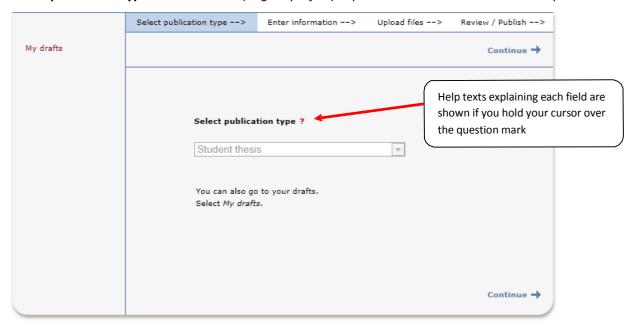


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- How to publish/archive a student paper, essay or degree project in DiVA

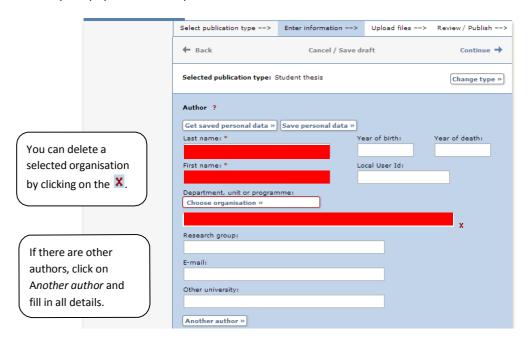
Instructions for students

- **1. Log in**: Log in to DiVA https://bth.diva-portal.org/dream/login.jsf with your BTH account and password A. Contact IT Helpdesk if you need help with account information.
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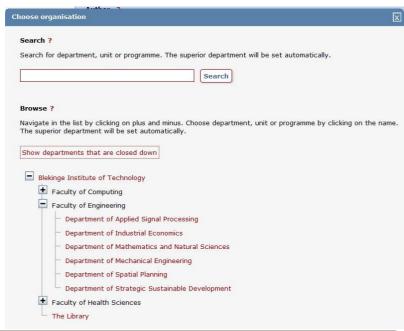


Remember: You can save an incomplete registration as a draft by clicking on Cancel/Save draft and selecting Save a draft. You can find it later under My drafts. Fields marked with red are required fields. Certain programmes or courses may require other fields. Ask at your department if you are unsure.

3. Fill in your details: Fill in the details about the author/authors. Fill in your e-mail address in order to receive a confirmation when registration is complete as well as when your paper has been published and/or archived.



4. Choose organisation: Click *Choose organisation* and search or browse for your department or section. Select the lowest level in the hierarchy (if you choose a unit, the name of your department will be registered automatically).



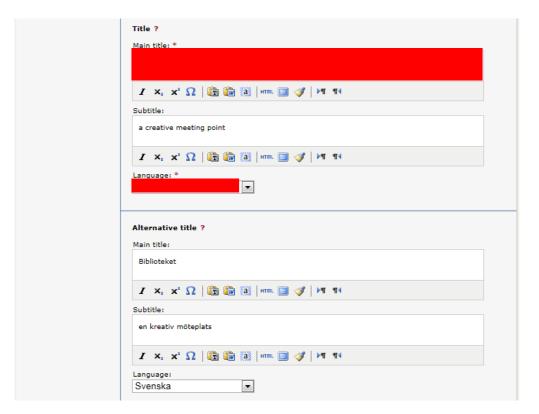
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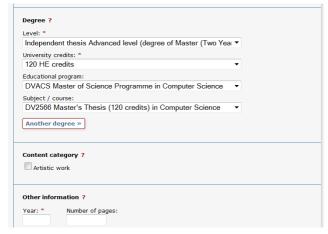


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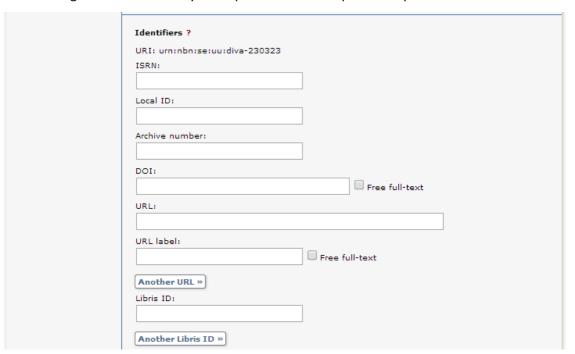
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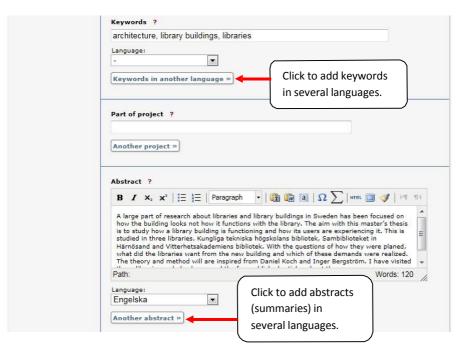
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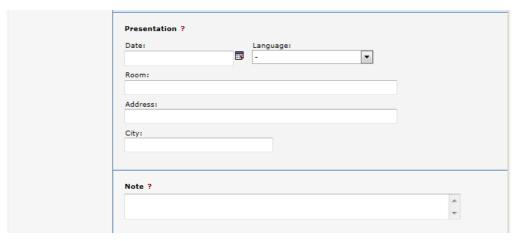
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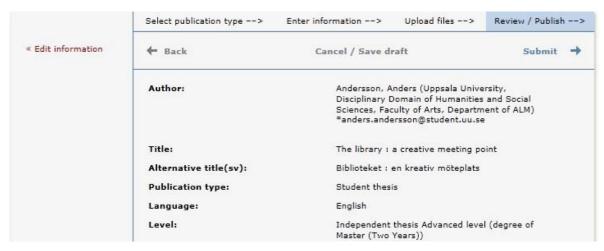
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