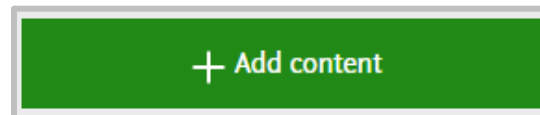
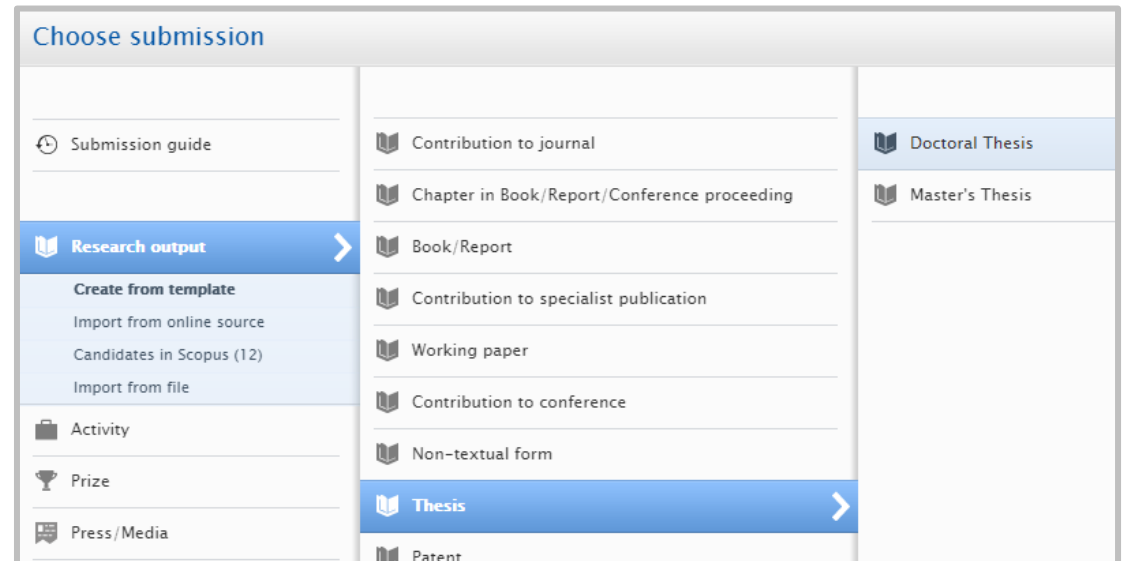
Category	Sub-category	Action
Research outputs	My research output	+ New
Activities	My activities	+ New
Prizes	My prizes	+ New
Press/Media	My press/media	+ New
Applications	My applications	
Awards	My awards	
Projects	My projects	+ New
Impacts	My Impacts	+ New
Datasets	My datasets	+ New
Student theses	My student theses	+ New
Facilities/Equipment	My facilities/equipment	
Curricula Vitae	My curricula vitae	+ New

2. Either:

- Click on the **Personal** drop down menu at the top left of the screen, then click on the **+ New** button under **Research output**. This will open the submission window.

OR


- Click on the green **+ Add content** button to the right of the page. This will open the Choose submission window. Select **Research output** in the left column.

The screenshot shows the 'Choose submission' window with a list of submission types. The 'Research output' category is selected in the left column, and the 'Thesis' sub-type is selected in the right column.

Category	Sub-type
Submission guide	Contribution to journal
Research output	Chapter in Book/Report/Conference proceeding
<ul style="list-style-type: none"> Create from template Import from online source Candidates in Scopus (12) Import from file 	Book/Report
Activity	Contribution to specialist publication
Prize	Working paper
Press/Media	Contribution to conference
	Non-textual form
	Thesis
	Patent
	Doctoral Thesis
	Master's Thesis

3. Select the sub-type **Thesis**. Then select either **Doctoral Thesis** or **Master's Thesis**.

Publication status 

Publication statuses and dates *

Published ▼	Year * 2021	Month	Day	Current
-------------	----------------	-------	-----	---------

Add publication status and date...

4. Add the award year to the Publication status with the status set as **Published**.

Publication information 

Original language *

French ▼

Title of the contribution in original language *

C'est le titre de la thèse de doctorat

Subtitle of the contribution in original language

Translated title of the contribution

This is the title of the doctoral thesis

Translated subtitle of the contribution

Abstract


Number of pages

5. Select **Original language** and add the **Title** of the thesis.


Note: If the thesis is in a language other than English, once you have selected the Original language from the drop down menu, another field will appear for the **Translated title**.

Contributors and affiliations ⓘ


Contributors *

 **A. Researcher** (Abel Researcher), Author Edit -

Internal person

 **School of Geosciences** -

Organisational unit: School

 **Royal (Dick) School of Veterinary Studies** -

Organisational unit: School

Add person... Add organisational unit... Add author collaboration...

Total number of authors
1

6. Your name will be automatically added to the Contributor list as an **author** with your current University of Edinburgh affiliation(s).


Note: If you want to record a thesis you have supervised, rather than one you have authored, please see the Add new Research Output - Supervised Thesis guide.

7. Click on the **Edit** button next to your name to open the Edit person window and add to your affiliations as needed.

Click on **Affiliate to another organisational unit** to add an affiliation to a different School/Deanery/Institute/Centre in the University.

Click on **Affiliate to an external organisation** to add an external affiliation.

Edit person ✕

 **Abel Researcher** Change person

Internal person


Name and role on the research output


First name Last name *


Role * Author


Corresponding author

Affiliation on the research output

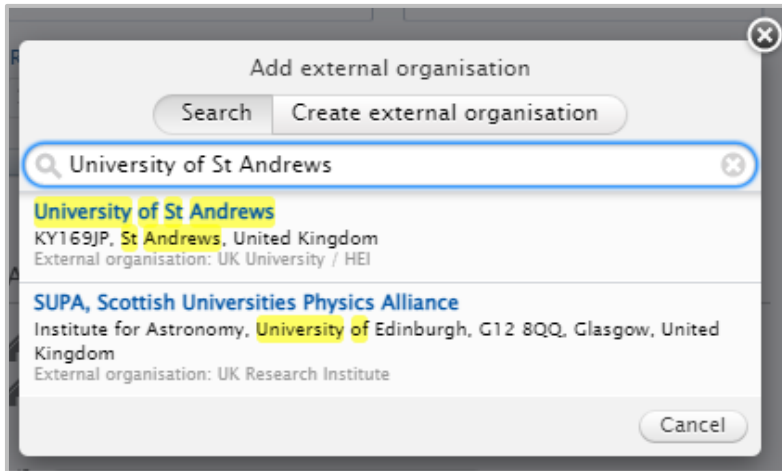
 **School of Geosciences** (26/04/21 → present)

 **Royal (Dick) School of Veterinary Studies** (1/01/13 → present)

 Affiliate to another organisational unit...

 Affiliate to an external organisation...

Cancel Update



Add external organisation

Search Create external organisation

University of St Andrews

University of St Andrews
KY169JP, St Andrews, United Kingdom
External organisation: UK University / HEI

SUPA, Scottish Universities Physics Alliance
Institute for Astronomy, University of Edinburgh, G12 8QQ, Glasgow, United Kingdom
External organisation: UK Research Institute

Cancel

8. Search for the organisation and click on the relevant name in the list.

Then click on **update**.

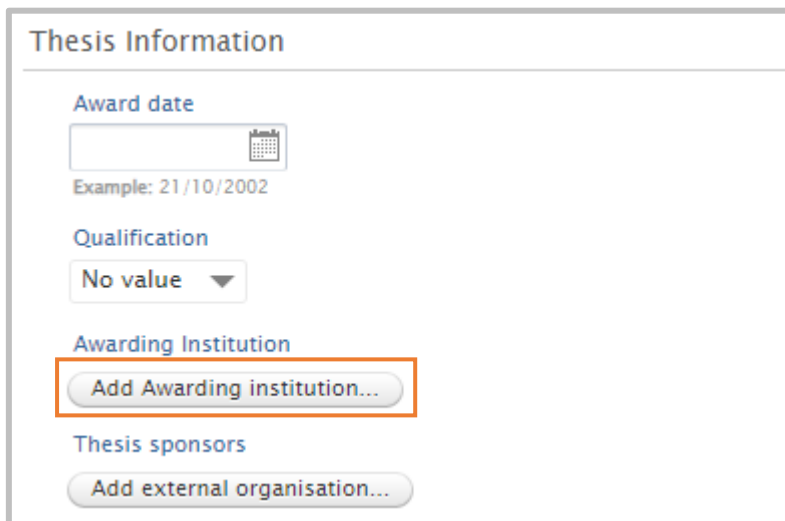
9. Add the awarding institution to the Thesis Information section.

Click on **Add Awarding institution**.

If awarded at University of Edinburgh, search for the University under **Search for organisation (internal)**.

If awarded at another university, search under **Search for organisation (external)**.

Click on the relevant name in the list to select it.



Thesis Information

Award date

Example: 21/10/2002

Qualification

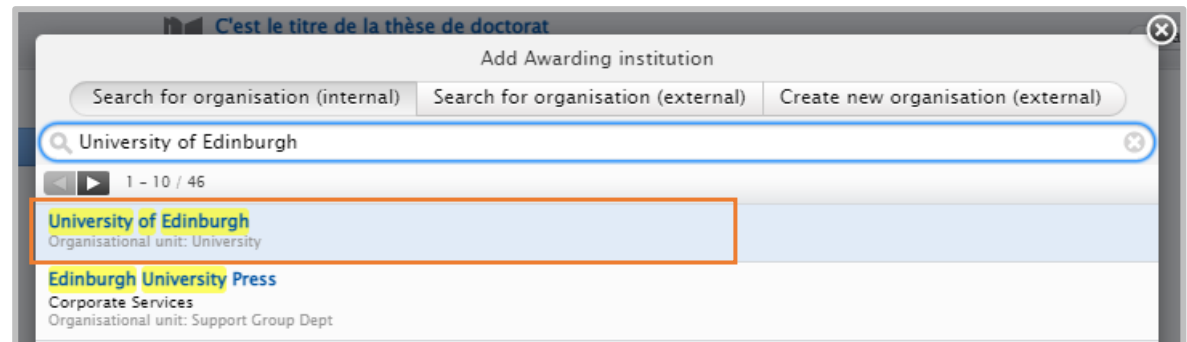
No value

Awarding Institution

Add Awarding institution...

Thesis sponsors

Add external organisation...



C'est le titre de la thèse de doctorat

Add Awarding institution

Search for organisation (internal) Search for organisation (external) Create new organisation (external)

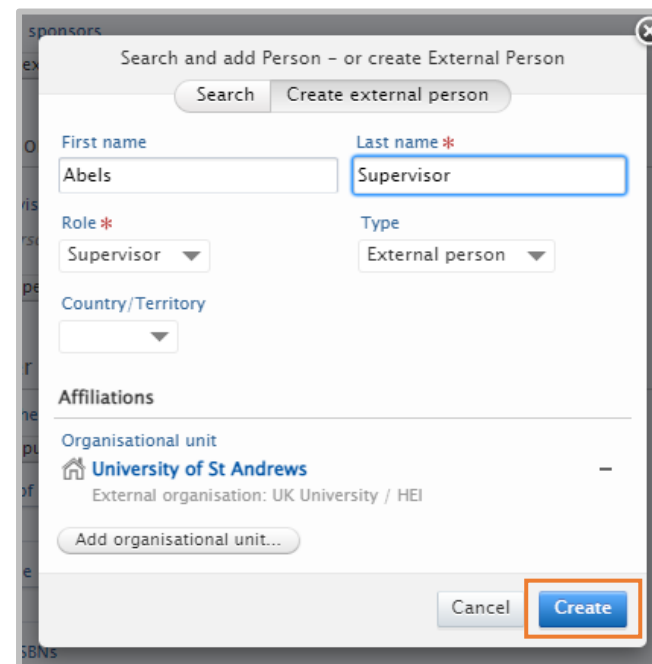
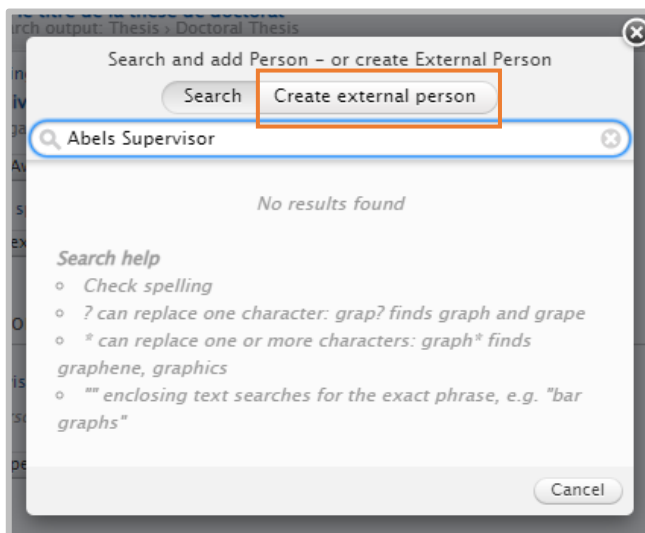
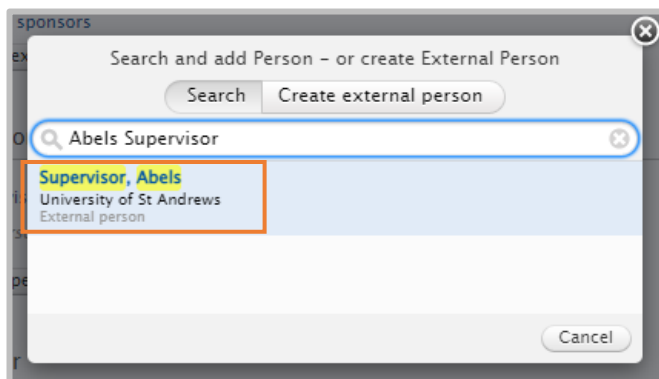
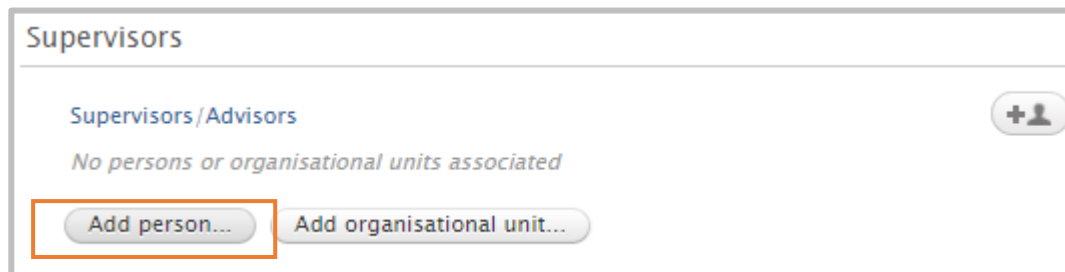
University of Edinburgh

1 - 10 / 46

University of Edinburgh
Organisational unit: University

Edinburgh University Press
Corporate Services
Organisational unit: Support Group Dept

- 10.** Add your supervisor to the Supervisors section.
Click on **Add person**.



- 11.** Search for the name of your supervisor and click on the relevant name in the list to select it.

If no results are found, click on **Create external person**.

Add your supervisor's name and affiliation and click on Create.

Add access version of this item (Full text attachment, DOI or Link URL) ⓘ

Electronic version(s) of this work

Add access version (full text, DOI, or URL)...

Other links

Add other supplementary link...

Other files

Add other supplementary file...

Choose type

Upload a full text version of the record

Add Digital Object Identifier (DOI) for the record

Add link (url) to a version of the record

12. Check to see if your thesis has been made publicly available online. Add a link or DOI to the repository where your thesis can be accessed.

If your thesis was undertaken at the University of Edinburgh, check the [Edinburgh Research Archive](#) (ERA).

If your thesis was undertaken at another institution, check their online repository for a record of your thesis

If your theses has been published online and you have the DOI or a link to the published version, click on **Add access version (full text, DOI or URL)** and then click on either **Add Digital Object Identifier (DOI)** or **Add link (url)**.

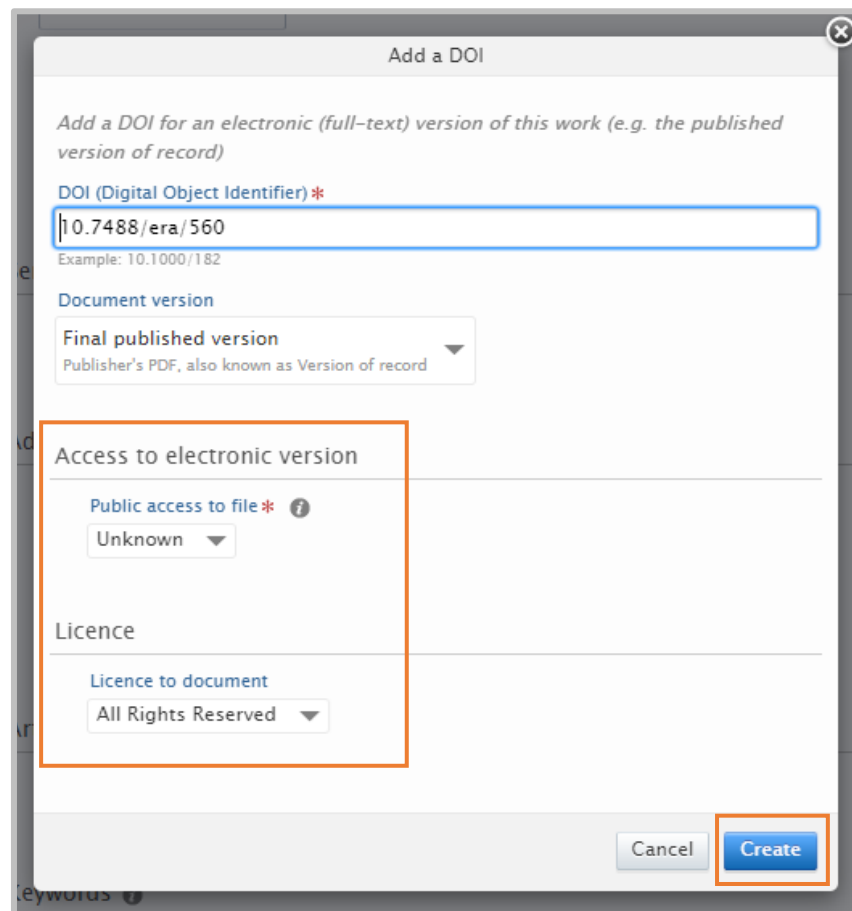
Please do not add any files to the record. Any files will be removed when the record is validated.

13. The **Document version** will be set to Final published version for DOIs, but must be added from the dropdown menu for Links.

Add the correct **Public access to file**. Select 'Unknown' if you are not sure.

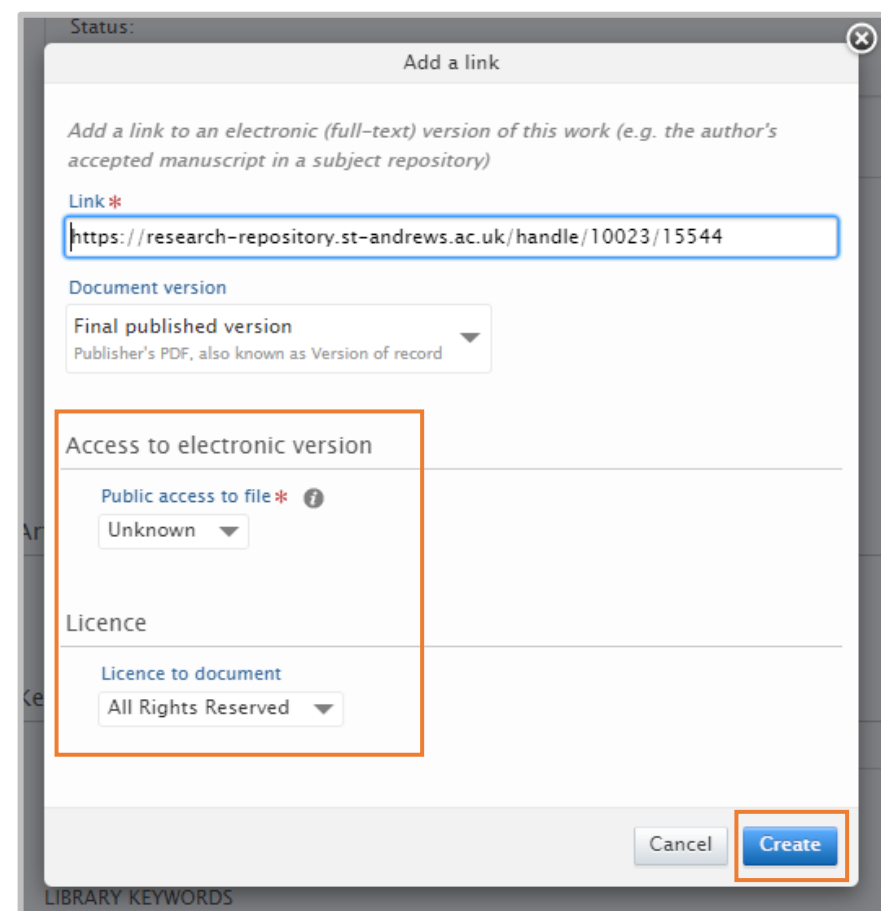
Add the **Licence to document** if available.

Click on **Create** to add the link to the record.



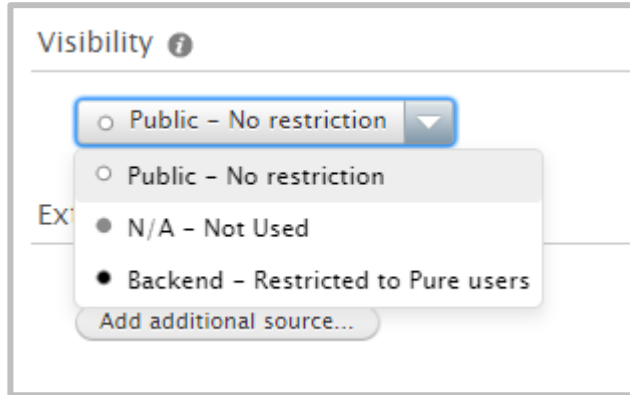
The 'Add a DOI' dialog box contains the following fields and options:

- DOI (Digital Object Identifier) ***: A text input field containing '10.7488/era/560'. Below it is an example: 'Example: 10.1000/182'.
- Document version**: A dropdown menu with 'Final published version' selected. Below it is the text 'Publisher's PDF, also known as Version of record'.
- Access to electronic version**: A section containing:
 - Public access to file ***: A dropdown menu with 'Unknown' selected.
 - Licence to document**: A dropdown menu with 'All Rights Reserved' selected.
- Buttons: 'Cancel' and 'Create' (highlighted with an orange box).



The 'Add a link' dialog box contains the following fields and options:

- Link ***: A text input field containing 'https://research-repository.st-andrews.ac.uk/handle/10023/15544'.
- Document version**: A dropdown menu with 'Final published version' selected. Below it is the text 'Publisher's PDF, also known as Version of record'.
- Access to electronic version**: A section containing:
 - Public access to file ***: A dropdown menu with 'Unknown' selected.
 - Licence to document**: A dropdown menu with 'All Rights Reserved' selected.
- Buttons: 'Cancel' and 'Create' (highlighted with an orange box).



Visibility ⓘ

Public - No restriction

Public - No restriction

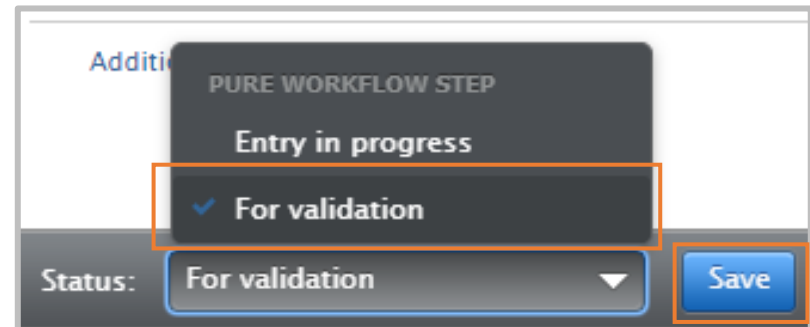
EX: N/A - Not Used

Backend - Restricted to Pure users

Add additional source...

14. You can choose whether the item is to be displayed on Edinburgh Research Explorer by selecting the relevant **Visibility** setting.

15. Make sure the **Status** is set to **For validation** and then click on **Save**.



Additional

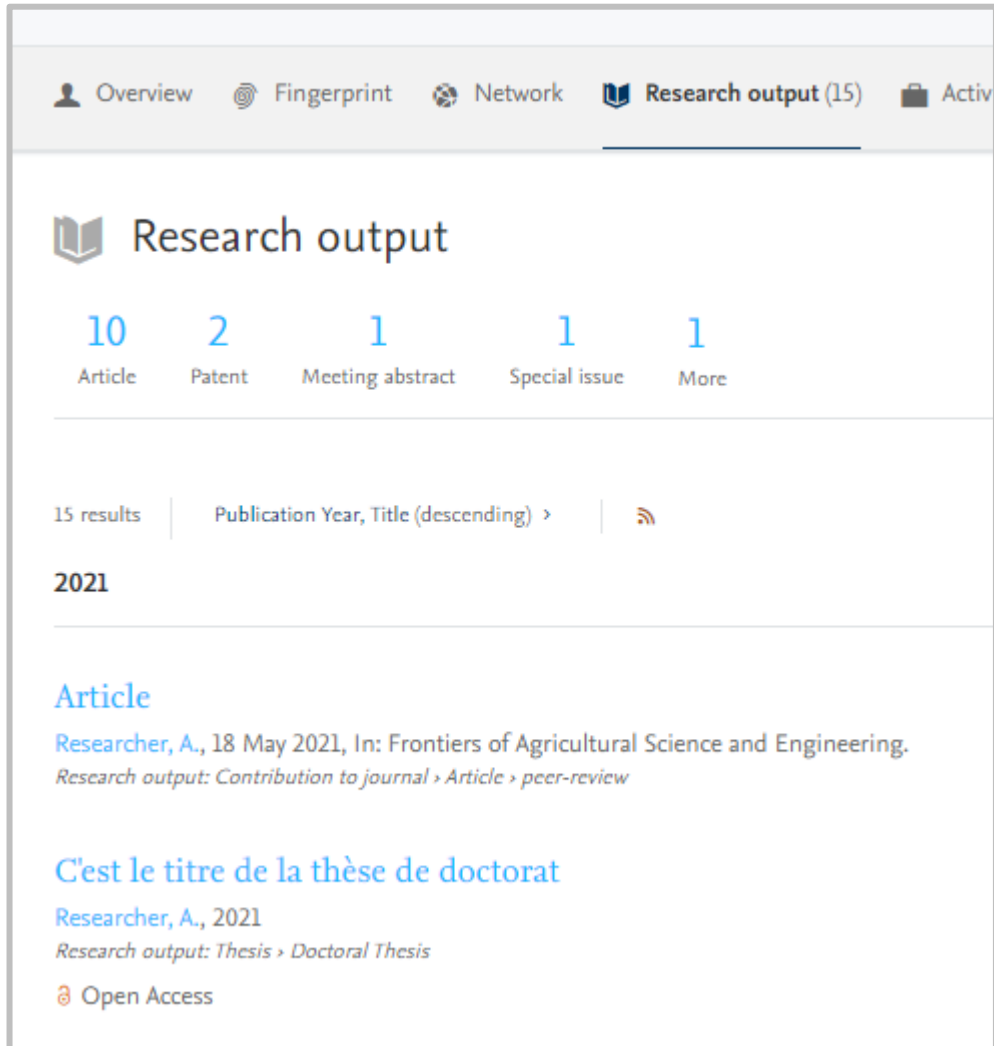
PURE WORKFLOW STEP

Entry in progress

For validation

Status: For validation

Save




The screenshot shows the 'Research output' tab of a Pure profile. The navigation bar includes 'Overview', 'Fingerprint', 'Network', 'Research output (15)', and 'Activ'. The main content area displays a summary of research outputs: 10 Articles, 2 Patents, 1 Meeting abstract, 1 Special issue, and 1 More. Below this, there are 15 results listed, sorted by 'Publication Year, Title (descending)'. The first result is an article from May 2021, and the second is a doctoral thesis from 2021, both marked as 'Open Access'.

Overview Fingerprint Network **Research output (15)** Activ

Research output


10 Article 2 Patent 1 Meeting abstract 1 Special issue 1 More

15 results | Publication Year, Title (descending) > | 

2021

Article
Researcher, A., 18 May 2021, In: Frontiers of Agricultural Science and Engineering.
Research output: Contribution to journal > Article > peer-review

C'est le titre de la thèse de doctorat
Researcher, A., 2021
Research output: Thesis > Doctoral Thesis

 Open Access

Note: Once the record has been validated, it will appear under the **Research output** tab on your Edinburgh Research Explorer Profile.