

APPENDIX B

THE MATERIALS WHICH WILL BE ADMITTED TO THE GRADUATE SCHOOL

After the thesis defense exam is succeeded, a student must submit;

- 1 hard copy of the thesis carrying the format requirements of the Graduate School, filled and signed (with black ink)
- “Tez Veri Giriş ve Yayın İzin Formu” available at the following web address (**three copies**):

<http://tez2.yok.gov.tr/tez.htm>

You first need to become a member of the “Ulusal Tez Merkezi” to fill out this form.

Save the form after filling it out. Print three copies of the form and sign them.

- Compact Discs containing the PDF file of the complete thesis (including the title page, approval page, abstract, özet, list of tables, bibliography or references, appendices, etc.) (**Submit two CDs if the PDF file is smaller than 100 MB, three CDs if the PDF file is larger than 100 MB**) (Name the PDF file in the CD as the reference number of the above form, i.e. **referenceno.pdf**).

Each compact disc must be submitted in a CD box. Compact discs and their boxes (**both**) must include standard labels. Format for the labels for the compact disc itself and the CD box can be obtained from the following web site:

http://mfbe.iyte.edu.tr/wp-content/uploads/2014/02/cd_kapak-21.doc

Note that, these files must not be zipped or have security passwords.

If any computer programs, records (image or sound), etc. are used while preparing the thesis, they should be saved in the compact disk as one file using the **WinRAR** program (This WinRAR file should be named as the reference number in the above form, i.e. **referenceno.rar**).

Please choose a high quality CD brand (compact disks of Verbatim, Sony and TDK are recommended).