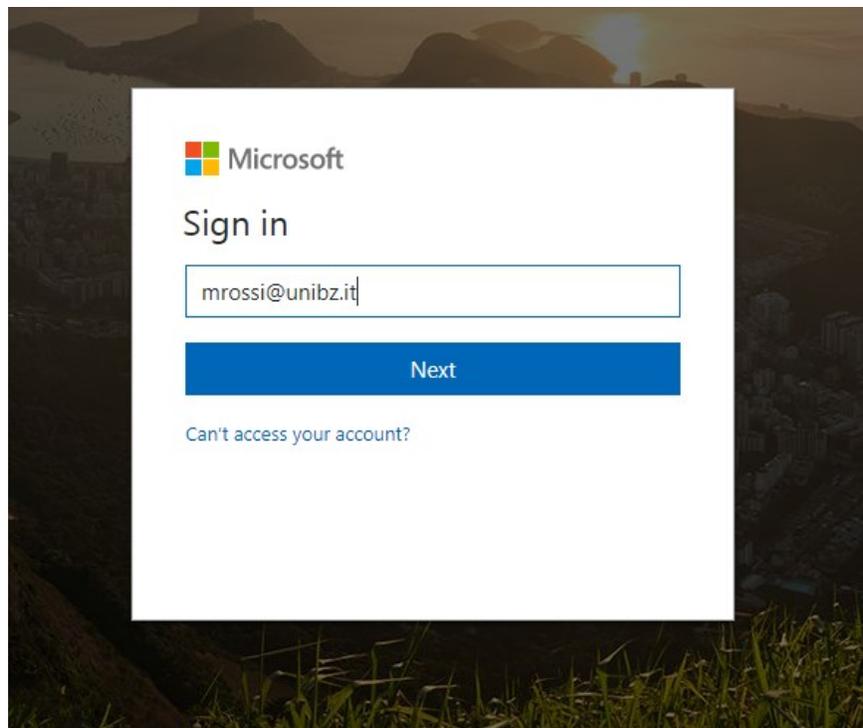


How to use “Publication Consent” in

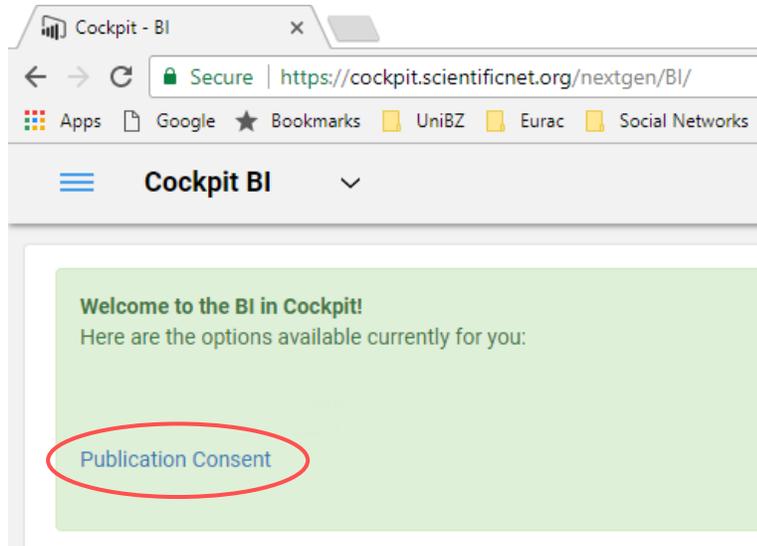


Quick guide

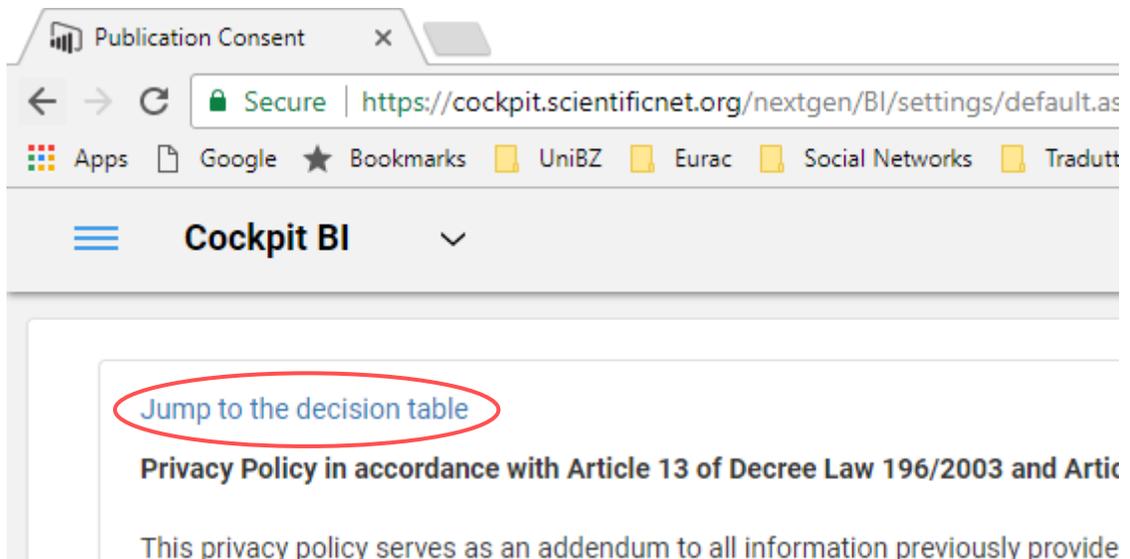
1. Open a **browser** (Chrome, Edge, Firefox, etc.)
2. Go to <https://cockpit.scientificnet.org/nextgen/bi/>
3. Login with **UniBz account** (ex.: mrossi@unibz.it)



4. Click on "**Publication Consent**" (or "Consenso alla pubblicazione" or "Zustimmung zur Veröffentlichung")



5. Read the "Privacy Policy"
6. Click on "**Jump to decision table**" (or „Vai alla tabella delle decisioni“ or “Zu den Entscheidungen nach unten scrollen“)



7. Click on **"Approve"** or **"Deny"** (or "Genehmigen"/"Ablehnen" or "Approva"/"Rifiuta")

Note: these decisions can be revoked any time for every course!

8. Click on **"Save decision"** (or "Entscheidungen speichern" or „Salva le decisioni“)

	Module title (EN/DE/IT)	Decision
		<input type="radio"/> Approve <input type="radio"/> Deny
		<input type="radio"/> Approve <input type="radio"/> Deny
		<input type="radio"/> Approve <input type="radio"/> Deny
		<input type="radio"/> Approve <input type="radio"/> Deny

9. Done!

Note: You will receive one email regarding the courses you have taught in 2017-2018 during the 1st semester. Once you go to the decision table, you will find a list of all of your courses regarding the last three academic years. You can express your decision for all of them.