

# FAQs about DRAC, Atenea PhD and the DAD

## 1) My DAD is empty. What can I do?

First, enter your activities in DRAC and make sure that the “Visible DAD” column to the right of your name is checked for all of them:

### AUTORS

Ordre	Cognoms	Nombre	Institució	Rol	Visible CV	Visible CVA	Visible FUTUR/PRO	Visible DAD	Tipo item CV	Grup recerca
▼	Lavrov	Mikhail	UILLINOIS	Autor						
▲ ▼	Loh	Po-Shen	CMU	Autor						
▲				Autor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Recerca	

Cognoms

**1** Podeu incorporar Investigadors no existents a Drac fent click [aqui](#)

**Actualitzar** **Esborrar** **Al·legacions** **Cancel·lar** **Afegir**

Also check them in the “DAD” column of the DRAC homepage, where you can search by kind of activity, as shown below:

### Activitats acadèmiques

FILTRES

Activitats de recerca i transferència

Article en una revista

Mostra només les meves activitats

1 a 9 de 9 activitats

20 per pàgina Pàgina 1 de 1

Tipus	Títol	Més informació	Data	CV	CVA	FUTUR/PRO	DAD
Article en una revista	Experimental Evidence of Swell Signatures in Airborne L5/E5a GNSS-Reflectometry	Remote sensing	29/05/2020	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Article en una revista	Implementation of a Testbed for GNSS-R Payload Performance Evaluation	IEEE journal of selected topics in applied earth observations and remote sensing	28/05/2020	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Article en una revista	Untangling the Incoherent and Coherent Scattering Components in GNSS-R and Novel Applications	Remote sensing	09/04/2020	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Article en una revista	The Flexible Microwave Payload 2: A SDR-Based GNSS-Reflectometer and L-Band Radiometer for CubeSats	IEEE journal of selected topics in applied earth observations and remote sensing	22/03/2020	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Article en una revista	3Cat-1 project: a multi-payload CubeSat for scientific experiments and technology demonstrators	European journal of remote sensing	01/01/2017	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

## 2) How can I add a new activity in DRAC?

To add a new activity in DRAC 3.0, use the filters at the top of the DRAC homepage to choose the kind of activity you want to add, and then click the "New activity" button, as shown below:



If you wish to add a new course in DRAC, for instance, write "course" in the second filter for DRAC to show you the different options you can choose from:



After that, fill in the form that opens by looking at the translations of the fields in the [manual](#).

Find all the **specific help material** for your DRAC profile in the DRAC web portal:  
[https://drac.upc.edu/info/ca/preguntes-mes-habituals/PhD\\_students](https://drac.upc.edu/info/ca/preguntes-mes-habituals/PhD_students)

### 3) What can I do if I cannot generate my DAD?

Following the information that the ICT Area has published here: <https://serveistic.upc.edu/ca/atenea-phd>, doctoral students can preview the DAD in [Atenea PhD](#) (using the "Preview" button), but **it is the doctoral thesis supervisor who must generate your DAD in [Atenea PhD](#) and validate it.**

If you have **any queries about the performance of Atenea PhD or the content of the DAD**, send an e-mail to: [doctorat.tiquet@upc.edu](mailto:doctorat.tiquet@upc.edu).

### 4) The first page of my DAD is empty. How can I solve this problem?

Following the indications of ICT Area technicians, the **problem with the missing information on the first page of your DAD has been transferred to Atenea PhD programmers.**

However, it will be some time before an automatic upload from PRISMA to the DAD's first page is available; **for the moment, the only way to fill in these fields, that is, the information about the thesis supervisor and the coordinator of the doctoral programme, on the first page of the DAD is to edit the PDF report and add the missing information manually.**

If you have **any queries about the performance of Atenea PhD or the content of the DAD**, send an e-mail to: [doctorat.tiquet@upc.edu](mailto:doctorat.tiquet@upc.edu).

### 5) DRAC doesn't let me create new projects. What can I do?

As reported on the [DRAC web page](#), the Doctoral student profile in DRAC does not **allow you to incorporate projects or patents.**

Therefore, it is recommended that the **thesis supervisor incorporate these kind of activities in DRAC** so that you can choose for them to appear in your DAD, as it is the

supervisor who decides whether they are related to the doctoral studies at the UPC or not.

This avoids duplications, as **projects are [automatically uploaded](#) to DRAC by the Research and Innovation Support Service (SSRI) of the UPC every week**, so most of the projects implemented at the UPC are already in DRAC. In these cases, it is only necessary for the project's main researcher to add you as a participant in DRAC.

**6) I have articles and conference papers in DRAC assigned to a profile that is similar to mine, but they are not appearing on my list of activities in DRAC. How can I retrieve them so that they all appear in the right profile and I can add them to my DAD?**

Send an e-mail to [suport.drac@upc.edu](mailto:suport.drac@upc.edu), as in these cases it is necessary to unify your profile in DRAC, as you probably have a duplicate profile with activities assigned that must be removed.

**7) How can I change the language in DRAC?**

Change the language of the DRAC homepage by clicking on the globe button located in the upper right-hand corner of the screen:

However, this language change will only be reflected on the DRAC homepage, as not all activity forms have been translated in DRAC.



To consult the **translations of the fields in forms for the different activities in DRAC**, we recommend that you consult the manual "[DRAC guidelines. The basic information you need to enter your CV in DRAC](#)".

## 8) If I have written an article that has not yet been published, how can I change its publication status in DRAC?

Indicate in the activity in DRAC that your article has not yet been published in the field "Estat de publicació", which means "Publication status". There, you can change "Publicat", which means "Published", to "Pendent d'acceptació", which means "Pending acceptance", or "Pendent de publicació", which means "Pending publication":

### ARTICLE EN REVISTA

The screenshot shows the 'ARTICLE EN REVISTA' form in DRAC. The 'Estat publicació' dropdown menu is open, showing three options: 'Publicat', 'Pendent d'acceptació', and 'Pendent de publicació'. A red arrow points to 'Pendent d'acceptació'. Other fields include 'Títol', 'Traduccions del títol', 'Data publicació' (03/12/2018), 'Tipus de document' (Article), 'Pàgina inicial', 'Pàgina final', 'Volum', 'Número', and 'DOI'. A 'DOI correcció' button is visible next to the DOI field. A message at the bottom states: 'El DOI es valida a CROSSREF tot i haver altres agències de registre de DOI'.

Once you have chosen this other option, you can eliminate the publication date, as the field will no longer be mandatory, or indicate a future one.

Lastly, save your changes by clicking the "Actualitzar" button at the end of the activity form:

The screenshot shows the bottom of the form with four buttons: 'Actualitzar', 'Esborrar', 'Al·legacions', and 'Cancel·lar'. A red arrow points to the 'Actualitzar' button. Below the buttons, there is a footer with links: 'Sobre aquest web', 'Accessibilitat', 'Protecció de dades', and 'v3.0e'.

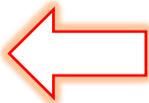
When your article is published you will have to change the "Publication status" and "Publication date" fields again.

## 9) If I have written a conference paper that has not yet been published, how can I change the publication status of a publication in conference proceedings in DRAC?

Indicate in the activity in DRAC that your conference paper has not yet been published in the field "Estat de publicació", which means "Publication status". There, you can change "Publicat", which means "Published", to "No publicat", which means "Not Published":

És treball presentat?

Estat publicació  
No publicat 

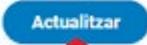


**PRESENTACIÓ**

Data   dd/mm/aaaa;mm/aaaa;aaaa

Once you have choose this other option, all the fields related to the proceedings will be hidden.

Lastly, save the changes by clicking the "Actualitzar" button at the end of the activity form:



[Sobre aquest web](#) [Accessibilitat](#) [Protecció de dades](#) v3.0e

When your conference paper is published you will have to change the "Publication status" field again.

### Barcelona, 10 November 2020

Administració DRAC  
Unitat d'Informació RDI  
Gabinet de Planificació, Avaluació i Qualitat (GPAQ)

DRAC homepage: <http://drac.upc.edu>  
Follow us on Twitter: <https://twitter.com/DracUpc>