



1.1. Deadlines

No.	Task	Place	Done by	In charge	Deadline for October 26 thesis submission	Deadline for November 23 thesis submission
1	Preparation of a prospectus on the specialisation, based on the University Prospectus.		department / institute administrator	major coordinator		
2	Creating thesis courses in Moodle.	Moodle	Moodle system administrator	Student Services, Corvinus Centre for Teacher Training and Digital Learning	16/10/2020	05/11/2020
3	Other Moodle settings, creating questionnaires.	Moodle	Moodle system administrator	Student Services, Corvinus Centre for Teacher Training and Digital Learning	16/10/2020	05/11/2020
4	Assignment of student groups to Moodle courses (data provider: Student Services)	Moodle	Moodle system administrator	Student Services, Corvinus Centre for Teacher Training and Digital Learning	16/10/2020	05/11/2020
5	Individual assignment of students to Moodle courses.	Moodle	department / institute administrator	Head of Institute	26/10/2020	23/11/2020
6	Checking the course assignment of the student.	Moodle	student	student	20/10/2020	17/11/2020
7	Login to Moodle thesis course, filling in questionnaires, uploading thesis.	Moodle	student	student	26/10/2020	23/11/2020
8	Neptun thesis settings, preparation of declarations and applications.	Neptun	Student Services Neptun group, PM Neptun expert	PM, HSZ	16/10/2020	14/11/2020
9	Login to Neptun Starting 'Thesis Submission Request'.	Neptun	student	student	26/10/2020	23/11/2020
10	Accepting the 'Thesis Submission Request', setting 'Supported', which also means a declaration, by the supervisor that the thesis can be submitted.	Neptun	supervisor	supervisor	26/10/2020	23/11/2020
11	Completion of 'Own Work Declaration', thesis upload.	Neptun	student		26/10/2020	23/11/2020
12	Starting Urkund check.	Neptun	department / institute administrator	supervisor	26/10/2020	23/11/2020
13	Uploading declarations (simultaneous studies, publicity of thesis)	Neptun	student	student	26/10/2020	23/11/2020
14	Completion of Declaration of Final Exam Participation.	Neptun	student	student	26/10/2020	23/11/2020