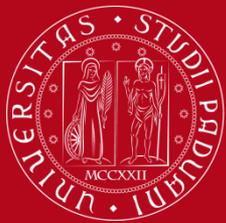


## How to fill in the Study Plan – Uniweb

This guide will give you specific instructions on how to best fill in your Study Plan in «Uniweb» online platform. Through this procedure you can add to your **Online Booklet** the course units listed in your Learning Agreement.

It is **compulsory** to fill in the online study plan before sitting the exams because you will be able to sign up for them and to record the grades only if the course units are already included in your Online Booklet.

Please follow these step-by-step instructions to avoid errors and to correctly add all course units. We suggest you to **NOT USE your mobile phone**. Please use your computer instead (it works best with Mozilla Firefox browser and a good internet connection).



## Step 1 - LEARNING AGREEMENT

- Visit the course catalogue webpage (<http://en.didattica.unipd.it/>) and look up the course units listed in your definitive Learning Agreement, which has to be approved by your Home University and by the Erasmus coordinator at the University of Padua.
- For each course unit, write down the following information: (highlighted in the green boxes)
  - Official name
  - Code
  - Degree course
  - ECTS credits
  - Department of reference
  - Teacher in charge

Course unit  
**BIOLOGY**  
**AG04100865** A.A. 2017/18

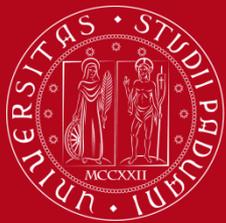
Information concerning the students who enrolled in A.Y. 2017/18

▼ Information on the course unit

Degree course	First cycle degree in <b>FOOD SCIENCE AND TECHNOLOGY (Ord. 2017)</b> AG0057, Degree course structure A.Y. 2017/18, A.Y. 2017/18
Number of ECTS credits allocated	<b>8.0</b>
Type of assessment	Mark
Course unit English denomination	BIOLOGY
Website of the academic structure	<a href="http://www.agricoltura.unipd.it">http://www.agricoltura.unipd.it</a>
Department of reference	<b>Department of Agronomy, Food, Natural Resources, Animals and the Environment</b>
Mandatory attendance	No
Language of instruction	Italian
Branch	LEGNARO (PD)
Single Course unit	The Course unit can be attended under the option Single Course unit attendance
Optional Course unit	The Course unit can be chosen as Optional Course unit

▼ Lecturers

Teacher in charge	<b>ALESSANDRA RAMPAZZO</b>	<a href="mailto:alessandra.rampazzo@unipd.it">alessandra.rampazzo@unipd.it</a>
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## Step 2 - Access to Uniweb

- Visit Uniweb Home Page (<https://uniweb.unipd.it/Home.do>) and Login

UNIVERSITÀ DEGLI STUDI DI PADOVA

Servizi online

Home

Guest

→ Reserved Area  
Registration  
**Login**  
Forgotten password

→ Didactics  
→ Exams

**Didactics Structure Area**

This is page is the starting point for browsing the information regarding the University's didactics. You can access the pages from the single faculties and from the other University information pages

- Type your username and password

SSO

UNIVERSITÀ DEGLI STUDI DI PADOVA

IDP UNIPD - SINGLE SIGN ON

ita eng

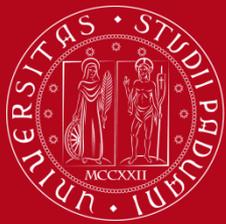
Username

Password

@unipd.it  
 @studenti.unipd.it

Login

Oppure



## Step 3 - Filling in the Study Plan

- To start the procedure, click on «**study plan**»



UNIVERSITÀ DEGLI STUDI DI PADOVA

Servizi online

Home

### Student

Welcome [redacted] (Student ID: [redacted])

Welcome to your reserved area.  
In order to edit your personal details click on "Home" --> "Master data"  
Information about your degree course and course units are available on the website <http://didattica.unipd.it>

Notices Hide details

There is a current theft attempt of the e-mail users credentials by a phishing message massive sending. That message, asking to transmit your personal details by e-mail, must be overlooked. Please note that system administrators never ask for the transmission of personal details to their users.

Reserved Area  
Logout  
Change Password

Home  
Certificaziona Unica  
Registrar's Office  
Course Registration  
Diploma attainment  
Tirocini e stage

HomePage Stage  
Aziende  
Opportunità  
Le mie opportunità  
Le mie candidature  
Le mie ricerche salvate  
Gestione tirocini

Personal details Show details

Control panel Hide details

Process	Status	To do list
Fees	● situazione regolare	display
Career plan	● editable	<b>study plan</b>
Available terms	● 0 available terms	
Term registration	● 0 bookings	

Student status Show details

Messages Hide details

Personal messages

Sender	Title	Date
No messages		

other messages

Notes Hide details



- Click on «New study plan»

UNIVERSITÀ DEGLI STUDI DI PADOVA

Servizi online

Home

Ita Eng

HOME - Study plan

Student

Study plan of: [redacted] - [MAT. [redacted]]

In this page you can complete your study plan when the procedure is open for your degree course. If you have just completed your study plan, please click on “Confirm study plan” at the end of this page. If you have a statutory study plan (completed by the student office), you do not need to submit it to the registrar office. If you are an exchange student or your study plan refers to a Specialisation School (Post Lauream), you do not need to print it nor to send a copy since the relevant office will automatically acquire it.

New study plan

Reserved Area  
Logout  
Change Password

- Then, click on «Proceed to complete your study plan»

UNIVERSITÀ DEGLI STUDI DI PADOVA

Servizi online

Home

Student

Study plan of [redacted] - [MAT. [redacted]]

NOTICE

Before completing your study plan, please consult the Manifesto degli Studi or official overview of the educational offer of your degree course. AUTOMATICALLY APPROVED STUDY PLAN WILL BE LOADED ON YOUR BOOKLET WHEN YOU WILL HAVE COMPLETED THE STUDY PLAN AND CLICKED ON “CONFIRM”. STUDY PLAN SUBJECT TO EVALUATION (WHEN ENVISAGED) WILL BE LOADED ON THE BOOKLET WHEN THE COMMISSION WILL HAVE APPROVED IT. STUDENTS OF SPECIALISATION SCHOOLS (POST LAUREAM) : The study plan you are going to complete does not need to be approved by the School. If you need information about “activity freely chosen by the students”, please contact the educational office of your School.

Proceed to complete your study plan

Reserved Area  
Logout  
Change Password



- In order to select course units and add them to your study plan, click on «**Add Activity**»

Home

UNIVERSITÀ DEGLI STUDI DI PADOVA

Servizi online

HOME » Study plan » Choice of the course units

Student

Choice of the course units - Study Plan of: [redacted] - [MAT. [redacted]]

If the rule has not been fulfilled, you will be asked to select a degree course to display the list of the course units of each course track. If the rule is optional, you can skip forward to the next one.

**PLEASE NOTE**

The use of the browser keys to go forward or backward in wizard can cause anomalies or errors in filling in the study plan. Keep to the navigation suggested in the page.

**Rule - No.1 - Year of course1**

Please add to your study plan the course units listed in your Learning agreement, which has to be approved by the Erasmus coordinator at your Home University and the Erasmus coordinator at University of Padua. In the following steps you will find a list of Degree Courses from which you can choose: by selecting one of them, ONLY the "open" course units will be listed (i.e. course units not reserved to students enrolled in a specific Degree Course). If you do not find the course unit you are looking for, you will find it in the following so called "Rules".

insegnamenti di ateneo - Choose from 1 up to 60 CP from among the courses on offer

- Selection of teaching activities from the booklet
- Selection of the degree course
- Selection of the teaching activity

Skip

**Add activity**

**Information about the study plan you are completing**

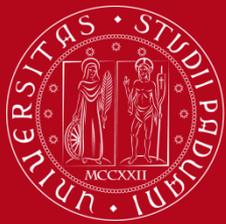
Year of offer:	2016
Cohort:	2016

Reserved Area  
Logout  
Change Password

Home  
Certificazione Unica  
Registrar's Office  
Course Registration  
Diploma attainment  
Tirocini e stage

HomePage Stage  
Aziende  
Opportunità  
Le mie opportunità  
Le mie candidature

If you have signed up for an exam or if any course unit is already in your booklet (like the «**Italian Language Lab – L2**» of 3 ECTS), on the next screen a list of these course units will appear. You have to select them, by clicking in the square corresponding to each course unit. Then, click on «**Next**».



- The list of the first-selected course units will appear. Go forward, by clicking on «Add activity»

Student HOME - Study plan - Choice of the course units

Choice of the course units - Study Plan of: [REDACTED] - [MAT. [REDACTED]]

If the rule has not been fulfilled, you will be asked to select a degree course to display the list of the course units of each course track. If the rule is optional, you can skip forward to the next one.

**PLEASE NOTE**

The use of the browser keys to go forward or backward in wizard can cause anomalies or errors in filling in the study plan. Keep to the navigation suggested in the page.

**Rule - No.1 - Year of course1**

*Tramite la seguente procedura potrai inserire sul tuo Libretto Online le attività didattiche che hai scelto di frequentare. Solo se avrai compilato il Piano di Studi potrai iscriverti agli esami ed ottenere la registrazione del voto. Inserisci nel piano di studi le Attività Didattiche presenti nel tuo Learning Agreement definitivo, approvato dai Coordinatori Erasmus della tua Università di origine e dell'Università degli Studi di Padova. Nei passaggi successivi troverai una lista di Corsi di Studio tra cui scegliere: selezionandone uno, verranno mostrate SOLO le attività didattiche ad accesso libero (cioè che non sono riservate a studenti immatricolati in uno specifico corso di studi). Se non trovi l'attività didattica che stai cercando, vuol dire che è un'attività «non ad accesso libero». Per aggiungere tale attività didattica al tuo Piano di Studi, dovrai selezionarla dagli elenchi pubblicati nei passaggi successivi («Regole») di questa procedura, in base alla loro Scuola di riferimento.*

Insegnamenti di ateneo - Choose from 1 up to 90 CP from among the courses on offer

- Selection of teaching activities from the booklet
- Selection of the degree course
- Selection of the teaching activity

**Add activity** Next rule

**Information about the study plan you are completing**

Year of offer: 2017  
Cohort: 2017

**Selected activities:**

Activities selected within the current rule	CFU	Delete
[LEN1036348] ITALIAN LANGUAGE LAB - L2	3	
<b>TOTAL</b>	<b>3</b>	

**IMPORTANT: Do not click on «Next Rule»**, or you will skip the list of free-access course units (i.e. those course units open to all students, different from the ones reserved to students enrolled in a specific Degree Course)



- The list of the course units already included in your Booklet appears again. Click on «**Next**»
- Now you find the list of Bachelor and Master Degree Courses, grouped in Departments. If you click on a Degree-Course, you'll find the list of «**free-access course units**» belonging to it.
- Recover the information about course units which you have found in the course catalogue <http://en.didattica.unipd.it/> (Degree course, Department of reference, code, credits, etc.)

**Student**

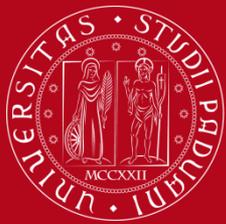
[Profile Picture]

- Reserved Area
  - Logout
  - Change Password
- Home
  - Messages
  - Master data
  - Identity documents
  - Dichiaraz. accettazione
  - Registrations
  - Career Plan
  - Select Plan
  - Booklet
  - Exam sessions
  - Partial exams
  - Booking notice board
  - Exam results
  - Certificates
  - Course change
  - Transfer application
  - Admission test
  - Evaluation test
  - State Exams
  - Enrolment
- Certificazione Unica
- Registrar's Office
- Course Registration
- Diploma attainment
- Tirocini e stage

### Choice of the course units - Study plan of [redacted] - [MAT. [redacted]]

This page shows the list of the degree courses: click on one of them to see the teaching activities it offers.

- [D060000] - DEPARTMENT OF CULTURAL HERITAGE: ARCHAEOLOGY AND HISTORY OF ART, CINEMA AND MUSIC
  - [LE0604] Cultural Tourism Planning and Management
  - [LE0606] Visual and Performing Arts
  - [LE0609] History of Art
  - [LE0615] THEATRE, FILM, TELEVISION AND MEDIA STUDIES
  - [LE0616] ARCHAEOLOGICAL SCIENCES
  - [LE1855] History and Conservation of the artistic and musical heritage
- [D160000] - DEPARTMENT OF AGRONOMY, FOOD, NATURAL RESOURCES, ANIMALS AND THE ENVIRONMENT
  - [AG0056] Agricultural science and technology
  - [AG0057] Food science and technology
  - [AG0058] Viticulture and enology science and technology
  - [AG0063] AGRICULTURAL SCIENCE AND TECHNOLOGY
  - [AG0064] FOOD SCIENCE AND TECHNOLOGY
  - [AG0065] Animal science and technology
  - [AV2190] ITALIAN FOOD AND WINE
  - [AV2293] SUSTAINABLE AGRICULTURE
  - [IF0321] Land and environment science and technology
  - [IF0325] ANIMAL SCIENCE AND TECHNOLOGY
  - [IF0365] Science and Culture of gastronomy and catering
- [D210000] - DEPARTMENT OF BIOLOGY
  - [IF0360] MARINE BIOLOGY
  - [IF1839] Biotechnology
  - [SC1161] Natural Science
  - [SC1165] Biology
  - [SC1166] MOLECULAR BIOLOGY
  - [SC1175] Molecular Biology
  - [SC1177] Sanitary Biology
  - [SC1178] NATURAL SCIENCE
  - [SC1179] Evolutionary biology
  - [SC1731] INDUSTRIAL BIOTECHNOLOGY



- For instance, by selecting the Degree Course «Archaeological Sciences», the list of free-access course units belonging to this Degree Course will appear.

Student HOME » Piano di studio » Scelta Attività Didattiche

Choice of the course units [REDACTED] - [MAT. [REDACTED]]

This page shows the teaching activities you can choose within each track.

**Selected course units**

Description	Credits (CFU)	Delete
[LE05105857] CHEMICAL AND PHYSICAL METHODS OF ANALYSIS OF CULTURAL HERITAGE	6	
[LE09108130] HISTORY OF ARCHITECTURE	6	
[LE22108160] HISTORY OF CONTEMPORARY ART	9	

**Course units you can select from the degree course ARCHAEOLOGICAL SCIENCES**

**PERCORSO COMUNE [Degree course structure: 2014]**

Description	Credits (CFU)	Aggiungi
[SUP5074318] 3D SURVEY FOR ARCHAEOLOGY	6	
[LE08102148] ANCIENT DRAMA	6	
[LEN1032857] ANCIENT NUMISMATICS	6	
[LE05100330] ANTIQUITY AND MEDIAEVAL INSTITUTIONS	6	
[SUP5074297] ARCHAEOLOGY OF GREEK AND ROMAN BUILDINGS	6	
[SUP6075717] ARCHAEOLOGY OF POST-CLASSICAL ARCHITECTURE	6	
[SUP5074277] ARCHAEOLOGY OF PRE-ROMAN VENETO	6	
[LEL1000532] ARCHAEOLOGY OF THE ROMAN PROVINCES	6	
[LE02044177] ARCHAEOLOGY AND GEO-RESOURCES FOR CULTURAL HERITAGE	6	
[LE02044166] ARCHAEOLOGY OF PRODUCTION PROCESSES	6	
[LE03122482] BYZANTINE CIVILIZATION	6	
[LEL1001283] CONSTRUCTIONAL AND STATIC PRINCIPLES IN HISTORICAL BUILDINGS	6	
[LE02044218] CULTURAL AND ARTISTIC PRODUCTION OF THE CLASSICAL WORLD	6	

To add a course unit to your Study Plan, click on «**Aggiungi**» . The selected course unit will appear in the list above, called «Selected course units».

To delete a course unit you have added earlier, click on «**Delete**»



**IMPORTANT!!!!** If you do not find the course unit you are looking for, it means that **it is not a “free-access” course unit**, meaning that it is reserved to students enrolled in a specific Degree Course.

For example, ALL course units belonging to the Degree Course «Nursing and Midwifery Sciences» are **not “free-access” course units**. Hence, you will not find any list, but only the following statement **«Non sono presenti attività selezionabili in questo corso di studi»**

*In order to add these kind of course units to your study plan, you have to select them in the following so called “Rules”, where these course units are listed according to their School of reference.*

UNIVERSITÀ DEGLI STUDI DI PADOVA

Servizi online

Home

ATTENZIONE OGGI ALLE ORE 14.00 CI SARÀ UN'INTERRUZIONE DI 10 MINUTI NEL COLLEGAMENTO AD UNIWEB. CI SCUSIAMO PER IL DISAGIO

Student

Choice of the course units [MAT. ]

Selected course units

There are no selected activities

Course units you can select from the degree course NURSING AND MIDWIFERY SCIENCES

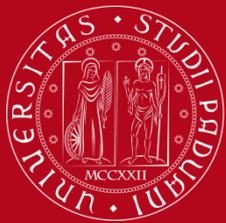
Non sono presenti attività selezionabili in questo corso di studi.

Change degree course

Back to the rule

Reserved Area  
Logout  
Change Password

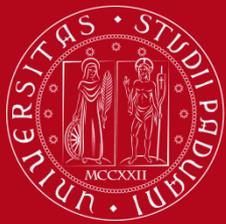
Home  
Certificazione Unica



- In order to select another course unit belonging to a different Degree Course, or to go back to the main page, you should click on «**Change degree course**» at the bottom of the screen. You will go back to the list of Degree courses.
- If you have completed the procedure and you want to go to the next step, click on «**Back to the rule**». You'll go forward to the screen that shows the list of course units you have selected.

Questionnaires			
General questionnaires	[LE03106445] PAPYROLOGY	6	+
Annual questionnaire	[SUP3052752] PETROLOGY APPLIED TO CULTURAL HERITAGE	6	+
Assessment questionnaires on the educational activities	[SUP5072981] POST CLASSICAL ARCHAEOLOGIES	6	+
	[LEL1000531] PROTOHISTORY OF THE VENICE AREA	6	+
	[LE02122722] RELIGIONS OF THE ANCIENT WORLD	6	+
	[SUP6074858] ROMAN ARCHAEOLOGY: ECONOMY AND SOCIETY	6	+
	[SUP5074337] ROMAN EPIGRAPHY AND INSTITUTIONS	6	+
	[LEN1032865] STRATIGRAPHY AND FORMATIVE PROCESSES	6	+
	[LE16101512] STUDY OF MANUSCRIPTS	6	+
	[LE02044930] TERRITORIAL ARCHAEOLOGY	9	+

[Change degree course](#) [Back to the rule](#)



- In order to go further to the next step and add «**non-free access**» course units , click on «**Next rule**».

Home ita eng

Student HOME » Study plan » Choice of the course units

Choice of the course units - Study Plan of: [REDACTED] - [MAT. [REDACTED]]

If the rule has not been fulfilled, you will be asked to select a degree course to display the list of the course units of each course track. If the rule is optional, you can skip forward to the next one.

**PLEASE NOTE**

The use of the browser keys to go forward or backward in wizard can cause anomalies or errors in filling in the study plan. Keep to the navigation suggested in the page.

**Rule - No.1 - Year of course1**

*Tramite la seguente procedura potrai inserire sul tuo Libretto Online le attività didattiche che hai scelto di frequentare. Solo se avrai compilato il Piano di Studi potrai iscriverti agli esami ed ottenere la registrazione del voto. Inserisci nel piano di studi le Attività Didattiche presenti nel tuo Learning Agreement definitivo, approvato dai Coordinatori Erasmus della tua Università di origine e dell'Università degli Studi di Padova. Nei passaggi successivi troverai una lista di Corsi di Studio tra cui scegliere: selezionandone uno, verranno mostrate SOLO le attività didattiche ad accesso libero (cioè che non sono riservate a studenti immatricolati in uno specifico corso di studi). Se non trovi l'attività didattica che stai cercando, vuol dire che è un'attività «non ad accesso libero». Per aggiungere tale attività didattica al tuo Piano di Studi, dovrai selezionarla dagli elenchi pubblicati nei passaggi successivi («Regole») di questa procedura, in base alla loro Scuola di riferimento.*

Insegnamenti di ateneo - Choose from 1 up to 90 CP from among the courses on offer

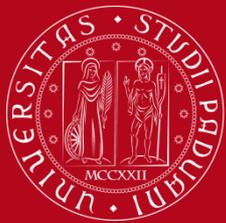
- Selection of teaching activities from the booklet
- Selection of the degree course
- Selection of the teaching activity

**Information about the study plan you are completing**

Year of offer: 2017  
Cohort: 2017

**Selected activities:**

Activities selected within the current rule	CFU	Delete
[SC01122896] AGRO-ECOLOGY AND HUMAN ECOLOGY	6	
[AVP4067773] BIOLOGY	12	
[LEN1036348] ITALIAN LANGUAGE LAB - L2	3	
<b>TOTAL</b>	<b>21</b>	

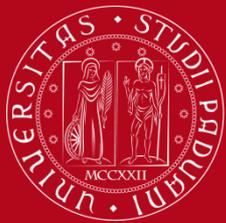


«**Non-free access**» course units are grouped in different lists, according to their School of Reference. These lists will appear in subsequent steps:

- 1) School of Medicine
- 2) Schools of: Law, Economics and Political Science, Psychology, Human Science
- 3) Schools of Engineering, Science, Agricultural Science and Veterinary Medicine

As the list of the course units is extremely long, we suggest you to search for course unit name through the «Find» function of your browser (Keyboard shortcut: press Ctrl+F).

If any course unit is missing, please send an email to [erasmus.incoming@unipd.it](mailto:erasmus.incoming@unipd.it)



The course units are grouped according to the Degree Course they belong to. Select the correct course unit by clicking on the square next to it.

If you have selected at least one course unit, click on «Next rule».

If you don't want to select any item in this list, click on «Skip forward».

Student HOME - Piano di Studio - Rule

Choice of the course units - Study Plan of [REDACTED] - [MAT. [REDACTED]]

**PLEASE NOTE**  
The use of the browser keys to go forward or backward in wizard can cause anomalies or errors in filling in the study plan. Keep to the navigation suggested in the page.

**Rule - No.3 - Year of course 1**  
In the following list you can ONLY find the course units belonging to the School of Law, School of Economics and Political Science and Department of Statistical Science. Course units belonging to other schools are listed in following so called "rules" (further in this procedure).

Giurisprudenza, Economia, Scienze Politiche e Scienze Statistiche - Choose from 1 up to 60 CP from among the following exams

- Course options:ECONOMICS [EP2093]
- BASIC MATHEMATICS FOR ECONOMISTS (EC03105600) - [ CFU: 10 ]
- COMMERCIAL LAW (EPP4064624) - [ CFU: 12 ]
- CORPORATE GOVERNANCE AND MANAGEMENT 2 (EPP4064632) - [ CFU: 12 ]
- ECONOMETRICS (EPP4064636) - [ CFU: 6 ]
- ENGLISH LANGUAGE (SPO2044655) - [ CFU: 3 ]
- FINANCIAL ACCOUNTING (EPP4063684) - [ CFU: 10 ]
- INTERNATIONAL ECONOMICS (EPP4064633) - [ CFU: 6 ]
- MACROECONOMICS (EPP4064627) - [ CFU: 10 ]
- MACROECONOMICS (EPP4063688) - [ CFU: 10 ]
- PRINCIPLES OF FINANCE AND CORPORATE FINANCE (EPP4064626) - [ CFU: 6 ]
- PRIVATE LAW (EPP4063685) - [ CFU: 8 ]
- PUBLIC ECONOMICS (EPP4064625) - [ CFU: 6 ]
- STATISTICS (SP10107824) - [ CFU: 10 ]

Course options:HUMAN RIGHTS AND MULTI-LEVEL GOVERNANCE [EP1980]

- THE LANGUAGE OF ADVOCACY (EPP3050094) - [ CFU: 6 ]

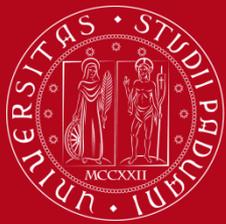
Course options:LAW AND JURISPRUDENCE [GI0270]

- TAX LAW (GI07102079) - [ CFU: 9 ]

Course options:Political Sciences, International Relations, Human Rights [SP1421]

- FRENCH LANGUAGE (SPL1000594) - [ CFU: 9 ]
- GERMAN LANGUAGE (SPL1000933) - [ CFU: 9 ]
- SPANISH LANGUAGE (SPL1000526) - [ CFU: 9 ]

CFU Min: 0    CFU Max: 0



Check the list of course units you have added to your Study Plan.

**If you have forgotten to select any degree course unit, click on «Previous rule»**

**ATTENTION:** every time you click on «Previous rule», you will go back to the previous screen and the choices made earlier will be cancelled. You will have to select again the course units.

Student
HOME - Study plan



- Reserved Area
- Logout
- Change Password
- Home
- Certificazione Unica
- Registrar's Office
- Course Registration
- Diploma attainment
- Tirocini e stage
  - HomePage Stage
  - Aziende
  - Opportunità
  - Le mie opportunità
  - Le mie candidature
  - Le mie ricerche salvate
  - Gestione tirocini
  - Proposta di stage
- Apply as an exchange student
- Iniziativa
- Study abroad
  - Mobility Exam Notices
- Questionnaires
  - General questionnaires
  - Annual questionnaire
  - Assessment questionnaires on the educational activities

Study plan of: ██████████ - [MAT. ██████████]

In this page you can complete your study plan when the procedure is open for your degree course. If you have just completed your study plan, please click on "Confirm study plan" at the end of this page. If you have a statutory study plan (completed by the student office), you do not need to submit it to the registrar office. If you are an exchange student or your study plan refers to a Specialisation School (Post Lauream), you do not need to print it nor to send a copy since the relevant office will automatically acquire it.

Status: DRAFT  
 Type of study plan: Standard study plan selected via web  
 Last modification date: 29/05/2017  
 Year of offer: 2016  
 Cohort: 2016

Key:
Chosen Teaching activities
Compulsary teaching activities

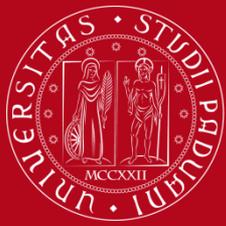
Course units - Year of course 1			
Course unit code	Description		
SUP5074277	ARCHAEOLOGY OF PRE-ROMAN VENETO (Corso: SCIENZE ARCHEOLOGICHE [LE0616])		
LE02044177	ARCHAOMETRY AND GEO-RESOURCES FOR CULTURAL HERITAGE (Corso: SCIENZE ARCHEOLOGICHE [LE0616])		
LE05105857	CHEMICAL AND PHYSICAL METHODS OF ANALYSIS OF CULTURAL HERITAGE (Corso: STORIA E TUTELA DEI BENI ARTISTICI E MUSICALI [LE1855])		
LE09108130	HISTORY OF ARCHITECTURE (Corso: STORIA E TUTELA DEI BENI ARTISTICI E MUSICALI [LE1855])		
LE22108160	HISTORY OF CONTEMPORARY ART (Corso: DISCIPLINE DELLE ARTI, DELLA MUSICA E DELLO SPETTACOLO [LE0606])		
LEN1036348	ITALIAN LANGUAGE LAB - L2 (Corso: LINGUE, LETTERATURE E MEDIAZIONE CULTURALE [SU2294])		
LEL1000507	MUSEUM STUDIES AND HISTORY OF COLLECTIONS (Corso: STORIA E TUTELA DEI BENI ARTISTICI E MUSICALI [LE1855])		

Previous rule

Cancel study plan

Print study plan

Confirm study plan



## Step 4 - Confirm your Study Plan

- When you have completed your Study Plan, you **MUST CONFIRM IT**, by clicking on «**Confirm study plan**»
- If you click on «Cancel study plan», you will delete all course units selected. You will have to fill in the Study Plan again from the beginning
- If you click on «Print Study Plan», you can print your study plan even though it is not confirmed yet.

Student HOME - Study plan



Study plan of: [REDACTED] - [MAT. [REDACTED]]

In this page you can complete your study plan when the procedure is open for your degree course. If you have just completed your study plan, please click on "Confirm study plan" at the end of this page. If you have a statutory study plan (completed by the student office), you do not need to submit it to the registrar office. If you are an exchange student or your study plan refers to a Specialisation School (Post Lauream), you do not need to print it nor to send a copy since the relevant office will automatically acquire it.

Status: DRAFT  
 Type of study plan: Standard study plan selected via web  
 Last modification date: 29/05/2017  
 Year of offer: 2016  
 Cohort: 2016

Key: Chosen Teaching activities Compulsary teaching activities

Course units - Year of course 1			
Course unit code	Description		
SUP5074277	ARCHAEOLOGY OF PRE-ROMAN VENETO (Corso: SCIENZE ARCHEOLOGICHE [LE0616])		
LEO2044177	ARCHAOMETRY AND GEO-RESOURCES FOR CULTURAL HERITAGE (Corso: SCIENZE ARCHEOLOGICHE [LE0616])		
LE05105857	CHEMICAL AND PHYSICAL METHODS OF ANALYSIS OF CULTURAL HERITAGE (Corso: STORIA E TUTELA DEI BENI ARTISTICI E MUSICALI [LE1855])	☑	
LE09108130	HISTORY OF ARCHITECTURE (Corso: STORIA E TUTELA DEI BENI ARTISTICI E MUSICALI [LE1855])	☑	
LE22108160	HISTORY OF CONTEMPORARY ART (Corso: DISCIPLINE DELLE ARTI, DELLA MUSICA E DELLO SPETTACOLO [LE0606])	☑	
LEN1036348	ITALIAN LANGUAGE LAB - L2 (Corso: LINGUE, LETTERATURE E MEDIAZIONE CULTURALE [SU2294])	☑	
LEL1000507	MUSEUM STUDIES AND HISTORY OF COLLECTIONS (Corso: STORIA E TUTELA DEI BENI ARTISTICI E MUSICALI [LE1855])	☑	

Previous rule

Cancel study plan

Print study plan

Confirm study plan

Reserved Area  
Logout  
Change Password

Home  
Certificaziona Unica  
Registrar's Office  
Course Registration  
Diploma attainment  
Tirocini e stage  
HomePage Stage  
Aziende  
Opportunità  
Le mie opportunità  
Le mie candidature  
Le mie ricerche salvate  
Gestione tirocini  
Proposta di stage

Apply as an exchange student  
Iniziativa  
Study abroad  
Mobility Exam Notices  
Questionnaires  
General questionnaires  
Annual questionnaire  
Assessment questionnaires on the educational activities



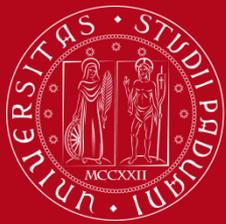
## Step 4 - Confirm your Study Plan

- Click on «Final confirmation» to confirm it definitively.

The screenshot shows the Uniweb interface for a student. The top navigation bar includes the University of Padua logo, the text 'UNIVERSITÀ DEGLI STUDI DI PADOVA', and 'Servizi online' with a small image strip. Below the navigation bar, the page title is 'Student' and the user is identified as 'HOME - Piano Carriera'. The main content area displays 'Course units choice - Study plan of [redacted] - [MAT. [redacted]]'. A red 'WARNING!!!' message states: 'In order to definitively confirm your study plan please click on "Final confirmation". The course units will be loaded in your booklet when the study plan procedure will be closed.' A button labeled 'Final confirmation' is highlighted with a green rectangular border. On the left side, there is a sidebar with a user profile icon and a menu containing 'Reserved Area', 'Logout', 'Change Password', 'Home', and 'Certificazione Unica'.

- Express your opinion about Uniweb usability (your answer is anonymous)

The screenshot shows the 'Valutazione processo' (Process Evaluation) survey. The page title is 'Studente' and the user is identified as 'A 1'. The survey text asks: 'Gentile studente/studentessa, ti chiediamo di esprimere in modo anonimo la tua soddisfazione in merito alla sequenza di operazioni che hai svolto e in merito all'usabilità di Uniweb (applicativo di supporto). Grazie per la collaborazione.' There are two questions, each with a 6-point Likert scale from '1 - Per nulla' (red) to '6 - Del tutto' (green). The first question is 'Sei soddisfatto del processo corrente?' and the second is 'Sei soddisfatto dell'applicativo a supporto?'. At the bottom, there is a blue 'Avanti' (Next) button. On the left side, there is a sidebar with a user profile icon and a menu containing 'Area riservata', 'Logout', 'Cambia Password', 'Didattica', 'Certificazione Unica', and 'Diritto allo studio, certificazioni di disabilità/dislessia, corsi estivi'.



- Your Study Plan is confirmed!

**Student**

Piano Carriera di: [REDACTED] - [MAT. [REDACTED]]

Conferma Piano

Your study plan has been recorded.

- The course units you have selected in your Study Plan will appear in your «Booklet».

**Student**

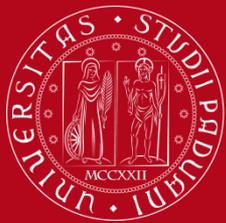
Booklet of : [REDACTED] - [Stud.ID [REDACTED]]

This page shows the academic activities in the student's booklet. In the case of activities not yet passed and attended, there is a link in the 'Exam Session' that provides access to the list of the exam sessions.

To check your exam results, please select "Results notice board" from the menu on the left.

Year of Course	Academic Activities	Credits	Status	Attendance	Grade - Exam date	Rec.	Exams	Exam sessions
1	MEO2044914 - EATING DISORDERS	6	○					
1	MEO2044920 - HEALTH AND FOOD EDUCATION, CATERING AND ORGANIZATION	9	○					
1	MEO2043708 - HEALTH PROMOTION AND PREVENTION OF CHRONIC DEGENERATIVE DISEASES	7	○					
1	PSP5070128 - PHILOSOPHY OF SCIENCE	6	●	2017/2018				

**Key:**  
AT/R = Attendance recognized  
EA/R = Entire activity recognized  
AT/V = Attendance validated  
EA/V = Entire activity validated  
+ = Academic activity not in your career plan  
 = Academic activity in your career plan



## Step 5 - How to modify your Study Plan

If you want to **change** your Study Plan, access your Uniweb account (<https://uniweb.unipd.it/Home.do>)  
On the left menu, select «Home» and then click on «Career Plan».  
Click on «**Modify Study Plan**». You will have to fill in a **NEW** Study Plan and repeat the procedure from the beginning, selecting again ALL the course units of your choice. In fact **ALL the course units selected in your previous Study Plan will be CANCELLED.**

HOME - Study plan

Student

Study plan of: [REDACTED] - [MAT. [REDACTED]]

In this page you can complete your study plan when the procedure is open for your degree course. If you have just completed your study plan, please click on "Confirm study plan" at the end of this page. If you have a statutory study plan (completed by the student office), you do not need to submit it to the registrar office. If you are an exchange student or your study plan refers to a Specialisation School (Post Lauream), you do not need to print it nor to send a copy since the relevant office will automatically acquire it.

Status: APPROVED  
 Type of study plan: Standard study plan selected via web  
 Last modification date: 14/11/2017  
 Year of offer: 2017  
 Cohort: 2017

Key: Chosen Teaching activities Compulsary teaching activities

Course units - Year of course 1				
Course unit code	Description	Status	CFU	
MEO2044914	EATING DISORDERS (Corso: DIETISTICA (ABILITANTE ALLA PROFESSIONE SANITARIA DI DIETISTA) [ME1853])	Pianificata	6	
MEO2044920	HEALTH AND FOOD EDUCATION, CATERING AND ORGANIZATION (Corso: DIETISTICA (ABILITANTE ALLA PROFESSIONE SANITARIA DI DIETISTA) [ME1853])	Pianificata	9	
MEO2043708	HEALTH PROMOTION AND PREVENTION OF CHRONIC DEGENERATIVE DISEASES (Corso: ASSISTENZA SANITARIA (ABILITANTE ALLA PROFESSIONE SANITARIA DI ASSISTENTE SANITARIO) [ME1860])	Pianificata	7	
PSP5070128	PHILOSOPHY OF SCIENCE (Corso: PSYCHOLOGICAL SCIENCE - SCIENZE PSICOLOGICHE [PS2192])	Frequentata	6	

Modify study plan

Print study plan

- Reserved Area
- Logout
- Change Password
- Home
- Messages
- Photo
- Master data
- Identity documents
- Dichiaraz. accettazione
- Registrations
- Career Plan
- Select Plan
- Booklet
- Exam sessions
- Partial exams
- Booking notice board
- Exam results
- Certificates
- Course change
- Transfer application
- Admission test
- Evaluation test



UNIVERSITÀ  
DEGLI STUDI  
DI PADOVA

**Servizio Relazioni Internazionali**

How to fill in the Study Plan – Uniweb

To request assistance or report errors, write an email to  
[erasmus.incoming@unipd.it](mailto:erasmus.incoming@unipd.it)

Or contact the **Erasmus Office at your School / Department**

Or come to the International Relations Office (Palazzo Bo,  
Via VIII Febbraio 1848, 2 - 35122 Padova) during the public hours:

Monday to Friday: 10 am – 1 pm

Tuesday and Thursday also 3pm – 4.30 pm