

优博论文填报手册

1. 系统角色：导师

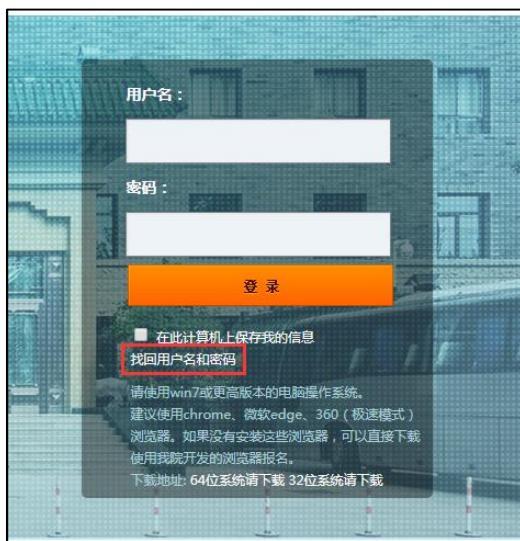
1.1 登录优博论文系统

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-section titled "最新文件" which lists several documents from the Ministry of Education and the Ministry of Science and Technology. To the right of this section is a box labeled "奖项管理" (Award Management) with a red border around it. Below this box is a link to "中科大官网" (USTC Website). The background of the page features a scenic image of mountains.

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" section under the "Award Management" module. On the left sidebar, there are links for "Student Award Application", "Award Application", and "Document Rules". The main content area has two tables. The top table is for "Excellent Doctoral Thesis" applications, showing one record with a student's name, thesis type (Master's), admission time, application progress (submitted to advisor), and a "Review" button. The bottom table is for "Excellent Doctoral Thesis" applications, showing one record with a student's name, thesis type (Master's), admission time, application progress (student submitted), and a "Review" button. A red box highlights the "Review" button in the bottom table.

This screenshot shows the "Excellent Doctoral Thesis Application Review" form. On the left sidebar, there are links for "Author Profile Form", "Recommendation Letter", "Abstract in English", "Main Innovation Points", "Doctoral Thesis", "Submission Form", "Achievement Proof Materials", "Adviser Recommendation", and "Return". The main content area has a section titled "Excellent Doctoral Thesis Application Review" with a "Recommendation" input field and two buttons: "Agree Recommendation" (green) and "Return" (red).

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。