



College of Doctoral Studies (CDS)
Oral Defense Recording Requirement – Student Guidance
Overview

As part of the College of Doctoral Studies' commitment to academic integrity, consistency, and accreditation compliance, **doctoral oral defenses are required to be recorded** when conducted via an approved virtual platform (e.g., Zoom or Microsoft Teams).

These recordings serve as an official academic record and support quality assurance, documentation, and institutional review processes.

Student Responsibilities

1. Recording the Oral Defense

Doctoral candidates are responsible for ensuring that their oral defense is recorded in full, including:

- The formal presentation by the candidate
- The question-and-answer session with the Dissertation Chair, University Research Methodologist, and Panel Validator.

Note: Committee deliberations that occur after the candidate is excused are typically **not recorded** unless program-specific guidance indicates otherwise.

2. Camera Use Requirement

During the oral defense:

- The doctoral candidate must have their camera enabled throughout the session.
- The Dissertation Chair, University Research Methodologist, and Panel Validator are also expected to participate with cameras enabled.

Exceptions may apply only in the following circumstances:

- Temporary technical disruptions
- Approved accessibility accommodations

Any exceptions should be communicated to the Dissertation Chair in advance when possible.

Note: Camera use is required during any scheduled interaction between the student, Dissertation Chair, University Research Methodologist, and Panel Validator during the dissertation journey in which feedback or information is shared.

3. Uploading the Recording

After the oral defense is complete, the doctoral candidate must upload the recording to their **Doctoral Classroom** (Blackboard). The student will load PowerPoint in TK20.

Note: Student must upload the recording itself and not use a link to recording software that is in a cloud hosted elsewhere. The recording must remain accessible and viewable through the link provided.

Approved Technology Platforms

Oral defenses must be conducted using CDS-approved virtual meeting platforms, such as:

- Zoom
- Microsoft Teams (Videos are only kept for 90 days and then Teams will move them to the recycle bin)

These platforms support secure recording and ensure compatibility with institutional documentation and storage expectations.

Why This Requirement Matters

Recording oral defenses supports:

- **Academic Integrity**
 - Confirms student identity and authentic participation.
- **Fair and Transparent Evaluation**
 - Provides documentation of the defense process.
- **Accreditation and Quality Assurance**
 - Ensures the university maintains verifiable academic records.
- **Student Protection**
 - Creates an official record in the event of questions or appeals.

Best Practices for Students

To ensure a smooth defense experience:

- Test your camera, microphone, and internet connection in advance.
- Confirm that recording is enabled before beginning the defense.
- Save the recording securely and verify the video is accessible and viewable before uploading.
- Retain a personal backup of the recording whenever possible.

Questions or Support

If you have questions about recording expectations, uploading your defense, or accessibility accommodations:

- Contact your Dissertation Chair, or
- Reach out to CDS Student Support through your classroom or CDS Central resources.