

https://insis-test.vse.cz/auth/?superid=166840;lang=en

Jak začít

test 12.09.2023 20:37

New study material

Search Open all

My College

- Student's portal
- Study application form
- Student enrollment statistics
- Course evaluation by students
- Course Attainment Evaluation

eLearning

- Tests and examinations
- Electronic study materials

Science and research

- Matching of publications
- Biographical information
- Creation of CVs

eAgenda

- eSurveys
- Contact centre

Technology and its administration

- Accounts administration section
- Access control system
- University e-mail delivery
- Identification cards in use

Information system administration

- Super-right switch

Game room

- List of games and statistics
- IQ Solitaire
- Stone Eater
- Caterpillar

Adjustment of the information system

- Change photo
- User settings
- Portlets in InSIS
- Administration of My favourites menu
- Configure transfer of events to Office 365

Information system set-up

- My operations
- Setting of authentication using one-time passwords (OTP)
- Change identity
- Delegates set-up
- Password change

My College mobile app 2

- Administration of paired devices
- About app
- Google Play
- App Store
- User support

[Simplified version of the personal administration with no design](#)

[Back to Main page of the information system](#)

[Prague University of Economics and Business](#)

Windows taskbar: 13:21 13.06.2023

How to register to courses?

Go to InSIS  
My college  
Student's portal

shows the studies commenced or completed at this university and the application icons relevant to the studies. The study and study period you are working with at the moment can be found in the page subheader. If you have more than one study or study period the grey bullet in the first column Choose to switch between them in the portal applications. When entering the Student's portal you are working with the active study (green bullet).

Choose	Faculty	Study	Progress of study	Register for examinations	Registration/Enrollment	Extra-sem. courses	Final thesis	Registration/Enrollment at VS
	FIS	Information Systems Management full-time	enrolled					
	FMV	Life-long Learning Czech Language full-time	term duly completed (1)					
	FMV	Courses FIR Czech Preparatory Courses full-time	termination of course					

### Support of the selected study

Application on support of the selected study.

- [Personal timetable](#)
- [Academic calendar \(weeks overview\)](#)
- [Academic year schedule](#)
- [Contact departments](#)
- [Contact centre](#)
- [My excuse notes](#)
- [Print documents](#)
- [Document storage](#)
- [Course evaluation by students](#)

### Study financing and scholarships

Application on support of financing and scholarships of the selected study.

- [Overview of financing \(all studies\)](#)
- [Study financing](#)
- [Accommodation benefit application form](#)
- [Paid-out scholarships](#)
- [Bank accounts](#)
- [Orders](#)

### My placements abroad

Application supporting the foreign administration of a currently selected studies.

- [Submit exchange programme application](#)

Add the course ids of courses, you would like to register.

Course registration interface showing search results and course details.

Search results: No suitable data found.

Sheet information:

Information	Entry
Remaining coupon	63
Credits from automatic registration	0
Total number of registered courses	0
Total number of courses added	0
Total number of courses	0

You can add courses in several ways. The most common way is to search for a course typing its title or code in the box below and clicking on the "Search" button. From the list of courses select those you wish to add. Only courses available at your faculty are subjected to search. To search through all periods throughout which the event is in progress tick the "select courses from all faculties" checkbox.

Course:  Search  Select courses from all faculties  Details

Groups of courses according to study plan

You can add courses through groups of courses in study plan.

Abbreviation	Name	Category	Choose
cTVS2	Tělesná výchova - volitelné	3	→
cVM	Celošk. volné volit. předmět	3	→
hP	Povinný předmět programu/oboru	1	→
hSZ1	Předměty státní závěrečné zkoušky I	1	→
hV	Volitelný předmět programu/oboru	2	→

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[Back to Course catalogue](#)  
[Back to Personal administration](#)

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Removed courses (show/hide)

Registration information

Information	Entry
Remaining positions	63
Credits estimated registration	0
Total number of required courses	0
Total number of credits for a period	0
Total number of courses	0

You can add courses in several ways: The most common way is to search for a course typing its title or code in the box below and clicking the "Search" button. From the list of courses select those you wish to add. Only courses available at your faculty are subjected to search. Search through all periods throughout which the event is in progress tick the "select courses from all faculties" checkbox.

Course search input field with "Search" button and checkboxes for "Select courses from all faculties" and "Details".

Search results

Select	Name	Study period	Com.	Crd.	Lang.	Course supervisor	Institute
<input checked="" type="checkbox"/>	Diploma Seminar	WS 2023/2024 - FIS	Exm E	3	eng	Ing. PhDr. Antonín Pavlíček, Ph.D.	KSA FIS

Add selected courses button

Groups of courses according to study plan

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cTVS2	Tělesná výchova - volitelné	3	↔
cVM	Celošk. volně volit. předmět	3	↔
hP	Povinný předmět programu/oboru	1	↔
hSZ1	Předměty státní závěrečné zkoušky I	1	↔
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choose timetable  
for each lecture  
and seminar

test 12/06/2023 23:37

Sheet for WS 2023/2024

4SA620 Diploma Seminar: Course has already been added.

Sel.	State	Code	Course	Fac.	Oblig.	Com.	Crđ.	Lang.	Group	Category	Type	Timetable	Entered on	Prerequisites
<input type="checkbox"/>	<input checked="" type="radio"/>	4SA620	Diploma Seminar	FIS	<input checked="" type="checkbox"/>	Exm E	3	eng	hP	1	<input checked="" type="checkbox"/>	Select	13/06/2023 13:26:00	

Remove the selected courses

Key (click to show/hide)

Sheet information

Information	Entry
Remaining coupons	60
Credits from automated registration	0
Total number of required courses	1
Total number of credits for a period	3
Total number of courses	1
Total number of courses with completion "Exam ECTS"	1

List of errors

State	Reason	Detail
<input checked="" type="radio"/>	Diploma Seminar (4SA620)	<input type="checkbox"/> Timetable item has not been selected. Select the timetable item using the link in column Timetable.

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Course    Select courses from all faculties  Details

Groups of courses according to study plan

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Abbreviation	Name	Category	Choose
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## Select timetable item - Diploma Seminar (4SA620)

The table below shows all days and times of the timetable items offered for the course. Selected item is in bold. Click on the Save button to confirm your choice.

<input type="radio"/>	Time	Type	Frequency	Room	Teacher	Capacity	Note
<input checked="" type="radio"/>	Wednesday 11:00-12:30	Seminar	Every week	RB 106	<u>A. Pavlíček</u>	0/30	

Save

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[RSS export](#)

of timetable item was saved.

Date	Code	Course	Fac.	Oblig.	Com.	Crđ.	Lang.	Group	Category	Type	Timetable	Entered on	Prerequisites
12/06/2023 23:37	4SA620	Diploma Seminar	FIS		Exm E	3	eng	hP	1		Se Wed 11:00-12:30 RB 106 Every week	13/06/2023 13:26:00	

green icon – the course is registered correctly

Remove the selected courses

Key (click to show/hide)

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Course  Search  Select courses from all faculties

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hV	Volitelný předmět programu/oboru	2	→

cTVS2 – sport courses, not part of your study plan, you can choose them extra  
cVM – other extra courses (language courses and others), not part of your study plan, you can choose them extra  
hP – mandatory courses  
hSZ1 – state exam  
hV- elective courses

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of timetable item was saved.

test  
12/06/2023 23:37

Date	Code	Course	Fac.	Oblig.	Com.	Crd.	Lang.	Group	Category	Type	Timetable	Entered on	Prerequisites
	4SA620	Diploma Seminar	FIS	Y	Exm E	3	eng	hP	1	N	Se Wed 11:00-12:30 RB 106 Every week	13/06/2023 13:26:00	

Remove the selected courses

Key (click to show/hide)

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You can check here all available courses in your study plan.  
Some of the courses might be not offered for the next semester (some courses are opened only once per year).

