What you can expect from, and what you need to have on hand, before using the Libraries’ online submission form

The online submission form for Honors theses and projects requires a GatorLink login. This enables the form to open with a range of basic information already entered, such as your degree program(s) and pre-certified Honors level. If you are graduating with multiple majors, the first thing you will see is a page asking you to choose which degree you want to submit a thesis or project for. Everyone will need to add the same core information for their submission(s):

- Long-term, non-UF email (this helps ensure we can contact you if problems arise)
- Thesis/project title
- Abstract
- Advisor name(s) and department(s)
- If necessary, co-author name(s) and UF affiliation(s)

Most students have only one advisor and no co-authors, but the form is capable of expanding to include as many fields as you might need to list additional people. After you enter the additional information that we need to create the bibliographic record for your work, the form will ask you to grant, decline to grant, or delay granting your permission to put your work online.

Your options for delaying permission are described in this document. You can change your mind about the visibility of your work at any time. Just contact us at IRManager@uflib.ufl.edu to ask us to release your work early, restrict or embargo your work, or release restricted or embargoed work to the public.

Finally, you will be asked to upload your thesis or project file(s). Please review the guidance on this page of the form carefully before uploading. The most common reason for delays in posting Honors projects is problems with submitted files.