

June 2008

The Digital Project Library

The management has decided that all final projects (theses, dissertations, professional bachelor projects etc.) written at Aalborg University must be uploaded in the Digital Project Library. A number of study programmes have already done so for some time, however this rule applies for all study programmes from 1 January 2008.

The purpose of this is to use the Digital Project Library as a platform for exposing final projects as a highly important part of the university's knowledge production. Registered projects are accessible via www.projekter.aau.dk and can be searched via Google.

In principal, all final projects must be uploaded. Confidential material will not be shown, and can only be accessed by the person(s) who has access to the archive of the particular study programme. To some companies complete confidentiality is a precondition for entering into an agreement with AAU about a project. In such exceptional cases projects can be omitted from the Digital Project Library. The decision is made by the head of studies/board of studies.

In order to upload their projects, students must go to the Digital Project Library homepage at <http://www.projekter.aau.dk> and log in via the university's access control.

Afterwards they will receive a digital receipt that must be printed and handed in to the department secretary along with the printed copies for the external examiner/counsellor. This is to ensure that the electronic edition is identical with the paper edition that is used for grading.

All non-confidential final projects will be made visible on the Digital Project Library homepage at <http://www.projekter.aay.dk>. The department secretary sees to that the project is made visible in the Digital Project Library after the examination.

It is also possible to collect other types of projects/written work, during the course of study, in the Digital Project Library. Thereby, the Digital Project Library can function as the study programme's internal electronic archive. If doing so, students are obliged to follow the decision made by the board of study. These project reports will not be made visible on the Digital Project Library homepage. In order to access the projects you must log in via the university's access control i.e. there is access for employees and students only. Once again, confidential projects will be protected from access.

It is up to the individual study board/study programme to decide if and when projects and other written work should be uploaded in the Digital Project Library.

For further information please contact ddpb@aub.aau.dk or Editor Inge Nørholm, phone 9940 9417 or in@aub.aau.dk.

Kind regards,
Finn Kjærdsdam
Rector