

Compulsory Optional and Optional
Courses

INFORMATION & REGISTRATION

SIS




The compulsory optional courses (hereinafter referred to as PVK) and the optional courses (hereinafter referred to as VP) will be registered (preregistered) by means of SIS – the **Subjects and Schedule Registration** application. Before registration you can **view** all subjects (**including schedule, syllabus, etc.**). All this information should be available approximately two weeks before registration begins. First part of the document shows you how to access this information by means of SIS. Second part of the document deals with the registration itself.



Part One – Information about Subjects and Schedule

A list of subjects to be open next year and for which you may enroll **can be found in the Subjects application**:

1. Launch the Subjects application ()
2. Choose the correct academic year (i.e. next academic year) – **the default application setting shows the current academic year. Therefore, you have to change this setting:**

3. Select the **View by branch / plan** menu item. Choose your branch and year **you will study next year**:

Code	Description
AVSEOB	
	A General Medicine - 1. úsek studia (CCSA1)
	A General Medicine - 2. úsek studia (CCSA2)
	A General Medicine - 3. úsek studia (CCSA3)
	A General Medicine - 4. úsek studia (CCSA4)
	A General Medicine - 5. úsek studia (CCSA5)
	A General Medicine - 6. ročník (CCSA6)
BDH	
	Dentální hygienistka - 1. úsek studia (CCDH1)
	Dentální hygienistka - 2. úsek studia (CCDH2)
	Dentální hygienistka - 3. úsek studia (CCDH3)
BF	
	Fyzioterapie - 1. úsek studia (CCRH1)
	Fyzioterapie - 2. úsek studia (CCRH2)
	Fyzioterapie - 3. úsek studia (CCRH3)
BVS	
	Všeobecná sestra - 1. úsek studia (CCNS1)
	Všeobecná sestra - 2. úsek studia (CCNS2)
	Všeobecná sestra - 3. úsek studia (CCNS3)
BVSK	
	Všeobecná sestra - K - 1. úsek studia (CCCNSK1)
	Všeobecná sestra - K - 2. úsek studia (CCCNSK2)
	Všeobecná sestra - K - 3. úsek studia (CCCNSK3)
BVZK	
	Veřejné zdravotnictví - K - 1. úsek studia (CCPHK1)
	Veřejné zdravotnictví - K - 2. úsek studia (CCPHK2)
	Veřejné zdravotnictví - K - 3. úsek studia (CCPHK3)
BVZ1	
	Veřejné zdravotnictví - 1. úsek studia (CCPH1)

4. As a **future student of the third year** (for example) you will see the following lists (see figure below). In the individual paragraphs (compulsory course – PP, compulsory optional course – PVK, optional course – VP) you can see all courses that will be in your study plan. For the purposes of this document, the most interesting paragraphs are PVK and VP. By clicking on blue icon, course code or course name you can display **subject details** with all annotations, syllabuses, schedule references, etc...

Filter:

Faculty:

Branch / plan:

obligatory course

<input type="button" value="v"/>	CMCLXX23	Czech Language - Communication with the Patients
<input type="button" value="v"/>	CMCPA34	Pathology and pathophysiology
<input type="button" value="v"/>	CMCPXX33	Module IIC - Clinical and Pathological Foundations of Medicine
<input type="button" value="v"/>	CMCP0133	IIC - 1. Infectious and Febrile Conditions

obligatory with alternative course

<input type="button" value="v"/>	CCOCA0014	Molecular basis of apoptosis, apoptosis dys...
<input type="button" value="v"/>	CCOCA0016	Introduction to the philosophy of science
<input type="button" value="v"/>	CCOCA0020	Diagnosis, classification and treatment of primary headache disord...
<input type="button" value="v"/>	CCOCA0022	Selected Topics in Neurosurgery
<input type="button" value="v"/>	CCOCA0028	Molecular basis of apoptosis, apoptosis dysfunctions and its clinica...

optional course

<input type="button" value="v"/>	CPHTXX63	Physical Training 3
<input type="button" value="v"/>	CSTCXX11	Summer Training Course
<input type="button" value="v"/>	CVOL68	Methods of detection of DNA, RNA and proteins in medicine
<input type="button" value="v"/>	CWTCXX11	Winter Training Course

5. The figure below shows all detailed information (in detail) about the course including annotation, syllabus, schedule reference, etc.

Molecular basis of apoptosis, apoptosis dysfunctions and its clinical impacts - CCOCA0014

Guaranteed by: [Department of Pneumology \(12-PNEU\)](#) Guarantor: [MUDr. Evžen Křepela CSc.](#)

Faculty: [Third Faculty of Medicine](#)

Actual: from 2011

Semester: both

Hours per week, examination: 0/15 C [hours/semester]

Points: 1

Credits: 1

Examination process:

Volume of tuition: 15 hours

Capacity: winter:unknown / unknown summer:unknown / unknown

State of the course: taught

Language: English

Teaching methods: full-time

Level:


Note: you can enroll for the course in winter and in summer semester

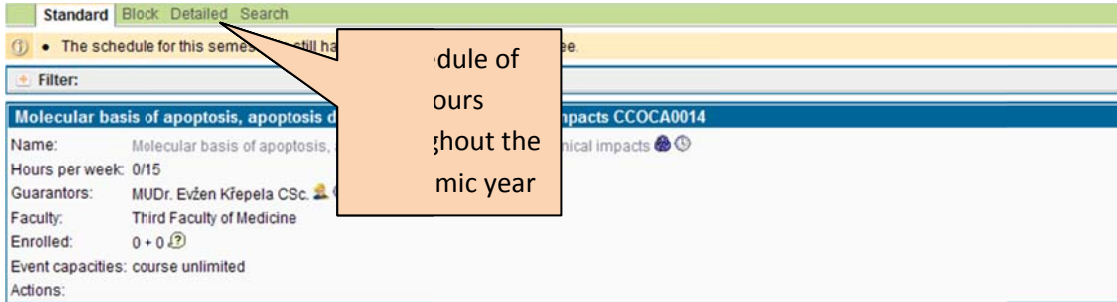
Examination dates Schedule

Annotation - English

The aim of this one-semester course is to provide the students the basic overview of molecular mechanisms underlying the process of cell apoptosis under physiological and pathological conditions.

Syllabus - English

6. The last part of the information about PVK and VP is their **scheduling**. By clicking on the **Schedule** reference (see above) you will get into the Schedule NG application (), where the scheduling is stored. The default view of schedule tabs is on a **year-round basis**, where you can see a day in a week and hour, when the course is taught. If you want to see all weeks of the academic year, when the course is taught, you have to change over to the **Detailed view**, or click on any hour and you will see a list of hours with specific weeks:



Standard | Block | Detailed | Search

• The schedule for this series is still ha...

Filter:

Molecular basis of apoptosis, apoptosis d...

Name: Molecular basis of apoptosis, ...

Hours per week: 0/15

Guarantors: MUDr. Evžen Křepela CSC

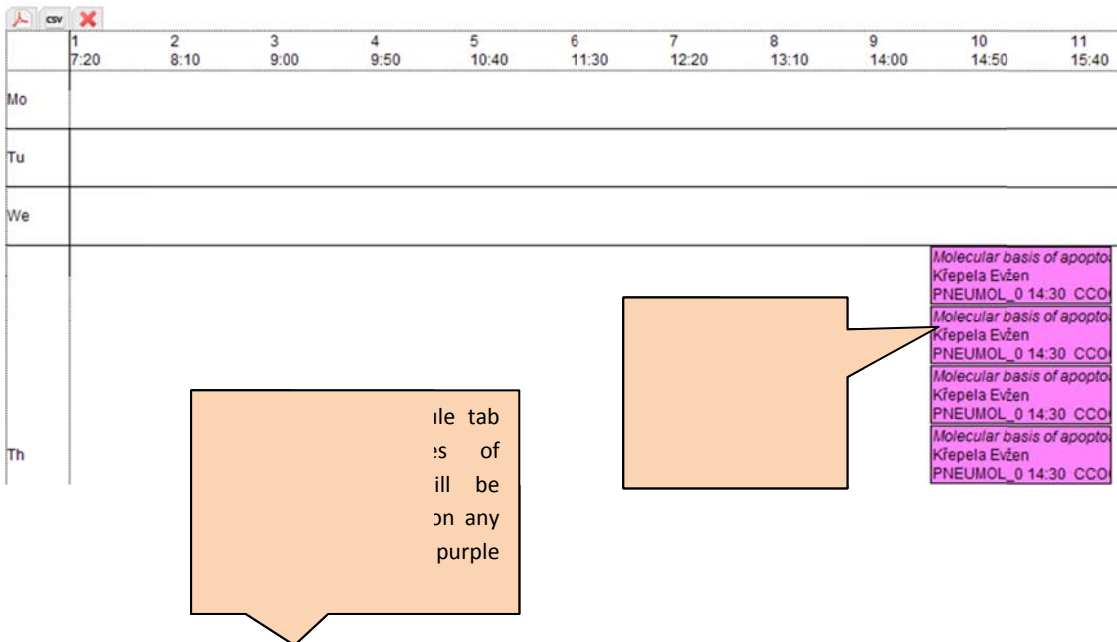
Faculty: Third Faculty of Medicine

Enrolled: 0 + 0

Event capacities: course unlimited

Actions:

Schedule of course throughout the academic year



1 2 3 4 5 6 7 8 9 10 11

7:20 8:10 9:00 9:50 10:40 11:30 12:20 13:10 14:00 14:50 15:40

Mo

Tu

We

Th

Molecular basis of apoptosis, Křepela Evžen, PNEUMOL_0 14:30 CCO

Molecular basis of apoptosis, Křepela Evžen, PNEUMOL_0 14:30 CCO

Molecular basis of apoptosis, Křepela Evžen, PNEUMOL_0 14:30 CCO

Molecular basis of apoptosis, Křepela Evžen, PNEUMOL_0 14:30 CCO

The tabs of hours will be on any purple

				Week No.	Date	Time
				1	23.2.2012	Th 14:30 - 16:00
				2	1.3.2012	Th 14:30 - 16:00
				3	8.3.2012	Th 14:30 - 16:00
				4	15.3.2012	Th 14:30 - 16:00
				5	22.3.2012	Th 14:30 - 16:00
				6	29.3.2012	Th 14:30 - 16:00
				7	5.4.2012	Th 14:30 - 16:00



Part Two – PVK and VP Registration (Subjects and Schedule Registration)

The compulsory optional courses and the optional courses are registered (preregistered) by means of the **Subjects and Schedule Registration** () application. The courses are offered for the next academic year, i.e. students of the second year can register PVK or VP for the third year. The courses are enrolled **separately for winter and summer semester**.

The default application setting shows the preregistered courses (Registration menu) – to make the registration **change over to the enroll tab (Enroll (standard) menu)**, where you can enroll all courses (both PVK and VP). The figure below shows the enroll tab. **Rectangles in orange background with informative texts indicate and explain briefly the important points with graphic interface controls.**

Study: [redacted] 2 year, General medicine (AVSEOB), M

Enrolled **Enroll (standard)** Enroll (my own) Validation Settings

Year and semester: 2011/2012, winter semester [Change]

Block of courses: ---

Show courses from both semesters

Show only courses with available capacity

Show

Code	Title	Odkazy	Capacity	Limit	Begins	1st sem.	2nd sem.	Eurocredits
Block of selectable courses								
AVŠEOB - PVK a SVA - 3. ročník (limit: 4)								
<input type="radio"/>	CCOC0025	Biological weapons, bioterrorism	[courses] [schedule]	0 / 15	1	both	0/15 C	1/0
<input type="radio"/>	CCOC002W	Basic and Clinical Endocrinology	[courses]	0 / 30	2	both	0/30 C	2/0
<input checked="" type="radio"/>	CCOC007W	Urogynecology and modern surgical miniinvasive treatment	[courses] [schedule]	0 / 6	1	winter	0/15 C	1/0
Block of elective courses								
AVSEOB - 3. ročník,								
<input type="radio"/>	CPHTXX63	Physical Training 3	[courses]	0 / x		winter	0/30 C 0/30 C	1/2
<input type="radio"/>	CWTCXX11	Winter Training Course	[courses]	0 / x		winter	0/0 C	3/0

Enroll

Enroll (Standard) Tab

One or two blocks of courses should be prepared on the **Enroll (standard)** tab for all branches and years that will participate in the registration.

PVK Block

For **PVK** block, the program **checks the maximum number of students enrolled in the course** (you can see the information about current fullness of the course in the Capacity column – the number of already enrolled students/maximum number), **as well as the maximum number of points** (if the capacity is exceeded, the program makes another registration from PVK block impossible), which can be received by the student from the courses of this type.

Blok VP

For **VP** block, the program checks **only the maximum number of students** – for some VPs, there is no restriction (TV, TV courses).

Courses

A list of courses (independently of the block) contains a lot of important information for each record (course) – as shown in figure above.

There should be two active references in the **References** column for each course – [\[courses\]](#) and [\[schedule\]](#). By clicking on the **courses** reference you will launch the Subjects application with the details of the course, see part one of the document. By clicking on the **schedule** reference you will launch the Schedule application with the details of schedule tabs of the course, see part one of the document.

The **Capacity** columns informs about current fullness of the course, while the first number indicates the number of currently enrolled students and the second number (after slash) indicates the maximum number of enrolled students – if there is a letter “x” indicated instead of number, this means that the course has no restriction imposed on the number of students.

The **Limit** column shown the number of points available per course – the sum of points for summer and winter semester (the limit is shown only in the case that the block of courses in question has the restriction imposed on the maximum number of points obtained from the courses of the type in question).

The **Begins** column shows the teaching semester for single-semester course, the winter semester for double-semester course and the currently selected registration semester for single-semester course beginning in both semesters.

The **1st sem.** and **2nd sem.** columns show the number of teaching hours in the semester.

The **Credits** column shows the number of points that can be obtained in the individual semesters.

Registration

The courses are enrolled **separately for winter and summer semester**. By filtering the courses by semester you can view all courses, but the **registration itself is only enabled for courses corresponding to the currently selected semester**. If you want to change the registration semester, click on the [Change] button, see figure above. Choose the semester (in the appropriate academic year). The program will then redirect you automatically back to the registration of courses.

59:53 Enrolled Enroll (standard) Enroll (my own) Validation **Settings**

Filter:
 Year and semester: 2011, winter semester
 Change

Faculty	Registration allowed	Preferred reg
Third Faculty of Medicine (3.LF)	24.06.2011 00:00:00 - 05.07.2011 23:59:00	✘
Faculty of Medicine (3.LF)	01.06.2011 08:00:00 - 29.09.2011 23:59:00	✘

You can have **only one course** selected for the registration at a time, and that is **from all blocks available**. Click on the circle in front of the course () and **confirm the selection by pressing the Enroll button**. You can repeat the whole process until you are satisfied with the registration. If there is a **restriction** making it impossible to enroll any course, a **red cross (✘)** will be shown in front of the course instead of the circle, for example, when the limit of points or the capacity of course is exceeded, or when the course has already been completed. In the case that **the course is already enrolled**, you will see a **green tick (✔)** in front of the course instead of the circle.

Enrolled Tab

If you want to check, which courses are enrolled, or cancel the registration of some course, then select the **Enrolled** menu item. An overview table will show you all enrolled courses – by clicking on the **cancel registration** () icon the program will prompt you to confirm the selection and will cancel the registration after receiving a positive response.