

【For students scheduled to complete in March 2026】

How to submit a Master's Thesis

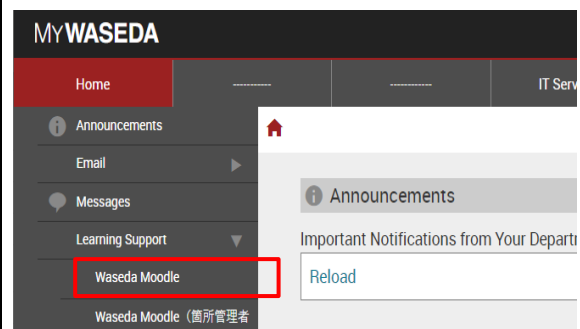
- You may submit your master's thesis after answering "Questionnaire for Introduction to Research Ethics", "Questionnaire on Permission to Open Master's Thesis" and "About Master's Thesis Title".
- Please submit your thesis well in advance as completing all the steps will take some time.

Step1

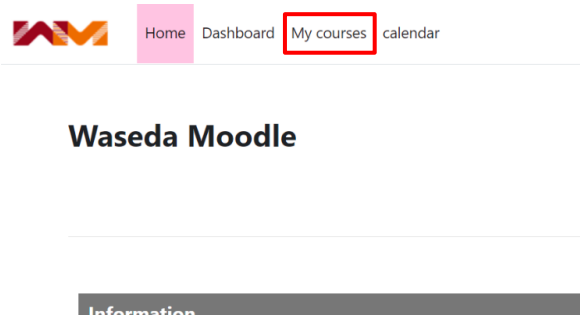
Please confirm that you meet all the submission requirements and formats in "[【For students scheduled to complete in March 2025】Requirements and Format for Submitting a Master's Thesis](#)" on the Graduate School website.

*Check at the Graduate School website > For Current Students > Thesis> 3. Announcement

Step2 Access [Waseda Moodle] from [Home] > [Learning Support] on MyWaseda.



Step3 Select "My Courses" at the top.



Step4 Select the subject “2025 年度修士論文 /AY2025 Master's Thesis” from the list of courses on the top page of Waseda Moodle.

If the course does not show up in the course list, click below:

<https://wsdmoodle.waseda.jp/course/view.php?id=71545>

Dashboard

Course overview

All Search Sort by course name Card

20XX年度修士論文 / AY20XX Master's Thesis 20XX

★ Demo course 20XX

Step5 Select “修士論文提出（3月） / Master's Thesis Submission [March 2025]” in the contents section and click on “研究倫理概論受講状況アンケート / Questionnaire for Introduction to Research Ethics”.

▼ 修士論文提出（3月） / Master's Thesis Submission [March 20]

研究倫理概論受講状況アンケート / Questionnaire for Introduction to Research Ethics To do

修士論文公開許諾に関するアンケート / Questionnaire on Permission to Open Master's Thesis To do

修士論文提出ボックス / Master's Thesis Submission

Not available unless: The activity 研究倫理概論受講状況アンケート / Questionnaire for Introduction to Research Ethics is marked complete ... Show more

Step6 Click on “Answer the questions”.

2023年度以降に日本学術振興会「eL CoRE」の【大学院生向け】コースを修了しましたか？（修了すると修了証書（pdf）が発行されます。）

もしくは、2022年度までにWaseda Moodle「【文学研究科】研究倫理概論（閲覧用）」の受講必須講義回（第1.4.5.12.15回）を受講し、1.4.5.12回の理解度確認テストにすべて合格（100点満点×4講義＝合計400点満点）しましたか？

Have you completed the JSPS 'eL CoRE' course [For Helping Graduate Students Understand Research Ethics via Case Examples] in and after 2023 (a certificate (pdf) will be issued after completion)?

Or have you watched the required lectures (1.4.5.12.15) of the Waseda Moodle "[Graduate School of Letters] Introduction to Research Ethics (for viewing)" and passed all #1, 4, 5 and 12 comprehension tests by 2022 ?

Resume questionnaire

Step7 Answer “Yes” or “No” to the question shown and click on “Next Page”.

If answered “Yes”, go to **Step9**

If answered “No”, go to **Step8**

研究倫理概論受講状況

1 2023年度以降に日本学術振興会「eL CoRE」の【大学院生向け】コースを修了しましたか？（修了すると修了証書（pdf）が発行されます。）

もしくは、2022年度までにWaseda Moodle「【文学研究科】研究倫理概論（閲覧用）」の受講必須講義回（第1.4.5.12.15回）を受講し、1.4.5.12回の理解度確認テストにすべて合格（100点満点×4講義＝合計400点満点）しましたか？

Have you completed the JSPS 'eL CoRE' course [For Helping Graduate Students Understand Research Ethics via Case Examples] in and after 2023 (a certificate (pdf) will be issued after completion)?

Or have you watched the required lectures (1.4.5.12.15) of the Waseda Moodle "[Graduate School of Letters] Introduction to Research Ethics (for viewing)" and passed all #1, 4, 5 and 12 comprehension tests by 2022 ?

Yes No

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Next Page >>

Step8 If you answer “No” in **Step7**, the screen as shown on the right will be displayed. Read the message written thoroughly (and follow it), check the box and click “Submit questionnaire”.

(→Go to **Step10**.)

Have you watched the required lectures (1.4.5.12.15) of the Waseda Moodle "[Graduate School of Letters] Introduction to Research Ethics (for viewing)" and passed all #1, 4, 5 and 12 comprehension tests by 2022 ?

Or have you completed the JSPS 'eL CoRE' course [For Helping Graduate Students Understand Research Ethics via Case Examples] in and after 2023 (a certificate (pdf) will be issued after completion)?

2 本アンケートの回答を一旦送信し、そのまま論文を提出してください。

論文提出後、速やかに日本学術振興会「eL CoRE」の【大学院生向け】コースを受けるようにしてください。

Submit your answers to this questionnaire once and submit your thesis as is.


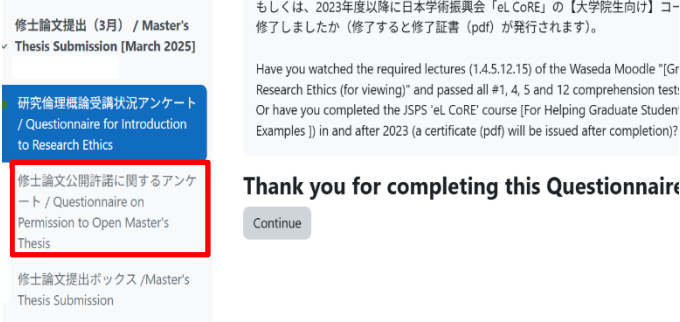
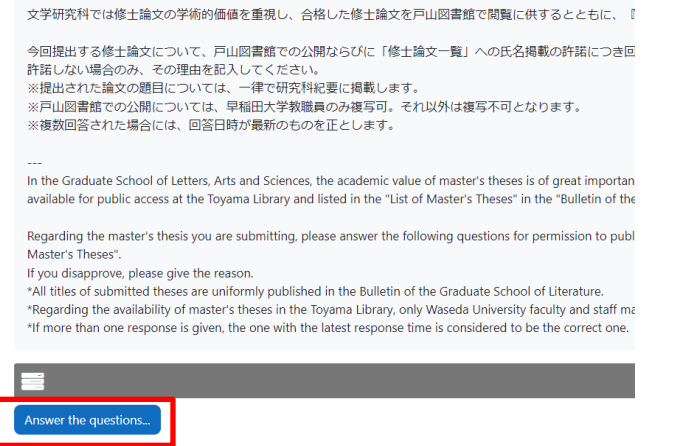
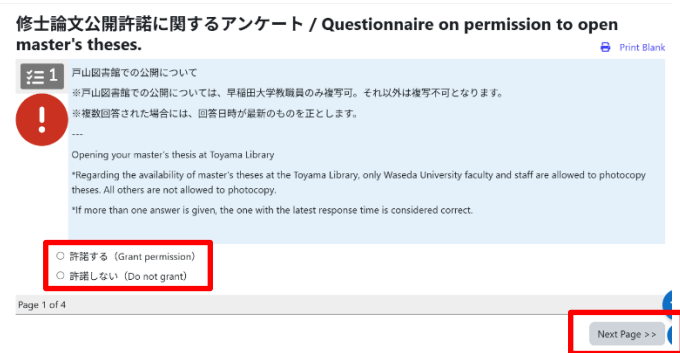
After submitting your thesis, you should take JSPS 'eL CoRE' course [For Helping Graduate Students Understand Research Ethics via Case Examples] as soon as possible.

承認しました。

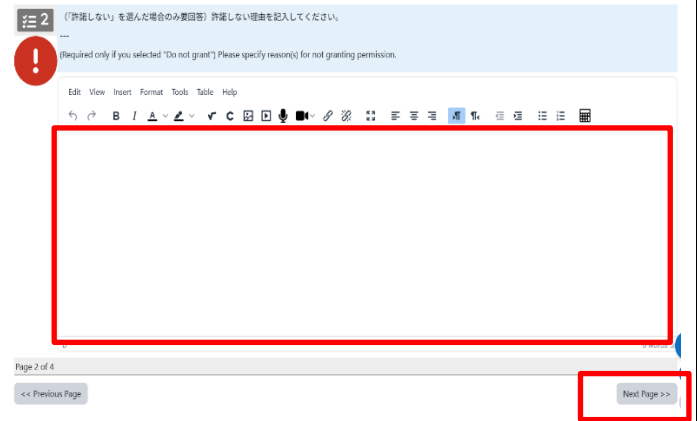
Page 2 of 2

<< Previous Page

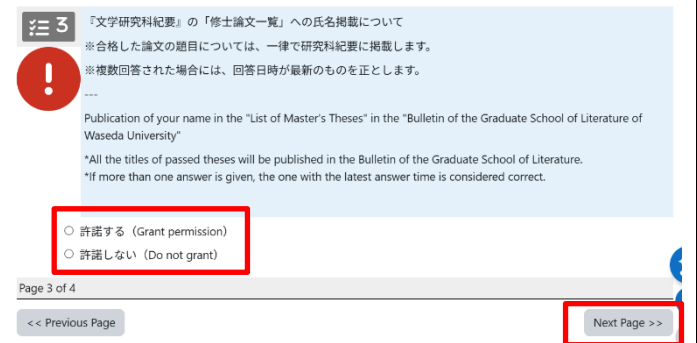
Submit questionnaire

<p>Step9 If you answer “Yes”, the page as shown on the right will be displayed. Click “Submit questionnaire”.</p>	
<p>Step10 Click on “修士論文公開許諾に関するアンケート / Questionnaire on Permission to Open Master's Thesis”.</p>	
<p>Step11 Click on “Answer the questions”.</p>	
<p>Step12 Answer “Grant permission” or “Do not grant” to whether or not your master's thesis can be open at Toyama Library, then click “next page”. If answered “Grant permission”, go to Step14. If answered “Do not grant”, go to Step13.</p>	

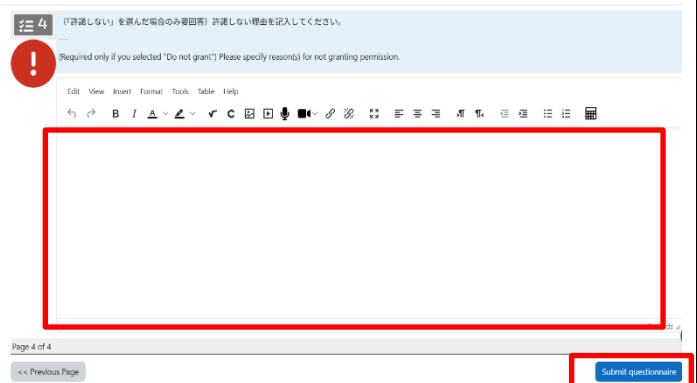
Step13 If you answered “Do not grant” in **Step12**, describe the reason why it is so and click on “Next page”.



Step14 Answer “Grant permission ” or “Do not grant” to whether or not your name can be published in the list of master's theses in the Bulletin of the Graduate School of Literature, then click on “next page”.
If answered “Grant permission”, go to **Step16**
If answered “Do not grant”, go to **Step15**



Step15 If you answered “Do not grant ” in **Step14**, describe the reason why it is so and click “Submit questionnaire”. (Go to **Step17**)



Step16 If you answer “Grant permission”, you will see a screen like the one on the right, click “Submit questionnaire”.



Step17 Click “修士論文提出ボックス /Master's

Thesis Submission “.

修士論文提出 (3月) / Master's Thesis Submission

研究倫理研修受講状況アンケート / Questionnaire for Introduction to Research Ethics

修士論文公開許諾に関するアンケート / Questionnaire on Permission to Open Master's Thesis

修士論文提出ボックス /Master's Thesis Submission

文学研究科では修士論文の学術的価値を重んじ、合格した修士論文を戸山図書館で閲覧に供するとともに、『文学研究科』に掲載する。戸山図書館での公開ならびに『修士論文一覧』への氏名掲載の許諾につき回答が必須です。回答しない場合は、その旨を記入してください。

※合格した論文の題名については、一律で研究科誌面に掲載します。

※戸山図書館での公開については、早稲田大学教職員のみに限り、それ以外は閲覧不可となります。

※複数回答された場合には、回答日時が最新のものを正とします。

Because of the high academic value of master's theses, the Graduate School of Letters, Arts and Sciences makes p titles and names of the authors are published in the "List of master's Theses" in the Bulletin of the Graduate School of Letters, Arts and Sciences.

Please answer the following questions regarding permission to open your master's thesis in the Toyama Library or permission, please explain the reasons.

*All the titles of passed theses will be published in the Bulletin of the Graduate School of Literature.

*Regarding the availability of master's theses in the Toyama Library, only Waseda University faculty and staff are allowed to use them.

*If more than one answer is given, the one with the latest response time is considered correct.

このアンケートにご協力いただきましてありがとうございます。

続ける

Step18 Click “Add submission” after reading the

notes.

Submission status

Submission status: No submissions have been made yet

Grading status: Not marked

Time remaining: 49 days 22 hours remaining

Last modified: -

Submission comments:

Step19 Read the notes and check the box on

“(Warning on Submitting Your Reports, Papers and Other Document)”

▼ Add submission

☐ Warning on Submitting Your Reports, Papers and Other Document

Please check the box to the left after you have read and understood the following, then proceed to submit your reports or essays.

[Precautions when Writing Reports and Essays](#)

Regarding submitted work, please note that faculty or other staff managing the course may choose to apply a tool designed to detect plagiarism.

This tool allows us to verify that your submitted work has been appropriately.

The "Turnitin End User License Agreement (EULA)" will be displayed on the screen when you attempt to submit a report or essay for the first time. Click on "I agree" and continue to submit your work. (Click on "I agree" the first time, you will not be asked again).

Step20 Click on the icon under "File

submission" to open the submission popup. Then click “Upload a file” followed by “ファイルの選択,” select the file you want to submit, and click “Upload this file.”

File submissions

Maximum file size

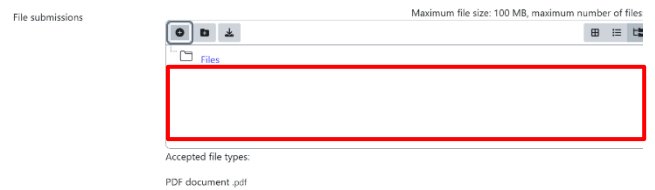
1. Upload a file

2. File picker

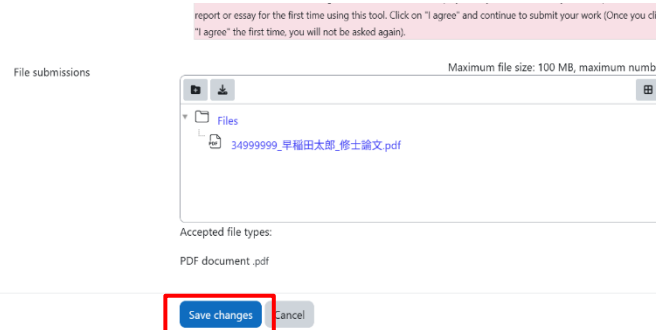
3. ファイルの選択

4. Upload this file

You can also add files by dragging and dropping them into the blank area.



Step21 After adding files, click "Save changes" to finish submitting your assignment.
***You may submit your paper as many times as you like within the period, but the last registration will be the final submission.**



Step22

When you have completed the submission, please confirm that the "Submission Status" is "Submitted for grading" on the subject "修士論文提出ボックス /Master's Thesis Submission" and that the "File submissions" contains the file you uploaded (e.g. 34999999_WasedaTaro_Master's Thesis.pdf).
* The completion percentage displayed in the course list may not be 100%, but it is no problem if Step 21 has been completed.

Submission status

Submission status	Submitted for grading
Grading status	Not marked
Time remaining	Assignment was submitted 16 days 8 hours early
Last modified	Monday, 15 May 2023, 3:55 PM
File submissions	<div>34999999_WasedaTaro_Master's Thesis.pdf15 May 2023, 3:55 PM</div> <div>Turnitin ID: XXXXXXXXXXXX</div>
Submission comments	

Step23 Be sure to click and download the file you have uploaded listed under "File Submissions" within the submission period, open the file, and check that the contents are complete.
※Please be careful not to submit corrupted files that cannot be opened or files other than those that should be submitted.

Submission status

Submission status	Submitted for grading
Grading status	Not marked
Time remaining	Assignment was submitted 16 days 8 hours early
Last modified	Monday, 15 May 2023, 3:55 PM
File submissions	<div>34999999_WasedaTaro_Master's Thesis.pdf15 May 2023, 3:55 PM</div> <div>Turnitin ID: XXXXXXXXXXXX</div>
Submission comments	

Attentions

- **Only if you cannot submit your paper from the submission course on Waseda Moodle because of system trouble, etc.,** send a PDF file of your paper as an attachment from your Waseda e-mail address to the following address within the period. In other cases, submission by e-mail will not be accepted in principle. Please confirm that the submission is correctly made as indicated in Step 23. In addition, be aware that if you send to an address other than **toyama-soturon-online@list.waseda.jp**, we will not receive any of it.
- In such a case, the subject line should be "[Master's Thesis Submission] Student ID Number_Name" And in the body of the message, please include "(1)Student ID Number (2)Name and (3)The date and time when you tried to submit your thesis via Waseda Moodle".
- Even when submitting by e-mail, the thesis file must fully comply with all the submission formats in the " [【For students scheduled to complete in March 2025】Requirements and Format for Submitting a Master's Thesis](#)"section on the LAS website.
- **We do not accept any papers sent by e-mail after the submission period.**