Global MBA Graduation Procedure

step by step

Prior to requesting an oral defense exam

47 credits-to be completed

prerequisites: accounting/economics/statistics

Fundamental courses: 18 credits

Core courses: 12 credits

Thesis: 2 credits

electives: 15 credits



To satisfy the internship requirement

- 1. Required period: at least 4 weeks
- 2. To submit the "<u>Proposal of Internship</u>" <u>prior to</u> the internship at least 6 weeks
- 3. To submit the "Certificate of Internship Participation" after completing your internship



"Gender Equity Education"



"Academic Ethics and Research Integrity Training" online course



For international students

to acquire the

TOCFL Level-2 certificate

OR

to pass at least 10 credits of Chinese language courses offered by NYCU or a certified Chinese Language Center

Thesis Step 1 -Find an Advisor





- An advisor should be confirmed at least 7 months before graduation
 One of the advisors must be the faculties of COM at NYCU
 If advisor is outside of COM getting the approval by the GMBA Director is required
- If the advisor needs to be changed due to some reasons, this change must be mutually agreed by the previous and new advisor, and reported to the GMBA office 4 months before graduation

Hand in thesis advisor application form

Graduation time

2024/7/31



National Yang Ming Chiao Tung University

Master Degree Program of Global Business Administration

Thesis Advisor Application Form Academic Year: _____

Personal Data		
Jame:	Student ID No.:	
Indergraduate/Graduate Study:	University/Institute:	
fajor/Minor:	Year of graduation:	
Thesis December Asses		

B. Thesis Research Area

Thesis advisor application form

2023/10/17

STEP 1

Write it: THESIS FORMAT



Hand in thesis

proposal application form

Graduation Time

2024/7/31



Thesis
Thesis
Advisor

Approve the thesis proposal

通過論文計畫書審查

Others (Please comment)
其他:精锐明

thesis proposal application form

2023/12/26

STEP 2

hand in

Request for Oral Defense

Due: 2024/5/31

National Yang Ming Chiao Tung University Master Degree Program of Global Business Administration Request for Oral Defense

Student Name	St	udent ID		
Thesis Title	'			
Thesis Advisor				
□ Postpone the oral defense because the student falls behind the schedule. 該生論文進度落後,暫不予推薦參加本學期畢業口試				
■ Agree to recommend the student to attend the oral defense this semester. 本人同意推薦該生参加本學期畢業口試				
	Signature of Advisor:			
	Date :			
	Signature of Student:			
	Date :			

Schedule time and place for oral defense with advisor



to book MB201?

-it is owned by COM-please ask GMBA office to checkthe availibility at least 3 weeksprior to your exam

Committee members -to be assigned by advisor

- 1. internal*1, external*1
- 2. a PhD degree is required
- 3. a CV is required if inviting a non-professor



EMAIL to GMBA at least 2 weeks in advance

Thesis Step 4

Thesis hard copy

send it to the committee 1 week in advance [] [] (sending a soft copy is sufficient only when the committee accepts)

Forms on the exam

- download from our website
- fill out and bring them to the exam
- after collecting signatures, submit them to the GMBA Office.

Refreshment

- -coffee/juice/tea/snacks
- -meals are required, if held during mealtime

- outfit formal
- exam period

about one hour, including presentation and assessment

after the exam

submit all related forms to the GMBA Office

2. upload thesis (check step 7)

1. After approved by your advisor, you may proceed to upload it. 2. Before uploading, please double check the thesis format.

Must Upload: 2 forms (refer to GMBA website: G/P)

NEXT **⇒**

watermark downloaded from https://reurl.cc/Eo3a7v

After approved by the library, you can proceed to print it out. Due: 7/30

> #2 and #3 can be carried out at the same time!!

3. to activate the graduation procedure (check step 8)

Log into the system to activate it two days after submitting the approval email path:

NYCU Portal -> System Links -> NYCU Campus -> Graduation -> Graduation Procedures

1. After activating, please inform your advisor.

2. After collecting all stamps online, bring one thesis to the library, one to the Registrar Division, and then your diploma is waiting for you right there.

Due: 9/13*

1. completing the payment of new semester is required if failed to complete the G/P on time.

2. If finished within 6 weeks of new semester, students can get 2/3 refund.

4. pick up

if advisor did not sign during the exam, hand it to GMBA NEXT → to get the director's stamp,

> if it is already submitted after the exam, just come to the office to pick it up

bind the signed/stamped form into the printed thesis

refer to the suggestions given on the

1. revise thesis

exam

NEXT **⇒**

Due: 7/30

"Thesis Approval Form"

Rule of page numbering

After introduction

CHECK

1, 2, 3, 4, 5...

Arabic Numerals

Before introduction i, ii, iii, iv, vi...

Roman Numerals

upload E-thesis

- checkpoints is as follows: GMBA Office→advisors
- please check if you use the correct format of <u>cover and</u> <u>title page</u> (check your email to find the file)

Table of Contents			
English Abstract	i		
Chinese Abstract	ü		
Acknowledgments	iii		
Table of Contents	iv		
List of Tablesvi			
List of Figuresviii			
Introduction			
1.1 Research Gap	2		
1.2 Research Goal	5		
2. Theoretical Framework	9		
2.1 Conservation of Resources Theory	9		
2.2 The effects of ESTL on PEB	11		
2.3 Conservation of Resources Theory	89		
2.3 The effects of job satisfaction on PEB	17		
2.4 The effects of green psychological climate on PEB			
2.5 The moderating roles of job satisfaction a	nd green psychological climate on the		
relationship between ESTL and PEB	21		
2.6 The three-way interaction between ESTL	, Job Satisfaction and Green		
Psychological climate on PEB	25		
3. Method	30		
3.1 Participants and Procedure	30		
3.2 Measures	31		
3.2.1 ESTL (Time 1)	31		
3.2.2 Job Satisfaction (Time 1)	32		
3.2.3 Green Psychological Climate (Time 1).	33		

Before intro

After intro

國立陽明交通大學 企業管理碩士學位學程 碩士論文

Degree Program of Global Business Administration

National Yang Ming Chiao Tung University

Master Thesis



應用機器學習方法偵測

財務報表重大誤述情事

Detecting Accounting Misstatement based on

Machine Learning Method

研究生:彭翊庭 (Peng, Yu-Ting)

指導教授:林瑞嘉博士(Dr. Lin, Jui-Chia)

中華民國一一二年九月

September 2023

應用機器學習方法偵測

財務報表重大誤述情事

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國立陽明交通大學

企業管理碩士學位學程

碩士論文

Thecic

Submitted to the Degree Program of Global Business Administration

College of Management

National Yang Ming Chiao Tung University in partial Fulfillment of the Requirements

for the Degree of

Master

n

Business Administration

September 2023 Taiwan, Republic of China

中華民國 一一二年九月



Thesis Step 8 printed thesis

- after approval by the library, you can print it out
- check the book spine policy from the library (thesis format)
- While binding, <u>THESIS APPROVAL FORM(審定書)</u> is also required.
- Thesis Cover: <u>light gray</u>.
- ask committee members if a hardcopy is needed for delivery (otherwise, e-version is sufficient)
- hardcopy: library*1, registrar division*1
- Due: 9/13, 2024

LOCKER

take a photo and send it to GMBA after cleanning

photocopy settlement

GMBA provides 1,000 copy/printing for free for our students, and will charge 0.5 per page while over the quota.

Say goodbye to GMBA Lab

loacker/copy machine

OCHECK LIST



- 47 credits (prerequisites to be added)
- Chinese requirement (for intl' students)
 - advisor form-due 2023/10/17
 - proposal-due 2023/12/26
 - defense request-due 2024/5/31
 - confirm a date and place
 - contact committee members
 - email THESIS INFO- 2 weeks ahead
 - sending thesis to committee
 - -1 week ahead
 - check forms for the exam day

- revise thesis
- send an approval email/record to Vanessa
- email "Thesis Format Form" to Vanessa
- pick up the signed <u>Thesis Approval Form</u>
- submit the final version to committee
- upload e-thesis (from NYCU portal)
- activate the <u>Graduation Procedure</u>離校程序 (from portal)
- inform your advisor to sign G/P online
- lab checking
- hardcopy thesis: library*1 / registradr division*1



Due: the last working day BEFORE the next new semester starts





Happy graduation!

Come back often to share your experience with NYCU GMBA!