



Palacký University
Olomouc

Portal & STAG manual



Palacký University
Olomouc

Portal



After the enrolment to study (1st year)

After the enrolment, students will receive their login data into the online application: <https://prihlaska.upol.cz/prihlaska/info.xhtml>

The screenshot shows the homepage of the Online Application Form. At the top left is the university logo and the text "Online Application Form Palacký University Olomouc". A "CS" language selector is in the top right. Below the header, a welcome message reads "Welcome to the Palacký University Online Application Form." There are four navigation tabs: "Information", "Log in", "Register", and "Contacts". A central box contains instructions: "You will sign in using the email specified during registration. You submit all your applications for one registration. You can change your registration to another mail via helpdesk. The new address should be registered and verified. Use the Forgotten Password/Change Password link to reset/change your password. You can also log in using Google login." Below this is a large blue button labeled "Enter the Application Form" and a link for "Forgot Password?". At the bottom, a disclaimer states: "* You have to pay the fee for the procedures related to the admission process immediately after selection of a study program or field of study. Information regarding the method of payment and payment details are in the online application form. The fee is not refundable. The application form is officially delivered and valid only when the payment of the fee related to the admission procedure is successful."

The screenshot shows the "ADMISSION" sign-in page. At the top is the word "ADMISSION" and a language selector for "English". The main heading is "Sign in to your account". There are input fields for "Email" and "Password". Below the password field is a "Remember me" checkbox and a "Forgot Password?" link. A blue "Sign In" button is centered. Below the button is the text "Or sign in with" and a "Google" login option with the Google logo. At the bottom, there is a "New user? Register" link and a footer note: "* Processing of personal data".



Finding login details for STAG

After logging into the online application, enter the Personal data section – there, you will find your username and set a new password for IS STAG.

Information

Personal Data

Mailing Address

Previous Studies

Application Creation

Secondary School Grades

Application Overview

Attachments

Documents

Links to Applications

Personal Data

i Information **i** Do not overlook

- **Fields marked with an asterisk are mandatory. Use diacritics if necessary.**
- Click on the question mark icon to access Help.
- If you have any problems with the Online Application Form, please go to Help -> FAQ. If you cannot find the answer to your question, or you just need to change your birth identification number write to: www.helpdesk.upol.cz (Anonymous request - E-application - change of data). Write down all the data you want to change, or the problem you need to solve. Also write down your birth identification number or pseudo birth code (foreigners only), your sign up e-mail address, and let us know whether you have studied at UP before or if you are currently a student.
- **Foreign applicants will receive a pseudo birth code generated by the system. The pseudo birth code will be created after the applicant fills in and saves the personal data. This birth code is assigned to the student for the entire study period. Do not change the birth code which will appear after logout and login.**
- The section entitled Disabled applicants is designed to help applicants with special needs in order to create specific conditions for them during the entrance exams (for example for wheelchair access).
- If the address of your permanent residence does not match your mailing address, fill in the form in the Mailing Address section.

General data

Personal university number: 150206

General data

University number: 150206 John Brown

First access to IS

i Odkaz pro prvotní přístup studenta do informačního systému UP (portal.upol.cz, stag.upol.cz, aj.)

User name (Portal ID): browjo01 **set password**



Entering Portal after the enrolment

After setting the password, you can log into Portal using the new username (Portal ID) and password (portal.upol.cz)

- E.g. a student named John Brown will have the username „browjo01“.

The screenshot shows the Palacký University Portal homepage. At the top, there is a blue header with the university logo, the text "Portal Palacký University", a search bar with the placeholder "Search Contact or App", and a "Log in" button with a "Čeština" link. Below the header, there is a "News" section with a blue background and white text: "Christmas office hours of the ID card office. The ID card office is closed from 22.12.2022 to 3.1.2023. We are looking forward to seeing you again on 4.1.2023." To the right of the news section, there is a YouTube video player showing a woman speaking. Below the video, there are two weather-related widgets: "Weather in Olomouč" showing a sun and clouds with "-1 °C" and "Help / Helpdesk" with a question mark icon. At the bottom, there is a "Journal" section with a book cover titled "DĚJINY V TROSKÁCH". On the left side, there are several green and blue icons for "STAG", "Edis", "Dormitory / ISKAM", "E-mail", and "Building plans".

The screenshot shows the Palacký University Portal login page. At the top, there is a blue header with the university logo, the text "Jednotné přihlášení Univerzita Palackého v Olomouci", and a "Log in" button. Below the header, there is a "Přihlašovací údaje do Portálu UP" section. It contains two input fields: "Fill in your Portal ID (found in the online application)" and "Fill in the password set in the online application". Below the input fields, there is a blue "Log in" button.

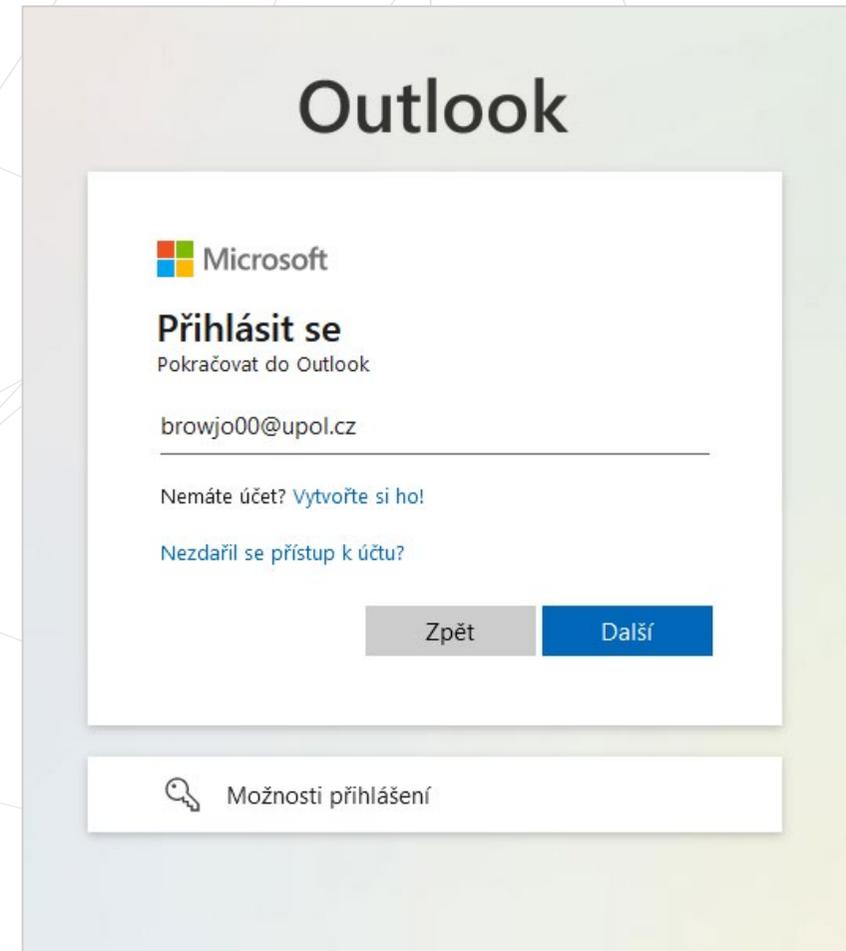
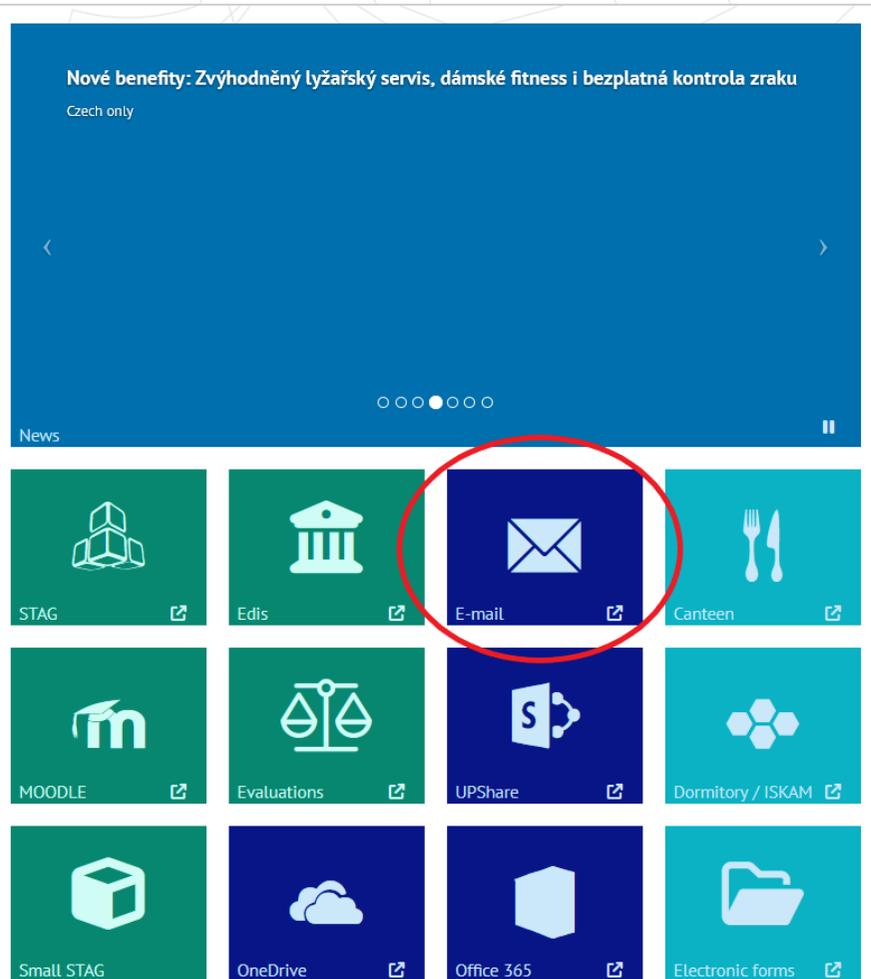


University E-mail

Students must use their university email address when communicating with the university staff (teachers, student affairs officers, etc.).

They are also required to check their university email box daily. The university staff should not use the personal email address of their students (due to GDPR rules).

After clicking on the section „E-mail“, enter the same login details as for Portal/STAG.





Moodle

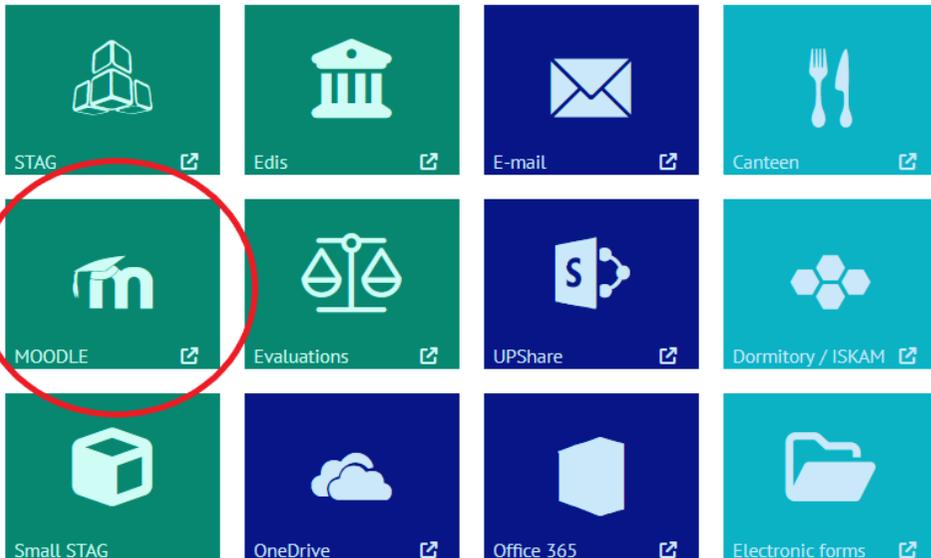
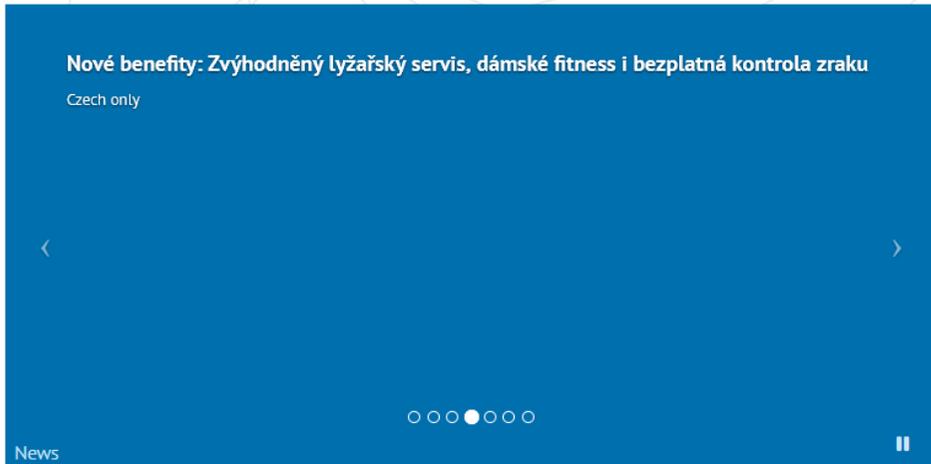
Nové benefity: Zvýhodněný lyžařský servis, dámské fitness i bezplatná kontrola zraku

Czech only

In Moodle, students find study materials for particular courses. Students gain access to the course's Moodle by registering for a course in STAG.

Login details to Moodle are the same as for STAG.

To check whether a course is linked to Moodle, look for this icon 



Year: 2022/2023 Semester: WS and SS Show recognized courses as well

Grades and course credits | Credit book comments | Registered examination dates | Posted examination dates | Courses with no examination dates

Key: P Not fulfilled prerequisites, A Annulled course

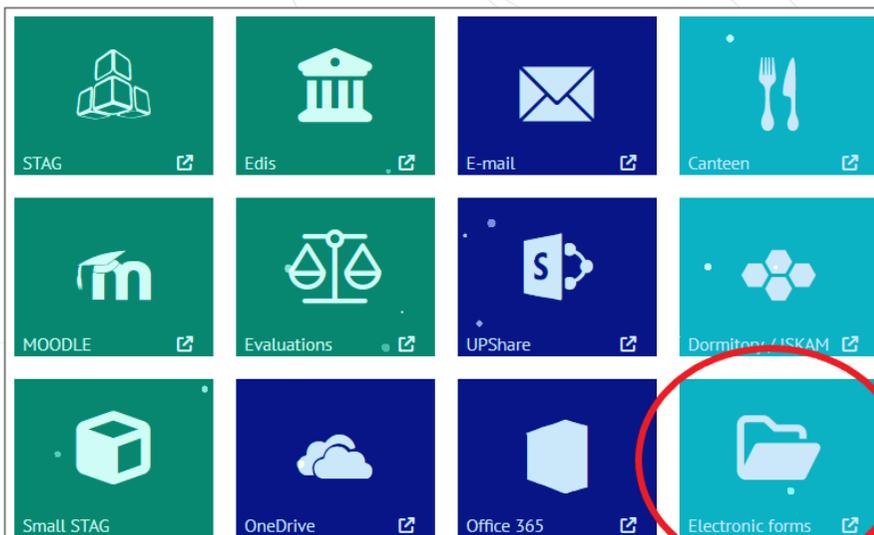
| Course | Title | St. | Cr. | Att. | Assess. | Points | Date | Examination(Examination/Course cr.) | | | Activities | |
|---------------------------|-------------------------------------|-----|-----|------|---------|--------|----------|-------------------------------------|---------|------|------------|--|
| | | | | | | | | Att. | Assess. | Date | | |
| NAN/PTA02 | Anatomy I | ZS | A | 4 | - | - | - | | | | | |
| BIO/PTA01 | Biology | ZS | A | 4 | 1 | E | 13.12.22 | 1 | Passed | | 13.12.22 | |
| LBF/PTA01 | Biophysics I | ZS | A | 2 | - | - | - | | | | | |
| HUM/PTA03 | Czech Language I | ZS | A | 5 | - | - | - | | | | | |
| FYI/PTA03 | Didactics of Clinical Exercise | ZS | B | 1 | - | - | - | | | | | |
| HUM/AFA20 | English for Physiotherapists I | ZS | C | 2 | - | - | - | | | | | |
| ZIP/PTA02 | First Aid | ZS | A | 1 | 1 | C | 21.12.22 | 2 | Passed | | 19.12.22 | |
| FYI/PTA01 | Functional Exercise in PT | ZS | A | 1 | - | - | - | | | | | |
| KFA/PTA01 | Functional Movement Diagnostics I | ZS | A | 2 | - | - | - | | | | | |
| KAT/PTB01 | Introduction to adapted P.A. | ZS | A | 3 | - | - | - | | | | | |
| HUM/PTA02 | Latin and Latin Medical Terminology | ZS | A | 2 | 1 | Passed | 15.12.22 | | | | | |
| LBF/PTA03 | Medical Technology Basics | ZS | A | 1 | 1 | Passed | 29.11.22 | | | | | |
| HUM/PTA01 | Medical Terminology | ZS | A | 2 | - | - | - | | | | | |
| MNG/PTA01 | Public Health | ZS | A | 1 | 1 | Passed | 09.12.22 | | | | | |



Electronic Forms

For official requests and applications, students should fill out a form in the Portal > section Electronic forms.

If there is no form specific to your request, use the *General Application* form at the top of the list. After filling out the form, print it out, sign it and hand it over to the Student Affairs Officer.



| | | |
|--|---|--|
| | General application | |
| | Application for a temporary non-publication of thesis | |
| | Application for a additional course registration changes | |
| | Application for a course registration changes | |
| | Application for a suspension of studies | |
| | Statement of termination of studies | |
| | Acknowledgement of student status - electronic version (electronic version with QR code) | |
| | Acknowledgement of student status (paper version) | |
| | Application for a recognition of parenthood period | |
| | Notification of arrival from abroad | |
| | Request for an extraordinary social scholarship | |



Palacký University
Olomouc

STAG



Palacký University
Olomouc

STAG – Student Agenda

STAG records the whole course of study of every UP student.

Each semester of each academic year, students register for courses and exams and receive their assessment in STAG.

The screenshot displays the Palacký University Portal interface. At the top, there is a navigation bar with the university logo, the text "Portal Palacký University", a search bar, and a user profile for "John Brown". Below the navigation bar, the main content area is divided into several sections. On the left, there is a "News overview" section with a list of news items and their dates. On the right, there is a "Schedule" section with a video player showing a woman speaking. At the bottom, there is a grid of application icons. The "STAG" icon, which features a white building icon on a green background, is circled in red. Other icons include Edis, E-mail, Canteen, MOODLE, Evaluations, UPShare, and Dormitory / ISKAM.

| News Item | Date |
|--|------------|
| Christmas office hours of the ID card office | 16.12.2022 |
| Tři krále můžete potkat i na univerzitě | 14.12.2022 |
| Nové benefity: Zvýhodněný lyžařský servis, dámské fitness i bezplatná kontrola zraku | 14.12.2022 |
| Evaluate your winter semester courses and let others know about it | 13.12.2022 |
| Merrillův program - studium v USA v akademickém roce 2023/2024 | 05.12.2022 |



STAG > *My Study* section

In the section *My Study*, you can register for courses and exams, read the syllabi of each subject, check your grades, and see your overall study progress.

All the current academic year's registered courses are listed here and visualized in a timetable.

The screenshot displays the 'Study Agenda' interface for Palacký University. The 'My study' tab is selected in the navigation bar. The left sidebar contains various menu items, with 'Course of study' highlighted. The main content area shows 'Information about user and his IS/STAG roles' and 'Study results (S012) - Z22525' for the 'Physiotherapy' programme. It includes sections for 'Overall study results', 'Study results for the year', and 'Documents'. Below this, the 'Course completion (S010) - Z22525' section is visible, showing a table of 'Grades and course credits' for the year 2022/2023, Semester WS and SS. The table includes columns for Course, Title, St., Cr., Att., Assess., Points, Date, and Activities.

| Course | Title | St. | Cr. | Att. | Assess. | Points | Date | Att. | Assess. | Date | Activities |
|---------------------------|-------------------------------------|-----|-----|------|---------|--------|----------|------|---------|----------|------------|
| NAN/PTA02 | Anatomy I | ZS | A | 4 | - | - | - | - | - | - | ni |
| BIO/PTA01 | Biology | ZS | A | 4 | - | - | - | - | - | - | ni |
| LBF/PTA01 | Biophysics I | ZS | A | 2 | - | - | - | - | - | - | ni |
| HUM/PTA03 | Czech Language I | ZS | A | 5 | - | - | - | - | - | - | ni |
| FYI/PTA03 | Didactics of Clinical Exercise | ZS | B | 1 | - | - | - | - | - | - | ni |
| ZIP/PTA02 | First Aid | ZS | A | 1 | - | - | - | 1 | Passed | 05.12.22 | ni |
| FYI/PTA01 | Functional Exercise in PT | ZS | A | 1 | - | - | - | - | - | - | ni |
| KFA/PTA01 | Functional Movement Diagnostics I | ZS | A | 2 | - | - | - | - | - | - | ni |
| KAT/PTB01 | Introduction to adapted P.A. | ZS | A | 3 | - | - | - | - | - | - | ni |
| HUM/PTA02 | Latin and Latin Medical Terminology | ZS | A | 2 | - | - | - | - | - | - | ni |
| LBF/PTA03 | Medical Technology Basics | ZS | A | 1 | - | - | - | - | - | - | ni |
| HUM/PTA01 | Medical Terminology | ZS | A | 2 | - | - | - | - | - | - | ni |
| MNG/PTA01 | Public Health | ZS | A | 1 | 1 | Passed | 09.12.22 | - | - | - | ni |



STAG > My Study > Course of Study

Study Agenda
Palacký University information system

Welcome My teaching **My study** Browse IS/STAG IS/STAG Quality of teaching Applicant STAG Info Portal UP

Course of study

Information about user and his IS/STAG roles

Important Notifications

Tuition fees: still outstanding 1754 days of study remaining
Deadline for study: 4.10.2029 (still outstanding 2484 days remaining)

Study results (S012) - Z22525
Study Programme: **Physiotherapy**
Year of study: 2022/2023 Semester: WS and SS

Overall study results
recognized credits 0, acquired 1, plan 29, stud. average 4

Study results for the year
recognized credits 0, acquired 1, plan 29, stud. average 4

Documents

- Course of studies in PDF
- Student status certificate
- Electronic certificate of student status

Všechna Vaše dříve generovaná potvrzení najdete ve svém [spisu studia](#).

Overall duration of studies: **72 days** (i.e., 0.2 years)

Course completion (S010) - Z22525
Year: 2022/2023 Semester: WS and SS Show recognized courses as well

Grades and course credits Credit book comments Registered examination dates Posted examination dates Courses with no examination dates

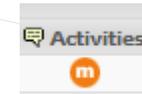
Key: P Not fulfilled prerequisites, A Annulled course

| Course | Title | St. | Cr. | Att. | Assess. | Points | Date | Att. | Assess. | Date | Activities |
|---------------------------|-------------------------------------|-----|-----|------|---------|--------|----------|------|---------|----------|------------|
| HAN/PTA02 | Anatomy I | ZS | A | 4 | - | - | - | - | - | - | |
| BIO/PTA01 | Biology | ZS | A | 4 | - | - | - | - | - | - | |
| LBF/PTA01 | Biophysics I | ZS | A | 2 | - | - | - | - | - | - | |
| HUM/PTA03 | Czech Language I | ZS | A | 5 | - | - | - | - | - | - | |
| FYI/PTA03 | Didactics of Clinical Exercise | ZS | B | 1 | - | - | - | - | - | - | |
| ZIP/PTA02 | First Aid | ZS | A | 1 | - | - | - | 1 | Passed | 05.12.22 | |
| FYI/PTA01 | Functional Exercise in PT | ZS | A | 1 | - | - | - | - | - | - | |
| KFA/PTA01 | Functional Movement Diagnostics I | ZS | A | 2 | - | - | - | - | - | - | |
| KAT/PTB01 | Introduction to adapted P.A. | ZS | A | 3 | - | - | - | - | - | - | |
| HUM/PTA02 | Latin and Latin Medical Terminology | ZS | A | 2 | - | - | - | - | - | - | |
| LBF/PTA03 | Medical Technology Basics | ZS | A | 1 | - | - | - | - | - | - | |
| HUM/PTA01 | Medical Terminology | ZS | A | 2 | - | - | - | - | - | - | |
| HMG/PTA01 | Public Health | ZS | A | 1 | 1 | Passed | 09.12.22 | - | - | - | |

Legend for the course list:

- ZS = winter semester
- LS = summer semester
- A/B/C = course category (A obligatory, B elective, C optional subject)

Moodle – open the study materials by clicking on the symbol



List of registered courses for the academic year (winter and summer semester) and their assigned category (A/B/C) and credit value.

Some courses are concluded by course credit ("zápočet") - the resulting assessment is "passed/not passed", e.g. Public Health course. Other courses are concluded by examination - the resulting assessment is a grade A-F.



STAG > My Study > Course of Study (below the course list)

Course completion (S010) - Z22525

Year: 2022/2023 Semester: WS and SS Show recognized courses as well

Grades and course credits | Credit book comments | Registered examination dates | Posted examination dates | Courses with no examination dates

Key: P Not fulfilled prerequisites, A Annulled course

| Course | Title | St. | Cr. | Att. | Assess. | Points | Date | Att. | Assess. | Date | Activities |
|---------------------------|-------------------------------------|-----|-----|------|---------|--------|----------|------|---------|----------|------------|
| NAN/PTA02 | Anatomy I | ZS | A | 4 | - | - | - | - | - | - | m |
| BIO/PTA01 | Biology | ZS | A | 4 | - | - | - | - | - | - | m |
| LBF/PTA01 | Biophysics I | ZS | A | 2 | - | - | - | - | - | - | m |
| HUM/PTA03 | Czech Language I | ZS | A | 5 | - | - | - | - | - | - | m |
| FYT/PTA03 | Didactics of Clinical Exercise | ZS | B | 1 | - | - | - | - | - | - | m |
| ZIP/PTA02 | First Aid | ZS | A | 1 | - | - | - | 1 | Passed | 05.12.22 | m |
| FYT/PTA01 | Functional Exercise in PT | ZS | A | 1 | - | - | - | - | - | - | m |
| KFA/PTA01 | Functional Movement Diagnostics I | ZS | A | 2 | - | - | - | - | - | - | m |
| KAT/PTB01 | Introduction to adapted P.A. | ZS | A | 3 | - | - | - | - | - | - | m |
| HUM/PTA02 | Latin and Latin Medical Terminology | ZS | A | 2 | - | - | - | - | - | - | m |
| LBF/PTA03 | Medical Technology Basics | ZS | A | 1 | - | - | - | - | - | - | m |
| HUM/PTA01 | Medical Terminology | ZS | A | 2 | - | - | - | - | - | - | m |
| MNG/PTA01 | Public Health | ZS | A | 1 | 1 | Passed | 09.12.22 | - | - | - | m |

[Print registration form A for ac.year 2021/2022, WS and SS](#) | [Print registration form A for ac.year 2022/2023, WS and SS](#) | [Print registration form A for ac.year 2023/2024, WS and SS](#)

Browse IS/STAG (S025)

Student

Pers.no. Surname Name Faculty Status Year

Acad. Yr. / Semester: 2022/2023 Semester: Winter semester

Here, you can switch between academic years and semesters.

This timetable includes every course the student registered for in the current academic year. You can **download or print the timetable** in different formats here.

| | 07:00-07:45 | 08:00-08:44 | 08:45-09:30 | 09:30-10:29 | 10:30-11:15 | 11:15-12:14 | 12:14-13:00 | 13:00-13:59 | 14:00-14:45 | 14:45-15:44 | 15:44-16:30 | 16:30-17:29 | 17:29-18:15 | 18:15-19:14 | 19:14-20:00 | 20:00-20:59 | 20:59-21:45 |
|--------------|-------------|---|-------------|---|-------------|---|--|--|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|
| Mon 19.9.22 | | | | LBF/PTA01 RA TU-1.141 19.9.22 Malina | | HUM/PTA01 RA S8-3.08 19.9.22 Merz | HUM/PTA01 RA S8-3.08 19.9.22 Merz | | | | | | | | | | |
| Tues 20.9.22 | | BIO/PTA01 RA FN-140 20.9.22 Volejníková | | BIO/PTA01 RA FN-140 20.9.22 Volejníková | | NAN/PTA02 RA TD-HAU1 20.9.22 Kikalová | | LBF/PTA03 RA FN-140 20.9.22 Bajgar | | | | | | | | | |
| Wed 21.9.22 | | HUM/PTA03 RA TD-2.532 21.9.22 Janáčková Bušková | | HUM/PTA03 RA TD-2.532 21.9.22 Janáčková Bušková | | ZIP/PTA02 RA FN-150 21.9.22 Večeřa | ZIP/PTA02 RA FN-150 21.9.22 Večeřa | | | | | | | | | | |

Each course has

- a code (LBF/PTA03) - click on it to see the syllabus of the course,
- classroom code (FN-140)
- date of the first class (20.9.2022)
- the name of the lecturer (Bajgar)



STAG > My Study > Course of Study

- Click on the course code to see the course syllabus.
- In the syllabus, you can find information on the course content, requirements, aims, and methods of instruction. There is also a recommended literature enlisted.
- If you need to contact the course lecturer/guarantor, click on their name in the syllabus.
- Click on the section Timetable at the top of the syllabus to see the course timetable.

MNG / PTA01 Public Health 2022/2023

| Course description | Study programmes | List of students | Timetable | Examination dates | Timetable events | Permissions for Course |
|---|---|------------------|-----------|-------------------|---|------------------------|
| Department/Unit / Abbreviation | MNG / PTA01 | | | | Academic Year | 2022/2023 |
| Title | Public Health | | | | Form of course completion | Colloquium |
| Accredited / Credits | Yes, 1 Cred. | | | | Type of completion | Combined |
| Time requirements | Seminar 15 [Hours/Semestr] | | | | Course credit prior to examination | No |
| Occ/max | Statut A Statut B Statut C | | | | Automatic acceptance of credit before examination | No |
| Summer semester | 0 / - 0 / - 0 / - | | | | Included in study average | NO |
| Winter semester | 12 / - 0 / - 3 / - | | | | Repeated registration | NO |
| Timetable | Yes | | | | Semester taught | Winter semester |
| Minimum (B + C) students | not determined | | | | Optional course | NO |
| Language of instruction | English | | | | Internship duration | 0 |
| No. of hours of on-premise lessons | 0 | | | | Evaluation scale | S/J/N |
| Periodicity | | | | | Fundamental theoretical course | No |
| Fundamental course | No | | | | | |
| Substituted course | None | | | | | |
| Preclusive courses | N/A | | | | | |
| Prerequisite courses | N/A | | | | | |
| Informally recommended courses | N/A | | | | | |
| Courses depending on this Course | N/A | | | | | |
| Histogram of students' grades over the years: | Graphic PNG , XLS | | | | | |
| Course objectives: | The course explains the history and present of health policy. It will provide basic information on the broad concept of public health, its protection and support. Students will learn | | | | | |
| Requirements on student | 1.Active participation in lectures 2.Discussion on selected topics of lectures | | | | | |
| Content | Topics for lectures: 1.Health and its social value. 2.Health condition of population in the Czech Republic 3.Changes in the health status during centuries; social impact of diseases. 4.The main determinants of health, possibilities of their influences, quality of life in elderly. 5.Prevention, health insurance in the Czech Republic. 6.WHO strategic programs 7.The position of the Public Health in the 21st century, new challenges, new tasks. 8.Public Health as the system. Health institutions, health care providers, education. | | | | | |
| Activities | | | | | | |
| Fields of study | | | | | | |
| Guarantors and lecturers | Guarantors: Ing. Marek Štůrek, MBA (100%) , Seminar lecturer: Ing. Marek Štůrek, MBA (100%) | | | | | |

Click on the name of the guarantor/lecturer to see their email address.



STAG > My Study > My Data

In the section of *My Data*, you can find all of your personal information.

Personal information such as address and contact information can be added or changed.

Each student is responsible for giving the correct and updated information.

Here, you can also pay for your ISIC card validation stamp and your annual tuition fee. Click on the „Pay fee online“ or scan the QR code to process the payment.

Study Agenda
Palacký University information system

Welcome My teaching **My study** Browse IS/STAG IS/STAG Quality of teaching Applicant STAG Info Portal UP

Course of study
Visualization of study
Remaining obligations
Registration for examinations
My data
Semestral works
Student's files
Study resources
Pre-registration
Graphical pre-registration
Study group pre-registration
Thesis topics
Final thesis
Plagiarism checking
Practices
ECTS departures
ECTS arrivals
Quality evaluation
Student application forms
Automatic messages
Reminder
Viewing files

Information about user and his IS/STAG roles
Tuition fees: **Cannot be determined**
Deadline for study: 14.9.2028 (still outstanding 2096 days remaining)

Student fees and claims (S022) - Z21499
Only fees and claims pertinent to this student number are shown. Fees and claims for other student numbers of the same student (past or concurrent studies) are not shown.

Student outstanding debt - what the student is obliged to pay

| Purpose of payment | Status | To bank account | Date | To pay | Paid | Var. symbol | Spec. symbol | Note | QR |
|---|-------------|---|------------|------------|---------|-------------|--------------|----------------------|-------------------|
| The fee for study in a foreign language - Pro | Not covered | 43-3855090287/0100 IBAN: CZ01 0100 0000 4338 5509 0287 | 13.02.2023 | 4200.0 EUR | 0.0 EUR | 6822005681 | 1001717040 | | QR |
| Poplatek za validační známku | Not covered | 19-1096330227/0100 IBAN: CZ09 0100 0000 1910 9633 0227 | 01.09.2022 | 250.0 Kč | 0.0 Kč | 6822030707 | 1001742109 | Platba není povinná. | Pay fee online QR |
| The fee for study in a foreign language | Not covered | 43-3855090287/0100 | 01.09.2022 | 4000.0 EUR | 0.0 EUR | 6822003127 | 1001713543 | | QR |

Student claims - what should be paid to the student
No claims in the register.

Student personal data (S024) - Z21499

GDPR - this screen is used to edit your personal data. Most of the data processing takes place under obligation by law. Pieces of information that are kept with your consent are marked with a green label. You may click it to view a field, the system also stores your consent. A list of occurrences where your consent was granted is available in a portlet shown on you My Details page (for students) or on you Home screen (other users). You may use that listing.

Basic data **Postal address for deliveries and other contacts** Personal data Bank account

If you find any mistake, please contact the Study Office of your faculty.

Personal details

| | | | | |
|---|---|-----------------------------|------------|---|
| Name | | Permanent residence address | - country | the Islamic Republic of Iran (Iran (Islamic Republic of)) |
| Surname | | - region | TEHRAN | |
| Birth code | | - city | TEHRAN | |
| Date of birth | | - post | - | |
| E-mail address you want to use to receive messages. | | - zip/postcode | 1331894369 | |
| Place of birth - Country | the Islamic Republic of Iran (Iran (Islamic Republic of)) | - street | | |
| Place of birth | TEHRAN | - house number | | |

Card

| | |
|----------|--|
| Card No. | |
|----------|--|

GDPR souhlas a jejich odvolání (S093)

Student's personal information



STAG > My Study > Pre-registration

Before attending classes, students must register for respective courses during the „online registration“ period (found in the Academic calendar).

Every semester, students should register for courses recommended for their year of study according to the study plan (found on the FHS website).

Flag legend

- **Green flag** = Completed course
- **Orange flag** = registered but not yet completed course
- **Crossed timetable symbol** = course is not open for registration

The screenshot displays the 'Study Agenda' interface for Palacký University. The top navigation bar includes 'Welcome', 'My teaching', 'My study', 'Browse IS/STAG', 'IS/STAG', 'Quality of teaching', 'Applicant', 'STAG Info', and 'Portal UP'. The main content area is titled 'Study Agenda' and 'Palacký University information system'. It shows a sidebar with navigation options like 'Course of study', 'Visualization of study', 'Remaining obligations', 'Registration for examinations', 'My data', 'Semestral works', 'Student's files', 'Study resources', 'Pre-registration', 'Graphical pre-registration', 'Study group pre-registration', 'Thesis topics', 'Final thesis', 'Plagiarism checking', 'Practices', 'ECTS departures', 'ECTS arrivals', 'Quality evaluation', 'Student application forms', 'Automatic messages', 'Reminder', and 'Viewing files'. The main area displays 'Information about user and his IS/STAG roles' and 'Select course to register/withdraw (S030) - 2022/2023'. A table lists courses with columns for 'Reg.', 'Recomm.', 'Occ.', 'Course', 'Name', 'Number of classes', 'Completion(credits)', 'Capacity Occ./Max', 'Course consequence', and 'Course eval. by students (0-5)'. Courses are marked with flags: a green flag for 'FYT/PTA03', an orange flag for 'FYT/PTA26', and a crossed symbol for 'KAT/PTB01'. A red arrow points to a section titled 'List of registered courses and timetable for the respective semester based on registered courses.' Below this, a 'Student's timetable' is shown for the 'Summer semester' of '2021 / 2022'. The timetable is a grid with days of the week (Mon, Tue, Wed, Thu, Fri, Sat, Sun) and time slots (08:00-10:00, 10:30-12:30, 13:05-14:45, 15:45-17:30, 18:20-20:55). Courses are placed in the grid cells, with some cells containing multiple courses. The courses are color-coded: green for completed, orange for registered but not yet completed, and crossed for not open for registration.



STAG > My Study > Registration for exams

At the end of the semester, each teacher announces the dates of exams.

Students must register for each exam in STAG before attending it. Just choose a preferred exam date and click on „register“. If you want to choose a different exam date, click on „withdraw“. Be sure to check the deadline of registration/withdrawal and the capacity.

According to the Study and Exam Code, a student has three attempts to pass an exam in one academic year. If they fail on the third attempt, they must register for the course again in the next academic year.

The screenshot displays the 'Study Agenda' interface for Palacký University. The main content area is titled 'Valid posted examination dates.' and contains a table of exam entries. The table has columns for Semester, Course, Date-time, Type, For attempts, Room, Occupancy/Capacity, Registration Withdrawal, and Registration until/Withdrawal until. The entries include:

| Sem. | Course | Date - time | Type | For attempts | Room | Occupancy/Capacity | Registration Withdrawal | Registration until | Withdrawal until |
|------|-----------|---|---------------|--------------|----------|--------------------|-------------------------|--------------------|------------------|
| ZS | FYT/PTA01 | Functional Exercise in PT (2022/23) | Course Credit | All | TU-1.164 | 5/- 9/- 9/- | Register | 04.01.23 10:00 | 04.01.23 10:00 |
| ZS | FYT/PTA03 | Didactics of Clinical Exercise (2022/23) | Course Credit | All | TU-1.164 | 4/- 9/- 9/- | Register | 04.01.23 10:00 | 04.01.23 10:00 |
| ZS | KFA/PTA01 | Functional Movement Diagnostics I (2022/23) | Examination | All | NA-2.06 | 10/15 -/- -/- | Withdraw | 05.01.23 09:00 | 05.01.23 09:00 |
| ZS | NAH/PTA02 | Anatomy I (2022/23) | Course Credit | All | TD-NASM | 12/- -/- -/- | Withdraw | 16.01.23 10:00 | 13.01.23 10:00 |
| ZS | ZIP/PTA02 | First Aid (2022/23) | Examination | All | FN-150 | 4/6 -/- -/- | Register | 20.12.22 12:00 | 20.12.22 15:00 |



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STAG > My Study > Visualization of Study

In the section *Visualization of Study*, you can track the course of your whole study.

On the top, you will find the overall number of **required/received/remaining** credits.

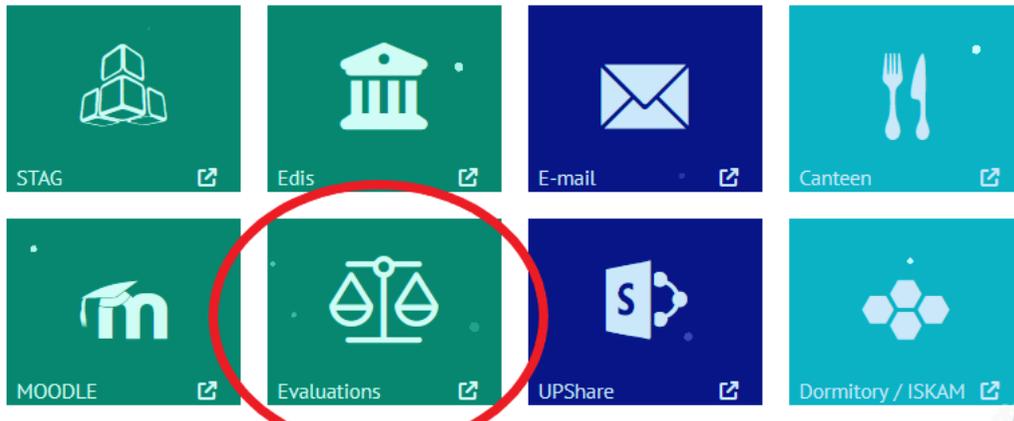
Below are the credit requirements for each category of courses (**obligatory/elective/optional** subjects) and their complete list on the right side for every semester and acad. year.

The screenshot displays the 'Study Agenda' interface for a student. The top navigation bar includes 'Welcome', 'My teaching', 'My study', 'Browse IS/STAG', 'IS/STAG', 'Quality of teaching', 'Applicant', 'STAG Info', and 'Portal UP'. The user is logged in as 'PT'. The main content area shows 'Information about user and his IS/STAG roles' and 'Visualization of student's study plan (S081)'. The student's study plan year is '2022/2023 (year 1) - current'. The plan shows 'Physiotherapy (Version: 2019)' with a total of 82P credits required, 1P received, and 81P remaining. The plan is divided into 'Obligatory subjects', 'The state exam', 'Elective subjects', and 'Optional subjects'. The right side of the interface shows a grid of courses for semesters 1 through 4, with columns for 'ZS' (Zimní semestr) and 'LS' (Létní semestr). The grid lists various courses with their IDs and credit values.

| Course ID | Semester | Year | Year | Year | Year | Year | Year | Year | Year | | | | | | | | |
|-----------|----------|-----------|------|-----------|------|-----------|------|-----------|------|-----------|---|-----------|---|-----------|---|-----------|---|
| BIO/PTA01 | 4 | FYT/PTB01 | 2 | FYT/PTA21 | 3 | FYT/PTA31 | 2 | FYT/PTA33 | 2 | FYT/PTB31 | 1 | FYT/PTA41 | 3 | DET/PTB41 | 2 | FYT/PT091 | 0 |
| FYT/PTA01 | 1 | FYT/PTB03 | 2 | FYT/PTA22 | 1 | FYT/PTA32 | 3 | HUM/PTA31 | 5 | FYT/PTB32 | 6 | FYT/PTA42 | 4 | FYT/PTB41 | 3 | | |
| HUM/PTA01 | 2 | FYT/PTB05 | 1 | FYT/PTA23 | 2 | FYT/PTB21 | 2 | KFA/PTA31 | 3 | HUM/PTB31 | 5 | FYT/PTA43 | 2 | FYT/PTB42 | 2 | | |
| HUM/PTA02 | 2 | FYT/PTB06 | 1 | FYT/PTA24 | 2 | FYT/PTB22 | 3 | KFA/PTA32 | 3 | KFA/PTB31 | 2 | FYT/PTA44 | 2 | FYT/PTB43 | 2 | | |
| HUM/PTA03 | 5 | HUM/PTB01 | 1 | FYT/PTA25 | 2 | FYT/PTB23 | 3 | KFA/PTA32 | 2 | KFA/PTB32 | 3 | FYT/PTA45 | 4 | FYT/PTB44 | 2 | | |
| KAT/PTB01 | 3 | HUM/PTB02 | 5 | HUM/PTA21 | 5 | FYT/PTB24 | 2 | KFA/PTA34 | 3 | KFA/PTB33 | 2 | FYT/PTA46 | 3 | FYT/PTB45 | 1 | | |
| KFA/PTA01 | 2 | KFA/PTB01 | 2 | KAT/PTA21 | 3 | FYT/PTB25 | 6 | KFA/PTA35 | 2 | KFA/PTB34 | 2 | FYT/PTA52 | 1 | FYT/PTB46 | 2 | | |
| LBf/PTA01 | 2 | KPK/PTB01 | 2 | KFA/PTA21 | 5 | FYT/PTB27 | 2 | OPD/PTA31 | 2 | PAT/PTB31 | 3 | KSK/PTA41 | 2 | FYT/PTB47 | 6 | | |
| LBf/PTA03 | 1 | LBf/PTB01 | 4 | RAM/PTA21 | 2 | HUM/PTB21 | 5 | ORT/PTA31 | 1 | FYT/PTA47 | 1 | OSE/PTA41 | 1 | POA/PTB41 | 1 | | |
| MNG/PTA01 | 1 | NAN/PTB02 | 4 | FYT/PTA26 | 1 | KFA/PTA21 | 1 | TRA/PTA31 | 3 | FYT/PTA50 | 1 | PRL/PTA41 | 1 | FYT/PTB48 | 1 | | |
| NAN/PTA02 | 4 | OPD/PTB01 | 4 | KAT/PTA22 | 2 | KFA/PTB22 | 3 | FAR/PTA31 | 1 | FYT/PTB34 | 1 | SLP/PTA41 | 1 | FYT/PTB49 | 1 | | |
| ZIP/PTA02 | 1 | FYT/PTB04 | 1 | KSK/PTA21 | 2 | FYT/PTB26 | 1 | FYT/PTB33 | 1 | | | TRA/PTA41 | 2 | FYT/PTB50 | 1 | | |
| FYT/PTA03 | 1 | OPD/PTB02 | 1 | | | KAT/PTA31 | 2 | FYT/PTB35 | 1 | | | FYT/PTA48 | 1 | HUM/PTB41 | 1 | | |
| KAT/PTA01 | 2 | OSE/FZV01 | 3 | | | | | | | | | FYT/PTA49 | 1 | POA/PTB42 | 1 | | |
| LCH/PTA01 | 1 | OSE/FZV02 | 1 | | | | | | | | | FYT/PTA51 | 2 | | | | |
| | | OSE/FZV03 | 1 | | | | | | | | | KOZ/PTA41 | 1 | | | | |
| | | OSE/FZV04 | 1 | | | | | | | | | FYT/R0706 | 2 | | | | |
| | | | | | | | | | | | | FYT/R0709 | 2 | | | | |



Evaluations



At the end of every semester, students are asked to evaluate their courses and lecturers. The evaluation is anonymous.

Students can assess the content of the course, the teaching style of the lecturer and the difficulty of passing the course. They can also give comments and more detailed feedback to the lecturer.



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**In case you have any troubles regarding STAG or Portal,
consult with your classmates or buddy.**

**If you have trouble accessing STAG or Portal and there is an
error in the system, contact the helpdesk on the link
<https://helpdesk.upol.cz/>**