

SIS

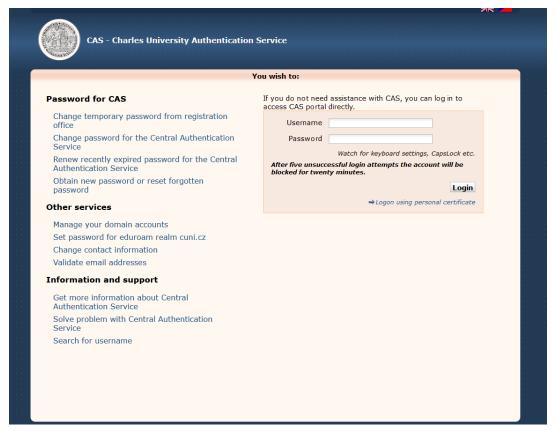
Student Information System PRA(ctical) GU(id)E

HOW TO GET ENROLLED INTO COURSES AND OTHER USEFUL INFORMATIONS

What you need first....

- Student ID card available at CU Point - https://cuni.cz/UKEN-135.html
- With your CU student card you will gain access to faculty and university apps (CAS)
- As a login please use the numerical code under your photo.
- With your card you will also receive a temporary password that you have to change according to the instructions.
- You will receive the instructions with the password and login.





IMPORTANT DATES:

- The SIS system will be open FROM 04. 10.
 2022 until 11. 10. 2022!
- All students have to bring the document with "changes to LA" to the International Office until 19. 10. 2022!
- This document has to be signed by Erasmus+ departmental coordinator.

Quickly and Easy... https://pedf.cuni.cz/PEDF-1.html

J.A.K. UČIT?



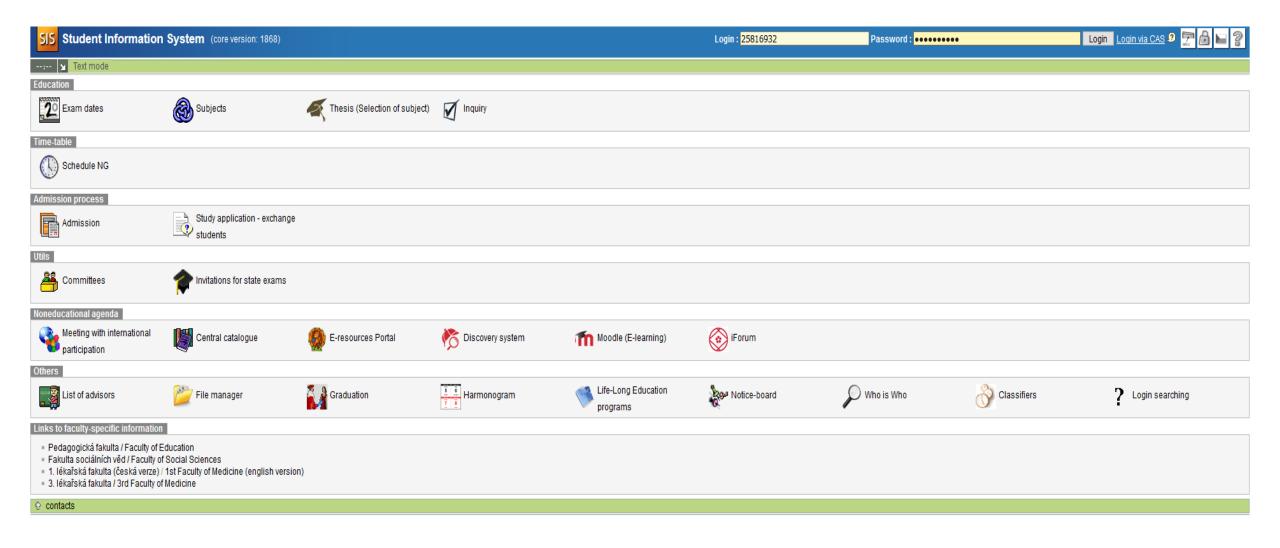






Login is the number under your photo on your CU Student Card/ISIC.

You have received the password with your CU Student Card/ISIC.

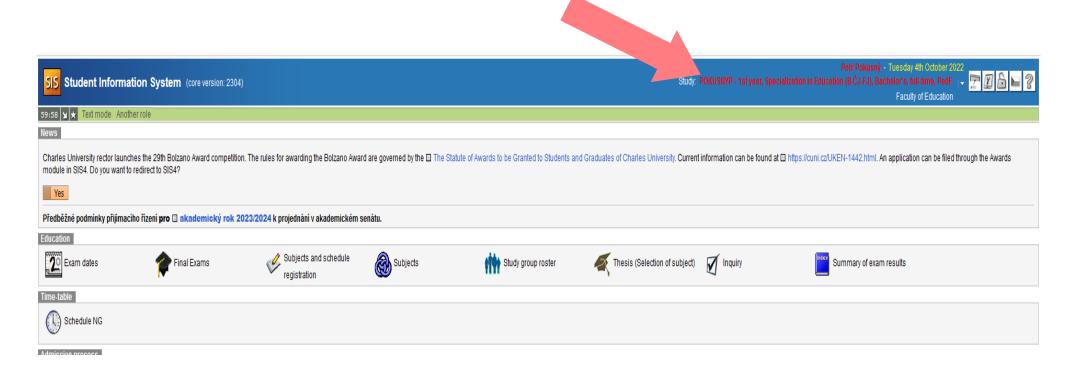


After loging in you will see your name, year of study and type of study.

This icon

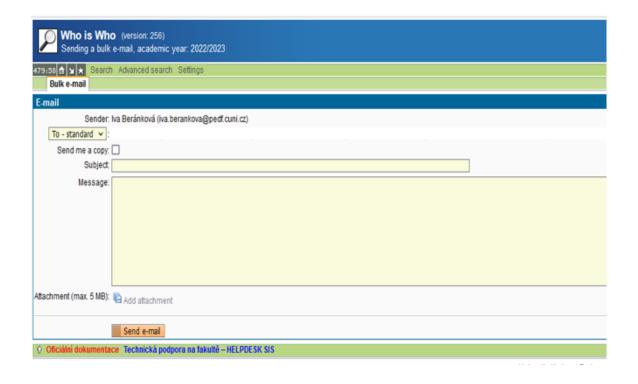
will link you to Settings.

Fill in your personal and functional email address! Other details are not mandatory. (Those informations are not public. Only you, International office and teachers can see those informations.)



Adding the email address is crucial for communication with teachers. SIS sends automatically generated messages – changes in timetables etc.

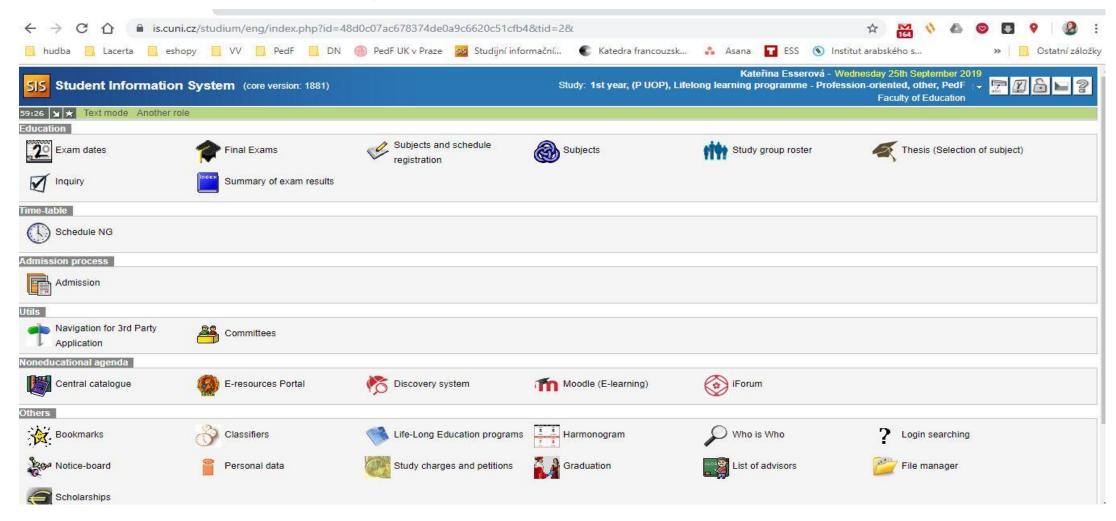
Teachers may assign homework through SIS (etc.)



By clicking on the key icon and then on email you may easily send an email to a teacher.

- You can return to your sent and received emails at any time
- All e-mails will be forwarded to your personal e-mail

SIS homepage



SIS – Departments

Code	Department						
41-KAJL	Department of English Language and Literature						
41-KBES	Department of Biology and Environmental Studies						
41-KCJ	Department of Czech Language						
41-KCL	Department of Czech Literature						
41-KDDD	Department of History and History Didactics						
41-KFJL	Department of French Language and Literature						
41-KG	Department of Germanic Studies						
41-KHV	Department of Music Education						
41-KCHDCH	Department of Chemistry and Chemical Education						
41-KITTV	Department of Information Technology and Technical Education						
41-KMDM	Department of Mathematics and Mathematical Education						
41-KOVF	Department of Social Sciences and Philosophy						
41-KPG	Department of Education						
41-KPPP	Department of Pre-primary and Primary Education						
41-KPSY	Department of Psychology						
41-KRL	Department of Russian and Language Teaching Methodology						
41-KSP	Department of Special Education						
41-KTV	Department of Special Education						
41-KVV	Department of Art Education						
41-OZV	Department for International Relations						
41-UVRV	Institute for Research and Development in Education						

DEPARTMENTAL COORDINATORS FOR INTERNATIONAL COLLABORATION:

ANDRAGOGY AND EDUCATIONAL MANAGEMENT DEPT.

Mgr. Vladimíra Dostálová, Ph.D. (vladimira.dostalova@pedf.cuni.cz)

Office: Myslíkova 7

ART EDUCATION DEPT.

Mgr. Lucie Jakubcová Hajdušková, Ph.D. (lucie.jakubcova@live.com)

Office: M. Rettigové 4

BIOLOGY AND ENVIRONMENTAL STUDIES DEPT.

RNDr. Edvard Ehler, Ph.D. (edvard.ehler@pedf.cuni.cz)

Office: M. Rettigové 4

SOCIAL SCIENCE AND PHILOSOPHY DEPT.

Mgr. David Rybák, Ph.D. (david.rybak@pedf.cuni.cz)

Office: M. Rettigové 4

CHEMISTRY AND CHEMISTRY EDUCATION DEPT.

PhDr. Martin Rusek, Ph.D. (martin.rusek@pedf.cuni.cz)

Office: M. Rettigové 4

CZECH LANGUAGE DEPT.

doc. PhDr. Pavla Chejnová, Ph.D. (pavla.chejnova@pedf.cuni.cz)

Office: M. Rettigové 4

DEPARTMENTAL COORDINATORS FOR INTERNATIONAL COLLABORATION:

CZECH LITERATURE DEPT.

Mgr. Filip Komberec, Ph.D. (filip.komberec@pedf.cuni.cz)

Office: M. Rettigové 4

ENGLISH LANGUAGE & LITERATURE DEPT.

PhDr. Tereza Topolovská, Ph.D. (tereza.topolovska@pedf.cuni.cz)

Office: Celetná 13

FRENCH LANGUAGE AND LITERATURE DEPT.

PhDr. Renáta Listíková, Dr. (renata.listikova@pedf.cuni.cz)

Office: M. Rettigové 4

GERMAN STUDIES DEPT.

PhDr. Tamara Bučková, Ph.D. (tamara.buckova@pedf.cuni.cz)

Office: Celetná 13

HISTORY & HISTORY DIDACTICS DEPT.

PhDr. Iva Beránková (<u>iva.berankova@pedf.cuni.cz</u>)

Office: M. Rettigové 4

INFORMATION TECHNOLOGIES AND TECHNICAL EDUCATION DEPT.

PhDr. Tomáš Jeřábek, Ph.D. (tomas.jerabek@pedf.cuni.cz)

Office: M. Rettigové 4

MATHEMATICS AND MATHEMATICS EDUCATION DEPT.

doc. RNDr. Darina Jirotková, Ph.D. (darina.jirotkova@pedf.cuni.cz)

Office: M. Rettigové 4

MUSIC EDUCATION DEPT.

PhDr. Gabriela Kubátová, Ph.D. (gabriela.kubatova@pedf.cuni.cz)

Office: M. Rettigové 4

PHYSICAL EDUCATION DEPT.

Mgr. Martin Pádivý (<u>martin.padivy@pedf.cuni.cz</u>) Office: M. Rettigové 4 and Office: Brandýs n. L.

PRE-PRIMARY AND PRIMARY EDUCATION DEPT.

PhDr. Barbora Loudová Stralczynská, Ph.D. (barbora.loudova@pedf.cuni.cz),

Office: M. Rettigové 4

PSYCHOLOGY DEPT.

Mgr. David Doubek, Ph.D. (<u>david.doubek@pedf.cuni.cz</u>)

Office: Myslíkova 7

RUSSIAN STUDIES AND LANGUAGE TEACHING METHODOLOGY DEPT.

PaedDr. Antonín Hlaváček (antonin.hlavacek@pedf.cuni.cz)

Office: Celetná 13

PEDAGOGY DEPT.

doc. PhDr. Jiří Prokop, Ph.D. (jiri.prokop@pedf.cuni.cz)

Office: M. Rettigové 4

SPECIAL EDUCATION DEPT.

PhDr. Lenka Felcmanová, Ph.D. (lenka.felcmanova@pedf.cuni.cz)

Office: M. Rettigové 4

INSTITUTE FOR RESEARCH AND DEVELOPMENT OF EDUCATION

PhDr. Vít Šťastný, Ph.D. (vit.stastny@pedf.cuni.cz)

Office: Myslíkova 7



SIS – Course codes and tell-tale signs

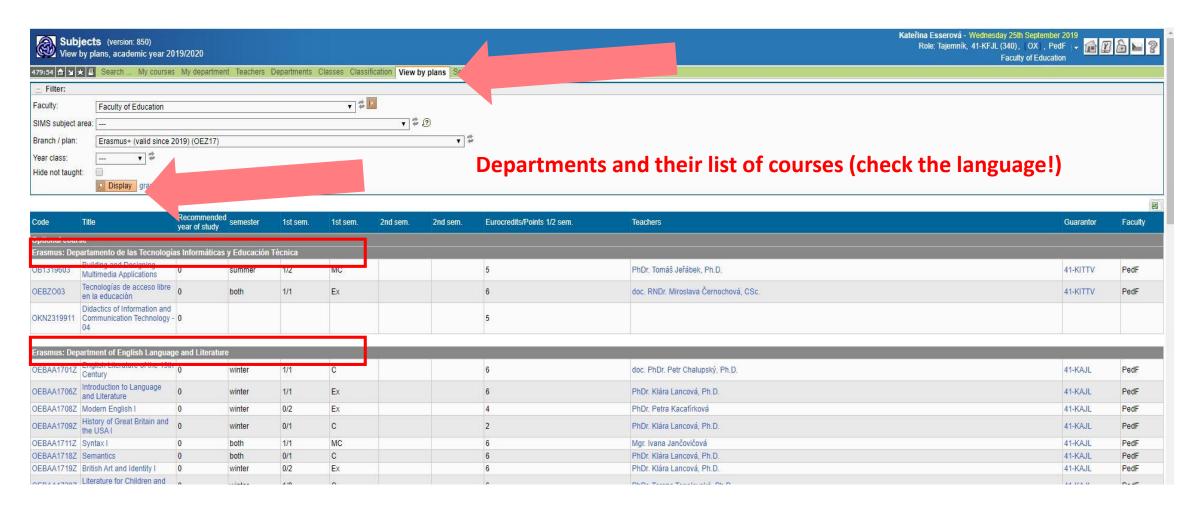
OEBBachelor OENMaster OEMNN....Master (Primary Education)

E.g.: OEBAA1703Z The last letter of the code = language of instruction

Code ending with	Language of Instruction
VV I L I I	
Z	English
Υ	German
W	French
U	Spanish
Т	Russian

Sign-in (Study Plan) List of subjects in semester





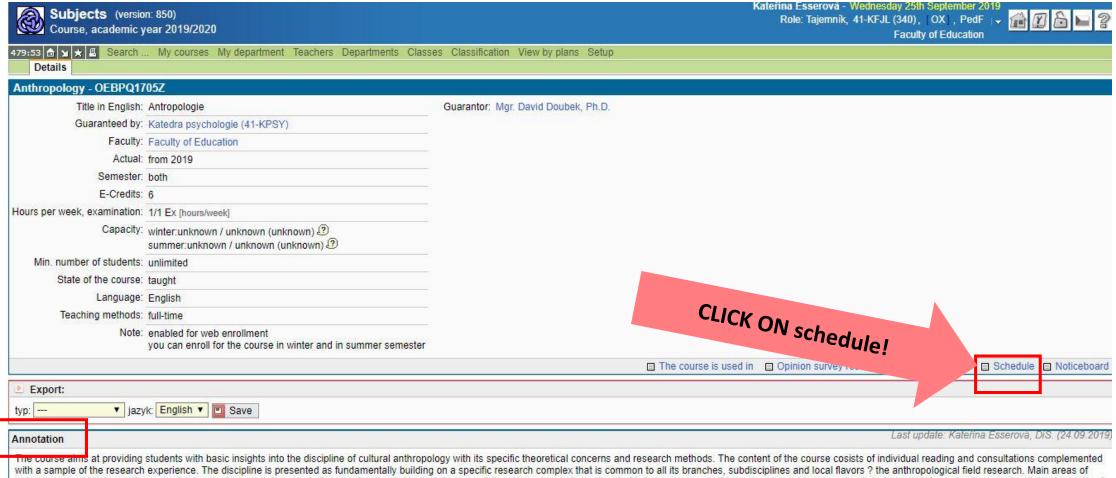
Not far from the FINISH...



Code	Title	Recommended year of study	semester	1st sem.	1st sem.	2nd sem.	2nd sem.	Eurocredits/Points 1/2 sem.	Teachers
ptional cour	se								
rasmus: Dep	partamento de las Tecnologia	as Informáticas	y Educación	Técnica					
B1319603	Building and Designing Multimedia Applications	0	summer	1/2	MC			5	PhDr. Tomáš Jeřábek, Ph.D.
EBZO03	Tecnologías de acceso libre en la educación	0	both	1/1	Ex			6	doc. RNDr. Miroslava Černochová, CSc.
KN2319911	Didactics of Information and Communication Technology - 04	0						5	
	partment of English Languag		e		T	111	100		
EBAA1701Z	English Literature of the 19th Century	0	winter	1/1	С			6	doc. PhDr. Petr Chalupský, Ph.D.
EBAA1706Z	Introduction to Language and Literature	0	winter	1/1	Ex			6	PhDr. Klára Lancová, Ph.D.
EBAA1708Z	Modern English I	0	winter	0/2	Ex			4	PhDr. Petra Kacafírková
EBAA1709Z	History of Great Britain and the USA I	0	winter	0/1	С			2	PhDr. Klára Lancová, Ph.D.
EBAA1711Z	Syntax I		hoth	1/1	MC			6	Mar Ivana Jančovičová
EBAA1718Z	Semantics						_		
EBAA1719Z	British Art and Identity					Cho	ose th	e course!	

SIS Course description

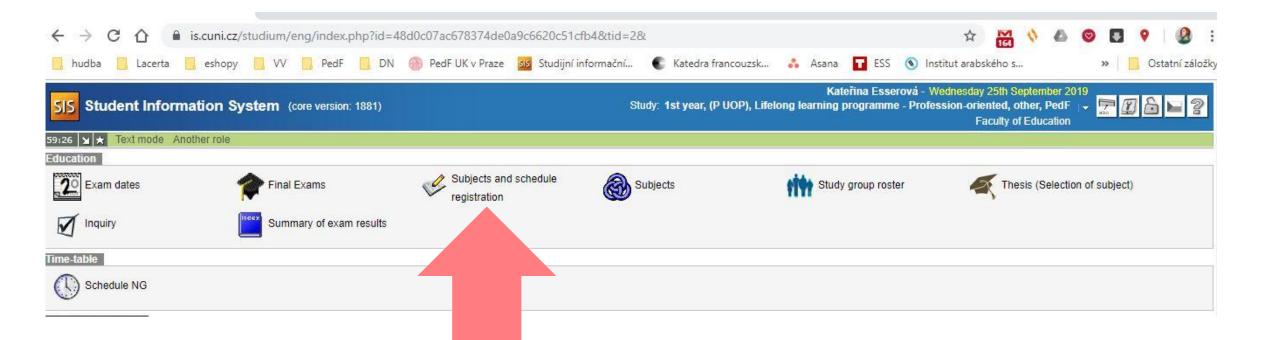




anthropological theory and theoretical specializations are discussed. Special attention is given to the area of ?psychological anthropology?. Students are required to pass an examination and write/ gather an informal anthropological interview with a ? native? of his choice.

SIS - Enrollment

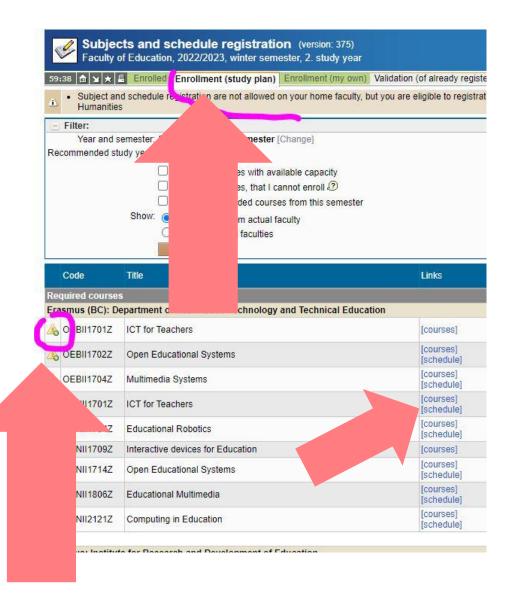




Enrollment - Schedule



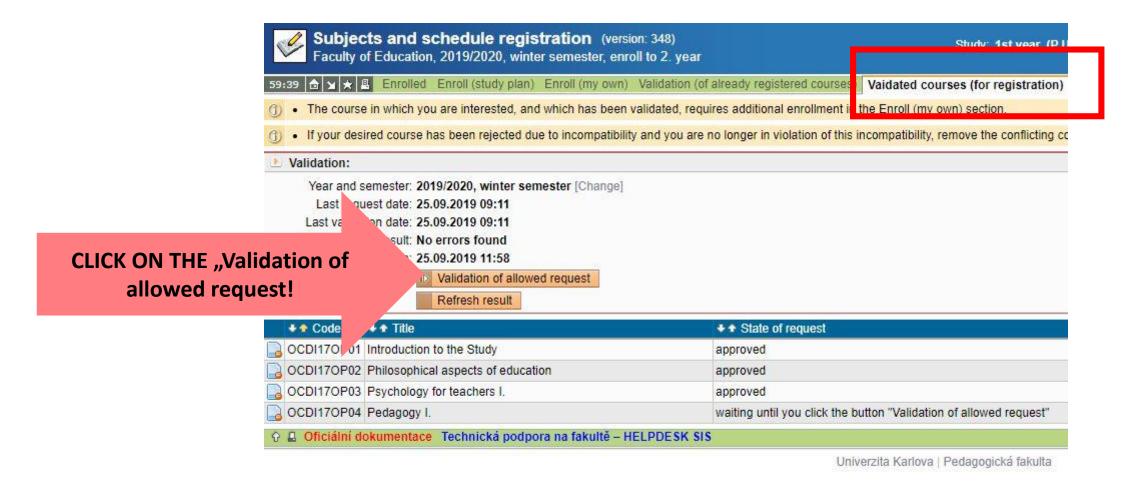
- 1. Sign into selected subjects
- 2. If you can't see the course schedule you must contact the teacher or departmental co-ordinator.
- 3. Click on the icon
- 4. You can export your timetable into iCalendar



Co-ordinators: https://pedf.cuni.cz/PEDFEN-93.html

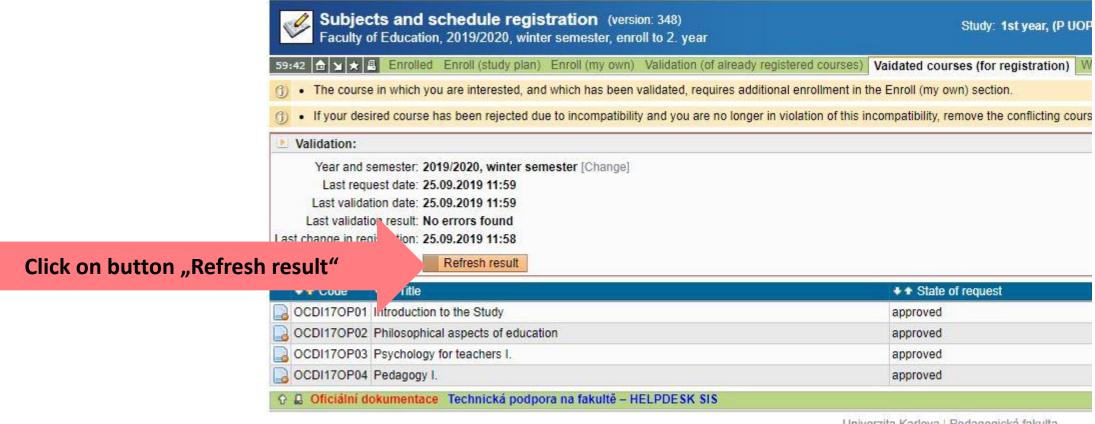
Validated courses (for registration)





You're almost IN....

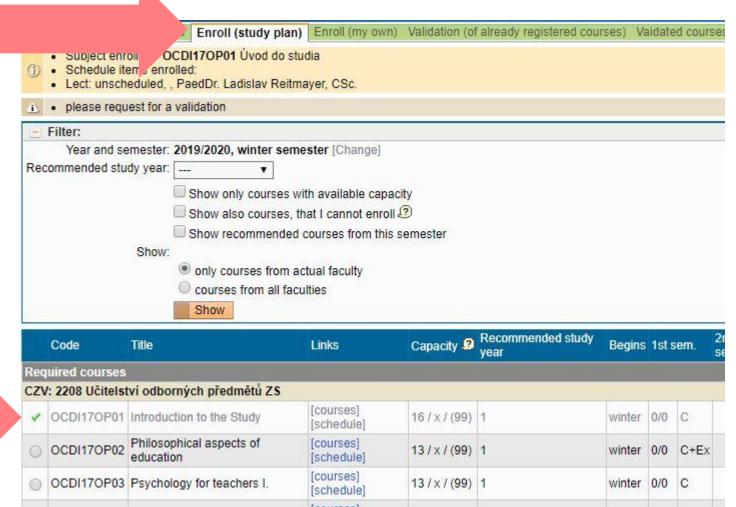




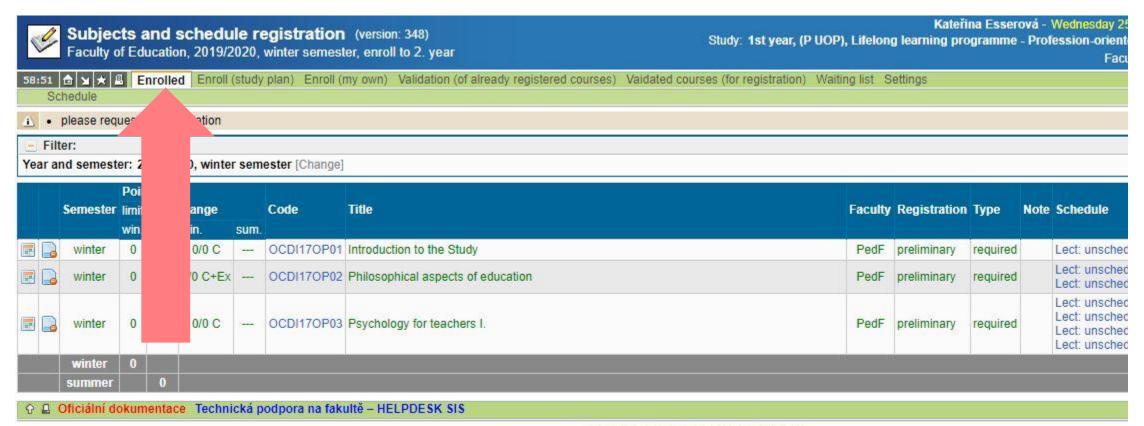
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REMEMBER!!! Enrolled courses have green tick!





Ready to see your enrolled courses?



Enrollment: subjects in Czech language (If you are a Czech fluently speaking person.)

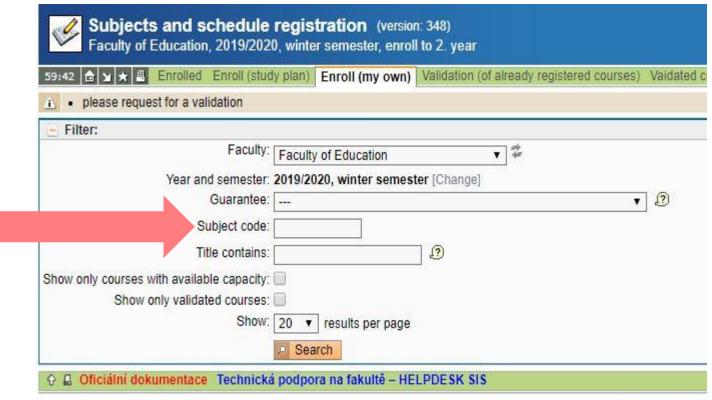


Subjects and schedule registress Faculty of Education, 2019/2020, winter			
59:42 🔠 🛨 🖈 🚇 Enrolled Enroll (study plan)	Enroll (my own)	Validation (of already registered courses)	Vaidated c
please request for a validation			
Filter:			
Faculty:	of Education	v 2	
Year and semeste 202 Guarant Subject Title c	20, winter semest	er [Change]	9
Show only courses with available ses: ☐ Show only validates ses: ☐ Show: 20 ▼ Search	results per page		
⊕ B Oficiální dokumentace Technická podpora	a na fakultě – HEI	LPDESK SIS	

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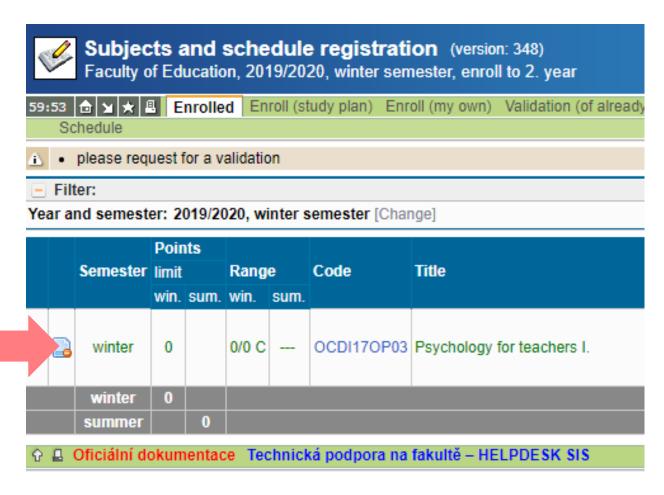
Fill it with the code of your selected course!

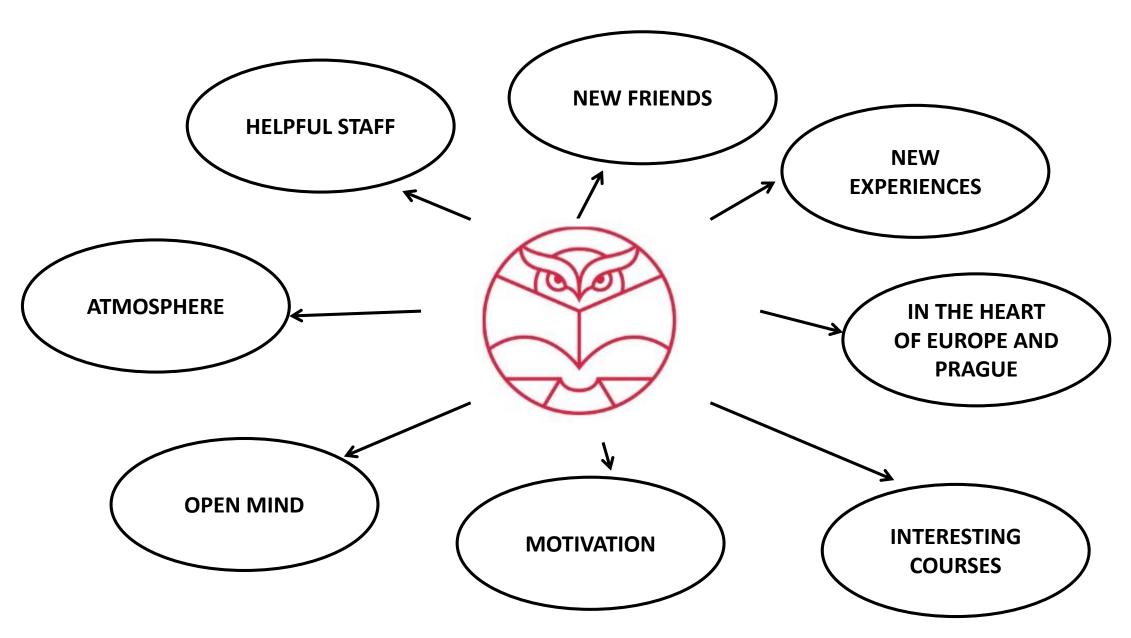


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HAVE YOU CHANGED YOUR CHOICE? NO PROBLEM...

You can delete your enrolled courses until 11. 10. 2022!





If you have any trouble do not hesitate to contact us!

Department for International Relations is always here and ready to help!



We are looking forward to see you on 5th October 2022 at 16:00 in the room R016. Please do not miss the meeting.

Those you can't come in person please join us on-line on Zoom platform! (the link will be sent by email)



Department for International Relations





Miroslava Černochová Vice-Dean for International Relations (Faculty Erasmus co-ordinator)



Iva Beránková
Head of Dpt. for International
Relations
(Outgoing Staff, International projects, international co-operation)



Jana Peclová
(Erasmus and other student mobilities)

Petra Zákoutská
(Incoming Staff, Fond of mobilities,
Strategic partnerships, interinstitutional co-operation etc.)



READY, STEADY, STUDY!