



Guide for Panel Access to Honors Thesis

Invitation to Review the Thesis

As a panelist you will receive an email inviting you to retrieve the thesis from SCARAB, Bates' online repository. The subject line of the thesis will be:

“Retrieve your examination copy of <<student name>>'s Bates Honors Thesis.”

The first sentence of the email will include the thesis title and the student's name. The email you receive will include a link to SCARAB that allows you direct access to the thesis. It is a good idea to save this email for easy access to the thesis.

The notification email also contains a link to the Individual Evaluation Form found on this web page: <http://www.bates.edu/honors/honors-forms/> which must be completed by all voting members of the panel prior to the oral examination.

Accessing the Thesis: Direct link from email

From the email notification you received inviting you to retrieve and review the thesis, click on the direct link provided to navigate to the thesis. Click on the “I will review it” button. You must do this to access the thesis.

Next select the “Download PDF” button to download the thesis.

Keep in mind that some documents can be quite large, so the download can take some time. In cases where a thesis consists of multiple files, we have instructed students to bundle them together in a zip file. Both Microsoft Windows and Apple OSX operating systems handle these types of files. No special software is required.

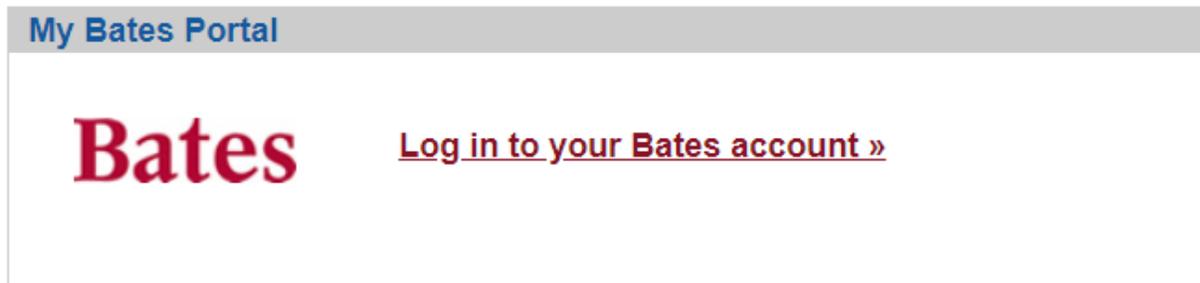
Accessing the Thesis: If you no longer have the email notification

Navigate to <http://scarab.bates.edu>. Please log onto the system using the email address at which you received the message.

Select “My Account” in the upper right hand corner.



Bates users must follow the link in the “My Bates Portal” box and log in with their Bates credentials.



Panelists who are not Bates faculty must create an account using the “Create new account” link and the email address at which they received their thesis notification email.

For non-Bates users, please use the log-in below:

<p>LOGIN</p> <p>For other existing users, log in to your account below.</p> <p>Email address:</p> <input type="text"/>	<p>CREATE NEW ACCOUNT</p> <p>You will need to create an account to complete your request. It's fast and free.</p> <p><i>Sign up</i></p>
<p>Password:</p> <input type="text"/>	

After logging in, click on the thesis title under the “THESES FOR REVIEW” heading.

Reading and Evaluating the Thesis

All voting members of the panel must read the thesis, and complete the Individual Evaluation Form available at <http://www.bates.edu/honors/honors-forms>, and submit it at least one day prior to the scheduled examination.

Evaluations submitted to SCARAB will not reach us. Please use the Individual Evaluation Form.

Panelists may consult the Protocol for Honors Exam available on the Honors Program website at <http://www.bates.edu/honors/protocol-for-the-honors-exam/>. If you need help using SCARAB, please contact the SCARAB administrators in Ladd Library by emailing batesscarab@bates.edu.