

Login with your student user account.

Phaidra User-ID: p0009998 Password: [REDACTED] Login HELP English

Browse

Search
Search in all fields
[Search Box]
Search

Sort by
Upload date

Advanced Search

Search Results

How to create a PDF/A document?

How to upload a Thesis?

FAQ

Phaidra is is an acronym for Permanent Hosting, Archiving and Indexing of Digital Resources and Assets
... **the comprehensive university Digital Asset Management System with long-term archiving functions.**

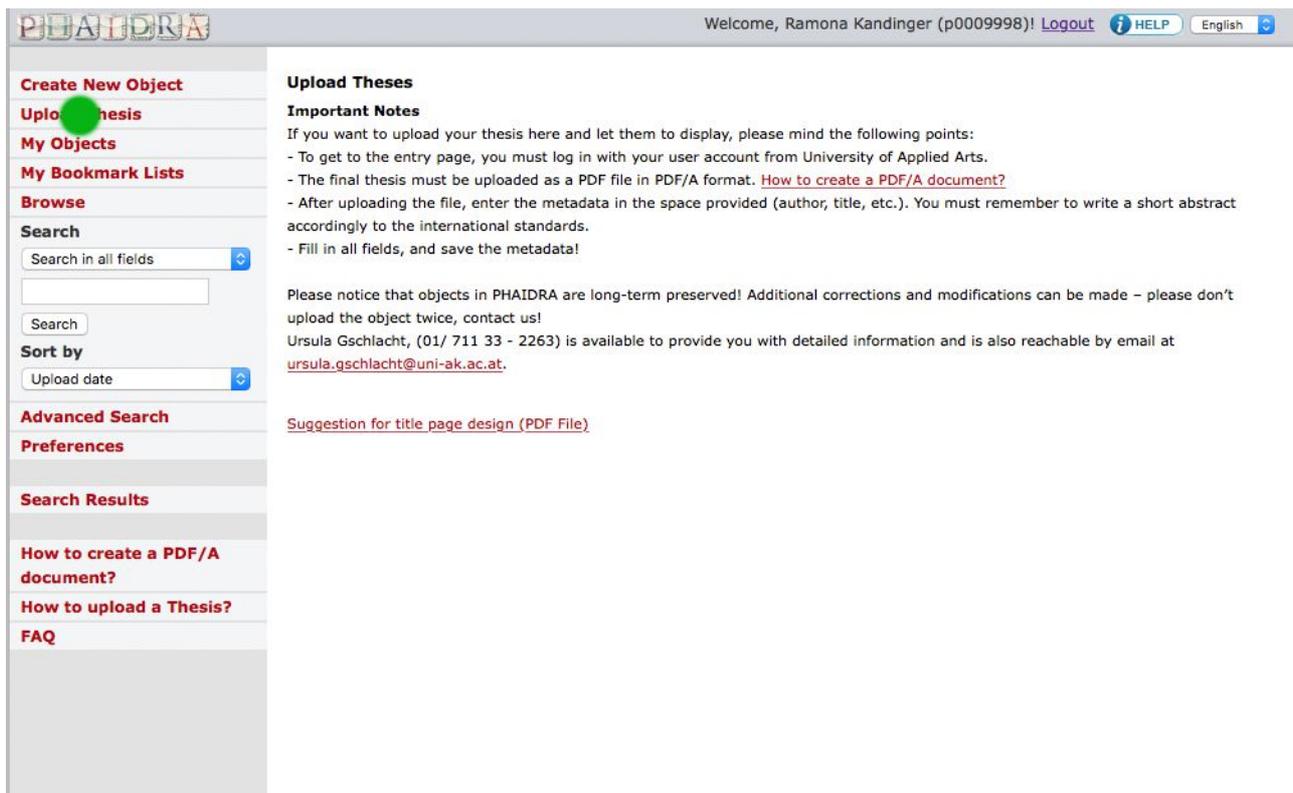
Info for Phaidra Ramona Kandingner (01/ 711 33 - 2277) is available to provide you with detailed information and is also reachable by email at ramona.kandingner@uni-ak.ac.at.

Phaidra International is not only implemented at several local institutions, but is in use internationally, including universities in Serbia, Montenegro and Italy. You can find out more about the Phaidra network at phaidra.org

HELP PAGES:
[How to create a PDF/A document?](#) [How to upload a Thesis?](#) [Frequently Asked Questions FAQ](#)

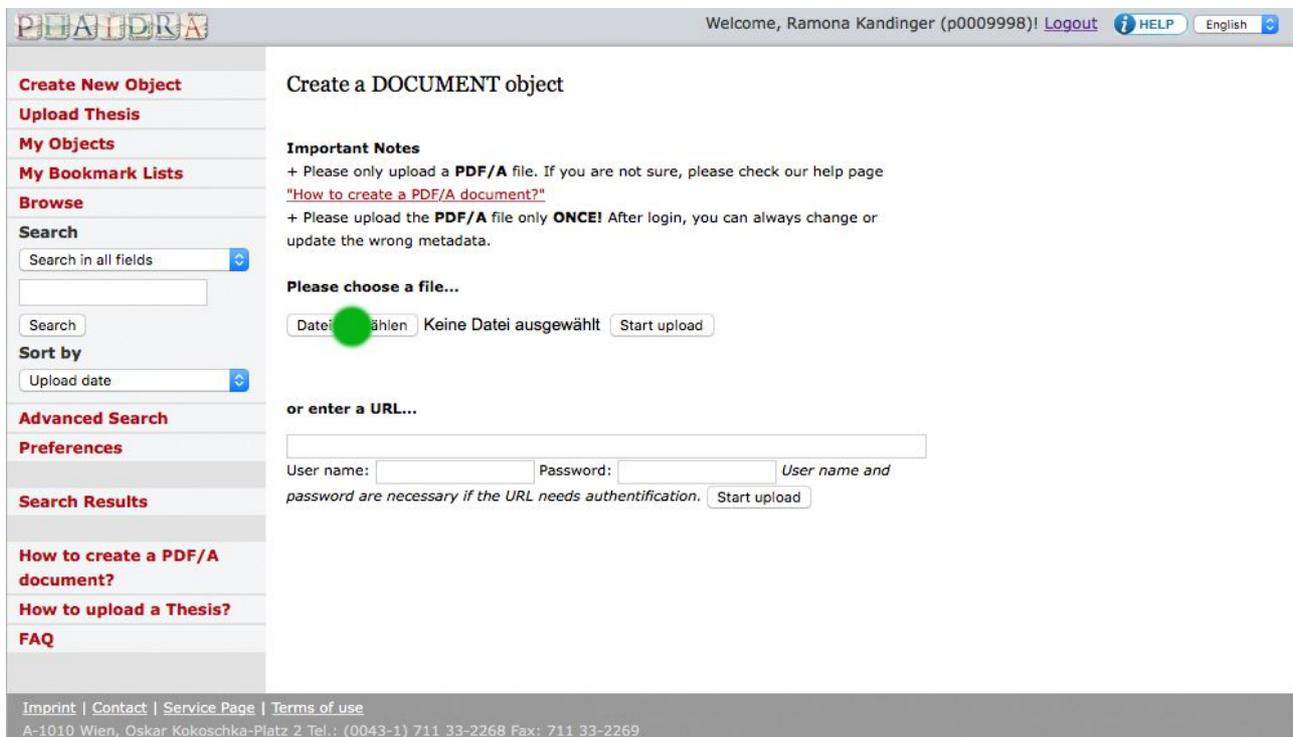


Select **Upload Thesis** from the menu.



The screenshot shows the PHAIDRA website interface. The top navigation bar includes the PHAIDRA logo, a welcome message for Ramona Kandler (p0009998), and links for Logout, HELP, and English. The left sidebar contains a menu with the following items: Create New Object, Upload Thesis (highlighted in red), My Objects, My Bookmark Lists, Browse, Search, Sort by, Advanced Search, Preferences, Search Results, How to create a PDF/A document?, How to upload a Thesis?, and FAQ. The main content area is titled 'Upload Theses' and contains 'Important Notes' regarding the upload process, including instructions on file format (PDF/A), metadata entry, and contact information for Ursula Gschlacht.

The written part of the thesis is to be uploaded in PDF/A format.



The screenshot shows the PHAIDRA website interface for creating a document object. The top navigation bar is identical to the previous screenshot. The left sidebar menu is the same, with 'Upload Thesis' highlighted in red. The main content area is titled 'Create a DOCUMENT object' and contains 'Important Notes' about PDF/A file uploads. Below the notes, there are two options for file selection: 'Please choose a file...' with a 'Datei wählen' button (highlighted in red) and a 'Start upload' button, and 'or enter a URL...' with a text input field and a 'Start upload' button. The footer contains contact information for PHAIDRA in Vienna.

Start the upload.

PHATIDRA

Welcome, Ramona Kanding (p0009998)! [Logout](#) [HELP](#) [English](#)

Create New Object

Upload Thesis

My Objects

My Bookmark Lists

Browse

Search

Search in all fields

Search

Sort by

Upload date

Advanced Search

Preferences

Search Results

How to create a PDF/A document?

How to upload a Thesis?

FAQ

Create a DOCUMENT object

Important Notes

- + Please only upload a **PDF/A** file. If you are not sure, please check our help page "[How to create a PDF/A document?](#)"
- + Please upload the **PDF/A** file only **ONCE!** After login, you can always change or update the wrong metadata.

Please choose a file...

Datei auswählen Diploma.pdf **Start upload**

or enter a URL...

User name: Password: *User name and password are necessary if the URL needs authentication.* **Start upload**

[Imprint](#) | [Contact](#) | [Service Page](#) | [Terms of use](#)

A-1010 Wien, Oskar Kokoschka-Platz 2 Tel.: (0043-1) 711 33-2268 Fax: 711 33-2269

Complete the metadata. The data fields marked with an asterisk are compulsory.

PLAIDRA Welcome, Ramona Kanding (p0009998)! Logout HELP English

Create New Object
Upload Thesis
My Objects
My Bookmark Lists
Browse
Search
Search in all fields
Search
Sort by
Upload date
Advanced Search
Preferences
Search Results
How to create a PDF/A document?
How to upload a Thesis?
FAQ

Metadataeditor for Thesis Upload 0:35380

The metadata will be reviewed by the University of Applied Arts Vienna and corrected if necessary.
[Frequently Asked Questions](#)

General

Title*: in language: English +
Subtitle: in language: English +
Language*: Please choose... +
German description*
Add link(s)
English description*
Add link(s)

Lifecycle

Contribute

Role*: Adviser +
Entity / Personal data* +
Institution: Forschung und Lehre in Kunst und Wissen Institut für Architektur +

Save metadata.

document?
How to upload a Thesis?
FAQ

Add link(s)

Lifecycle

Contribute

Role*: Adviser +
Entity / Personal data* +
Institution: Forschung und Lehre in Kunst und Wissen Institut für Architektur +
Firstname: Lastname: Title: Title: +

Contribute

Role*: Author of the digital +
Entity / Personal data* +
Firstname: Ramona Lastname: Kanding Title: Title: +

Association

Type of publication: sonstige: Written component of the artistic Thesis +
Date of Assessment: please choose... +

Digital Book

Number of pages:

Save metadata

Imprint | Contact | Service Page | Terms of use
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To upload other file types, select from the menu **Create New Object**.

Phaidra

Welcome, Ramona Kanding (p0009998)! [Logout](#) [HELP](#) English

Create New Object Bookmark

Upload Thesis

My Objects

My Bookmark Lists

Browse

Search

Search in all fields

Search

Sort by

Upload date

Advanced Search

Preferences

Search Results

How to create a PDF/A document?

How to upload a Thesis?

FAQ

Details o:35380

Name Surname
Matriculation number: s990999

Exemplary Title

Written component of the artistic thesis

Supervisor: Univ.-Prof. Mag. art. Max Mustermann
(according to university website)

Targeted academic title (Mag.art. etc...)

Field of study
Name of the department (e.g. Painting)
Name of the Institute
University of Applied Arts Vienna

Summer term 20XX
or Winter term 20XX/XX

Author:
Kanding, R. (Ramona)

Permanent Identifier
<http://phaidra.bibliothek.uni-ak.ac.at/o:35380>

Owner
Ramona Kanding

Object Type
PDF DOCUMENT

Version
Version 1

Metadata language
English

Object Links

Print your confirmation

[View in Browser](#)

[Download](#)

[Dublin Core](#)

[University of Applied Arts Vienna](#)

[Metadata](#)

Functions in Phaidra

[Metadata Editor](#)

[Access Rights](#)

Select file type. The title of the pictures must be as follows:
LASTNAME_Firstname_number.suffix
(e.g. MUSTERMANN_Max_003.jpg)

Phaidra

Welcome, Ramona Kanding (p0009998)! [Logout](#) [HELP](#) English

Create New Object

Upload Thesis

My Objects

My Bookmark Lists

Browse

Search

Search in all fields

Search

Sort by

Upload date

Advanced Search

Preferences

Search Results

How to create a PDF/A document?

How to upload a Thesis?

FAQ

PICTURE

AUDIO

VIDEO

DOCUMENT/PAPER (PDF, TeX)

RESOURCE

CONTAINER

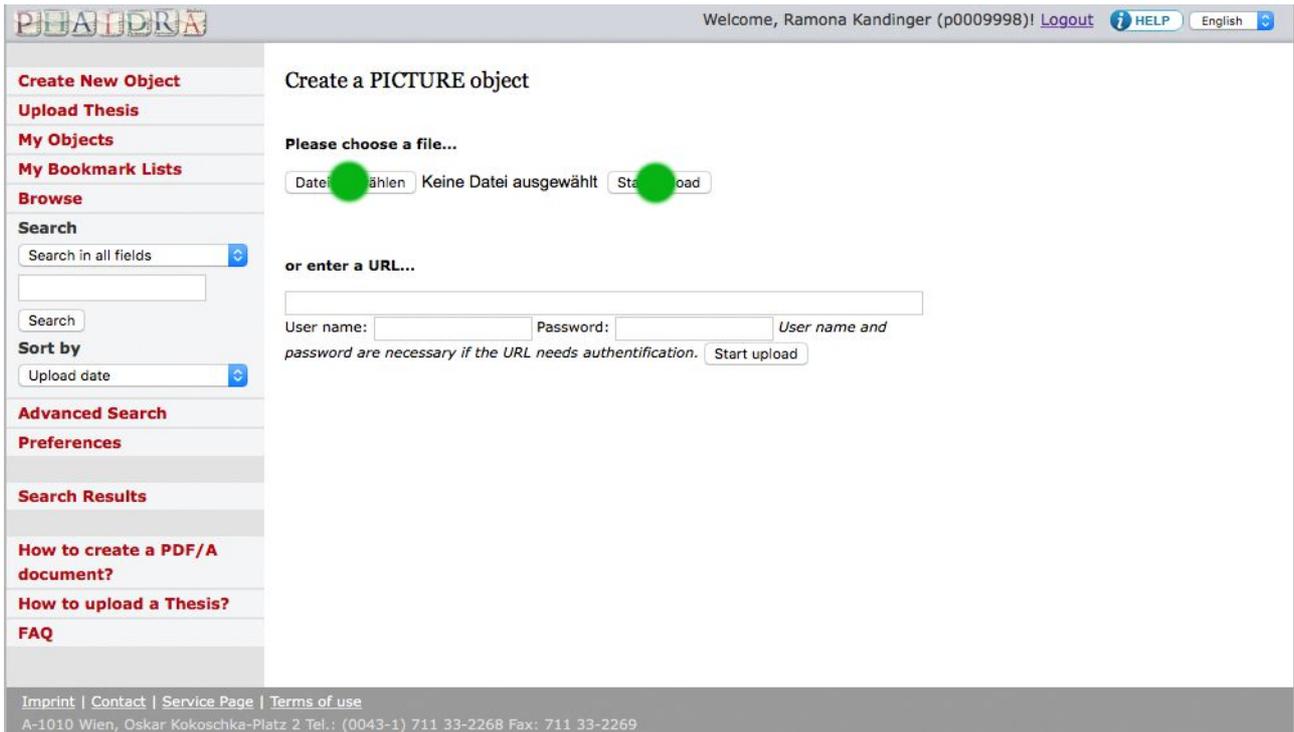
COLLECTION

UNKNOWN

[Imprint](#) | [Contact](#) | [Service Page](#) | [Terms of use](#)

A-1010 Wien, Oskar Kokoschka-Platz 2 Tel.: (0043-1) 711 33-2268 Fax: 711 33-2269

Select File and Start Upload.

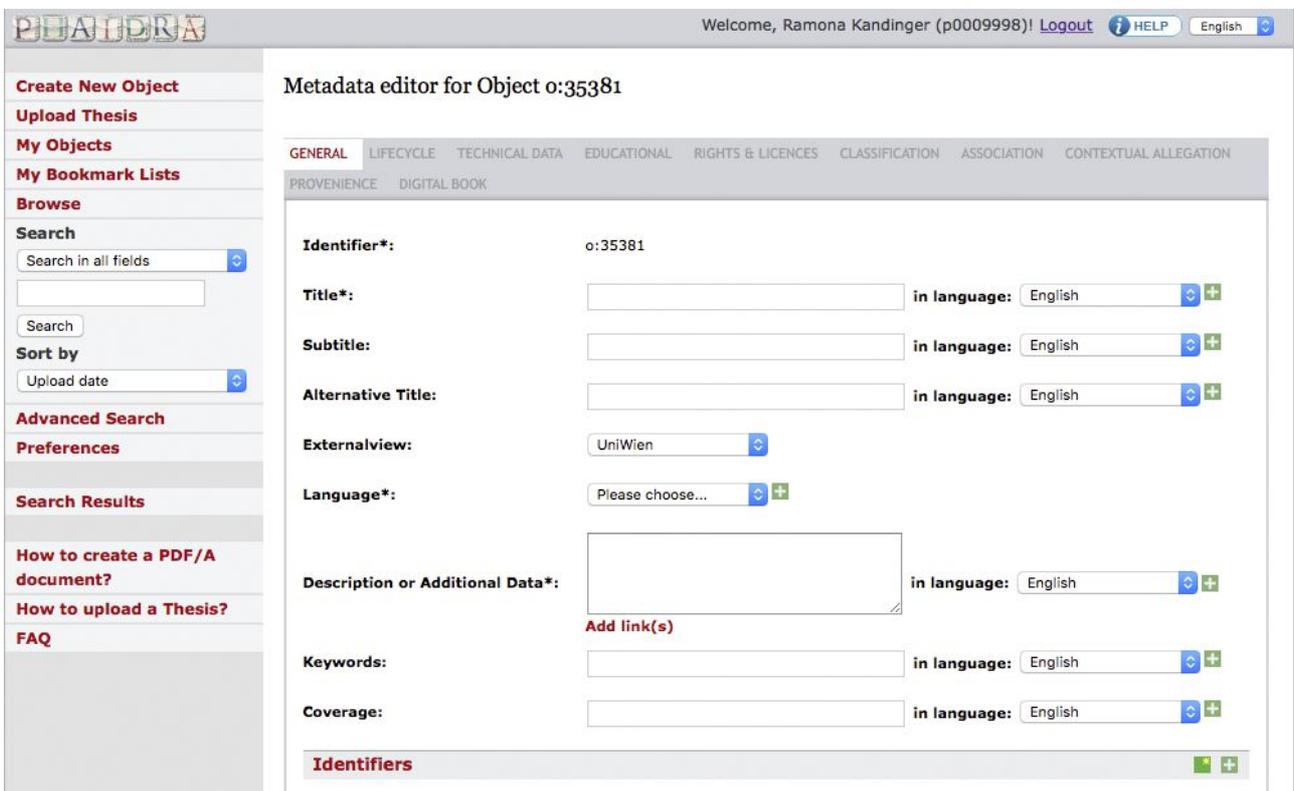


The screenshot shows the 'Create a PICTURE object' page in the PICTURE system. The user is logged in as Ramona Kandingner. The page has a left sidebar with navigation links: 'Create New Object', 'Upload Thesis', 'My Objects', 'My Bookmark Lists', 'Browse', 'Search', 'Sort by', 'Advanced Search', 'Preferences', 'Search Results', 'How to create a PDF/A document?', 'How to upload a Thesis?', and 'FAQ'. The main content area is titled 'Create a PICTURE object' and contains the following elements:

- Please choose a file...**: A button labeled 'Datei wählen' (highlighted with a green circle) and a button labeled 'Keine Datei ausgewählt' (highlighted with a green circle). A 'Start upload' button is also present.
- or enter a URL...**: A text input field for a URL.
- User name:** and **Password:** input fields, with a note: 'User name and password are necessary if the URL needs authentication.' A 'Start upload' button is located below these fields.

At the bottom of the page, there is a footer with contact information: 'Imprint | Contact | Service Page | Terms of use' and 'A-1010 Wien, Oskar Kokoschka-Platz 2 Tel.: (0043-1) 711 33-2268 Fax: 711 33-2269'.

In the field **Description**, please write a short description of the written part of your Thesis. Complete the fields of the metadata editor – click through all tabs.



The screenshot shows the 'Metadata editor for Object o:35381' in the PICTURE system. The user is logged in as Ramona Kandingner. The page has a left sidebar with navigation links: 'Create New Object', 'Upload Thesis', 'My Objects', 'My Bookmark Lists', 'Browse', 'Search', 'Sort by', 'Advanced Search', 'Preferences', 'Search Results', 'How to create a PDF/A document?', 'How to upload a Thesis?', and 'FAQ'. The main content area is titled 'Metadata editor for Object o:35381' and contains the following elements:

- GENERAL** (selected tab), LIFECYCLE, TECHNICAL DATA, EDUCATIONAL, RIGHTS & LICENCES, CLASSIFICATION, ASSOCIATION, CONTEXTUAL ALLEGATION
- PROVENIENCE**, DIGITAL BOOK
- Identifier*:** o:35381
- Title*:** [input field] **in language:** English [dropdown] +
- Subtitle:** [input field] **in language:** English [dropdown] +
- Alternative Title:** [input field] **in language:** English [dropdown] +
- Externalview:** UniWien [dropdown]
- Language*:** Please choose... [dropdown] +
- Description or Additional Data*:** [input field] **in language:** English [dropdown] +
Add link(s)
- Keywords:** [input field] **in language:** English [dropdown] +
- Coverage:** [input field] **in language:** English [dropdown] +
- Identifiers** [dropdown] +

Save the entered data in the last tab **Digital Book**.

Advanced Search	Number:	<input type="text"/>
Preferences	From Page:	<input type="text"/>
Search Results	To Page:	<input type="text"/>
How to create a PDF/A document?	Name of Collection/Monograph:	<input type="text"/> in language: English <input type="button" value="v"/> <input type="button" value="+"/>
How to upload a Thesis?	Publishing Address:	<input type="text"/> <input type="button" value="+"/>
FAQ	Publisher:	<input type="text"/> <input type="button" value="+"/>
	Publication Date:	(DD.MM.YYYY): <input type="text"/> - no specifications <input type="button" value="v"/> <input type="button" value="+"/>
	Edition/ Print Run:	<input type="text"/>
	Publication Dates:	<input type="text"/> in language: English <input type="button" value="v"/> <input type="button" value="+"/>
		Add link(s)
	Medium:	(no selection) <input type="button" value="v"/>
	Aleph-URL:	<input type="text"/>
		<input type="button" value="Done - save metadata in object"/>

How to Create a Collection?

In the menu, go to **My Objects**. All your previously uploaded objects are displayed.

The screenshot shows the PHAIDRA user interface. At the top, the user is logged in as Ramona Kanding (p0009998). The left sidebar contains navigation links: Create New Object, Upload Thesis, My Objects (highlighted with a green circle), My Bookmark Lists, Browse, Search, Advanced Search, Preferences, Search Results, How to create a PDF/A document?, How to upload a Thesis?, FAQ, and Details o:35382. The main content area shows search results for the query "Owner matches 'p0009998'". The results are sorted by Upload date in descending order. There are 11 hits displayed. The results include:

- Diploma Pic 2**: Description: Diploma Pic 2 for Tutorial, Author: Kanding, R. (Ramona), Identifier: o:35382, Uploaded: 05.06.2020
- Diploma Pic 1**: Description: Diploma Pic 1 for Tutorial, Author: Kanding, R. (Ramona), Identifier: o:35381, Uploaded: 05.06.2020
- Diploma**: Description: Diploma Thesis for Tutorial Diploma Thesis for Tutorial http://www.collectedworks.eu/dieangewandte/, Author: Kanding, R. (Ramona), Identifier: o:35380, Uploaded: 05.06.2020
- Collection Diplom**: Description: Collection Diplom, Author: Kanding, R. (Ramona), Identifier: o:35369, Uploaded: 04.06.2020

Select an object and click on **Bookmark**. To create a new bookmark list, select **Add to new bookmark list**.

PHADRA

Welcome, Ramona Kanding (p0009998)! [Logout](#) [HELP](#) English

[Create New Object](#)
[Upload Thesis](#)
[My Objects](#)
[My Bookmark Lists](#)
[Browse](#)

Search

Search in all fields

Search

Sort by Upload date

▼ Descending ▲ Ascending

Search Owner matches "p0009998" [Refine search](#)

Search result (11 hits) [Bookmark](#)

 **Diploma Pic 2**
Description: Diploma Pic 2 for Tutorial
Author: Kanding, R. (Ramona)
Identifier: o:35382
Uploaded: 05.06.2020

 **Diploma Pic 1**
Description: Diploma Pic 1 for Tutorial
Author: Kanding, R. (Ramona)
Identifier: o:35381
Uploaded: 05.06.2020

 **Diploma**
Description: Diploma Thesis for Tutorial Diploma Thesis for Tutorial <http://www.collectedworks.e>
Author: Kanding, R. (Ramona)
Identifier: o:35380
Uploaded: 05.06.2020

[Bookmark](#)
[Add to new bookmark list](#)

Search Results

[How to create a PDF/A document?](#)
[How to upload a Thesis?](#)
[FAQ](#)

[Details o:35382](#)

The title of the bookmark list must be as follows:
Diploma: Title of the work
Next, click on **continue**.

The screenshot shows the PHAIDRA web interface. At the top right, it says "Welcome, Ramona Kandingner (p0009998)! Logout" with a "HELP" button and a language dropdown set to "English". The left sidebar contains navigation links: "Create New Object", "Upload Thesis", "My Objects", "My Bookmark Lists", "Browse", "Search" (with a search box and "Search" button), "Sort by" (set to "Upload date"), "Advanced Search", "Preferences", "Search Results", "How to create a PDF/A document?", "How to upload a Thesis?", "FAQ", and "Details o:35382". The main content area is titled "Bookmark List" and contains instructions: "Here you can manage your bookmarks and create collections from them." followed by three steps: "Step 1: Assign object to an existing bookmark, or create a new bookmark.", "Step 2: You can assign the objects displayed here to a new or existing collection.", and "Step 3: You can edit the metadata of the collection in metadata-editor. All objects within a collection have their own permanent identifier and their own metadata, the collection itself has its own permanent identifier and metadata." Below the instructions is a form with the label "Please enter a name for your bookmark list:" and a text input field containing "Diploma: Title". A green circle highlights the "Continue" button next to the input field. At the bottom, there is a footer with "Imprint | Contact | Service Page | Terms of use" and contact information: "A-1010 Wien, Oskar Kokoschka-Platz 2 Tel.: (0043-1) 711 33-2268 Fax: 711 33-2269".

Add all other objects to this bookmark list.

PEADORA Welcome, Ramona Kanding (p0009998)! [Logout](#) [HELP](#) English

Create New Object
Upload Thesis
My Objects
My Bookmark Lists
Browse

Search
Search in all fields

Search
Sort by
Upload date

Advanced Search
Preferences

Search Results

How to create a PDF/A document?
How to upload a Thesis?
FAQ

Details o:35382

Search Owner matches "p0009998" [Refine search](#) **Sort by** Upload date
▼ Descending ▲ Ascending

Search result (11 hits) [Bookmark](#)

 **Diploma Pic 2**
Description: Diploma Pic 2 for Tutorial
Author: Kanding, R. (Ramona)
Identifier: o:35382 **Uploaded:** 05.06.2020

 **Diploma Pic 1**
Description: Diploma Pic 1 for Tutorial
Author: Kanding, R. (Ramona)
Identifier: o:35381 **Uploaded:** 05.06.2020

 **Diploma**
Description: Diploma Thesis for Tutorial Diploma Thesis for Tutorial <http://www.collectedworks.eu/dieangewandte/>
Author: Kanding, R. (Ramona)
Identifier: o:35380 **Uploaded:** 05.06.2020

[Bookmark](#)
[Add to new bookmark list](#)
[Add to diploma: Title](#)

Select **My Bookmark Lists** from the menu. Check that all objects are present. Confirm by clicking on **Create new Collection**.

The screenshot shows the PHAIDRA website interface. At the top, the logo 'PHAIDRA' is on the left, and the user information 'Welcome, Ramona Kandingner (p0009998)! Logout' and 'HELP' are on the right. A language dropdown is set to 'English'. The left sidebar contains a navigation menu with items: 'Create New Object', 'Upload Thesis', 'My Objects', 'My Bookmark Lists' (highlighted in red), 'Browse', 'Search', 'Advanced Search', 'Preferences', 'Search Results', 'How to create a PDF/A document?', 'How to upload a Thesis?', 'FAQ', and 'Details o:35382'. The main content area is titled 'Bookmark List' and contains the following text: 'Here you can manage your bookmarks and create collections from them.', 'Step 1: Assign object to an existing bookmark, or create a new bookmark.', 'Step 2: You can assign the objects displayed here to a new or existing collection.', and 'Step 3: You can edit the metadata of the collection in metadata-editor. All objects within a collection have their own permanent identifier and their own metadata, the collection itself has its own permanent identifier and metadata.' Below this text is a dropdown menu 'Choose Bookmark List:' with 'Diploma: Title' selected. A red-bordered box displays the current collection: 'Bookmark List Diploma: Title: (3)' containing three items: 'o:35380 Diploma', 'o:35381 Diploma Pic 1', and 'o:35382 Diploma Pic 2', each with a red 'X' icon. At the bottom of this box are three buttons: 'Create new collection' (with a green circle over it), 'Add to Collection', and 'Clear Bookmark List'. The footer contains 'Imprint | Contact | Service Page | Terms of use' and contact information for A-1010 Wien, Oskar Kokoschka-Platz 2.

Complete data fields in the Metadata Editor.

In the field **Description**, please enter a short description, max. 1000 characters, of your artistic work for the media database. Next, click through all tabs to the tab **Digital Book**.

The screenshot displays the 'Metadata editor for Object 0:35383' interface. At the top, it shows a user welcome message: 'Welcome, Ramona Kanding (p0009998)! Logout HELP English'. The left sidebar contains navigation links: 'Create New Object', 'Upload Thesis', 'My Objects', 'My Bookmark Lists', 'Browse', 'Search' (with a search box and 'Search' button), 'Sort by' (with a dropdown set to 'Upload date'), 'Advanced Search', 'Preferences', 'Search Results', 'How to create a PDF/A document?', 'How to upload a Thesis?', 'FAQ', and 'Details 0:35382'. The main content area has a tabbed interface with 'DIGITAL BOOK' selected. The tabs include 'GENERAL', 'LIFECYCLE', 'TECHNICAL DATA', 'EDUCATIONAL', 'RIGHTS & LICENCES', 'CLASSIFICATION', 'ASSOCIATION', and 'CONTEXTUAL ALLEGATION'. Below the tabs, the following fields are visible: 'Name of Publication:' (text input), 'in language:' (dropdown menu set to 'English'), 'Pages or Volume:' (text input), 'Series Title:' (text input), 'Volume:' (text input), 'Number:' (text input), 'From Page:' (text input), 'To Page:' (text input), 'Name of Collection/Monograph:' (text input), 'in language:' (dropdown menu set to 'English'), 'Publishing Address:' (text input with a '+' icon), 'Publisher:' (text input with a '+' icon), 'Publication Date:' (format '(DD.MM.YYYY):' followed by two text boxes, a dropdown menu set to 'no specifications', and a calendar icon with a '+' icon), and 'Edition/ Print Run:' (text input).

Confirm with **Done – save metadata in object** . Congratulations, you successfully uploaded your diploma thesis!

Number:

From Page:

To Page:

Name of Collection/Monograph: in language: English

Publishing Address:

Publisher:

Publication Date: (DD.MM.YYYY): . no specifications .

Edition/ Print Run:

Publication Dates: in language: English

Medium:

Aleph-URL:

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A-1010 Wien, Oskar Kokoschka-Platz 2 Tel.: (0043-1) 711 33-2268 Fax: 711 33-2269

Please note that objects uploaded to Phaidra are archived long-term. However, you may subsequently make certain amendments to the metadata and object.

For alterations of metadata, select the **Metadata Editor** in the menu at the bottom right hand corner.

In order to change the PDF/A of your diploma thesis, you may create a new version of this object in Phaidra. From the menu in the bottom right hand corner, select **Create New Version(s)**. You will be asked to select a new object and upload it. You don't have to change the metadata. Afterwards, only the version uploaded last will be displayed.

The Library will be happy to assist you and offer detailed information, please contact:

phaidra.info@uni-ak.ac.at
01/ 711 33 2263
01/ 711 33 2277