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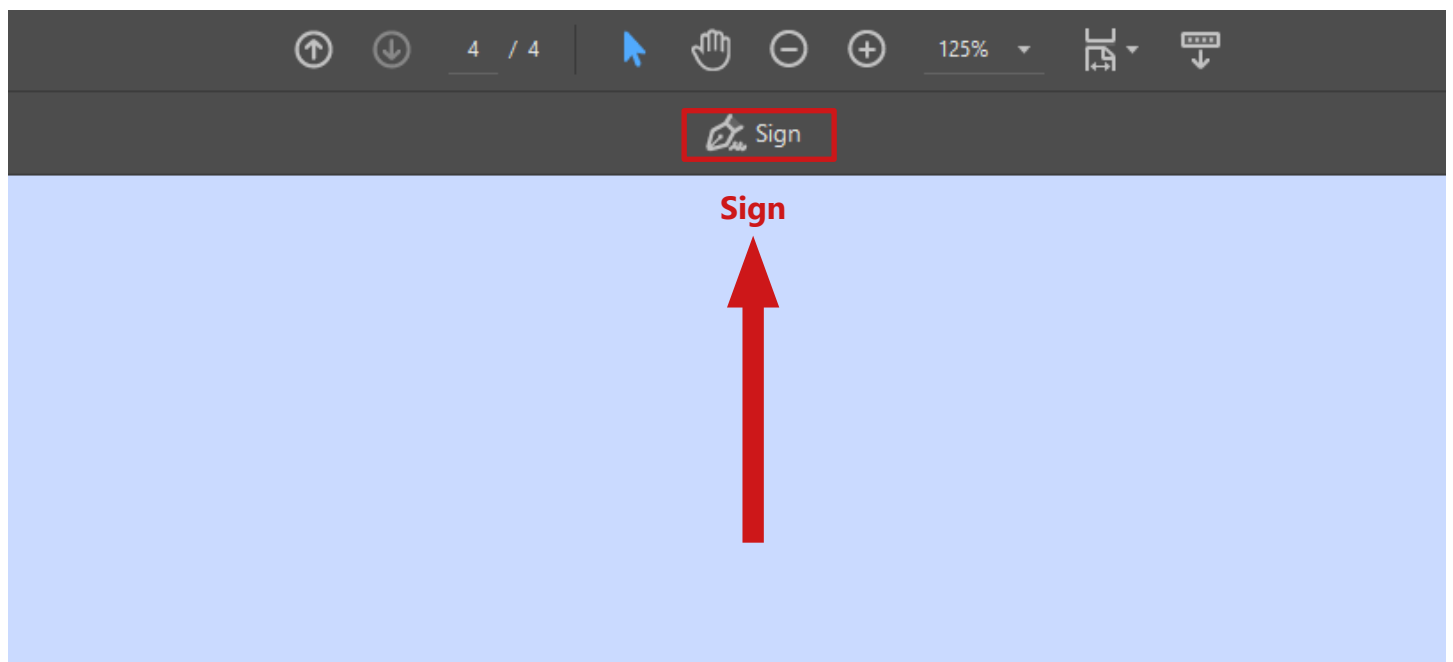www.uniag.sk/en

Instructions for filling in e-assessments for final theses

To fill in the forms correctly, please use Adobe Acrobat, or Adobe Acrobat Reader:
Adobe Acrobat Reader DC – the standard and most used application for viewing PDF documents available for free here: ***https://get.adobe.com/reader***

The form automatically adds points for individual parts of the assessments. Before you can upload a properly completed form to the system (UIS), it must be digitally signed. First, however, it is necessary to fill in all the required fields correctly, because saving the signed form will lock the fields and it will not be possible to make further adjustments or changes to it. Please proceed as follows:

1 first fill in all the required fields in the form correctly; then in the main menu on the right side 1 select the **Fill in and sign** option and in the top part of the application select the **Sign** option again

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2 in the **Sign** menu, select **Add Signature**, type your First and Last Name (we recommend you to keep the default font) and click the **Apply button**

3 after clicking the **Apply button**, place your signature in the correct place and save the form; **after saving the form, it will no longer be possible to make any changes to it** and it is ready to be uploaded to the system