

# Supervision Orders

Available in 7.5 or later

In order to facilitate, as a primary objective, the opportunity for thesis authors to be supervised in the preparation of their e-theses, a supervision order system exists to bind groups of other users (thesis supervisors) to an item in someone's pre-submission workspace. The bound group can have system policies associated with it that allow different levels of interaction with the student's item; a small set of default policy groups are provided:

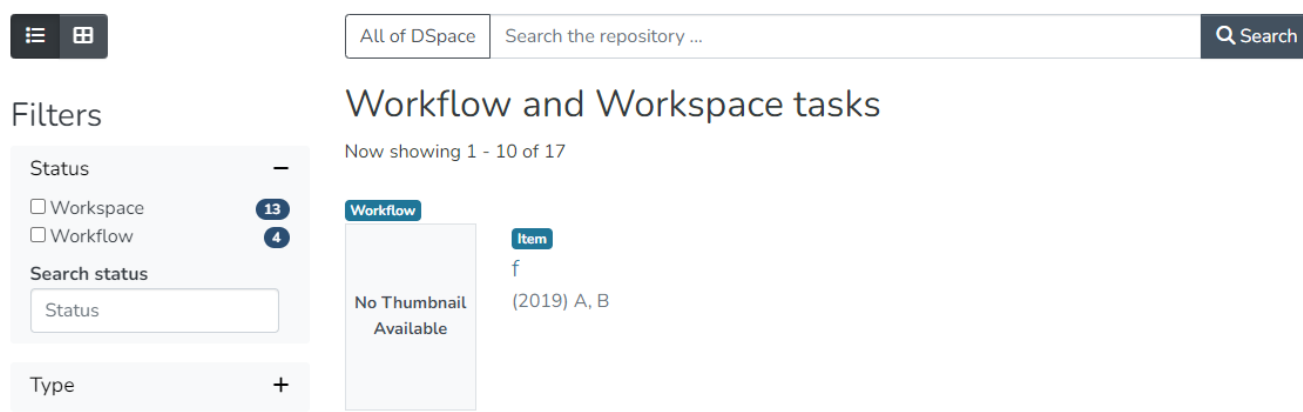
- Full editorial control (EDITOR)
- View item contents (OBSERVER)

Once the default set has been applied, a system administrator may modify them as they would any other policy set in DSpace

This functionality could also be used in situations where researchers wish to collaborate on a particular submission, although there is no particular collaborative workspace functionality.

## Creating a Supervision Order

Login as an Administrator, and visit the "Administer Workflow" sidebar menu. From this screen you can see all Items that are either in the "Workspace" (pre-submission) or "Workflow" (workflow approval process) status.



Filters

Status

☐ Workspace 13

☐ Workflow 4

Search status

Status

Type +

Workflow and Workspace tasks

Now showing 1 - 10 of 17

Workflow

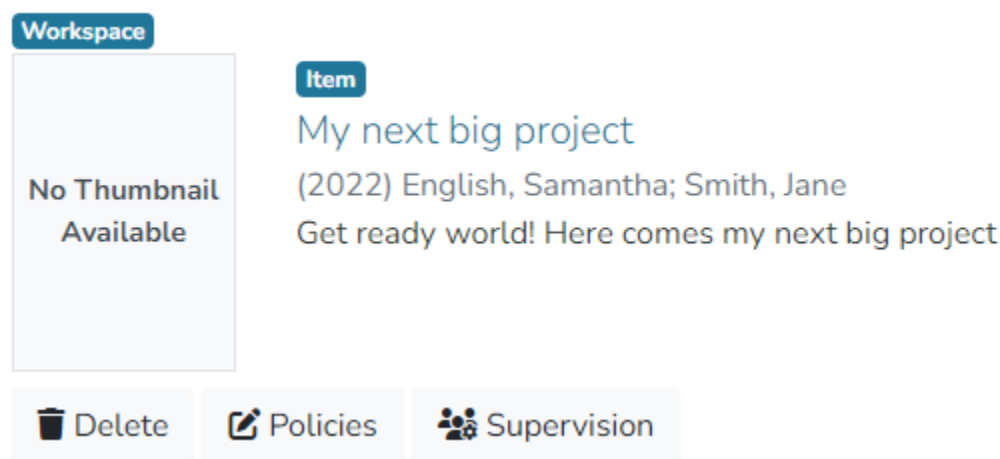
No Thumbnail Available

Item

f

(2019) A, B

For Items that are in the "Workspace", it is possible to create a supervision order by clicking on the "Supervision" button.



Workspace

No Thumbnail Available

Item

My next big project

(2022) English, Samantha; Smith, Jane

Get ready world! Here comes my next big project

Delete Policies Supervision

After clicking "Supervision", you'll be able to create a Supervision order by selecting the "Type of Order" (EDITOR or OBSERVER) and assigning those permissions to an existing DSpace Group.

Supervision Group Selector

Select a type of Order

EDITOR

OBSERVER

Reviewers

Q Search

Browse all

Now showing 21 - 24 of 24

ID	Name	Action
b80d1827-6d0e-440d-94d6-3fd592289788	COLLECTION_b6bc506a-ccf2-4368-a294-28d98c92a91c_SUBMIT	<div>Select</div>
8d6f1db3-97a6-448a-aa94-051df935dcb8	COLLECTION_908adbda-2d13-4d15-831d-5e02ac747ec3_SUBMIT	<div>Select</div>
ffddb63c-cc44-408d-a5e3-1d0831aa6685	ReviewManagers	<div>Select</div>
2cecca30-2fe4-4f78-8fb6-a355742c6c9a	Reviewers	<div>Select</div>

«

1

2

3

4

5

»

Cancel

Save

EDITOR  
OBSERVER  
Reviewers

Q Search

[Browse all](#)

Now showing 21 - 24 of 24

ID	Name	Action
b80d1827-6d0e-440d-94d6-3fd592289788	COLLECTION_b6bc506a-ccf2-4368-a294-28d98c92a91c_SUBMIT	<button>Select</button>
8d6f1db3-97a6-448a-aa94-051df935dcb8	COLLECTION_908adbda-2d13-4d15-831d-5e02ac747ec3_SUBMIT	<button>Select</button>
ffddb63c-cc44-408d-a5e3-1d0831aa6685	ReviewManagers	<button>Select</button>
2cecca30-2fe4-4f78-8fb6-a355742c6c9a	Reviewers	<button>Select</button>

«	1	2	3	4	5	»
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X Cancel

 Save

In DSpace, there are currently two Types of Orders:

Keep in mind, *you can adjust the permissions defined to any order after creating the order!* Simply click on the "Policies" button on the "Administer Workflow" page to adjust the default policies for that supervising group!

Once a Supervision Order is created (see above step), all group members for the supervising group will see that Item in their "Supervised Items" list on their MyDSpace page:

 Drag & Drop your files here, or [browse](#)

All of DSpace

Search the repository ...

Q Search

Show

Supervised items

## Supervised Items

Now showing 1 - 1 of 1

## Filters

Status +

Type +

Date +

Reset filters

No Thumbnail Available

Workspace

Item

## My next big project

(2022) English, Samantha; Smith, Jane

Get ready world! Here comes my next big project

View

 Edit Delete

Based on the type of Submission Order (or additional permissions provided), all members of the supervising group will be able to view and/or edit that in-progress submission.

## Managing Supervision Orders

At any time, an Administrator can remove or recreate Supervision Orders. This is also done from the "Administer Workflow" page.

On that page, a "Supervised By" filter exists, allowing you to locate all currently supervised items by the assigned group:

Home • Administer Workflow

All of DSpace

Search the repository ...

Search

Supervised By: 2c6cca30-2fe4-4f78-8ff6-A355742c6c9a

Workflow and Workspace tasks

Now showing 1 - 1 of 1

Workspace

Item

No Thumbnail Available

My next big project  
(2022) English, Samantha; Smith, Jane  
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Remove supervision group

Reviewers x

Delete Policies Supervision

Filters

Status +

Type +

Date +

Submitter +

Supervised By

Reviewers

Search Supervised By

Supervised By

Reset filters

You can click on the "Supervised by" label under the supervised item to **remove** the existing supervision order. New orders can be added by clicking the "Supervision" button. You can also adjust any supervising group permissions by editing the policies directly by clicking on the "Policies" button.