

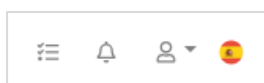
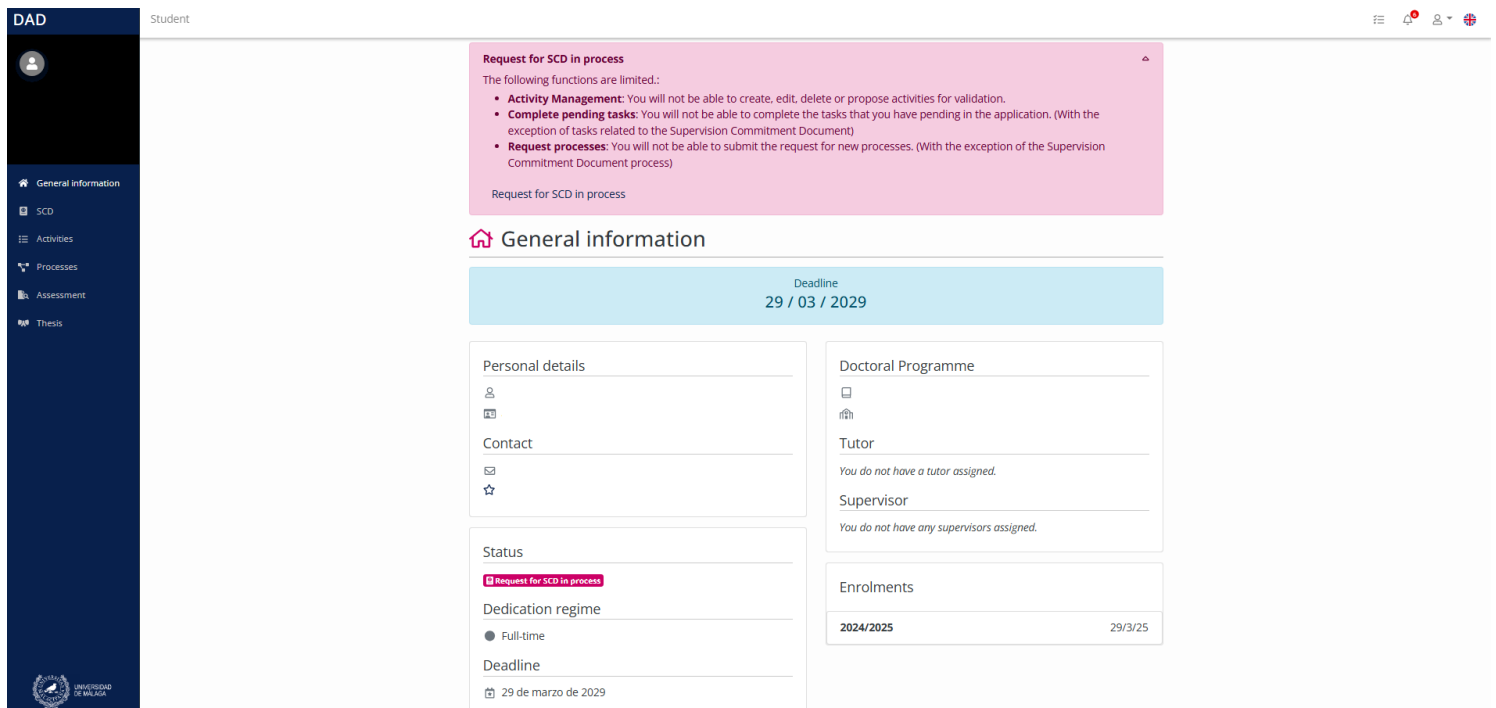
DESCRIPTION OF THE OPERATION OF THE DAD PLATFORM

The platform is designed so that, during the doctoral period of a PhD student, various procedures can be carried out electronically.



All electronic communications generated by the platform will be sent to the email address marked as the favourite in the DAD system.

MAIN SCREEN



In the top right corner, there is a panel that provides access to the following information:



Pending tasks.

Allows users to view and access tasks that need to be completed in the application.



Received notifications.

Displays the notifications generated within the application.

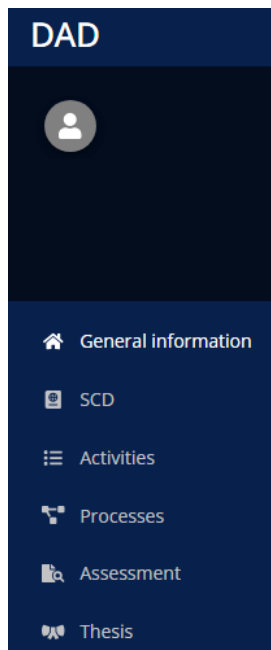
**Preferences and logout.**

In the "Preferencias" section, users can modify the email address where they wish to receive notifications from the application.

**Language.**

Allows users to select the language in which the platform's information will be displayed (Spanish or English). Communications sent by the platform will be in the chosen language.

SIDEBAR



The sidebar contains the following tabs:

- General Information.
- CDS.
- Activities.
- Processes.
- Evaluation.
- Thesis.

Below is a description of the processes that can be carried out in each section:

- **CDS Tab:**
 - ☐ Request the Supervisory Document Commitment.
 - ☐ Request a change of supervisor.
 - ☐ Request a change in dedication mode.
- **Activities Tab:**
 - ☐ Add activities.

- **Processes Tab:**
 - ☐ Request extensions.
 - ☐ Request leave:
 - Medical leave and reinstatement.
 - Temporary leave.
 - ☐ Request authorization for international stays.
- **Evaluation tab:**
 - ☐ Request admission for thesis processing.
- **Thesis Tab:**
 - ☐ Request admission for thesis processing.
 - ☐ Request thesis defense.

GENERAL INFORMATION

Upon accessing the application, general information related to the doctoral student's status will be displayed

- **Personal Data:** Displays full name, identification document, and contact email (both the initially registered one and the one selected for electronic communications, marked with a star).
- **Status:** Indicates the current status of the PhD student, which may be:
 - Without Supervisory Document Commitment.
 - Active.
 - Pending enrollment.
 - Temporary leave.
 - Medical leave.
 - Two consecutive negative or unsubmitted evaluations.
 - Reached Deadline.
 - Thesis admission requested.
 - Admission request pending correction.
 - Completed thesis admission request submitted.
 - Thesis admission approved.

- Thesis defense requested.
 - Thesis defense scheduled.
 - Thesis defended.
 - Deactivated from the application.
- **Dedication Mode:** Indicates whether the student is full-time or part-time.
 - **Deadline:** Displays the deadline for requesting thesis admission.
 - **Doctoral Program:** Shows the enrolled program, research line, and associated institution.
 - **Supervisor and Tutor:** Displays the individuals responsible for thesis supervision and guidance.
 - **Enrolments:** Lists the student's file number and the academic years in which enrolment was completed.
 - **Annual Evaluations:** Records completed or unsubmitted evaluations, along with the corresponding assessments.

DEADLINE

General information

Deadline
31 / 10 / 2031



The application displays the deadline for requesting thesis admission, based on the date of the student's first enrolment in the doctoral program.

This deadline may be modified for different reasons (change of dedication regime, granting of extensions or temporary and/or medical leave). In these cases, the DAD will apply a conversion factor, increasing the proportional time and updating the established deadline.

By default, the application will display the deadline date on a blue background, except when there are less than six months left to reach the deadline date, in which case the deadline date will be displayed on a yellow background.

General information

Deadline
26 / 06 / 2025



If the deadline has been exceeded, without having applied for the admission of the thesis, the background will be red.

General information

Deadline
26 / 05 / 2025

The deadline will disappear once the thesis has been submitted within the established deadline.