

COUNCIL OF SCIENTIFIC STUDENTS' ASSOCIATIONS

University of Miskolc

Faculty of Economics

I. How to apply for the TDK conference?

- detailed guide -

In the following guide, we describe in detail the exact procedure of registering for the TDK conference.

WHAT TO DO BEFORE YOU APPLY

- 1. Topic selection:** The most important step in registering for the TDK conference is to choose the right topic. You can read more about choosing a winning theme on the following page: https://gtktdk.uni-miskolc.hu/kutatasi_temak
- 2. Choosing a consultant:** If you have chosen the most suitable topic for you, choose a consultant who will accompany you throughout the preparation of a TDK thesis and give you all the help you can to get the most out of yourself. You can find the contact details of the lecturers of the Faculty of Economics here: <https://www.uni-miskolc.hu/telefon/index.php>
- 3. Choice of co-authors:** At this point we would like to draw your attention to the fact that you do not have to write a TDK thesis on your own! Two or three of you can write a TDK thesis! So, if you have a friend/friend you'd like to work with, join forces and apply together!

If you would like to get started, but you are at a loss about choosing a topic and/or choosing a consultant, we wholeheartedly recommend the members of the Council of Scientific Students' Associations (TDT), to whom you can turn with any questions you may have. You can find the contact details of the faculty TDT on the following page: <https://gtktdk.uni-miskolc.hu/kapcsolat>

WHAT TO DO WHEN APPLYING

1. Registration: Once you have chosen the topic and the choice of consultant, then it's time to apply! In the first step, you need to register on the university TDK website (<https://tdk.iit.uni-miskolc.hu>). Within this, select "Register" from the menu bar on the left. Enter your username (first name, last name), your e-mail address twice and the password of your choice, and the registration is complete!

Then log in to your email system and you'll see the following message:

You received this message because you have successfully registered for ME TDK. This is a message sent by the system, please do not reply to it!

2. Log in: If you have successfully registered, click on the "Login" menu item on the same page (<https://tdk.iit.uni-miskolc.hu>). You can also find this in the left menu bar above the "Register" menu item. Enter your e-mail address and the password of your choice and you are already logged in!

3. Registration for TDK conference: After logging in, click on the "Apply for TDK conference" menu item from the newly appeared menu items. Within this, you need to provide information on four topics:

(1) Entry

In this block, choose which TDK conference you are applying for (e.g. TDK autumn 2023) and enter the data of your thesis:

- a. Title of the project in Hungarian
- b. Title of the entry in English
- c. Faculty
- d. Faculty Section
- e. Special technical equipment for giving the presentation,
- f. Language of the thesis

(2) Supervisors

In this block, enter the details of your supervisor (consultant) and click on the **" + Add supervisor" button!!** If you have more than one consultant, you can enter the details of your other consultants using the same method. Make sure you fill in all fields accurately.

(3) Author(s)

In this block, enter your (author) data and click on the **" + Add author" button!!** If you happen to have co-authors, you can also provide details of your other co-authors using the same method. Make sure you fill in all fields accurately.

(4) Brief summary of the thesis

In this block, show in 1000-2000 characters on what theme you chose.

(5) Registration for TDK conference

If you have entered all the data, click on the "+ Apply" button and your application is ready!

4. Print, sign and scan your application: (1) If the application is successful, print out the application form. To do this, navigate to the "TDK conference applications" menu item from the left menu, click on the "Print" button. (2) Sign the printed form and ask your consultant to sign it too. (3) Scan the signed application form.

(4) If it is easier for you and your consultant to sign the application form electronically, then so be it! We will also accept the electronically signed application form!

5.Upload TDK application: In the last step of the application, upload the application form signed by you or your consultant under the menu item "Upload TDK application".

WHAT TO DO AFTER SIGNING UP

1. Writing a thesis: If you have successfully applied for the TDK conference, all you have to do is continue writing your thesis at full speed!

2. Write a resume: Remember that in addition to the thesis, you will also have to write a rezsume (one-page content summary).

The formal requirements of the thesis and the resume and how to submit them are set out in our following guide: **II. How to submit your TDK thesis?**