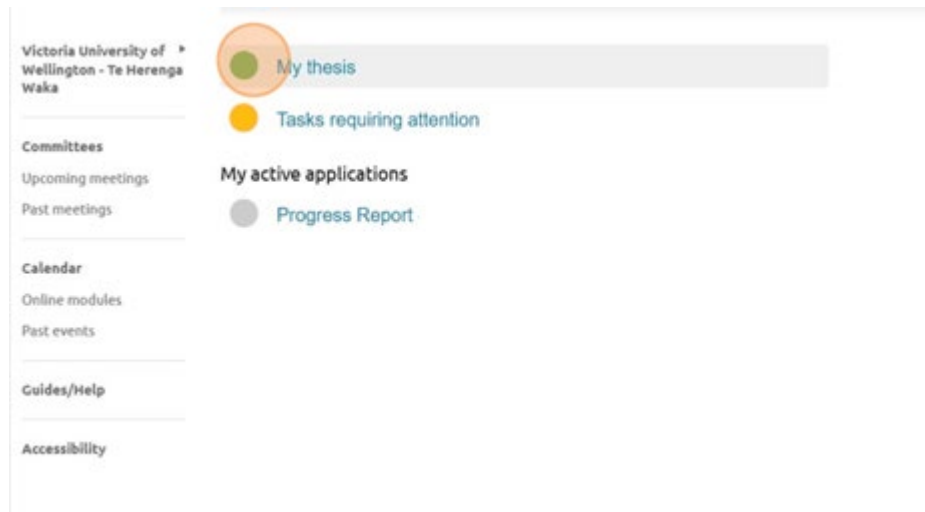
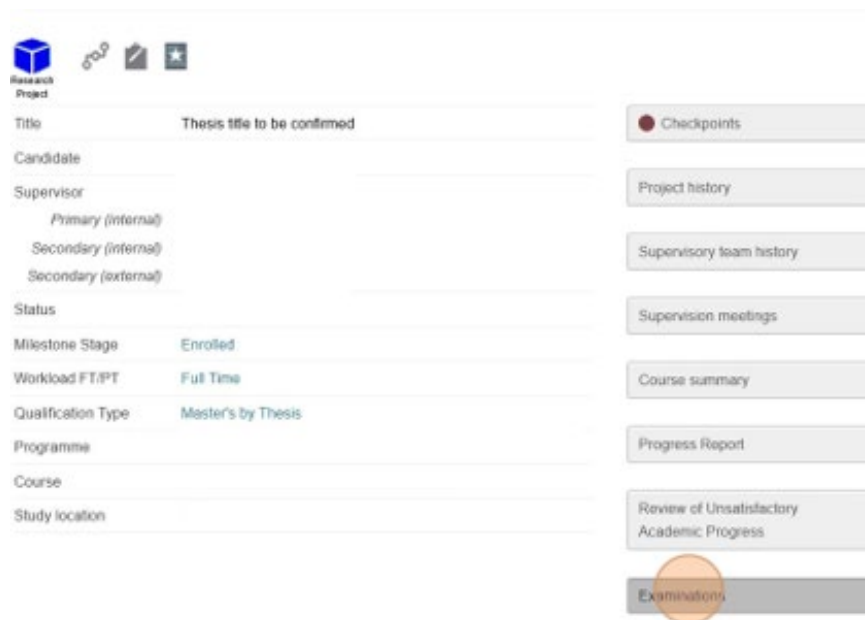


Notice of Intention to Submit—Guide


1. In your Panoho home page, click **My thesis**.



2. In the right-hand side click **Examinations**.



3. Click **Start**.



Create examination record


To start the examination process, you need to create an "examination record." Completing this form prompts your supervisor to nominate your examiners, and then opens all of the forms required for the steps from submission through to completion.


Would you like to create an examination record?

Start

4. Click **Start now**.

Examination





Examination

Title	Examination
Candidate	
Supervisor	
	Primary (internal)
	Secondary (internal)
	Secondary (external)
Project	Thesis title to be confirmed
Examination start date	03 Sep 2025
Academic year	2025

STATUS

Pre-examination

Notice of Intention to Submit

Start now

... Thesis Submission for Examination

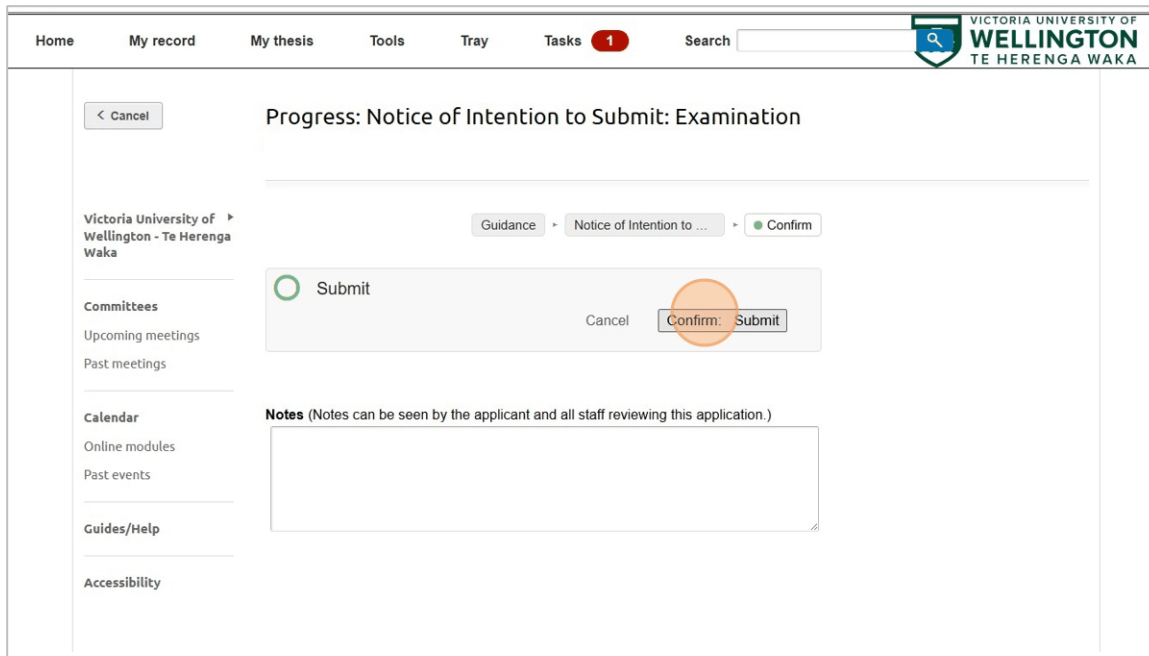
... Examiner Reports

... Examination Outcome

Notifications

Tasks

5. Complete the form. When you get to this page, click **Confirm: Submit**.



The screenshot shows a web interface for the Victoria University of Wellington. The top navigation bar includes links for Home, My record, My thesis, Tools, Tray, Tasks (with a red notification bubble containing the number 1), and a Search bar. The main content area is titled "Progress: Notice of Intention to Submit: Examination". On the left, there is a sidebar menu with links for "Victoria University of Wellington - Te Herenga Waka", "Committees", "Upcoming meetings", "Past meetings", "Calendar", "Online modules", "Past events", "Guides/Help", and "Accessibility". The main content area features a breadcrumb trail: "Guidance" > "Notice of Intention to ..." > "Confirm". Below this, there is a "Submit" button with a green circular icon, a "Cancel" button, and a "Confirm: Submit" button which is highlighted with an orange circle. At the bottom, there is a "Notes" section with a text area and a small icon in the bottom right corner. The text for the Notes section reads: "Notes (Notes can be seen by the applicant and all staff reviewing this application.)".

Your Notice of Intention to Submit will be automatically sent to your primary supervisor for approval.