TUTORIAL - ESSE3 System

Harvey Medical Course

University of Pavia
Outline:

✔ How to register for an exam
✔ Difference courses/modules + partial/final exams
✔ How to check exam sessions of the year
✔ Where to check lectures’ timetable
✔ How to check+complete plan of study online
✔ How to access Kiro for teaching material
How to register for an exam

- Go to student’s log-in area: https://studentionline.unipv.it/Home.do
Log-in credentials

Access credentials are provided by the University Administration Office

Username = Italian tax code (Capital Letter)

Password = personal password for students’ service (the same you use to gain access to the University WI-FI – Capital Letter)
Select «exams» in the left column, then click on «appelli», then on the book icon to register for the exam.

⚠️ You can only register for exams included in your plan of study!
Book the exam session by clicking on the button at the end of the page. You can also see extra information like date, time and location:
Successful registration

Prenotazione Appello d’Esame - Stato Prenotazione

Corso di Studio: 02401 MANAGEMENT - MANAGEMENT
Percorso di Studio: CORSO GENERICO
Attività Didattica: 506142 - MATEMATICA GENERALE

Data Appello: 29/01/2010
Unità Didattica: Scrivito
Tipo Verbalizzazione: Appello senza verbalizzazione

PRENOTAZIONE EFFETTUATA

Stato di Prenotazione sull’Appello.
Unsuccessful registration

**Case 1:** You have to fill out a survey first about the quality of the teaching. Fill it out then proceed to register.

**Case 2:** Please contact the Student Administration Office. The system could issue a warning if students have some irregularities registered in their personal area (i.e. you have not paid your annual tuition fee yet).
How to cancel an exam registration

Select “Exams”, then “Booking notice board” on the right column. Click on the “X” icon in the cancel box.
Exam results

The exam results will be published in your personal area by the professor. You are going to receive an e-mail on your @universitadipavia email address. The mail will tell you your grade and eventually the deadline for you to accept the proposed grade.

You can also check the “Result notice board”: select “Exams”, then “Results notice board” on the left column.
Rejection or acceptance of grade

Click on the icon to refuse or accept your mark

Click on «Mi ritiro» and then «conferma» to refuse grade
A refused grade will be shown with an X
Courses vs modules

- An integrated course is a larger label, and it includes modules.
- For example: **BASIC SCIENCE** is an **integrated course** including two modules:
  
  Chemistry + Medical Physics

- In order to see in your personal area the final grade, you will have to sit both modules. Then professors will proceed to the registration for the whole Integrated Course.
Two types of exams:

- PROVA FINALE- FINAL EXAM
- PROVA PARZIALE -PARTIAL EXAM

**FOR EXAMPLE:**

- BASIC SCIENCE (INTEGRATED COURSE) AD 506492, 10 CFUS
- CHEMISTRY (MODULE) 5 CFU
- MEDICAL PHYSICS (MODULE) 5 CFU
FINAL VS PARTIAL EXAMS:

- **Final Exam**
- **Partial Exam**
How to check all exam sessions of the year

From the Harvey Course website select Course Structure from the menu:
How to check all exam sessions of the year

Click on the link Exam Sessions Esse3:
How to check all exam sessions of the year

SELECT DEPARTMENT OF MOLECULAR MEDICINE, THEN SELECT «04401 MEDICINA E CHIRURGIA IN LINGUA INGLESE»
How to check all exam sessions of the year

- Search by: teaching or professor
- Hit «Avvia Ricerca» button
### Bacheca Appelli

#### EXAMS LIST

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<tr>
<th>Activity Indicator</th>
<th>Appello</th>
<th>Periodo (Iniz./Fin.)</th>
<th>Data</th>
<th>Data Ese.</th>
<th>Nome Appello</th>
<th>Appello 1</th>
<th>Appello 2</th>
<th>Appello 3</th>
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<td>12/01/2016 - 19/01/2016</td>
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Where can I check lectures’ timetables?
Go to Harvey Course website homepage and select the red button Lectures’ Timetables:
Scroll down and select Year 1 to check the timetable – on the same page under «Extra Information» you can find further useful details:

**Harvey Timetables 2017-2018**

Calendar 2017-2018 Harvey

Year 1 – [PDF with tutoring]
Year 2
Year 3
Year 4 – [PDF]
Year 5
Year 6

Extra information:

Directions Harvey Hall year 1

Important notice Year 1 Sem 1 ITA Living Molecules

2nd year students guide 2017-2018

Year 4 Cardiovascular Diseases Seminars & Teachers
First-year students timetable – connected to Google Calendar:

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Plan of study HARVEY COURSE

Go to Unipv website, select «Didattica», then «Segreteria Studenti e Ufficio Tasse»


- Scroll down until «Piani di studio», then click on the link «A.A. 2017/2018» and select your year
PIANI DI STUDIO

La compilazione o la modifica del piano di studio deve essere fatta on line entro le scadenze stabilite.
Si ricorda che per compilare, o modificare, il piano di studi è necessario essere in regola con il pagamento della Iª rata.

Sarà possibile iscriversi agli appelli on line solo a piano di studi approvato e visibile nel libretto dello studente.

Informazioni per una corretta compilazione del piano di studi

A.A. 2007/2008
A.A. 2008/2009
A.A. 2009/2010
A.A. 2010/2011
A.A. 2011/2012
A.A. 2012/2013
A.A. 2013/2014
A.A. 2014/2015
A.A. 2015/2016
A.A. 2016/2017
A.A. 2017/2018
Click on the year of interest and the download of the selected plan of study will be automatic.
Where can I find teaching materials?

KIRO PLATFORM

http://elearning3.unipv.it/medicina/

Select «Medicina e Chirurgia»
SELECT FOLDER «MEDICINA HARVEY»
Where can I find teaching materials?

- Link to Kiro platform:
  unipvhttp://elearning3.unipv.it/medicina/course/index.php?categoryid=3
Select a specific course
Click on the name of the course, then log in to kiro using as username your fiscal code and inserting your reserved area password
To register to a course, click on «iscrivimi»
Then select teaching material to download
Thanks for your patience!