

## Pictorial and Textual Guidance for Submitting Proposals in National Registration System for Iranian Dissertations, Theses, and Research Proposals

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1. Dear student, please enter this link <https://sabt.irandoc.ac.ir> to submit your proposal. If you are already a member of the system, you would click on **the login** section, otherwise, you have to click on **the registration** section.



2. In this step, enter all the requested information completely.

نام‌نویسی

کاربر گرامی! خواهشمند است پیش از پر کردن کاربرد نام‌نویسی توجه فرمایید:

- اطلاعاتی که وارد می‌کنید، اطلاعات هویتی شماست، بنابراین آنها را کامل و درست وارد کنید.
- اطلاعات هویتی (مانند شماره ملی)، شماره تلفن همراه و رایانامه (ایمیل) دیگران را به کار نبرید.
- شماره ملی و رایانامه (ایمیل) را نمی‌توان ویرایش کرد، پس در وارد کردن آنها دقت کنید.

رایانامه

گذرواژه

نام \*

نام خانوادگی \*

نام (انگلیسی) \*

نام خانوادگی (انگلیسی) \*

نام پدر \*

تابعیت ایرانی  اتباع خارجی

شماره ملی \*

تاریخ تولد \*

شماره تلفن همراه \*

جنس مرد  زن

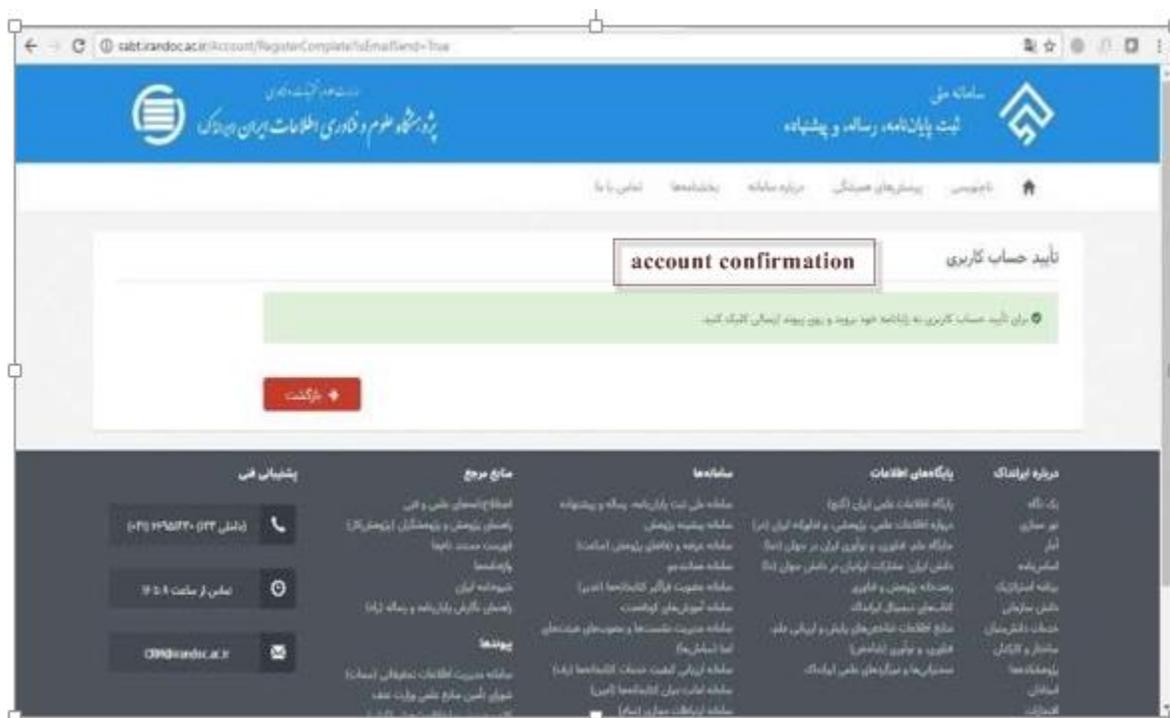
آگهی‌های علمی ایرانداک را به رایانامه من بفرستید.

آگهی‌های علمی ایرانداک را به شماره تلفن همراه من بفرستید.

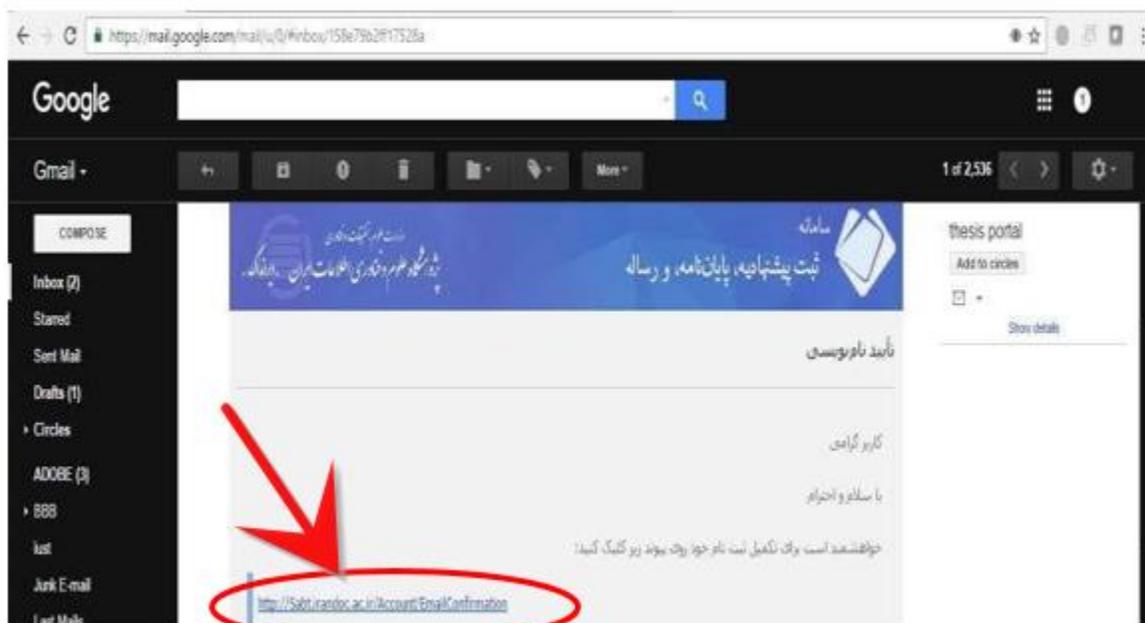
آگهی‌های علمی سازمان‌های دیگر را به رایانامه من بفرستید.

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3. In this section, a message titled "Go to your email and click on the link sent to verify your user account" will be displayed for you.

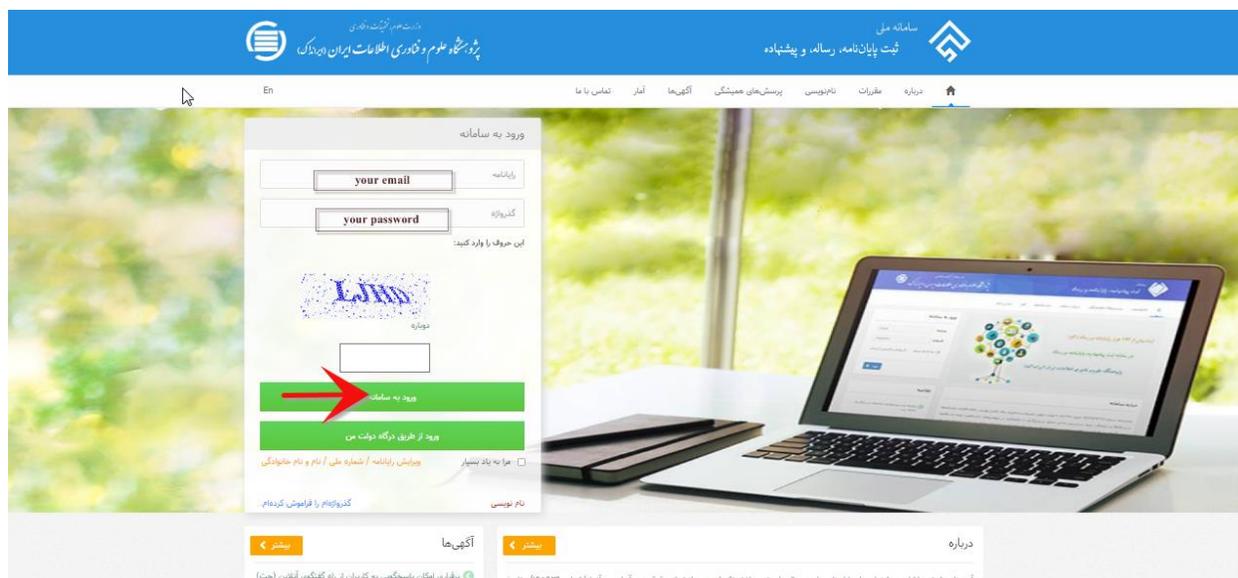


4. Click on the link to complete the registration.



5. Now you can log in to the system by using the specified email address and password.

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6. After you log in to the system and your profile, you should click on **the proposal** in the first step.



7. In this section, the student must enter **personal and academic information** carefully.

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اطلاعات شخصی و تحصیلی

نام: سید علی

نام خانوادگی: اعتصامی

پایانه: Ali.etesami@mail.sbu.ac.ir

شماره ملی: 1290338221

شماره دانشجویی: 945678910

مقطع تحصیلی: ارشد

سال ورود به مقطع تحصیلی: ۱۳۹۳

وزارت علوم، تحقیقات و فناوری

نام دانشگاه: دانشگاه شهید بهشتی

نام دانشکده: مدیریت و حسابداری

8. Then you have to complete **the proposal information**.

اطلاعات پیشنهاد

زبان اصلی پیشنهاد: فارسی

عنوان فارسی: تاثیر ساختار سرمایه بر سودآوری شرکتها پذیرفته شده در بورس اوراق بهادار تهران با توجه به نوع صنعت

عنوان انگلیسی: The effect of capital structure on profitability of companies accepted on the stock exchange based on the type of industry

9. In this part, you have to enter the information of the thesis advisor and thesis reader.

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10. By completing the information of the thesis advisor and the thesis reader, **the "proposal information"** has been completed, and the next step, the information of the proposal content must be submitted by the student in the system.

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Click on **the next step**

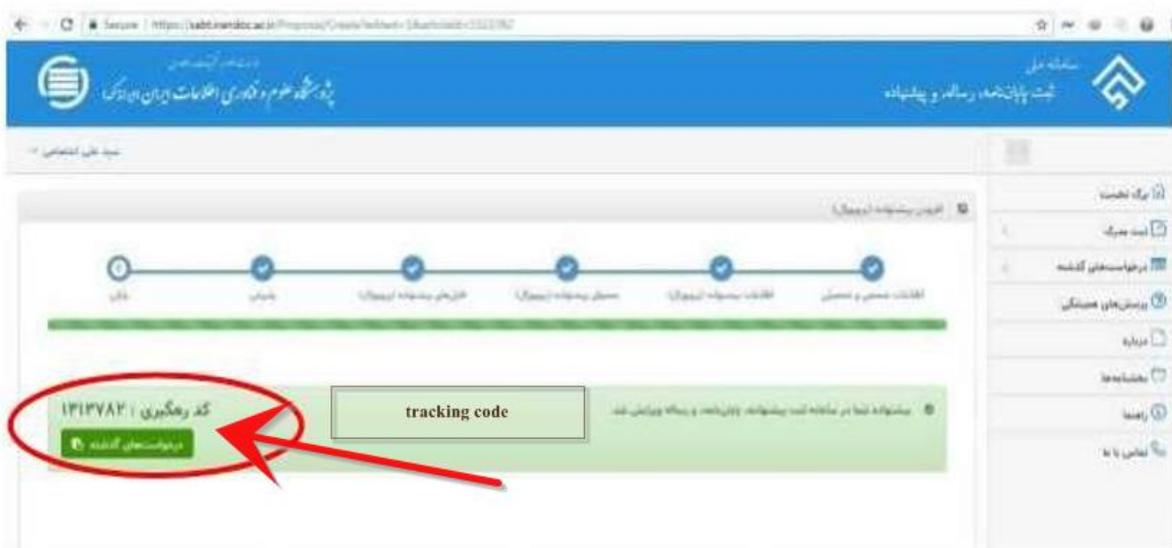
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11. Then the proposal text files should be uploaded to the site in both WORD and PDF formats.



12. At this stage, the tracking code will be sent to you as a sign of the completion of the submitting processes.

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### Remarks and Considerations

After receiving the tracking code of the system, the PDF and Word files received from the students are given to the experts of IranDoc for review; then, 72 hours later of the approval of the university by the IranDoc system, a confirmation email would be sent to the student's email address which has been registered in personal profile in the system. Kindly students should upload the proposal acceptance certificate in the Golestan system in the relevant section.

Dear students, please note that any changes in your proposal registration system will be notified by the IranDoc system in the form of an SMS to the mobile number you have entered in the system or through the email you have registered in the system.

Therefore, dear student, please fill in your personal information completely and accurately.

The link to answer the frequently asked questions of students in connection with the registration of proposals and theses in the IranDoc system is as follows:

**<https://sabt.irandoc.ac.ir/Home/Faq>**

**Producer: Central Library and Document Center of Shahid Beheshti University**