



Faculty of Health Sciences
Palacký University in Olomouc

Introductory course for the 1st-year students



Content

- UP structure and people
- Portal & STAG
- Faculty website and apps



Faculty of Health
Sciences

Palacký University
Olomouc

Palacký University Olomouc

Faculty of Theology

Faculty of Medicine
and Dentistry

Faculty of Art

Faculty of Science

Faculty of Education

Faculty of Physical
Culture

Faculty of Law

Faculty of Health
Sciences

Faculty of Health Sciences

Clinical Rehabilitation
Department

Nursing Department

Midwifery Department

Radiological Methods
Department

Emergency Medicine and
Intensive Care Department

Healthcare Management and
Public Health Department

Preclinical Studies Department

Humanities and Social
Sciences Department



Faculty of Health
Sciences

Palacký University
Olomouc

FHS Leadership

Dean of the Faculty of Health Sciences	Mgr. Jiří Vévoda, Ph.D.
Vice-Dean for Education and Lifelong Learning	Mgr. Anita Můčková , Ph.D.
Deputy Dean, Vice-Dean for International Relations and Internalization	doc. Petra Mandysová , Ph.D.
Vice-Dean for Practical Training	Ing. Bc. Andrea Drobiličová
Vice-Dean for Strategic Management and Quality	Doc. RNDr. Ondřej Holý , Ph.D.
Vice-Dean for Science, Research and Doctoral Programmes	doc. PhDr. Mgr. Helena Kisvetrová , Ph.D.



Faculty of Health
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Clinical Rehabilitation Department

Physiotherapy study programme

Head of the department	doc. MUDr. Petr Konečný , Ph.D., MBA
Guarantor of Physiotherapy programme	Mgr. Petra Gaul Aláčová , Ph.D.
Secretary of the department	Ing. Markéta Nosková



Faculty of Health
Sciences

Palacký University
Olomouc

Student Affairs Office

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Faculty of Health
Sciences

Palacký University
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Portal & STAG

Course registration, timetables, exams, thesis...



PORTAL: Palacký University Information System

<https://portal.upol.cz/>

- Your **User name** and **password** can be found in the Electronic Application, section Personal Data (<https://prihlaska.upol.cz/prihlaska/info.xhtml>)

The screenshot shows the website interface for Palacký University Olomouc. At the top, there is a navigation bar with links for 'Students', 'Employees', 'Alumni', 'Contacts', and a search icon. Below this is a blue header with the university logo and the word 'Students'. A main banner features a photo of students in a lecture hall and the text 'UniWearCity: original fashion collection available at UPoint'. To the right of the banner is a sidebar with three items: 'Portál STAG Applications' (circled in red), 'IT services', and 'Library'. Below the banner are three smaller images: a building, a group of people at an outdoor event, and the university logo with the text 'Univerzita Palackého v Olomouci'. On the far right, there is a date '20 July' and a notice for 'International Summer School in Refugee Law and Rights' from July 20th to 29th, which will be held online.



PORTAL: Palacký University Information System

<https://portal.upol.cz/>

The screenshot shows the Palacký University Portal interface. 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 Čeština" link. Below the header, a news card titled "Information regarding ID card office" is displayed. The card text states: "The identification cards office is open to students and employees exclusively on the basis of registration of the time slot on the website <https://rezervace.upol.cz/karty> or by prior arrangement. If necessary, contact helpdesk UP or call phone number 585631840." Below the news card, a dashboard features three main tiles: "STAG" (green), "E-mail" (blue), and "Dormitory / ISKAM" (teal). The "STAG" and "E-mail" tiles are circled in red. Below these are partially visible tiles for a building and an open book.

PORTAL > STAG

- STAG records the whole course of study of each UP student.
- **Students can attend classes and exams only if they register for them in STAG.**

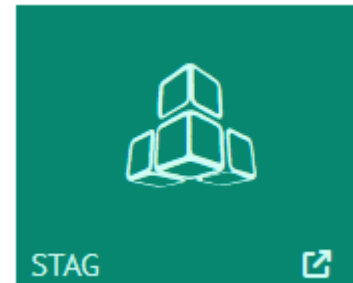
PORTAL > E-MAIL


- **When communicating with your teachers or the Student Affairs Office, use your university email account ONLY (not your personal account)**
- **Check your university email account daily or set up forwarding of your emails to your personal email account.**



STAG: Study Agenda

<https://stag.upol.cz/>





Study Agenda

Palacký University information system

Anonymous user | **Login** | Česky
User name: | Contact: |

Welcome | Browse IS/STAG | Applicant | STAG Info | Portal UP ⇨

Login (L001)

Login to portal:

Welcome to IS/STAG UP information system. You can log in using the same login and password as in Portal UP. Furthermore, in case you would have issues with logging in, please, use your university e-mail password or change the password in Portal UP in Edit my profile tab.

Login

Portal Signpost (S087)

[Portal UP](#)

[Moodle](#)

[Courseware](#)

[LMS Unifor](#)

Introductory

Introductory

Welcome to IS/STAG UP information system. You can log in using the same login and password as in Portal UP. Furthermore, in case you would have issues with logging in, please, use your university e-mail password or change the password in Portal UP in Edit my profile tab.

News (C012)

News

Termíny zápisu (předzápisu) 24.06.2020, 09:16

🌟 Vážení studenti,

ve STAGu v Předzápisu nyní nenaleznete strukturu studijního plánu ani termíny zápisu předmětů.

Chybějící struktura studijního plánu souvisí s přechodem na nový akademický rok. Ve STAGu je již nový rok nastaven kvůli červnovým zápisům LF. Studijní plán se Vám zobrazí, jakmile Vám Vaše studijní referentka vytvoří ve STAGu data na další ročník a akademický rok (studijní referentky tomu říkají "povyšování ročníku"). Studijní referentka by to měla provést nejpozději týden před zahájením zápisu předmětů (předzápisu). Zatím můžete využít na portálu portlet Moje studium / Vizualizace studia, kde vidíte předměty studijního plánu na další ročník.

Termíny zápisu předmětů nyní najdete v harmonogramu akademického roku 2020/2021 **R-B-19-07**

Dear students,

you will not find study plan structure in Pre-registration or even dates of course enrolment.

The missing structure of the study plan is related to the transition to a new academic year. There is already a new academic year set up in STAG because of FoM June pre-registration. You study plan will be shown as soon as your study referent creates data for next year and academic year in STAG (as they call it "a year advancement"). The study referent should do so at least a week before the start of the pre-enrolment.

Meanwhile, you can go to My Study / Study visualization, where you can see courses of the study plan for the next year.

You can find the pre-registration dates in schedule for the academic year 2020/2021 **R-B-19-07**.



Registration for courses

Winter semester: 5th to 12th September 2022

Summer semester: 31st January to 9nd February 2023

Every course registration must be completed in STAG.

The screenshot displays the 'Study Agenda' interface for Palacký University. The top navigation bar includes 'Welcome', 'My teaching', 'My study' (circled in red), 'Browse IS/STAG', 'IS/STAG', 'Quality of teaching', 'Applicant', 'STAG Info', and 'Portal UP'. The left sidebar lists various user actions, with 'Pre-registration' (circled in red) highlighted. The main content area shows 'Information about user and his IS/STAG roles' and 'Select course to register/withdraw (S030) - 2021/2022'. A table lists course options for 'IA18-Physiotherapy - IA18-FZV-Physiotherapy':

	Min.	Acq.	Req.
A Obligatory subjects	210	9	185
A The state exam	1	0	1
B Elective subjects	22	0	21
C Optional subjects	8	0	8

A blue arrow points from the 'Req.' column to a green box labeled 'Registration for courses'. Below this, the 'Student's timetable' for the 'Winter semester 2021 / 2022' is shown in a grid format. A green box labeled 'Timetable' points to the grid. The timetable shows course slots for various subjects like LBF/PTA01, TU-1.141, HUN/PTA01, and TD-2.550 across different days and times.



Courses – lectures, seminars and practicals

- **Obligatory course (A category)** – students must pass all of the enlisted courses in this category during their study.
- **Elective course (B category)** – students must acquire at least 22 credits by passing a corresponding number of courses during their study.
- **Optional course (C category)** – students must acquire at least 8 credits by passing a corresponding number of courses during their study. The optional course can be any course from the university's offer.

The optimal number of credits per one academic year is 60 credits.

Student must acquire a **minimum** of **40 credits** per **one academic year**.



Examinations and Re-sits

- For all examination dates, **register** through **STAG**.
- You have **THREE** attempts to pass an exam.
 - If you fail for the first time: **first re-sit**
 - If you fail for the second time: **second re-sit**
= usually a board examination
 - All non-completed courses of the previous academic year must be completed in the next academic year.

Examination period:

- Winter semester: from 9th January to 10th February 2023
- Summer semester: from 29th May to 30th June 2023



Checking the course of study

Deadline for the fulfillment of study requirements for the academic year 2022/2023 is **6th September 2023**.

The screenshot shows the 'My study' section of the student portal. It includes navigation tabs like 'Welcome', 'My teaching', 'My study', 'Browse IS/STAG', 'IS/STAG', 'Quality of teaching', 'Applicant', 'STAG Info', and 'Portal UP'. The main content area displays 'Information about user and his IS/STAG roles', 'Study results (S012) - F180773', and 'Course completion (S010) - F180773'. A table titled 'Grades and course credits' lists various courses with their titles, types, credits, and exam results. A red box highlights the 'Print registration form A for ac.year 2020/2021, WS and SS' link.

Students must deliver printed and signed Registration form A to the Students Affairs Office by 6th September 2023.

Course	Title	St.	Cr.	Att.	Assess.	Points	Date	Att.	Assess.	Date	Activities
KBH/9310T	Academic Writing in Czech	ZS	B	5	1	Passed	-	12.02.22			m
KAA/93AWA	Academic Writing (in English, B2 level)	ZS	B	5	1	Passed	-	06.02.22			m
KBH/93CD1	Czech for PhD Students 1	ZS	B	10	2	Passed	840	12.02.22			m
DVU/93HVP	Evaluation of Science and Publishing Str	ZS	B	5	1	Passed	-	12.12.21			m
ASH/KX1	Chinese for Non-Sinologist 1	ZS	C	3	1	Passed	100	17.12.21			m
FIF/93ZPV	Principles of Employee Relations	ZS	B	5	1	Passed	-	08.10.21			m
CIV/93SUP	Speak UP! English Presentation Skills	ZS	B	5	1	Passed	-	05.11.21			m
FIF/93LD	Teaching skills	ZS	B	5	1	Passed	-	07.12.21			m
KSA/C	Chinese language and culture	ZS	-	3	1	Passed	-	12.01.22			m



Completion of study

- Students must acquire during the whole course of study a minimum of **240 credits**.
 - After the completion of the required courses, students may register for the Final State Exam and Thesis Defence.
- **The standard length of the Bc's study of Physiotherapy is 4 years.**
 - The maximal length of study is 7 years (4 standard + 3 extended years).
 - Students of the foreign study programme are obliged to pay an **annual tuition fee of 8.000,- EUR.**



University Blue Book

- Personnel of the FHS (pp 5-7)
- Departments of the FHS and Faculty of Medicine and Dentistry (pp 10-31)
- **Timetable of the academic year 2022/2023 (pp 33)**
- **Study plan of the Physiotherapy study programme (pp 36-39)**
- Credit requirements (pp 40)
- ***UP Study and Examination Code (pp 41)***

Study programme: **B0915A360003 – Physiotherapy**
Academic year: **2021/2022**

Number of credits: **240**

Field of study: **Physiotherapy**
Form of study: **Full-time**
Stage: **1**

Specialization: **00**

Version: **2019**

Number of credits: **240**

Obligatory subjects (block status: A)

No. of courses: 82 credits: 210

Dept/Crs code	Course name	No. of Cred.	No. of hrs/w L+S+SS	Concl.	Recom. year sem.
BIO/PTA01	Biology	4	30S+30S+0S	Con,Ex	1 W
FYT/PTA01	Functional Exercise in PT	1	0S+10S+0S	Con	1 W
FYT/PTA02	Anatomy I	4	0S+30S+30S	Con	1 W
HUM/PTA01	Medical Terminology	2	0S+15S+15S	Co	1 W
HUM/PTA02	Latin and Latin Medical Terminology	2	0S+0S+30S	Co	1 W
HUM/PTA03	Czech Language I	5	0S+30S+30S	Con,Co	1 W
KFA/PTA01	Functional Movement Diagnostics I	2	0S+15S+15S	Con,Ex	1 W



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Useful links and apps



Faculty of Health
Sciences

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Faculty website

<https://www.fzv.upol.cz/en/students/>

The screenshot shows the website interface for the Faculty of Health Sciences. At the top, there is a navigation bar with 'Students' highlighted in green, along with 'Contacts', a search icon, and 'CZ'. Below this, a secondary navigation menu includes 'Study Guide', 'Study', 'Exchange Programmes', and 'Practical Information'. The 'Study' link is circled in red. The main content area features a large green banner with the text 'Evaluate your semester anonymously in just a few minutes until September 6th' and the URL 'eval.upol.cz'. To the right of the banner is a blue sidebar with three items: 'Žurnál news & events', 'Study Physiotherapy', and 'Work at UP'. Below the banner, there are three news items with dates and titles.

Faculty of Health Sciences

Students

Study Guide Study Exchange Programmes Practical Information

Evaluate your semester
anonymously in just a few minutes
until September 6th
eval.upol.cz

Žurnál news & events

Study Physiotherapy

Work at UP

Calendar of Events

Holiday greetings of the Rector of Palacký University
30. 6. 2022
Dear colleagues, dear students, The end of the academic year is approaching, and the time of holidays and summer vacations is beginning. It is also a good opportunity for me to thank you for your work over the past semester. We...

Aurora Doctoral Pool online at the Aurora Virtual Campus
22. 6. 2022
Bringing together international academics and PhD. Candidates, Aurora is pleased to present the opportunities of the Aurora Doctoral Pool.

The Language Centre offers high school students special English courses
22. 6. 2022
High school students from different European countries can attend, for free, a special course of English. The course is in preparation by the Language Centre (CJV) at the Palacký University Faculty of Arts, in co-operation with...



UP Portal

<https://portal.upol.cz/>

The screenshot shows the UP Portal dashboard with a grid of application tiles. Several tiles are circled in red:

- Canteen** (top row, 4th tile)
- MOODLE** (second row, 1st tile)
- Help / Helpdesk** (third row, 6th tile)
- Electronic forms** (third row, 4th tile)


















Other visible tiles include: STAG, Edis, E-mail, MOODLE, LMS Unifor, UPShare, Dormitory / ISKAM, Small STAG, Evaluations, Office 365, Student's Documents, OneDrive, OwnCloud, and Mobility. On the right side, there is a 'Schedule' section, a weather widget showing 31°C, and a 'Travel Orders' section.



Electronic Forms (in Portal)

Requests and applications are sent to the Student Affairs Office



-  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 



FHS Library

- The FHS library is part of the Medical Faculty Library. It resides in the Medical faculty building on the street Hněvotínská 3.
- For borrowing books, students need the UP student card (e.g. ISIC card).

FHS Library Opening hours:

Monday to Thursday - 8 AM – 6 PM

Friday – 8 AM – 3:30 PM

Saturday and Sunday - closed



Student Card (ISIC)

<https://cvt.upol.cz/identifikacni-karty-ik/>

- Access to the University and Faculty Libraries, canteen and various other services of the university.
- Student discounts in UPoint Shop, theatres, cinemas, and various shops.

Application process:

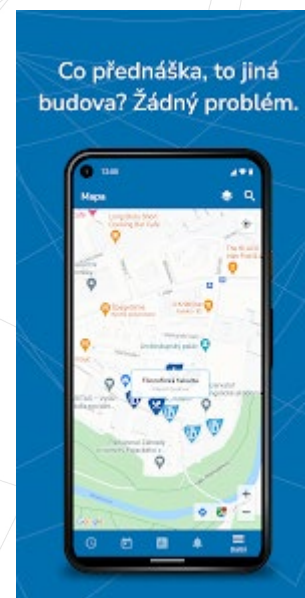
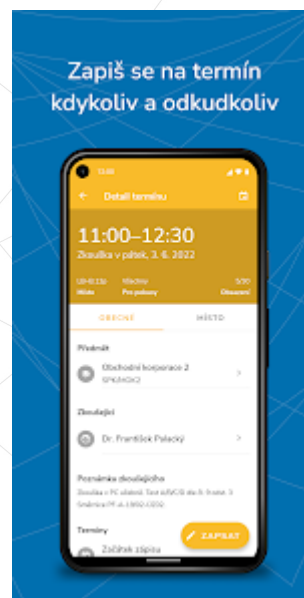
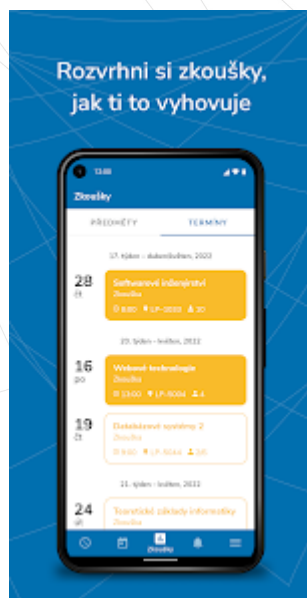
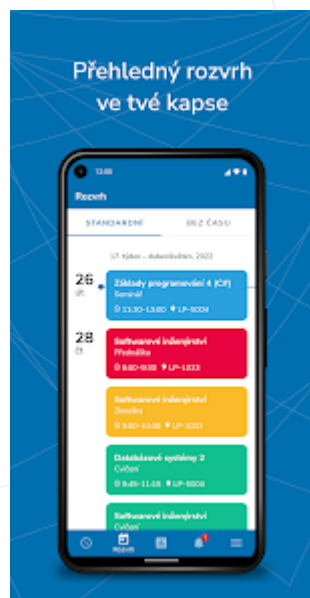
- Fill and send the application in the electronic application with your photo attached. Pay for the card via bank transfer.
- After receiving the email that your card is ready, book a date for collecting your card. You will receive a PIN code.
- At the booked date, go to the IT Center on Biskupské Square 1 and use your PIN code to receive your student card.



UPlikace



- Available on Google Play
- Create and manage your timetable
- Sign up for exams and check your study results
- Interactive map of all UP buildings, libraries, sport centers etc.





Healthcare

<https://www.fzv.upol.cz/en/students/practical-information/health-safety/>

- General Practitioner – Darina Kaiprová (+420 973 407 040; kaiprovad@vniol.cz)
- Dentist – Karolína Večeřová, (+420 722 947 407)
- Gynaecologist – Veronika Lattová (+420 727 988 911)
- Psychologist – Jana Kvintová (jana.kvintova@upol.cz)
- For other medical procedures, you can visit the Poliklinika Health Center, on the street Třída Svobody 32, Olomouc.
- For medical emergencies go directly to the Faculty Hospital Olomouc or to Poliklinika or Pharmacy 24/7 (next to the FHS building).



Buddies are here to help you with

- STAG – registration for courses and exams
- Finding the classroom
- Showing the library and canteen
- Introducing the local culture
- Giving helpful tips on study and life
- Giving support and cheer-up

Please don't forget that your buddies have their own study responsibilities too.

Good luck!

