



## UMEÅ UNIVERSITY

# Publishing agreement for student thesis

- ✓ I/we hereby give my/our consent to publish the full text of my/our thesis in the university publication database DiVA.
- ✓ I/we confirm that I have obtained permission for full text publication from the owner of the copyrighted material included in the thesis (if such material is included).

<b>Program/course:</b>
<b>Author(s):</b> (name and Umu ID for all authors)
<b>Title:</b>
<b>Alternative title:</b>
<b>Examiner:</b> (if unsure – leave blank)
<b>Supervisor:</b>

<b>Place and date:</b>
<b>Author signature(s):</b> – print out and sign here, or see next page for digital signing

# Instructions for digital signing

To sign the document digitally – open the document in either Acrobat Reader or the browser

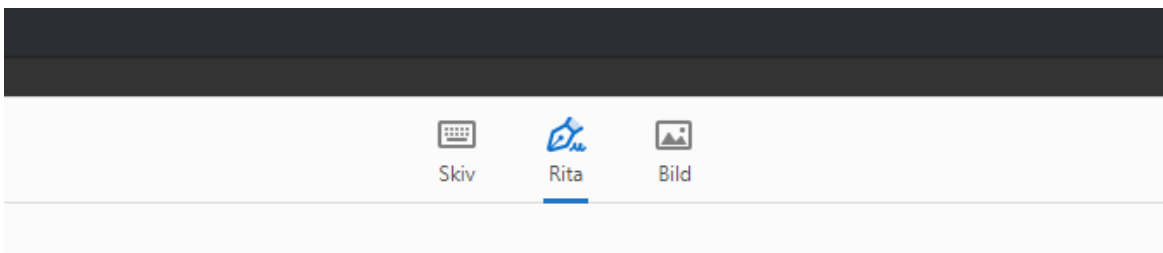
Edge. In **Acrobat Reader** - choose the option **Signera / Fill & Sign** in the tool menu:



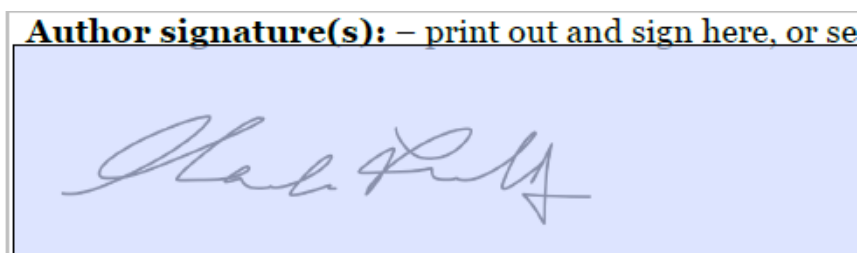
If the Fill & Sign icon not is visible in the toolbar (should you already have opened the Fill & Sign windos), you will instead see the **Signera själv / Sign yourself** icon:



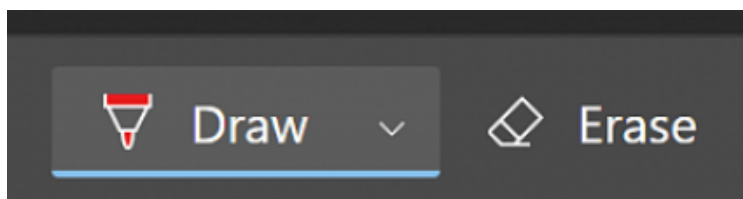
Choose **Lägg till signatur / Add signature**. In the window that opens, choose **Rita / Draw**.



Use the mouse for drawing a signature. Click on **Använd / Use**. Now you can place your signature in the signature field.



In **Microsoft Edge** you can sign by choosing the option **Draw** in the toolbar. Use the eraser if you want to adjust the signature.



Place the marker in the field for Author signature(s) and use the mouse to sign.



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# Instructions for registering and publishing of student thesis in DiVA

For a student thesis registered without the full text there is no need to submit a signed publishing agreement, regardless of the number of authors.

See the [library website](#) for more information.

Student theses produced at Umeå University are to be registered and deposited in the university publication database [DiVA](#). Information about the thesis (author, title etc.) are made freely available. If the faculty or department recommend publishing the thesis in full text, consent is needed from the author(s). The authors agrees to full text publication by signing the publishing agreement for student thesis. (See the university [Open Access policy](#)).

There are three alternatives for depositing a student thesis:

1. **Make freely available now (open access).** The full text is freely available in DiVA.
2. **Make freely available later.** Full text will be available after an embargo period.
3. **Only for archiving.** The full text is only filed in DiVA, and is not made public.

A publishing consent from the author(s) is needed in alternative 1 and 2. No consent is needed for alternative 3, as the thesis is registered but the full text is only archived.

## Full text publishing in DiVA

The author(s) need to consent to the full text publishing of the thesis. The agreement is archived in DiVA together with the thesis. This consent can be given in two ways:

### Agreement alternative 1

The author(s) give their publishing consent with this form. By signing the form the author(s) also confirm that they have obtained permission for full text publication from the owner of the copyrighted material included in the thesis.

### Agreement alternative 2

The author(s) registers the thesis in DiVA, uploads a file containing the approved copy of the thesis, and agrees to make the full text freely available by reading and approving the terms of publishing in DiVA. If the thesis has several authors, a signed agreement is always required.

## Permission for publication material with copyright

If there are parts of the thesis where someone other than the authors have the copyright, permission to publish in full text must be obtained from the copyright owner. This can apply to images, for example. By signing this publishing agreement, the authors certify that they have obtained the permission from the copyright owner. Remember that the name of the copyright owner always must be stated in the student thesis.

## Publication of thesis

The study administrator or examiner at the department checks the registration and publishes the thesis in DiVA.