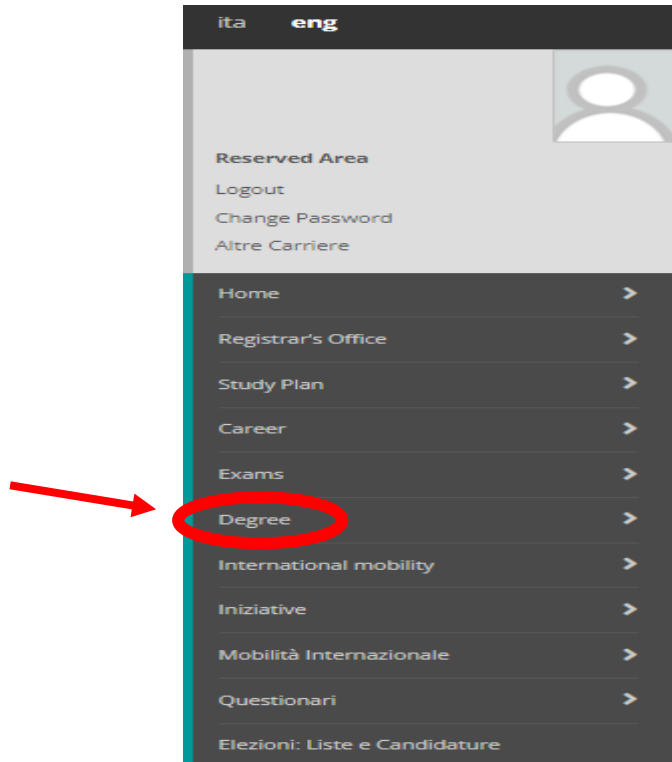
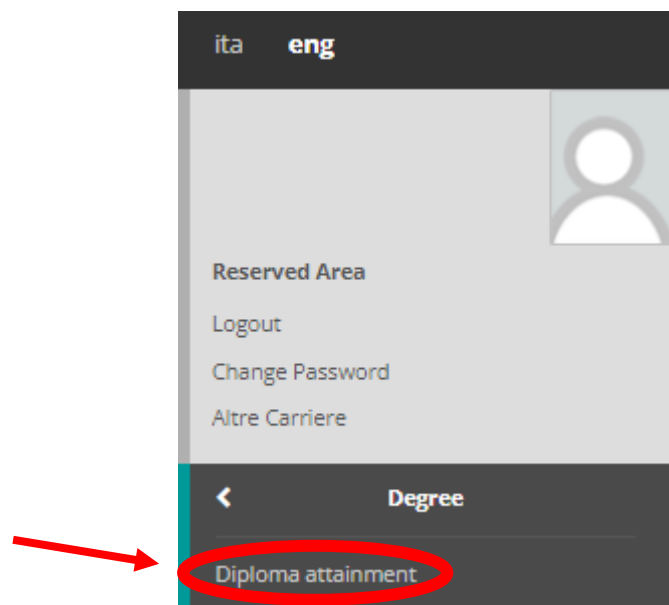


GUIDE TO THE GRADUATION PROCEDURE

Step 1: Log into your Esse3 account and click on "Degree"



Step 2: Click on "Diploma attainment"



Step 3: Click on "Proceed with the Graduation Procedure".

Graduation Board

Student

First Name _____
 Last Name _____
 Student ID _____
 Study Course INGEGNERIA MECCANICA (D.M. 270/04)

No attachments available.

Proceed with the Graduation Procedure | Sign up to Atti/Laurea | Request Deferral

Dissertation Recap

Dissertation Detail _____ Check dissertation details
 Tipo della tesi _____ Compilative
 Title _____ APPLIED MECHANICS
 Dissertation area _____ APPLIED MECHANICS II

Complete the dissertation procedure | Modify Dissertation | Print Dissertation | Cancel Dissertation | Attachments

List of mentors

Mentor	Type of mentor
	First mentor

No attachments available.

Home

Step 4: Here, you can view the information needed to complete the procedure. Click on the button below to proceed.

Insert the information regarding the graduation procedure.

Insert the information regarding the graduation procedure by following the instructions.

Activity	Section	Info	Status
A - Session and exam	Session and exam selection		
	Additional information		
	Automatic checking results		
	Confirmation		
B - Career information	Exam information		
	Exams (taken)		
	Exams (not yet taken)		
C - Dissertation information	Dissertation		
	Dissertation management		
	Exam-Dissertation type		
	Sector and subject		
	Subject selection		
	List of mentors		
	Dissertation information confirmation		
D - Group dissertation information	Group dissertation management		
E - Attachment list	Attachment recap		
F - Final dissertation confirmation	Confirmation		

- Legend:
- Information
 - Working Section
 - Locked Section
 - Completed Section

Insert the information regarding the graduation procedure

Step 5: Here, you must select the session and the exam in which you wish to graduate. To do it, click on the button next to "EXAM". Click on "Next" when you're done.

Navigation: A 1 2 3 4 ... >>

Session and Exam selection

Choose the session and the exam date in which you wish to graduate.

Student
First Name
Last Name
Student ID
Study Course: MASTER'S DEGREE IN MECHANICAL ENGINEERING

Session and Exam
Exam * Exam SEDUTA DI LAUREA sessionESTIVA from23/04/2024to30/09/2024

Exam	Academic year	Session	Date	Details
SEDUTA DI LAUREA	2023/2024	ESTIVA	10/05/2024	View

[Next](#)

Step 6: Here, you may add additional information regarding the procedure such as internship details. Click on "Next" when you're done.

Navigation: A 1 2 3 4 ... >>

Additional procedure information

Insert the following information regarding the procedure

Student
First Name
Last Name
Student ID
Study Course: MASTER'S DEGREE IN MECHANICAL ENGINEERING

Additional information
Internship
Internship (in English)
Project work
Project work (in English)

[Next](#)

Step 7: Here, you can view the necessary checks that must be made in order to proceed further. Click on "Next".

Navigation: << 1 2 3 4 8 >>

Necessary checks to the graduation procedure.

The following checks have been made

Student
First Name
Last Name
Student ID
Study Course: MASTER'S DEGREE IN MECHANICAL ENGINEERING

Checks
1. The student is enrolled in the last year
2. The student's career is active
3. Qualification confirmation

[Next](#)

Step 8: Here, you can view and confirm the session and the exam you have selected. Click on "Next" to proceed.

Confirm session and exam selection
Check the information you inserted in the previous pages.

Student

First Name _____
Last Name _____
Student ID _____
Study Course MASTER'S DEGREE IN MECHANICAL ENGINEERING

Session/Exam

Academic year 2023/2024
Session ESTIVA
Session start 23/04/2024
Session end 30/09/2024
Exam date 10/05/2024
Exam SEDUTA DI LAUREA
Exam details [View exam details](#)



Step 9: Here, by checking the box, you state that you have already taken all of your exams. Check the box and then click on "Next".

Exam confirmation
Specify whether or not you have taken all the exams listed in your booklet.

I have already taken all my exams taken all of your exams.



Step 10: Here, you may add the exams you have taken and passed that haven't been registered in your booklet. Once you're done, click on "Next". If there are no such exams, click on "Next".

Exams taken
Specify the exams you have taken.
Click here to verify if all the exams in your booklet have been registered and insert the missing exams (if any) in the boxes below.

Code	Subject	Credit	Grade	Merit	Date	Professor
				<input type="checkbox"/>	<input type="text" value="(gg)/MM/yyyy"/>	<input type="text"/>
				<input type="checkbox"/>	<input type="text" value="(gg)/MM/yyyy"/>	<input type="text"/>
				<input type="checkbox"/>	<input type="text" value="(gg)/MM/yyyy"/>	<input type="text"/>
				<input type="checkbox"/>	<input type="text" value="(gg)/MM/yyyy"/>	<input type="text"/>
				<input type="checkbox"/>	<input type="text" value="(gg)/MM/yyyy"/>	<input type="text"/>
				<input type="checkbox"/>	<input type="text" value="(gg)/MM/yyyy"/>	<input type="text"/>
				<input type="checkbox"/>	<input type="text" value="(gg)/MM/yyyy"/>	<input type="text"/>
				<input type="checkbox"/>	<input type="text" value="(gg)/MM/yyyy"/>	<input type="text"/>
				<input type="checkbox"/>	<input type="text" value="(gg)/MM/yyyy"/>	<input type="text"/>
				<input type="checkbox"/>	<input type="text" value="(gg)/MM/yyyy"/>	<input type="text"/>
				<input type="checkbox"/>	<input type="text" value="(gg)/MM/yyyy"/>	<input type="text"/>
				<input type="checkbox"/>	<input type="text" value="(gg)/MM/yyyy"/>	<input type="text"/>
				<input type="checkbox"/>	<input type="text" value="(gg)/MM/yyyy"/>	<input type="text"/>
				<input type="checkbox"/>	<input type="text" value="(gg)/MM/yyyy"/>	<input type="text"/>
				<input type="checkbox"/>	<input type="text" value="(gg)/MM/yyyy"/>	<input type="text"/>
				<input type="checkbox"/>	<input type="text" value="(gg)/MM/yyyy"/>	<input type="text"/>
				<input type="checkbox"/>	<input type="text" value="(gg)/MM/yyyy"/>	<input type="text"/>
				<input type="checkbox"/>	<input type="text" value="(gg)/MM/yyyy"/>	<input type="text"/>



(NOTICE: If you did not check the box in Step 9 you will be redirected to this same page, where you will list your remaining exams. IF YOU'RE A STUDENT FROM THE "DEPARTMENT OF

MECHANICS, MATHEMATICS & MANAGEMENT (DMMM/DM3)” AND YOU’RE FOLLOWING THE NEW GRADUATION PROCEDURE, JUST CLICK ON “NEXT”.)

Step 11: Here, you must insert the data regarding your dissertation such as type, title and subject. Click on “Next” when you’re done.



Dissertation title submission

Insert the information regarding the dissertation title.

Title

Type* Compliative

Title* APPLIED MECHANICS

Title (second language)

Abstract

Key word 1 (in English)

Key word 2 (in English)

Key word 3 (in English)

Key word 4 (in English)

Key word 5 (in English)

AlmaLaurea settings

Autorizza la pubblicazione del curriculum

Non autorizza la pubblicazione

Posizione mancante

Dichiarazione sostitutiva

I consent to the spread of my personal information (career/anagraphics) to third-parties.

The dissertation was written abroad

Back Next

Step 12: Here, you must choose the area and the specific sector belonging to your dissertation. Click on “Next” when you’re done.



Sector

Choose the desired sector.

Sector

Area* Scienze matematiche e informatiche

Sector* INF/01 - Computer Science

Back Next

Step 13: Here, you must choose the subject related to your dissertation. You may also choose a secondary subject. Click on "Next" when you're done.

Subject selection

Insert the information regarding the subject

Subject

Subject [2315] APPLIED MECHANICS II

Secondary subject

Back Next

Legend:

* Mandatory Field

Checklist

Step 14: Here, you must add a mentor to your dissertation. Click on "Add" to enter the mentor lookup and search for a mentor. You may also add a second mentor, 2 co-mentors and 2 counterparts. Click on "Next" when you're done.

<< ... 4 5 6 7 D ... >>

Mentor list

Check the list of mentors associated with the dissertation

List of types of mentors

Type	Min	Max	Tasks
Second mentor	0	1	Add
First Co-Mentor	0	1	Add
Second Co-Mentor	0	1	Add
First Counterpart	0	1	Add
Second Counterpart	0	1	Add

List of mentors associated with the dissertation

Mentor	Type of mentor	Tasks
	First mentor	Delete

Back Next

Step 15: Here, you may review and confirm the data you've inserted up until this point. Click on "Next" if you're satisfied.



Confirm Dissertation

Check dissertation info

Student

First Name	
Last Name	
Student ID	
Study Course	MASTERS DEGREE IN MECHANICAL ENGINEERING
Study Plan	AUTOMOBILISTICO
Plan	INGEGNERIA MECCANICA (D.M. 270/04)

Dissertation info

Dissertation type	Compilative
Dissertation title submission date	23/04/2024
Dissertation title	APPLIED MECHANICS
Dissertation language	English
E-Dissertation	No
The dissertation was written abroad	No
Subject	APPLIED MECHANICS II
Sector	INF/01 - Computer Science

List of mentors associated with the dissertation

Mentor	Type	Department	Role	Professor/External Professor
	First mentor	Dipartimento di Ingegneria Elettrica e dell'Informazione	Professore Associato	Professor

Back **Next**

Step 16: Here, you may state if you're going to present a group dissertation or not by checking the box. Click on "Next" when you're done.



Group dissertation management

Specify the group dissertation options

Choose group dissertation options

This is a group dissertation

Back **Next**

Step 17: Here, you may review the data you've inserted one final time. If you're satisfied, click on "Complete the graduation procedure".



Graduation Confirmation

Check the information you have inserted.

Student

First Name	
Last Name	
Student ID	
Study Course	MASTERS DEGREE IN MECHANICAL ENGINEERING

Session/Exam

Academic year	2023/2024
Session	ESTIVA
Starting	23/04/2024
Ending	30/09/2024
Exam date	19/05/2024
Exam	SECONDA DI LAUREA
Exam details	View exam details

Dissertation information

Dissertation type	Compilative
Dissertation title submission date	23/04/2024
Dissertation title	APPLIED MECHANICS
Dissertation language	English
Group dissertation	No
E-Dissertation	No
The dissertation was written abroad	No
Subject	APPLIED MECHANICS II
Sector	INF/01 - Computer Science

List of mentors associated with the dissertation

Mentor	Type of mentor	Professor/External Professor
	First mentor	Professor

Back **Complete the graduation procedure**

Step 18: Here, you can view a recap of the graduation procedure. If you're satisfied, click on "Back to the board". You may also print the application or the dissertation by using the respective buttons.

• Degree attainment • Degree procedure recap

Graduation application recap

Information regarding the submitted: graduation application.

Student

First Name	
Last Name	
Student ID	
Study Course	MASTER'S DEGREE IN MECHANICAL ENGINEERING

Graduation application Recap

Status	Presented
Application submitted to administration	No
Academic year	2023/2024
Session	ESTIVA
Exam date	10/05/2024
Exam	SEDAUTA DI LAUREA
Exam details	View exam details

Additional information

Scandl committed?	No
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