

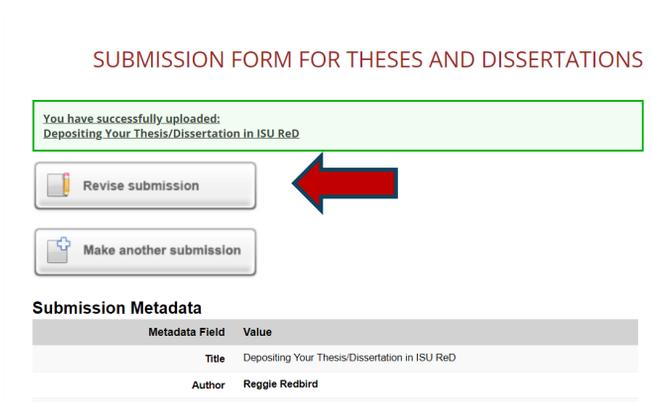
Revising your thesis/dissertation in ISU ReD

There are a few ways to access your work to revise your thesis/dissertation submission in ISU ReD, if needed. These options are shown below.

Accessing your work to revise:

Option: Revise immediately following submission -

From the submission confirmation page, which will display as soon as you submit your thesis/dissertation, you can select the “Revise submission” button.



Option: Revise from the link in your confirmation email -

An email confirmation will also be sent to the email on your account. This email confirmation will contain a link where authors can check on their thesis/dissertation or submit revisions, if needed.

Authors may check the status of the thesis/dissertation, submit revisions, and contact administrators via the following link:

<https://ir.library.illinoisstate.edu/cgi/preview.cgi?article=3011&context=etd>

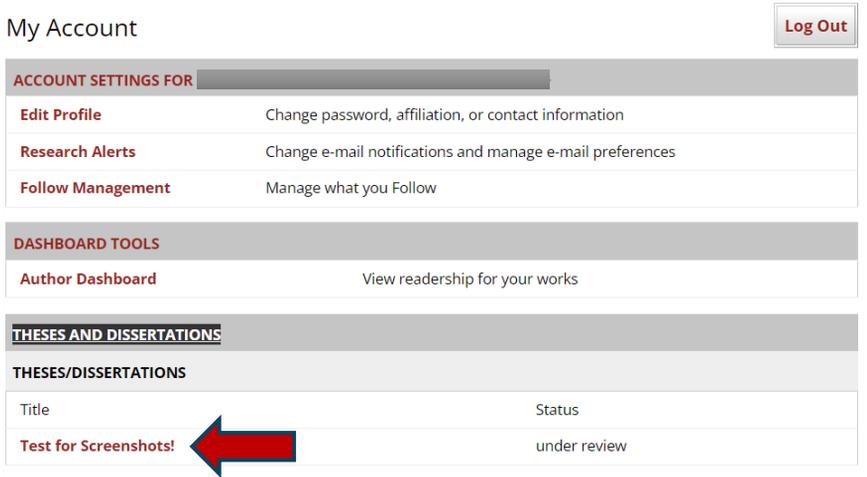
Option: Revise from your account in ISU ReD -

Visit the ISU ReD at ir.library.illinoisstate.edu

Click “My Account” on the top left menu to log in, or if you are already logged in, to access your account information.



From your account screen, you should see any submissions listed under the Theses and Dissertations heading. It will also show you the current status for that submission. To access and edit your submission, click the hyperlinked title.



Revising your submission:

If you selected either the email link or account access options, you will first be taken to a dashboard screen for your thesis/dissertation. You will be able to download the current file, see revision history, and revise your work from this screen.

To revise your submission from this screen, click “Revise thesis/dissertation” in the upper left-hand corner.

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Title: Depositing Your Thesis/Dissertation in ISU ReD
Authors: Reggie Redbird
Status: accepted with a request for minor revisions
Current File(s):
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Abstract:
Submitting your thesis or dissertation into an institutional repository (IR) helps preserve the academic research output of the institution and promote access to scholarly work. This thesis explores the benefits and processes involved in depositing graduate research into an IR. An institutional repository enhances the discoverability, visibility, and accessibility of academic outputs.

Revision History

User	Comment	Date	Native	PDF
	Initial Submission	Thu Sep 19 13:40:00 2024		PDF

You will then be taken back to the submission form screen to make your revision(s). You can edit your metadata and/or upload a file, as needed.

Before you submit your changes, there is a field at the bottom of the form entitled “Update Submission”, where you can specify the reason for your update.

Update Submission

Reason for Update
added abstract

Please enter the applicable information in this field, as it will help administrators to know what changes to look for and will show in the record history (example of the revision history is below).

Revision History [No T

User	Comment	Date
	added abstract	Fri Sep 13 14:22:00 2024
	Initial Submission	Fri Sep 13 11:28:00 2024

When you are ready to submit, click the submit button at the bottom of the page.

Completing your upload may take some time. **Please only click the Submit button once.**

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You will again receive the confirmation page for your review, as well as the confirmation email after you submit.

You will also be able to see the history of your revisions via your account in ISU ReD, or by accessing the link in any of your confirmation emails.