

Submitting your thesis/dissertation

To the ETD Submittal System

<http://etd.lib.fit.edu>

Go to <http://etd.lib.fit.edu>
Login using TRACKS



A screenshot of the Florida Institute of Technology ETD Submittal System login page. The page features the university's logo on the left, the text 'Florida Institute of Technology' and 'Evans Library' in the center, and 'ETD SUBMITTAL SYSTEM' on the right. A 'Login' link is visible in the top right corner. Below the main heading, there is a red warning message: 'You must go to the Office of Graduate Programs for an initial format check before submitting your thesis.' and a blue link: 'To get started with your submission, click the link below.' At the bottom, a grey bar contains a 'Login' button, which is highlighted by a red arrow pointing to it from the left.

Login using TRACKS



Florida Institute of Technology
High Tech with a Human Touch™

Username

hmillr

> [Forgot your password?](#)

Password

.....

> [Need Help?](#)

Don't Remember Login

Clear prior granting of permission for release of your information to this service.

Check this box if you are on a public computer

Login



Click the “Start your submission” button to begin



Florida Institute of Technology

Evans Library

Submitting your Thesis or Dissertation

You must go to the Office of Graduate Programs for an initial format check before submitting your thesis.

To get started with your submission, click the link below.



Start your submission

ry | Logout

ETD
SUBMITTAL SYSTEM

Select your department and degree

Holly Miller | Admin | Submission History | Logout

Florida Institute of Technology
ETD SUBMITTAL SYSTEM

Evans Library
Currently accepting submissions for the December 2016 semester.

1 Verify Your Information 2 License Agreement 3 Document Information 4 Upload Your Files 5 Confirm & Submit

Verify Your Information

Instructions:
Please verify all of your personal information. Some of the information has been provided by your school; if this information is in error, you will need to correct it through the appropriate office at your school.
Required fields are indicated with an asterisk.

Personal Information

* First Name: Holly
Middle Name:
* Last Name: Miller
* Email: hmliller@fit.edu

Affiliation

* Department: ...choose
* Degree: ...choose

Phone & Address

* Permanent Email: hmliller@fit.edu

Save and Continue Cancel

Choose your department

and degree
Masters
PhD/DBA
PsyD

Then save & continue

Accept License Agreement

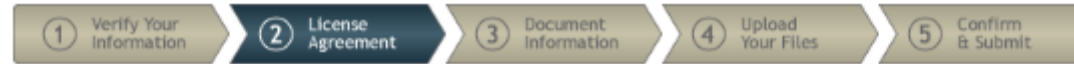


Florida Institute of Technology

ETD
SUBMITTAL SYSTEM

Evans Library

Currently accepting submissions for the December 2016 semester.



License Agreement

License Agreement

You must agree to the non-exclusive license below in order to continue:

Thesis Submission Agreement

My Thesis and the abstract are my original work and do not infringe or violate the rights of others. I am the sole author of my Thesis and abstract. I further attest that the work described in this Thesis does not violate any non-disclosure agreements entered into by representatives of Florida Institute of Technology.

I acknowledge that Florida Tech has a royalty-free non-exclusive right to reproduce and distribute my Thesis, in whole or in part, in any format (electronic or otherwise) whether in existence now or developed in the future. Specifically my Thesis and abstract will be made accessible on the Florida Tech website through the Scholarship Repository and made freely available worldwide.

I understand that Florida Tech owns the intellectual property described in my Thesis. I acknowledge that Florida Tech, in its sole discretion, may elect not to distribute my Thesis or to subsequently remove it after it has been deposited.

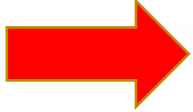
Florida Tech acknowledges that this is a non-exclusive license; any copyrights in the submission remain with the author or other copyright holder and subsequent uses of the submitted material by that person(s) are not restricted by this license.

I have carefully read this Agreement, understand all of its terms, and enter into this Agreement.

By checking here you agree to the above license in its entirety.

Read over the Thesis Submission Agreement and accept it by checking this box. You can get a copy of the Thesis Submission Agreement on the [License Agreements](#) tab.

If you are a PhD/DBA student, read and accept the ProQuest License Agreement



PhD Students Only: Proquest Publication

PhD Dissertations Dissemination Agreement

This Agreement is between the author (Author) and ProQuest LLC, through its ProQuest dissertation business (ProQuest). Under this Agreement, the Author grants ProQuest certain rights to preserve, archive and disseminate the dissertation or thesis, abstract, and index terms (the Work) provided by Author to ProQuest.

License for Inclusion of the Work in the ProQuest Program.

Grant of Rights. Author hereby grants to ProQuest the non-exclusive, worldwide right to reproduce, distribute, display and transmit the Work (in whole or in part) in such tangible and electronic formats as may be in existence now or developed in the future. Author further grants to ProQuest the right to include the abstract, bibliography and other metadata in the *ProQuest Dissertations and Theses Global* database (PQDT) and in ProQuest's *Dissertation Abstracts International* and any successor or related index and/or finding products or services.

ProQuest Dissemination Program - Election and Elements. The rights granted shall be subject to the following additional requirements:

Redistribution of the Work. Except as restricted by the Author, the rights granted by the Author automatically include (1) the right to allow sale and distribution of the Work, in whole or in part, by agents and distributors, and (2) the right to make the Abstract, bibliographic data and any metadata associated with the Work available to search engines and harvesters.

Restrictions.

ProQuest will use commercially reasonable efforts to restrict the distribution of the Work as provided under the publishing option selected by Author or as later elected by Author through direct contact with ProQuest. Such election is subject to Author's Degree Granting Institution Directives (see below). With respect to restrictions requested after submission of the Work, Author acknowledges that ProQuest cannot recall or amend previously distributed versions of the Work.

Removal of Work from the Program.

ProQuest may elect not to distribute the Work if it believes that all necessary rights of third parties have not been secured. If Author's degree is rescinded, and the degree granting institution so directs, ProQuest will expunge the Work from its publishing program in accordance with its then current publishing policies.

The Author will retain the right to remove the work from the ProQuest program. ProQuest will remove the Work upon written request from the Author.

Degree Granting Institution Directives.

Author is solely responsible for any conflict between policies and directions of Author's degree-granting institution, Author's choice of publishing model, and/or any restriction Author places on the use of the Work. For the avoidance

Degree Granting Institution Directives.

Author is solely responsible for any conflict between policies and directions of Author's degree-granting institution, Author's choice of publishing model, and/or any restriction Author places on the use of the Work. For the avoidance of doubt, ProQuest is not responsible for access to the Work that is provided by Author's degree granting institution through its library or institutional repository. Author must work directly with Author's degree granting institution to ensure application of any restrictions to access relating to the Work by Author's degree granting institution.

Rights Verification.

Author represents and warrants that Author is the copyright holder of the Work and has obtained all necessary licenses for any nonpublic, third party software necessary to access, display, or otherwise use the Work. Author is solely responsible and will indemnify ProQuest for any third party claim or damages submitted for publication.

Publishing Fees and Royalties.

Under this agreement no publishing fee is charged by ProQuest to the author or the author's institution.

ProQuest will pay royalties of 10% of its net revenue from sales of the Work to the Author, contingent upon maintaining a current address on record with ProQuest by contacting author@proquest.com. Royalties will be paid when accrued earned royalties reach \$25.00 USD. If, after 25 months, accrued royalties do not accrue to at least \$25.00 USD, ProQuest's royalty payment obligation will cease.

Acknowledgement: I have read, understand and agree to the ProQuest Agreement, including all rights and restrictions.


I am requesting that ProQuest provide additional free non-exclusive distribution via the ProQuest Dissertation & Theses Database (PQDT), which reaches 3,000 universities with over 200 million searches annually, and supports discovery through major subject and discipline indexes (SciFinder, MLA, MathSciNet, PsycINFO, etc). I also will be eligible for a royalty based upon sales of my full-text work. More information is available here.

Save and Continue

Read over ProQuest Dissemination Agreement and accept it by checking this box. You can get a copy of the Agreement on the [License Agreements tab.](#)

Add the information about your document

Holly Miller | Admin | Submission History | Logout

 **Florida Institute of Technology**

ETD SUBMITTAL SYSTEM

Evans Library
Currently accepting submissions for the December 2016 semester.

1 Verify Your Information 2 License Agreement 3 Document Information 4 Upload Your Files 5 Confirm & Submit

Document Information

Instructions:
In this step you describe your thesis or dissertation. Please make sure that the information entered below matches the information contained in your document.

Document Information

* Title:

* Document Type:

* Subjects: Primary Subject:
Additional Subject:
Additional Subject:

* Language: English (United States)

CC BY: This license lets others distribute, remix, tweak, and build upon your work, even commercially, as long as they credit you for the original creation. This is the most accommodating of licenses offered. Recommended for maximum dissemination and use of licensed materials.

others remix, tweak, and build upon your work non-commercially, and although their new works must also acknowledge you and be non-commercial, they don't have to license their derivative works on the same terms.

Enter the title as it appears on your cover page.

Are you submitting a Thesis, Dissertation Or Doctoral Research Project?

Choose at least one subject that describes your work.

Determine how you would like to license your document

* Creative Commons License

A Creative Commons (CC) license is one of several public copyright licenses that enable the free distribution of an otherwise copyrighted work. A CC license is used when an author wants to give people the right to use, and build upon a work that they have created. Learn more at the Creative Commons website.

Creative Commons:

CC BY

Creative Commons Non-commercial:

CC BY NC

Creative Commons Share Alike:

CC BY SA

Standard Copyright:

© All Rights Reserved.

Save and Continue >>

CC BY: This license lets others distribute, remix, tweak, and build upon your work, even commercially, as long as they credit you for the original creation. This is the most accommodating of licenses offered. Recommended for maximum dissemination and use of licensed materials.

[More info](#)

CC BY NC: This license lets others remix, tweak, and build upon your work non-commercially, and although their new works must also acknowledge you and be non-commercial, they don't have to license their derivative works on the same terms.

[More info](#)

CC BY-SA: This license lets others remix, tweak, and build upon your work even for commercial purposes, as long as they credit you and license their new creations under the identical terms. This license is often compared to "copyleft" free and open source software licenses. All new works based on yours will carry the same license, so any derivatives will also allow commercial use. This is the license used by Wikipedia.

[More info](#)

Upload your document



Evans Library

Currently accepting submissions for the December 2016 semester.

1 Verify Your Information 2 License Agreement 3 Document Information 4 Upload Your Files 5 Confirm & Submit

Upload Your Files

Instructions:

In this step you will upload your thesis or dissertation to the server. Optionally, you may upload additional supplementary files that will be available along with your document after publication.

Your thesis or dissertation can only be one file, and the only allowable file format is PDF/A. Please visit the Thesis Submission Research Guide for help or information related to creating a PDF/A file.

SIZE QUOTA: no individual file may exceed 512 MB, and the total of all files must not exceed 4 GB.

Upload Primary Document

Make certain your signature page is unsigned. The file must be in PDF/A format.

* Manuscript in PDF/A format: No file chosen

Upload Additional Files

Supplemental Files: Upload only supplemental files such as audio, video or data sets. These files must be listed in the appendix of your thesis or dissertation.

Source Files: Upload the source files used to create your manuscript such as a Word Document, LaTeX Source file, etc. These files will be used to improve the digital preservation potential of your document.

Document Type:

Browse for Additional Document: No file chosen

Save and Continue >>

Upload the PDF/A version of your final thesis. Your format must have already been approved by the Office of Graduate Programs.

You may upload supplemental or source files (if applicable).

Save what you have done so far. You will have a chance to review all the information for correctness.

Check the information you submitted

Make any changes by clicking on the section you want to change.

You can double check the uploaded file, too.

Warning:
After pressing "Confirm and Submit" you cannot make any more changes to the form's data without contacting the Office of Graduate Programs.

Evans Library
Currently accepting submissions for the December 2016 semester.

1 Verify Your Information 2 License Agreement 3 Document Information 4 Upload Your Files 5 Confirm & Submit

Confirm & Submit

Instructions:
Please verify all the information displayed below before proceeding. Once you click the button to approve this document, you cannot make any more changes to the form's data without contacting your local thesis office.

About You

Name: Miller, Holly
Email: hmiller@fit.edu
Permanent Email: hmiller@fit.edu
[\[edit your personal information\]](#)

Academic Affiliation

Department: Biological Sciences
Degree: PhD/DBA
[\[edit your academic affiliation\]](#)

Document Information

Title: My thesis
Document Type: Dissertation
Subjects: Agriculture, Agronomy
Language: English (United States)
PhD Students Only: No
Proquest Publication:
Creative Commons License: Creative Commons - CC BY
[\[edit your document information\]](#)

Uploaded File

Manuscript in PDF/A format: MILLER-DISSERTATION.pdf (287 KB)
[\[edit your uploaded files\]](#)

Final Submission

Warning:
After pressing "Confirm and Submit" you cannot make any more changes to the form's data without contacting your local thesis office.

[Confirm and Submit](#)

You will get an email confirming your submission



Florida Institute of Technology

ETD
SUBMITTAL SYSTEM

Evans Library

[Home](#) / [Submissions](#) / [Complete](#)

Submittal Complete

Instructions:

The ETD Submittal System has received your electronic submittal. You will also receive an email confirmation.

To complete the submission process, you must go to the Office of Graduate Programs (Academic Quad 402, Room 100) and bring the following items:

- signed Signature Page
- signed ETD Access Form
- Minimum number of printed copies as required by your academic unit.

Requirements for the degree are not completed until all Turn-in items are accepted by the Office of Graduate Programs.

If you have any questions about your submittal, feel free to contact Holly Miller, hmillier@fit.edu, Asst Dean, Scholarly Content & Faculty Engagement, Evans Library or Ask A Librarian

Text: 321-265-3ASK (3275)

Email

Phone: 321-674-8086

[View submission status](#)