

eDoc Examinations – Creating the Examination Record

The Examinations workflow is accessible via the PGR project page where there is now an **Examinations** tab on the right hand side, where the other workflows are available.

The Examinations workflow will need to be initiated at two points:

1. The PGR needs to complete Submission Planning.
2. Lead Supervisor needs to complete the nomination of examiners form.

Either the PGR or the Lead Supervisor will need to create a new examination record. This will depend on who completes one of the above steps first.

Below is a guide on how to create a new examination record. Other guides to support you through other stages of the Examinations workflow are available on the Doctoral Academy website.

1. Create new examination record

MAIN PROJECT PAGE


The screenshot shows the main project page for a project titled "Month where war of eye back where line area". The page includes a header with the Doctoral Academy logo and project name. Below the header is a table of project details. To the right of the details table is a vertical sidebar with several navigation tabs. The "Examinations" tab is circled in red.

	Date completed	Deadline	Reminder sent
Project start	06 Aug 2015		
Project end	15 May 2019		

Navigation tabs on the right side of the page:

- Project history
- Project dates
- Supervision meetings
- Programme approval
- Confirmation of registration
- Annual progress review
- Examinations** (highlighted)
- Ethics
- Request a change

Examinations: Month where war of eye back where line area

 Month where war of eye back where line area

 Mrs Conchita Warren

Examination	Status
Examination record	Create new...

The examinations record is used to administer the examination process from thesis submission to final award.

Examination

The examinations record is used to administer the examination process from thesis submission to final award.

Would you like to create an examination record?

Cancel

Start