Registration in USOSweb – subject preferences Undergraduate Studies

Basic information concerning all turns of registration

You need to login to the website https://usosweb.sgh.waw.pl/

Next you need to go to **STUDENT'S SECTION**, in which all further declaration steps take place.

Depending on the specifics of each turn we use:

- **Calendar** (it shows all available registrations for the student, from which you move to the proper turn of declaration: subject, seminar, field of study – only Undergraduate Studies);
- **Cart** (shows subject for which the student is subscribed at the moment);
- **Schedule** (besides the current student's schedule, it shows up-to-date changes in subjects during registration).

Preferences

After choosing **STUDENT'S SECTION** tab you should go to **Calendar**:

In **Registration calendar** the preferences will be available (subscription are made separately for each mode of study):

Choosing option **Go to registration** allows to submit preferences.

Visual after going to registration (list of all subjects available in preferences):

Courses in registration
Preferences 20231: Full-time Undergraduate Studies PRE-20231-I-LIC-D

← go back to the registration calendar

SEARCH FILTERS

Show courses in
☐ English   ☐ Polish
☐ German

☐ Show basic courses

☐ Show major courses

☐ Show major elective courses

☐ Show mandatory courses for the next semester

☐ Show free choice courses

☐ Show courses dedicated to my study programme

Search according to a course code: [   ]

Search according to a course title: [   ]

☑ Show only these courses which I am able to register for ℹ️

[Apply]

☐ show course groups in separate column
☐ show brief course description under each row
☑ show terms and registration carts   ☐ additional information about registration and classes   ℹ️ [Change settings]

|< < Elements 1..15 of 15 > >| ☐ Show options

Course code	Course title ▲	Course title in Polish	Key ℹ️ 20231-PRE		Actions
110540-D	Basic of Law	Podstawy prawa	🔗▭📎 🛒 ☰ i	ℹ️	Course page →
110541-D	Basics of Law	Basics of Law	🔗▭📎 🛒 ☰ i	ℹ️	Course page →
110028-D	Corporate Social Responsibility (e-learning)	Corporate Social Responsibility (e-learning)	🔗▭📎 🛒 ☰ i	ℹ️	Course page →
110029-D	Corporate Social Responsibility (e-learning)	Społeczna odpowiedzialność organizacji (e-learning)	🔗▭📎 🛒 ☰ i	ℹ️	Course page →

In preferences for students beginning the studes, mandatory subjects for first semester in given academic year are available.

It is possible to use the **filters** available in the registration.

For example, if you select a language (in the **Show only courses taught in language** filter), you will see courses taught only in the language of your choice:

Courses in registration
Preferences 20231: Full-time Undergraduate Studies PRE-20231-I-LIC-D

← go back to the registration calendar

SEARCH FILTERS

Show courses in
☑ English   ☐ Polish
☐ German

☐ Show basic courses
☐ Show major courses
☐ Show major elective courses
☐ Show mandatory courses for the next semester
☐ Show free choice courses
☐ Show courses dedicated to my study programme
Search according to a course code: [   ]
Search according to a course title: [   ]
☑ Show only these courses which I am able to register for ℹ

Apply

☐ show course groups in separate column
☐ show brief course description under each row
☑ show terms and registration carts   ☐ additional information about registration and classes   ℹ Change settings

|< < Elements **1..7** of **7** > >| ☐ Show options

Course code	Course title ▲	Course title in Polish	Key ℹ 20231-PRE		Actions
110541-D	Basics of Law	Basics of Law		ℹ	Course page →
110028-D	Corporate Social Responsibility (e-learning)	Corporate Social Responsibility (e-learning)		ℹ	Course page →
110431-D	Economic Geography	Economic Geography		ℹ	Course page →
110441-D	Economic History	Economic History		ℹ	Course page →

If you select two languages, the list will include subjects taught in these two languages only:

Courses in registration
Preferences 20222: Full-time Undergraduate Studies (SLLD + SLLA) PRE-20222-LIC-D

← go back to the registration calendar

FILTRY

Show courses in
☑ English   ☐ Polish
☑ German   ☐ French

☐ Show basic courses
☐ Show major courses
☐ Show major elective courses
☐ Show mandatory courses for the next semester
☐ Show free choice courses
Search according to a course code: [_____]
Search according to a course title: [_____]
☑ Show only these courses which I am able to register for ⓘ

[**Apply**]

☐ show course groups in separate column
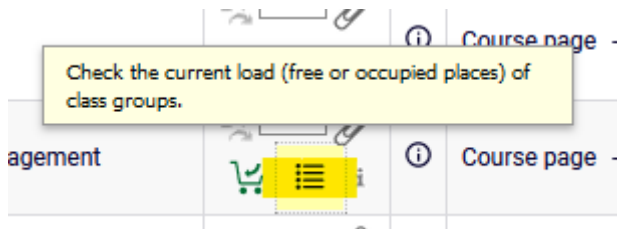☐ show brief course description under each row
☑ show terms and registration carts   ☐ additional information about registration and classes

ⓘ   [Change settings]

|◁ ◁   Elements 1..30 of 237   ▷ ▷| ☐ Show options

Course code	Course title ▲	Course title in Polish	Key ⓘ 20222-PRE		Actions
130991-D	Database Systems I	Database Systems I		ⓘ	Course page →
121521-D	Business Cycle Analysis and Foreign Market Research	Business Cycle Analysis and Foreign Market Research		ⓘ	Course page →
136081-D	A Review of Classic American Movies (CNJO)	A Review of Classic American Movies (CNJO)		ⓘ	Course page →
120551-D	Accounting and Financial Reporting	Accounting and Financial Reporting		ⓘ	Course page →
137664-D	Accounting in German Enterprises - Rechnungslegung in Deutchland (FORUM)	Betriebliches Rechnungswesen in deutschen Unternehmen - Rechnungslegung in Deutchland (FORUM)		ⓘ	Course page →

In case of choosing of the option **Show basic courses**, the list will include unrealized basic subjects:

Courses in registration
Preferences 20231: Full-time Undergraduate Studies PRE-20231-I-LIC-D

← go back to the registration calendar

SEARCH FILTERS

Show courses in
- ☑ English
- ☐ Polish
- ☐ German

☑ Show basic courses
☐ Show major courses
☐ Show major elective courses
☐ Show mandatory courses for the next semester
☐ Show free choice courses
☐ Show courses dedicated to my study programme

Search according to a course code: [   ]

Search according to a course title: [   ]

☑ Show only these courses which I am able to register for ℹ️

Apply

☐ show course groups in separate column
☐ show brief course description under each row
☑ show terms and registration carts   ☐ additional information about registration and classes

ℹ️ Change settings

|◁ ◁ Elements **1..7** of **7** ▷ ▷| ☐ Show options

Course code	Course title ▲	Course title in Polish	Key ⓘ 20231-PRE		Actions
110541-D	Basics of Law	Basics of Law	🔄 ▭ 📎 🛒 ☰ i	ⓘ	Course page →
110028-D	Corporate Social Responsibility (e-learning)	Corporate Social Responsibility (e-learning)	🔄 ▭ 📎 🛒 ☰ i	ⓘ	Course page →
110431-D	Economic Geography	Economic Geography	🔄 ▭ 📎 🛒 ☰ i	ⓘ	Course page →
110441-D	Economic History	Economic History	🔄 ▭ 📎 🛒 ☰ i	ⓘ	Course page →
110531-D	Introduction to Business Information Systems	Introduction to Business Information Systems	🔄 ▭ 📎 🛒 ☰ i	ⓘ	Course page →

During the preferences there are no limit of places in groups, so regardless of the number of participants it is possible to sign up for any subject, to any group.

Information about the number of groups from a given subject and lecturers can be obtained by clicking on the icon:

Basics of Law (20231-PRE) [110541-D]
Preferences 20231: Full-time Undergraduate Studies [PRE-20231-I-LIC-D]

← go back to course search results

Group	Teacher	Group description	Time	Dedications	
		Lecturer's class			
1	Artur Nowak-Far	(In Polish) Nowak-Far Artur	none		○
2	Adam Jarosz	(In Polish) Jarosz Adam	none		○
3	Artur Bogucki	(In Polish) Bogucki Artur	none		◉
4	Łukasz Dąbrowski	(In Polish) Dąbrowski Łukasz	none		○

Subscription for a given subject is done by clicking on the green cart icon:
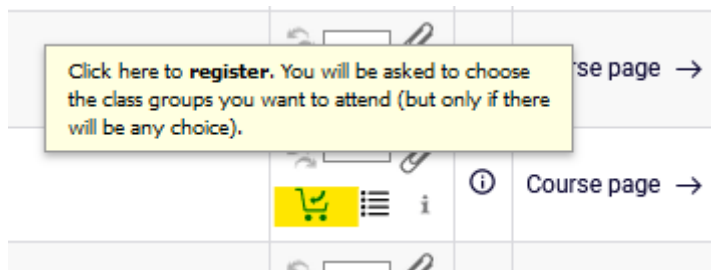
If there is only one group from a given subject (there is only one teacher), after pressing the green cart icon, the subject will be registered immediately and the corresponding message will appear:

You are successfully registered for course. Course was linked to program Global Business, Finance and Governance, Undergraduate, full-time

If you register for classes that have more than one group (multiple teachers), you must also select the name of the lecturer and the group after clicking the green basket icon. After clicking the "Register" button, the message above will appear and the registration for the subject will be completed:

Basics of Law (20231-PRE) [110541-D]
Preferences 20231: Full-time Undergraduate Studies [PRE-20231-I-LIC-D]

← go back to course search results

C refresh

☐ show location of classes   Change settings

If you want to change these settings permanently, edit your preferences in the My USOSweb menu.

Register

Group	Teacher	Group description	Time	Dedications	
		Lecturer's class			
1		(In Polish)	none		○
2		(In Polish)	none		○
3		(In Polish)	none		◉
4		(In Polish)	none		○

Register

Basics of Law (20231-PRE) [110541-D]
Preferences 20231: Full-time Undergraduate Studies [PRE-20231-I-LIC-D]

You are successfully registered for course. Course was linked to program Quantitative Methods in Economics and Information Systems, Undergraduate, full-time. Refresh the page.

Chosen subject will be visible in **cart**:

During the course of a given stage/turn of the declaration, it is possible to unsubscribe from the subject. To do this, click on the red basket icon:

Before the subject will be removed from **Cart**, you need to confirm your choice:

After unsubscribing from subject the message will appear:
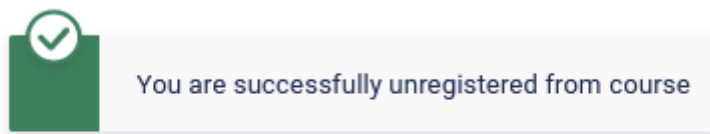
In the available filters it is also possible to search for subject by code or title. After typing a part of the subject title, the list will contain all the subjects with the given phrase in the title:

All chosen subjects with the group number and ECTS points amount for each subject (**IMPORTANT – there will be no information about overall amount of ECTS points**) will be visible in **Cart:**

Information about the selected group can also be checked by selecting the icon:

Mathematics (20231-PRE) [110491-D]
Preferences 20231: Full-time Undergraduate Studies [PRE-20231-I-LIC-D]

[← go back to your cart]

[C refresh]

☐ show location of classes

[Change settings]

If you want to change these settings permanently, edit your preferences in the My USOSweb menu.

Group	Teacher	Group description	Time	Dedications	
		Lecturer's class			
1	**Maria Ekes**	**(In Polish) Ekes Maria**	none		YOUR GROUP
2	Rafał Łochowski	(In Polish) Łochowski Rafał	none		
3	Artur Bryk	(In Polish) Bryk Artur	none		
4	Robert Dryło	(In Polish) Dryło Robert	none		
5	Paweł Zawiślak	(In Polish) Zawiślak Paweł	none		

Until the end of the stage, it is possible to submit requests to join groups and withdraw them. At the end of the stage, there will be no possibility to unsubscribe from the subjects.