

Introduction

Beginning Summer 2022, the Graduate College uses the student iPOS as part of the defense-results process. This applies to all students who hold a defense for a thesis or dissertation.

Process

Once the student schedules a defense in the iPOS and it is approved by the unit, an email will be sent to the student, faculty committee, and staff advisor seven days before the defense date. The email will outline the process for the defense results to be completed. If the unit approves the defense in the iPOS within seven days before the defense, the original email reminders are not sent.

All members of the student's committee will have access to the student's iPOS. It can be accessed in two ways: via the email sent to the committee or via the member's MyASU portal > Graduate Faculty iPOS Review (the direct link is <http://www.asu.edu/go/gradposfaculty>).

MyASU: Graduate Faculty iPOS Review

Teaching & Student Support Tools

★ Digital Portfolios 	Canvas Course Request
Clickers @ ASU	Book Adoption & Syllabi Management
Grading Policies and Info	Curriculum Management (Kuali) 
Roster Contacts	Graduate Admissions File Review
Eval & Educational Effectiveness	Class Search
Course Evaluations	CRM (Salesforce) 
GetSet Dashboard 	iGrad 
	Graduate Faculty iPOS Review 

After clicking on Graduate Faculty iPOS Review, committee members will view the iPOS student search screen and click on the student's name under "pending approval."

Pending Approval 				
Empl ID 	Name 	Program 	College 	Pending Approval 
		Microbiology (PHD)	The College of Lib Arts & Sci	Defense Results


Committee members external to ASU are directed to their MyASU <https://my.asu.edu> to sign using their ASUrite ID and password. If they forget their ID or password, they can contact the Experience Center or follow the following steps to reset their [password](#)/obtain their [ASURITE ID](#).

Sign In

ASURITE User ID [Activate or request an ID](#)

Password [Forgot ID / password?](#)

☐ Remember my user ID




Need Help? Visit the [Help Center](#) or call 1-855-ASU-5080 (1-855-278-5080)


[System Status](#) | [ASU Home](#) | [Copyright](#) | [Acceptable Use](#) | [Privacy](#)

Below are the steps for inputting the defense results. Note that all results must be input by the [graduation deadlines](#) in order for the student to graduate for the term.

1. At the conclusion of the defense, all members access the student's iPOS and locate the Defense Results page. All initial results need to be entered within 10 days of the defense.

	Name <input type="text"/>	Plan Geography, PhD
	Campus/Location Tempe	Requirements 84 credit hours, a written compre
	Status Approved	

<div>Defense</div> <div>Defense Results</div> <div>Summary/Submit</div> <div>FAQ</div>	<div>Defense</div> <div>Student Name</div> <div>Culminating Document Title</div> <div>Defense Status</div> <div>Defense Date</div> <div>Defense Time</div> <div>Building</div> <div>Room</div>
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2. All committee members can input their own initial defense results at that time or later, if needed. The iPOS can be accessed from a smartphone as well as a computer. Note that all members should agree on the results before inputting them.

Name
Campus/Location Tempe
Status Approved

Plan Geography, PhD
Requirements 84 credit hours, a written comprehensive exam, an oral comprehensive exam, a prospectus and a dissertation

Defense

Defense Results

FAQ

Defense Date 07/20/2022
Defense Time 4:30 PM
Virtual Meeting Link https://asu.zoom.us/j/123456789

Defense Results
Instructions:
Chairs/Co-Chairs must input the appropriate defense result plus any required content revisions, if applicable.
Committee members must choose pass or fail as the defense result.

Committee Details	Defense Details
<div> Elizabeth Wentz Committee Role: Chair PSNoMail@asu.edu </div>	Defense Results: Pending
<div> Lisa Anderson Committee Role: Member PSNoMail@asu.edu </div>	Defense Results: <div> Fail Pass </div>
<div> Tamara Underiner Committee Role: Member PSNoMail@asu.edu </div>	Defense Results: Pending

Cancel Submit

- If revisions are needed, the Chair/Co-Chairs are to input the required revisions in the text box. Students have up to one year to complete required committee revisions, must stay continuously enrolled, and must meet the graduation deadlines for the term they complete them in order to graduate.

Name
Campus/Location Tempe
Status Approved

Plan Geography, PhD
Requirements 84 credit hours, a written comprehensive exam, an oral comprehensive exam, a prospectus and a dissertation

Defense

Defense Results

Defense FAQ

☒ Summary/Submit

FAQ

Defense Results
Instructions: Each committee member is required to enter defense results of Pass or Fail for

Committee Details	Defense Details	Revisions
<div> Elizabeth Wentz Committee Role: Chair PSNoMail@asu.edu </div>	Defense Results: <div> Pass Minor Revisions </div>	
<div> Lisa Anderson Committee Role: Member PSNoMail@asu.edu </div>	Defense Results:	
<div> Tamara Underiner Committee Role: Member PSNoMail@asu.edu </div>	Defense Results:	

The Chair/Co-Chairs will also need to check the box about the format of the document before submitting their results. *If there are NO revisions, then the defense-results process is completed after all of the committee inputs their results.*

For Chairs/Co-Chairs only:

All graduate students are responsible for submitting a final document that adheres to ASU format standards. In order to ensure that the document is ready for publication in ProQuest, please confirm with the student that they utilized the ASU Graduate College [Format Wizard](#) and Format Manual resources for format compliance. For your reference, a concise format checklist is provided [here](#).

☐ By selecting this box, I, Elizabeth Wentz, certify that the student has defended their document and/or research and has completed all requirements as set by this committee. I confirm that the student has utilized ASU format resources and that the document is ready for publication.

Cancel Submit

4. If there are revisions needed, there will be an additional field for the Chair/Co-Chairs to complete once revisions have been completed.

Defense Final Results



For Chairs/Co-Chairs only:

All graduate students are responsible for submitting a final document that adheres to ASU format standards. In order to ensure that the document is ready for publication in ProQuest, please confirm with the student that they utilized the ASU Graduate College [Format Wizard](#) and Format Manual resources for format compliance. For your reference, a concise format checklist is provided [here](#).

Committee Chair Elizabeth Wentz

Revision(s) Status Revisions complete ▾

☒ By selecting this box, I, Elizabeth Wentz, certify that the student has defended their document and/or research and has completed all requirements as set by this committee. I confirm that the student has utilized ASU format resources and that the document is ready for publication.

Cancel

Submit

Proxy

The Committee Chair and/or Co-Chair (ASU faculty only) have the option to enter defense results on behalf of a committee member or affiliate co-chair.

1. Upon confirmation of the defense result from the faculty member, the Chair/Co-Chair clicks on Proxy Submission.

Name [Redacted]
Campus/Location Tempe
Status Approved

Plan Geography, PhD
Requirements 84 credit hours, a written comprehensive exam, an oral comprehensive exam, a prospectus and a dissertation

Defense

Defense Results

☒ Summary/Submit

FAQ

Defense Status Scheduled

Defense Date 07/01/2022

Defense Time 4:00 PM

Virtual Meeting Link <https://asu.zoom.us/j/123456789>

Defense Results

Instructions:
Chairs/Co-Chairs must input the appropriate defense result plus any required content revisions, if applicable.
Committee members must choose pass or fail as the defense result.

Committee Details ▾	Defense Details ▾
 Elizabeth Wentz Committee Role: Chair PSNoMail@asu.edu	Defense Results: ▾
 Lisa Anderson Committee Role: Member PSNoMail@asu.edu	Defense Results: Pending
 Tamara Underiner Committee Role: Member PSNoMail@asu.edu	Defense Results: Pending

Cancel Proxy Submission Submit



2. The Chair/Co-Chair then chooses the committee member for which they want to enter results and clicks Confirm. Step 5 displays how ASU Co-Chairs can enter results on behalf of a non-ASU faculty Co-Chair.

Select Committee Member

Select the Committee Member for whom you have received spoken and/or written consent to serve as a proxy for entering defense results and then click Confirm.

Committee Member

☐ Lisa Anderson

☐ Tamara Underiner

Confirm

3. The Chair/Co-Chair indicates the agreed upon defense result and then clicks on Submit.

Name

Campus/Location

Tempe

Status

Approved

Plan

Geography, PhD

Requirements

84 credit hours, a written comprehensive exam, an oral comprehensive exam, a prospectus and a dissertation

Defense

Defense Time 4:00 PM

Virtual Meeting Link <https://asu.zoom.us/j/123456789>

Defense Results

☒ Summary/Submit




☐ FAQ

Defense Results

Instructions:

Chairs/Co-Chairs must input the appropriate defense result plus any required content revisions, if applicable. Committee members must choose pass or fail as the defense result.


You are currently in Proxy Mode for Lisa Anderson.

Committee Details	Defense Details
<div><div></div><div>Elizabeth Wentz Committee Role: Chair PSNoMail@asu.edu</div></div> <div>Defense Results: Pending</div>	
<div><div></div><div>Lisa Anderson Committee Role: Member PSNoMail@asu.edu</div></div> <div>Defense Results:</div>	<div><div></div><div>Fail</div><div>Pass</div></div>
<div><div></div><div>Tamara Underiner Committee Role: Member PSNoMail@asu.edu</div></div> <div>Defense Results: Pending</div>	

Cancel Proxy Submission

Submit

4. The Defense Results page will then show that those results were recorded by proxy.



Name

Campus/Location

Status

Plan

Requirements

Geography, PhD

84 credit hours, a written comprehensive exam, an oral comprehensive exam, a prospectus and a dissertation

Tempe

Approved

Defense Status

Scheduled

Defense Date

07/01/2022

Defense Time

4:00 PM

Virtual Meeting Link

<https://asu.zoom.us/j/123456789>


Defense Results

Instructions:

Chairs/Co-Chairs must input the appropriate defense result plus any required content revisions, if applicable.
Committee members must choose pass or fail as the defense result.

Committee Details

Defense Details




Elizabeth Wentz

Committee Role: Chair

PSNoMail@asu.edu

Defense Results:



Lisa Anderson


Committee Role: Member

PSNoMail@asu.edu

Recorded by proxy by Elizabeth Wentz for Lisa Anderson

Defense Results: Pass

Recorded: 09/12/2022



Tamara Underiner

Committee Role: Member

PSNoMail@asu.edu

Defense Results: Pending

Cancel

Proxy Submission

Submit

5. Co-Chairs external to ASU will not have access to the proxy option. They can have their results input by the ASU faculty serving as Co-Chair, if desired.

Select Committee Member

Select the Committee Member for whom you have received spoken and/or written consent to serve as a proxy for entering defense results and then click Confirm.


Committee Member

☐ Bob Jones

☐ Lisa Anderson

☐ Tamara Underiner

Confirm



Name
Campus/Location Tempe
Status Approved

Plan Geography, PhD
Requirements 84 credit hours, a written comprehensive exam, an oral comprehensive exam, a prospectus and a dissertation

Defense

Defense Results





☒ Summary/Submit

FAQ

Defense Results

Instructions:
Chairs/Co-Chairs must input the appropriate defense result plus any required content revisions, if applicable. Committee members must choose pass or fail as the defense result.

You are currently in Proxy Mode for Bob Jones.

Committee Details	Defense Details
 <div> Bob Jones Committee Role: Co-Chair PSNoMail@asu.edu </div>	Defense Results: <div> <input type="text"/> </div>
 <div> Elizabeth Wentz Committee Role: Co-Chair PSNoMail@asu.edu </div>	Defense Results: Pending
 <div> Lisa Anderson Committee Role: Member PSNoMail@asu.edu </div>	Defense Results: Pending
 <div> Tamara Underiner Committee Role: Member PSNoMail@asu.edu </div>	Defense Results: Pending

6. The ASU Co-Chair will also have the ability to check the box indicating that all revisions are complete. The confirmation will be listed as having been checked by proxy.

For Chairs/Co-Chairs only:

All graduate students are responsible for submitting a final document that adheres to ASU format standards. In order to ensure that the document is ready for publication in ProQuest, please confirm with the student that they utilized the ASU Graduate College [Format Wizard](#) and Format Manual resources for format compliance. For your reference, a concise format checklist is provided [here](#).

By selecting this box, I, Bob Jones, certify that the student has defended their document and/or research and has completed all requirements as set by this committee. I confirm that the student has utilized ASU format resources and that the document is ready for publication.

Confirmed By Bob Jones

Confirmed Date/Time 09/13/2022 2:37:27PM

Recorded by proxy by Elizabeth Wentz for Bob Jones


By selecting this box, I, Elizabeth Wentz, certify that the student has defended their document and/or research and has completed all requirements as set by this committee. I confirm that the student has utilized ASU format resources and that the document is ready for publication.

Confirmed By Elizabeth Wentz

Confirmed Date/Time 09/13/2022 2:37:52PM

[Proxy Submission](#)

Note: Staff advisors will have the ability to search for the status of the defense results of students via their PS iPOS Manage Student Search page.



iPOS Manage Student Search

iPOS Manage Student Search

Search by Student

Empl ID

First Name

Last Name

Additional Search Criteria

Academic Plan

Academic Org

Academic Prog

Program Of Study

Committee Change

Course Change

Petition

Defense Results

Defense Results Completed
Final Defense Results Pending
Initial Defense Results Pending

Active Status

Degree Checkout Status

Achieved Candidacy

Req Term Range

To

Advisor ASURITE

Search

My Inbox

Save

Clear

FAQs

- What happens if a committee member mistakenly inputs the wrong defense result?*

The unit's Graduate College coordinator should be contacted at grad-gps@asu.edu.
- What if a committee member is not receiving the reminder emails?*

They can check the Defense Results page to confirm their email is correct and is the one they are checking. If further assistance is needed, they can contact the Graduate College for assistance (grad-gps@asu.edu).
- How do faculty external to ASU get the reminder emails?*

They will be sent to both their ASU email and also their other/personal email that ASU has (based on the committee approval request form). NOTE—email reminders are not needed in order to access the Defense Results page by going to their MyASU.
- How can a committee member external to ASU access a student's iPOS?*

By logging in to their MyASU using their asurite id and password. They may also contact the Chair to request their results be input via the proxy option.
- What if a committee member external to ASU cannot sign in to their MyASU?*

If they forgot their asurite ID and/or password, they can contact the ASU Experience Center, reset their [password](#)/obtain their [asurite ID](#), or refer to the email they received upon approval to be on an ASU committee. In addition, they have the option to contact the Chair to request their results be input via the proxy option.

6. *How do faculty committee members get access to the iPOS?*
Automatically by serving on the student's faculty committee.
7. *Who can be contacted if faculty are having trouble with the new Defense-Results process?*
The unit's staff advisor and/or the Graduate College coordinator (grad-gps@asu.edu).

Next Steps

1. Once the defense results process has been completed, the student's document has to be finalized in the format process, including the submission of the document to ProQuest. Students will be notified when to do this step.
2. If an embargo for the delay of the document's publication is desired, an [embargo form](#) needs to be submitted.
3. Once the student submits their document to ProQuest by the stated graduation deadline and receives their final format approval, the student has completed the defense process.