Digital Commons @ Kennesaw State University: A Contributor's Guide

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Step 1
Find your program’s specific DigitalCommons page, by visiting http://digitalcommons.kennesaw.edu/etds.html/

Step 2
Click the link that reads like this: CLICK HERE TO SUBMIT YOUR DBA DISSERTATION

Step 3
You will then be asked to create a new account
It is a simple process with 7 fields of basic information,
your institution is Kennesaw State University

Step 4
Read “Submission Agreement” and “Non-exclusive License Agreement - Student”, then click the check box and press “Continue” at the bottom of the page.

Step 5
Fill out the submission form with all appropriate information,
be sure to upload the final draft of your work.

Step 6
Click “Submit” at the bottom of the page and you are finished.

From here, the DigitalCommons administrator will reach out to your Committee/Advisors for permission to post,
as well as to the Graduate College, who will then pass
the information on to allow you to graduate.
Contact digitalcommons@kennesaw.edu for assistance.

IMPORTANT
THE SUBMISSION PROCESS MUST BE DONE ON OR BEFORE
THE DATE THAT FINAL GRADES ARE DUE FOR THE SEMESTER.