

优博论文填报手册

1. 系统角色：学生

1.1 登录优博论文系统

登录中国科学院智慧教育平台

登录地址：<http://www.iedu.cas.cn/>



国科大教育云（SEP）用户请使用国科大教育云（SEP）的用户名和密码登录。如果忘记用户名和密码，可以使用登录页面上的“找回用户名和密码”功能。



登录后，点击页面右侧上方的“奖项管理”图标，进入奖项管理系统。

The screenshot shows the homepage of the Chinese Academy of Sciences iEDU system. At the top, there is a logo and the text "中国科学院智慧教育" and "iEDU Chinese Academy of Sciences". Below the header, there are four main navigation tabs: "首页", "通知公告", "文件规章", and "教育数据". Under the "通知公告" tab, there is a sub-tab "最新文件" which is highlighted with a red box. On the right side of the page, there is a banner titled "奖项管理" (Award Management) with a red border. Below the banner, there is a section titled "友情链接" (Friendship Links) containing two items: "中科院官网" and "国科大官网".

1.2 申报优博论文

当前批次开通后，学生可以进行申报。在左侧菜单中点击“优博论文”，填写相关信息，点击“保存”创建申请。

This screenshot shows the "Apply for Excellent Doctoral Thesis" form. On the left, there is a sidebar with options: "维护个人信息" (Maintain Personal Information), "院长奖" (President's Award), "大恒光学奖学金" (Daheng Optical Science Scholarship), "地奥奖学金" (Dioptin Scholarship), "朱李月华优秀博士生奖" (Zhu Li Yue Hua Excellent Doctoral Student Award), "优博论文" (Excellent Doctoral Thesis), and "文件规章" (Document and Regulations). The "优博论文" option is highlighted with an orange background. The main form area has a blue header "申请优博论文". It contains fields for "论文题目" (Paper Title), "是否工程硕士" (Whether Master of Engineering), "学科门类" (Major Discipline), "一级学科 (专业学位类别)" (Primary Discipline (Professional Degree Category)), and "二级学科 (专业学位领域)" (Secondary Discipline (Professional Degree Field)). At the bottom, there are "保存" (Save) and "取消" (Cancel) buttons.

This screenshot shows the "Excellent Doctoral Thesis Application" list page. On the left, there is a sidebar with the same options as the previous form: "维护个人信息", "院长奖", "大恒光学奖学金", "地奥奖学金", "朱李月华优秀博士生奖", "优博论文" (highlighted with an orange background), and "文件规章". The main area has a blue header "优博论文申请". It displays a table with columns: "论文题目", "作者姓名", "门类", "一级学科 (专业学位类别)", "二级学科 (专业学位领域)", "申请状态", and "操作". One row in the table is shown with values: "工学", "土木工程", "岩土工程", "未提交", and "修改" (blue button), "填报" (orange button), "提交" (green button with a checkmark), and "删除" (red button). A red box highlights the "提交" button. Above the table, it says "当前批次：申报2018年度中国科学院优秀博士学位论文" and "学生上报时间：2018-03-26 -- 2018-04-23".

保存成功后，点击“修改”回到上一页修改论文题目和所属学科门类。点击“填报”填写申请的具体内容。点击“删除”删除该申请。【注意】申请提交后不可再删除。

填报完成后，点击“提交”，等待导师审核。【注意】各培养单位将设定“学生上报时间”，请在“学生上报时间”内提交该申请。

优博论文填报手册

1. 系统角色：导师

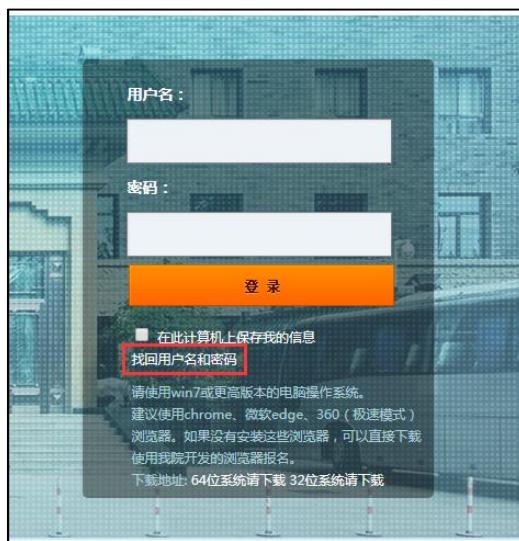
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1.2 审核优博论文申请

在左侧菜单中点击“学生奖项审核”。

在“优博论文”下，选择学生提交的申请，点击“审核”进行审批。

This screenshot shows the "Student Award Application Review" interface. On the left sidebar, there are three options: "学生奖项审核" (selected), "奖金申请", and "文件规章". The main content area has two sections: "三冠名奖" (Three Major Awards) and "三优博论文" (Three Excellent Doctoral Theses). The "三优博论文" section is highlighted with a red box. It displays a table with one record: a student named [REDACTED] (Master's degree) who submitted their thesis. A red box highlights the "审核" (Review) button in the table row. Below these sections, there is a message indicating 1 record on page 1. The top right corner shows the user role as "教师角色" (Teacher Role).

This screenshot shows the detailed view of the "Excellent Doctoral Thesis Application Review". The left sidebar includes links for "作者简况表", "论文推荐表", "论文中英文摘要", "论文主要创新点", "博士学位论文", "导出申报表", "成果证明材料", "导师推荐意见", and "返回". The main content area is titled "优博论文审核" and contains a form for "推荐意见" (Recommendation Opinion) with a large input field. At the bottom of the form are two buttons: "同意推荐" (Agree to Recommend) in green and "退回" (Return) in red. The top right corner shows the user role as "教师角色" (Teacher Role).

填写“导师推荐意见”表，点击“同意推荐”，提交给培养单位进行审核；或者点击“退回”，将申请退回给学生。

申请退回给学生后，学生可以进行修改并再次提交给导师审核。