

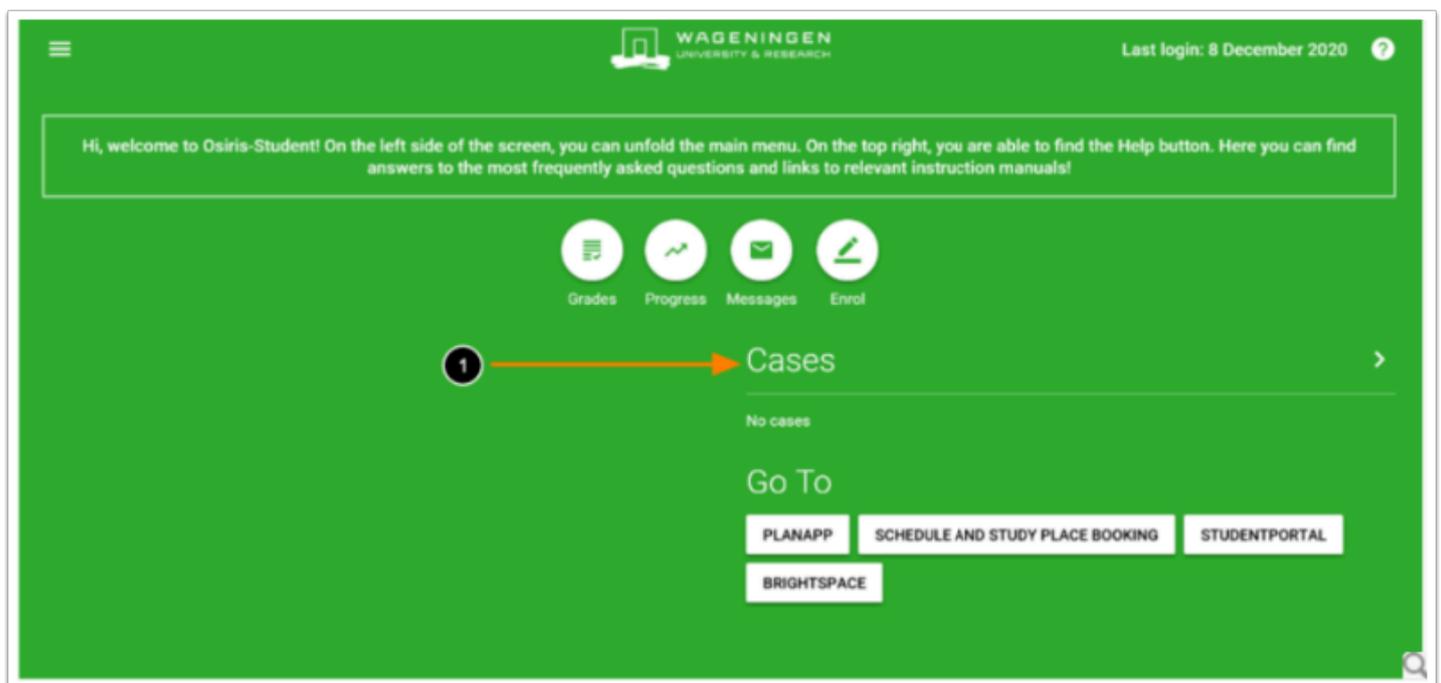
How to initiate the administrative processes for the MSc thesis, internship or research practice

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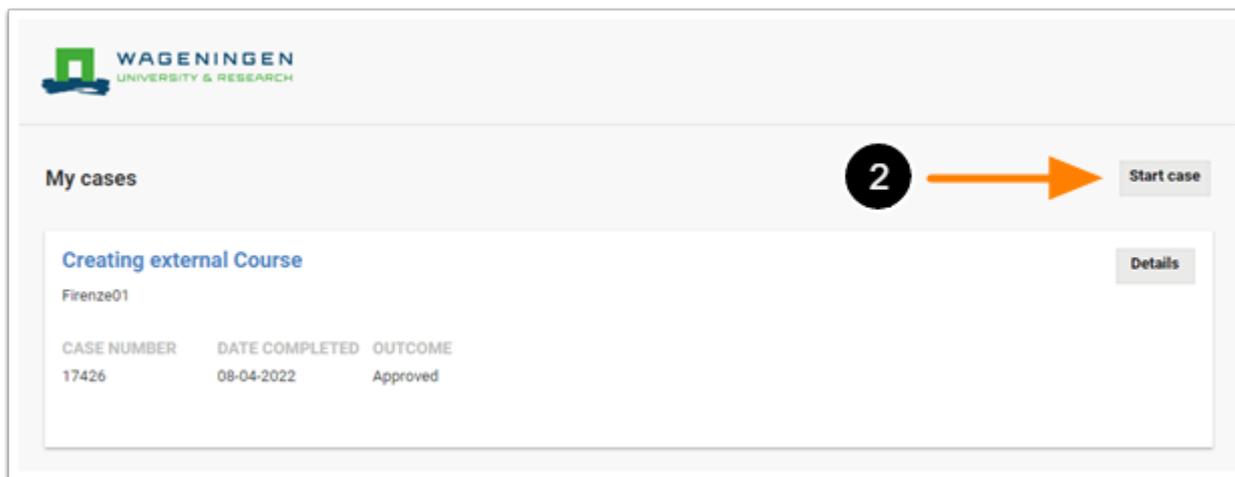
Once you've found yourself a chair group and WUR-supervisor for your Master's Thesis, Internship or Research Practice, you as student will start the administrative processes by registering the information in a Learning Agreement. All relevant administrative information is registered in Osiris and where required approved by the supervisor. Also the (final) thesis, reflection reports (for internship and research practice) and assessment forms are registered in Osiris using this process.

This manual describes how to start this administrative process.

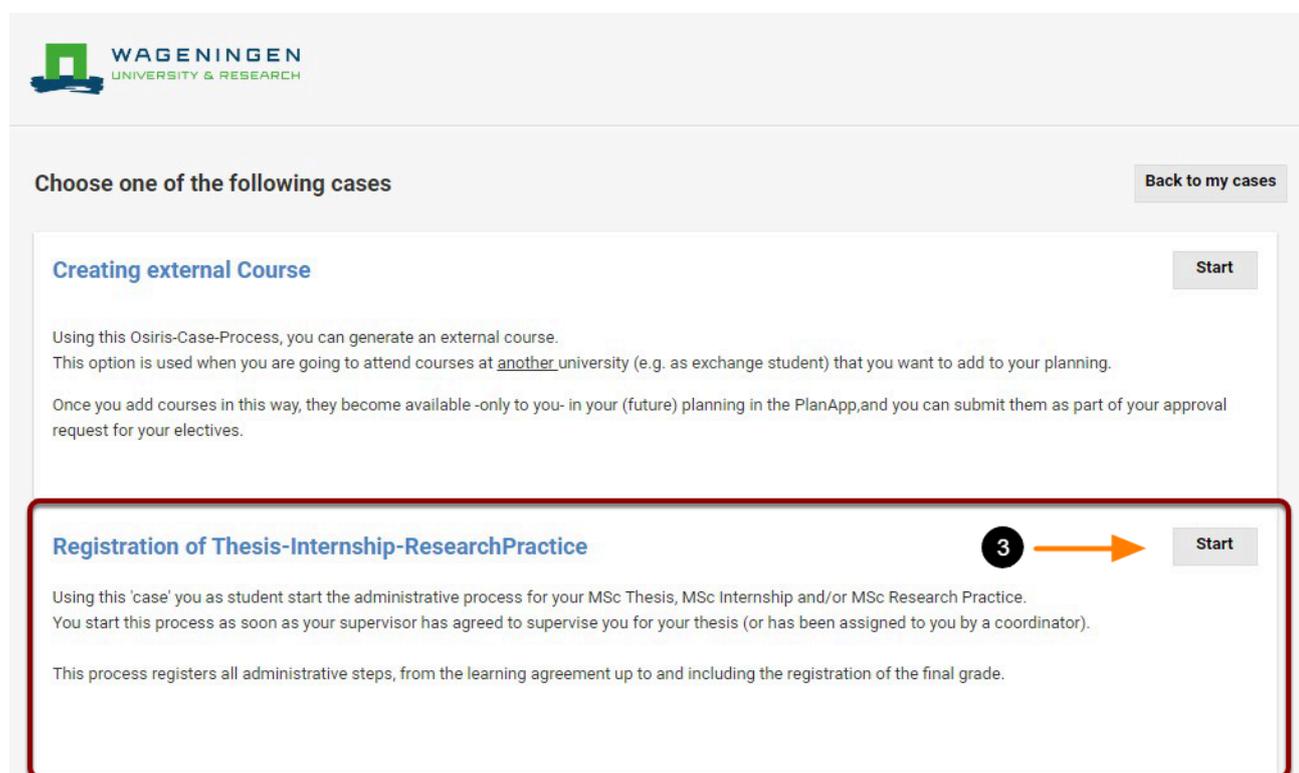
All relevant information on completing the forms is included on the forms, and therefore not part of this manual.



1. First, click on the heading **Cases** in the home screen of [Osiris-Student](#)



2. To make a new case, click on the button **Start case**



3. Select the '*Registration of Thesis-Internship-Research Practice*' option and click on **Start** to proceed

On each of the subsequent forms you'll now encounter, you can read the instructions that are needed to complete the forms successfully.

After entering the initial information and submitting, the process is started and you can now complete the Learning Agreement.

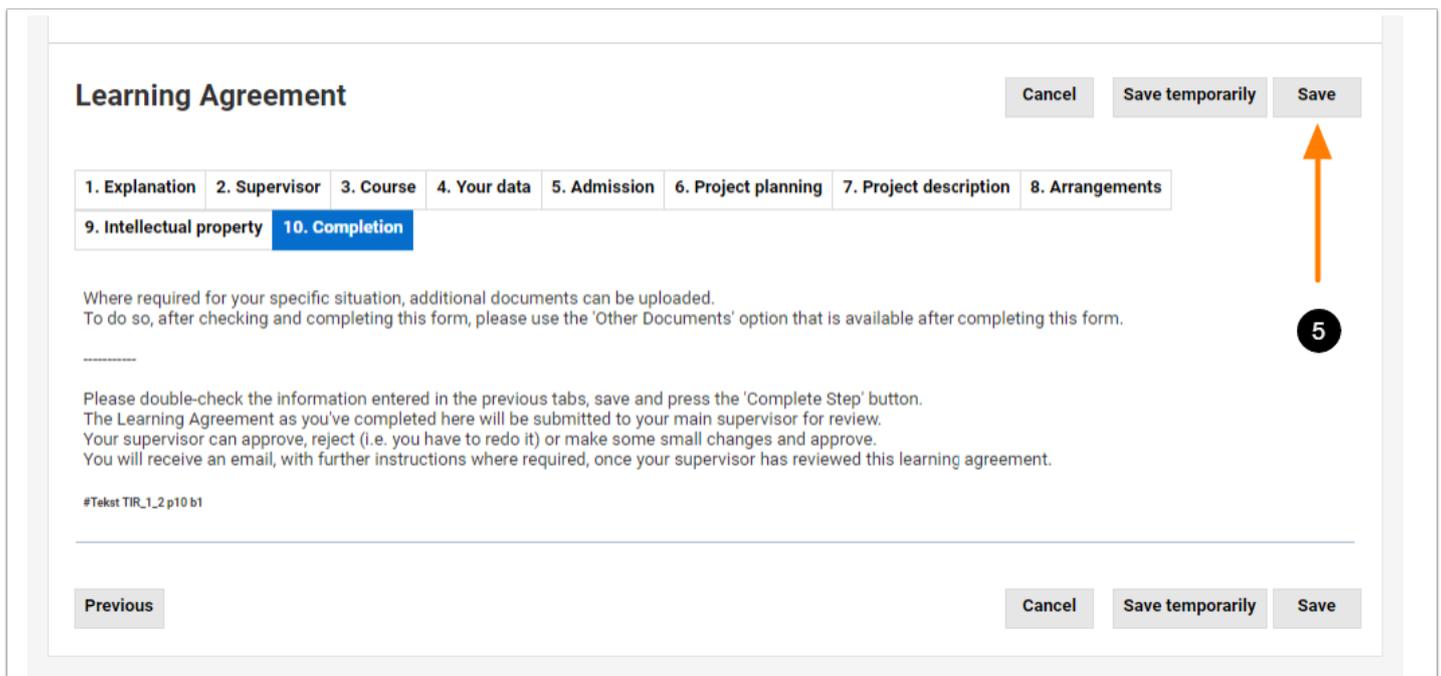
(For completing the Learning Agreement, you'll need information discussed in a first meeting with your supervisor.)



4. In Osiris Student, on the main screen, the process is shown once you've initiated it. Click anywhere in this box to enter the information of the learning agreement. On this place, in Osiris Student, you can always access this process until it is completed (i.e. you received your final grade).

In each of the forms/pages that you'll have to complete, follow the explanation on the screen that will guide you through the process step-by-step.

After completing a form, don't forget to first press **SAVE** (5) to store your information (screenshot below) and on the next screen press **COMPLETE** (6) to submit the information (second screenshot below).



Case details

[Back to my cases](#)

Registration of Thesis-Internship-ResearchPractice - THESIS

[Withdraw case](#)

VIR80436

Master Nutrition and Health

CASE NUMBER	DATE STARTED	PROGRESS
21712	24-06-2022	<div style="width: 20%; background-color: #ffc107;"></div>

[⚠ Enter the Learning Agreement](#)

[Overview](#)

6

[Complete Step](#)

Enter the information in the Learning Agreement by opening the form "Learning Agreement*" below.

Complete and save the form (interim saving is possible).

Only upon completing the full form, click on the button 'Complete Step' shown to the right.

[Optional Documents during process](#)

[Learning Agreement \(Student Version\) *](#)