

Assessment (AA) of fulfilling the ISP

Scientific and educational results are automatically imported from other applications/modules. Specifically, scientific outputs are imported from the OBD database, and educational outcomes (including consultations for final theses and fellowship) are imported from SIS. However, you need to manually enter the following information:

- ✓ Your scientific results since the last AA (into OBD).
- ✓ All completed internships (into SIS, in the Fellowship registration module).

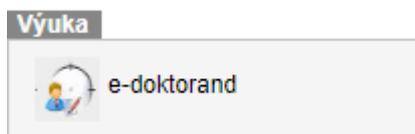
E-DOKTORAND MODULE

In the e-doktorand module, there are several sections, including:

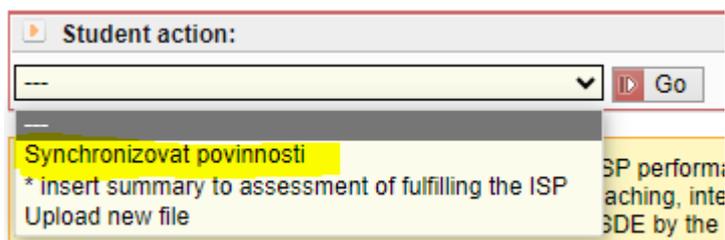
- ✓ **State doctoral exam and doctoral dissertation defence**, information is automatically imported from SIS
- ✓ **Overview of duties (course, course description)**, where you can see information about completed duties, which are automatically imported from SIS
- ✓ **Overview of duties (awarded points)**, records downloaded from OBD and the Fellowship registration, these concern your scientific outputs (conferences, publications), pedagogical activities, and internships. These obligations are scored according to the [Point values allocated to particular results of PhD students of UCT Prague valid from the academic year 2022/23 - \(vscht.cz\)](#)
- ✓ **Uploaded files to ISP and AA**, attachments from previous and current AAs

Entering Annual Assessment into the E-DOKTORAND module

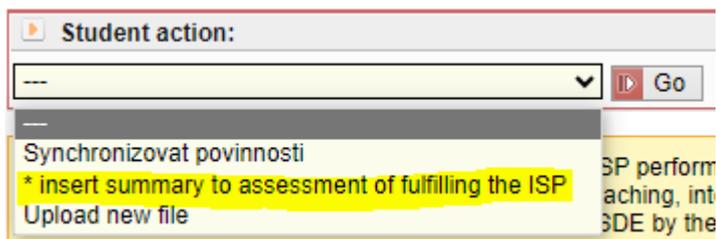
After logging into SIS, click on the "e-doktorand" icon.



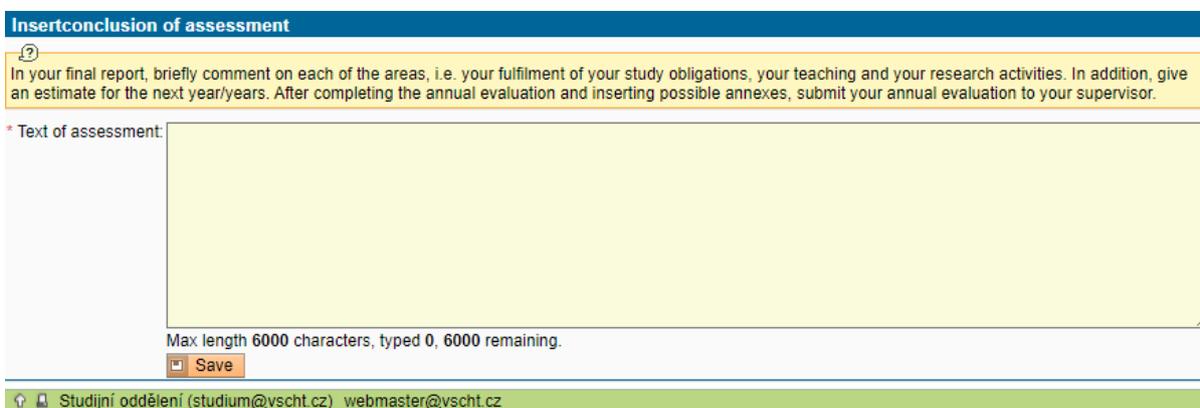
First, check all items. If you find that some items are not filled in correctly or completely in the Overview of duties sections, you can use synchronization in the **Student action**. Select **Synchronizovat povinnosti** and click **Go** to update data from SIS and OBD.



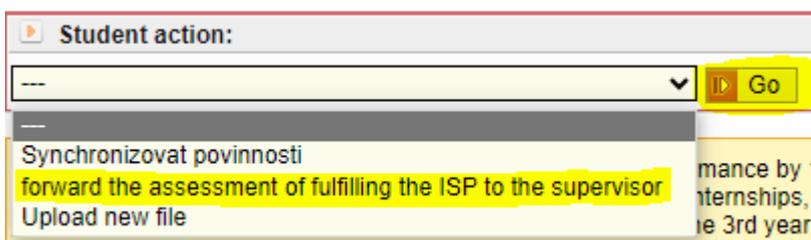
Enter the evaluation using the same dropdown menu. Select **Insert summary to assessment of fulfilling the ISP** and click **Go**.



A new window will open where you can briefly comment on the fulfilment of your study duties, teaching, and scientific activity and provide an outlook for the coming years. If you want to add a more detailed report, you can do so later by adding an attachment through the same dropdown menu. After entering the evaluation text, click **Save**.



Once you have entered the evaluation text, in the **Student Action** dropdown menu, new item will appear in the dropdown menu. Select **forward the assessment of fulfilling the ISP to the supervisor** and click **Go**. This will send the evaluation to your supervisor.



After submission, you will see information at the top that the ISP fulfilment evaluation has been sent to the supervisor, and an email notification has been sent to the supervisor. The next steps will depend on your supervisor.

