

Thesis application in Neptun

1. Submitting your thesis

In Neptun, under the menu item "Studies -> Degree thesis/Thesis Application", the thesis row is listed for all students whose thesis assignment sheet has been issued and whose topic is still valid.

Degree thesis

▼ Teszt szakdolgozat

◆ Topic:	◆ Language: Hungarian
◆ Title: Teszt szakdolgozat	◆ Organizational unit: OE
◆ Final title: kkkk	◆ Thesis status:
◆ Lecturers: Teszt Bíráló, Viktória Katona-Kis	◆ Assignment result: ✓
◆ Sign up date:	◆ Acceptor:
◆ Date of acceptance: 12/8/2022 12:00:00 AM	◆ Date of withdrawal:
◆ Date of handing in: 5/5/2025 10:36:38 AM	◆ Result of defence:
◆ Presentation date:	◆ Confidential: Secreted
◆ Date of defence:	◆ Url:
◆ Description: 1. Bevezetés 2. Kifejtés 3. Lezárás	◆ Number: SZD2212081530051935EJUZGR

Reviewer/Consultant Topic plan Consultations Upload degree thesis View degree thesis Print details of degree thesis Jump to virtual space Lecturer statement

By clicking on the “Upload degree thesis” button, the thesis/diploma work can be uploaded on the interface that appears.

- First, the “Language” value must be selected from the drop-down list.
- The final title of the thesis must be entered in the “Final Thesis Title” field.

Upload degree thesis

◆ Language: English

Final thesis title:

By clicking the „Next” button, the upload will be possible.

1.1. Uploading a „Thesis” (Szakdolgozat) - type document

Upload degree thesis

Document type: Szakdolgozat
File type: PDF (100000kb)
Language: English
Description:
Confidential: Secreted
+ Upload file

Extra data

Filename	Type
teszt.pdf	Szakdolgozat

Number of results: 0-0/0 (0 ms)

Save files Back

The thesis/diploma work must be uploaded in 1 single pdf file.

The file size can be a maximum of 100 MB. In case of a larger file size, it is worth reviewing the thesis to see if it contains large images. In such cases, it is worth using a lower resolution image version in the file you want to upload.

- Document type: select “Thesis” from the drop-down list. On this interface, you can upload a thesis/diploma work in pdf format.
- Language: select the language of the thesis from the drop-down list.
- Description: empty.
- Confidential: you can select it from the drop-down list if the thesis/diploma work is confidential. The default value is “Not secreted”.



Clicking the **+ Upload file** button, select the final version of your thesis file that you have saved on your own computer.

The thesis file name has a fixed format, as per the following:

Faculty code - student Neptun code - semester of submission.

For example: RKK-EJUZGR-2024-25-2.pdf

The faculty code and Neptun code must be entered in uppercase, separated by a "-" hyphen, and the file extension (.pdf) must be written in lowercase.

Faculty codes at the Obuda University

AMK - Alba Regia Faculty

BGK - Bánki Donát Faculty of Mechanical and Safety Engineering

KVK - Kandó Kálmán Faculty of Electrical Engineering

KGK - Keleti Károly Faculty of Business and Management

NIK - Neumann János Faculty of Informatics

RKK - Rejtő Sándor Faculty of Light Industry and Environmental Engineering

1.2. Uploading a “Thesis Attachment” (Szakdolgozat melléklet) document type

If the thesis has separate attachments that cannot be included in the thesis, but are necessary for the evaluation, these files must be uploaded in ZIP format with the “Thesis Attachment” type. The maximum file size is 100 MB.

If the thesis does not have a separate attachment, it is not necessary to upload a file with this type.

- **Document type:** select “Thesis Attachment” (Szakdolgozat melléklet) from the drop-down list. On this interface, the thesis/diploma work attachments can be uploaded in zip format.
- **Language:** select the language of the thesis from the drop-down list.
- **Description:** empty.

Upload degree thesis

Document type

File type

Language

Description

Szakdolgozat

Szakdolgozat

Szakdolgozat melléklet

Confidential

Secreted

+ Upload file

Extra data

Filename

Type

teszt.pdf

Szakdolgozat

Number of results:0-0/0 (0 ms)

Save files

Back

The thesis attachments file name has a fixed format, just like the thesis file - as per the following:

Faculty code - student Neptun code - semester of submission.

For example: RKK-EJUZGR-2024-25-2.zip

Clicking the **+ Upload file** button, select the final version of your thesis attachment file that you have saved on your own computer.

Upload degree thesis

Document type

File type

Language

Description

Szakdolgozat

Szakdolgozat

Szakdolgozat melléklet

Confidential

Secreted

+ Upload file

Extra data

Filename

Type

teszt.pdf

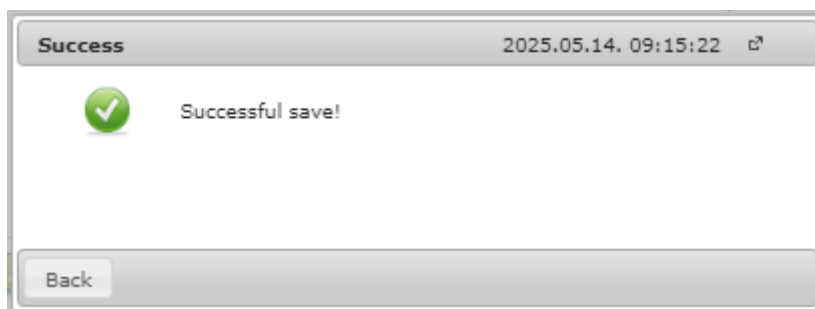
Szakdolgozat


Number of results:0-0/0 (0 ms)

Save files

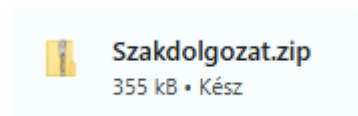
Back

To finalize, click the "Save files" button. **After finalizing, the uploaded files cannot be deleted or modified, the thesis/diploma work is considered submitted!**



You can view the uploaded files in the “Studies/Degree Thesis/Thesis Application” menu, using the  button below the thesis.

By pressing it, you can download the uploaded file or files, depending on whether the thesis had attachments. In the latter case, a ZIP file will be downloaded.



Neptun Office
Budapest, 14th May 20025