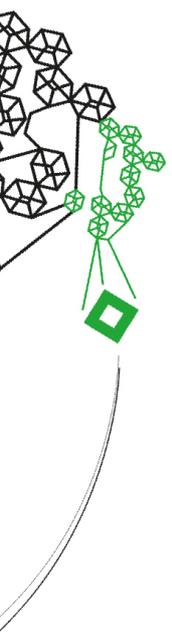


Tutorial Educational Applications Master's programme Applied Physics.

In your studies you will use a number of (web)applications in order to retrieve course information, register for courses and exams, check your grades, and so on. The purpose of this tutorial is to provide an introduction into the applications you need the most.

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Faculty and programme websites

At the university of Twente, the research departments and educational programmes are clustered in faculties. The Applied Physics master programme is part of the Science & Technology (S&T).¹ Faculty. Other master programmes in this faculty are Chemical Science & Engineering, Nanotechnology, Technical Medicine, Biomedical Engineering and Health Sciences.

The **S&T faculty website** <https://www.utwente.nl/en/tnw/> contains among other things information about the faculty's organisation, services and support, the various educational programmes, and the research.

Programme website

The **Applied Physics** programme website <https://www.utwente.nl/ap/> contains important information relevant for you as current student. You can find information about curricula and study programmes, regulations, committees, organization, procedures etc. The web address is easy to remember by adding the abbreviation of Applied Physics (**AP**) after utwente.nl.

([utwente.nl/ap](https://www.utwente.nl/ap/)).

Exercise:

- Go to the Applied Physics website for current students and find your courses of the first quartile. (Study programme and Curriculum)
- Find information about the programme staff

Students Services Contact Centre

General information for UT students can be found on the Student Services Contact Centre website. This website can be found via the left menu on the homepage of the UT [utwente.nl](https://www.utwente.nl). Click in the menu on **Education** and then **Student services/Contact**. Or use the direct link www.utwente.nl/student

On these pages you will find information about your user account, registering for education, well-being, personal development, extra-curricular courses.

Exercise:

- Find the registration periods for enrolment in master courses.

¹ In Dutch: Technische Natuurwetenschappen (TNW)

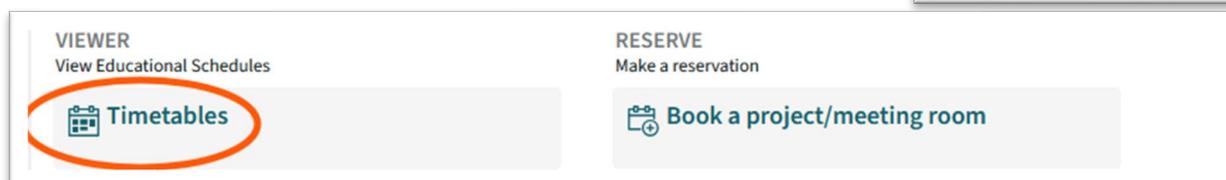
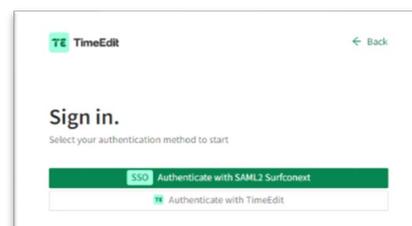
Education Applications

For our education several (web)applications are used. On the website <https://www.utwente.nl/en/educational-systems/> you will find an overview and information about these applications. On the page "[Summary for new students](#)" of this website you find (video) tutorials and information about important applications.

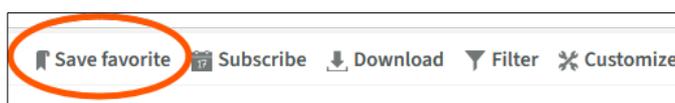
In this tutorial, the most important applications will be covered.

Timetables/project rooms

- To access the timetables, use the direct link: <https://timetable.utwente.nl>.
- Click the link "Student" and click on "authenticate with SAML2 Surfconext." Log in with your UT account credentials.



- To access the schedules, choose "Timetables"
- To see **all Applied Physics M/PM courses**, select "Study programme" in the search field and type AP (for Applied Physics). In the results you choose the Applied Physics Master or Applied Physics Premaster (*Kies Op Maat*) for the relevant quartile²
- Click the "Show schedule" button to see the timetables.
- To see the schedule for specific courses. (The courses you want to follow.) Search via "Course" and type in the course code or course name. (See the AP programme overview on the [AP website](#))
- Click "Add all" below the search result and click next on "Show schedule" to see the schedule details of this course.
- To save this schedule, click on "Save favorite" at the top right.
- To copy the schedule to your digital Calendar click the "Subscribe" button and import the iCal file into your calendar application. **Be aware! The timetables won't synchronise automatically with your calendar app!**



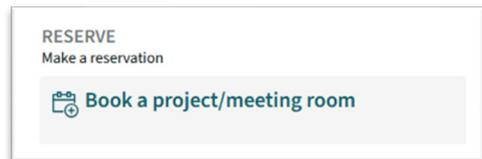
Exercise:

- **Master students:** Search for the mandatory master course **202200093 - Quantum Mechanics 2** and add this course as a favorite.
- **Premaster/KOM students:** Search for the course **202000660 – Introduction Solid State Physics** and add this course as a favorite.

² 1A stands for the first education block; Quartile 1, 1B for the 2nd, 2A for the 3rd and 2B for the 4th. *The timetables are published 2 weeks before the educational block/quartile starts.*

Book a meeting room

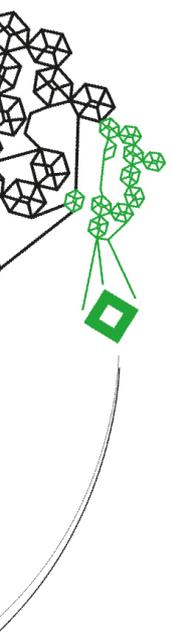
Via Time edit you can also **book project/meeting rooms**. Then choose in the home screen of the TimeEdit Application for "**Book a project/meeting room**".



For **more and detailed information** about the **timetables and project/meeting room bookings**, visit <https://www.utwente.nl/en/educational-systems/about-the-applications/timeedit/>

Looking for **lecture and exam starting times**? Check: <https://www.utwente.nl/en/service-portal/education-support-and-administration/planning-schedules-and-examination/academic-calendar-year-cycle-and-holidays#lecture-hours> for more information.

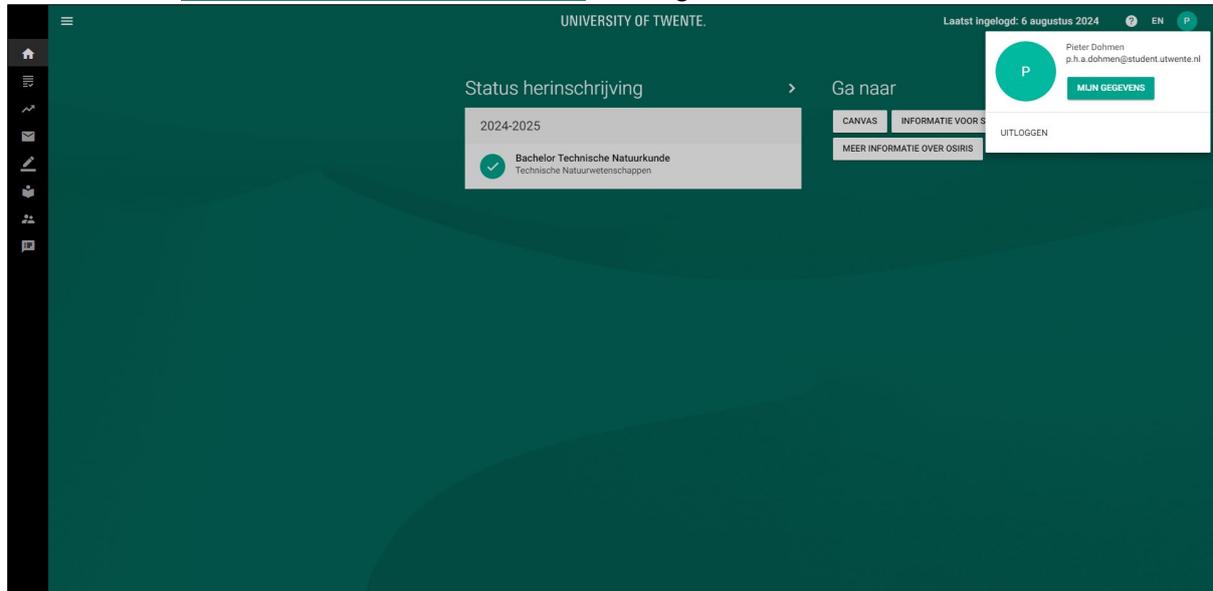
Looking for a **building or room**, the **MyUT app** for Android or Apple is handy for finding your way on Campus. Check: <https://www.utwente.nl/MyUT> for more information.



Study information system Osiris

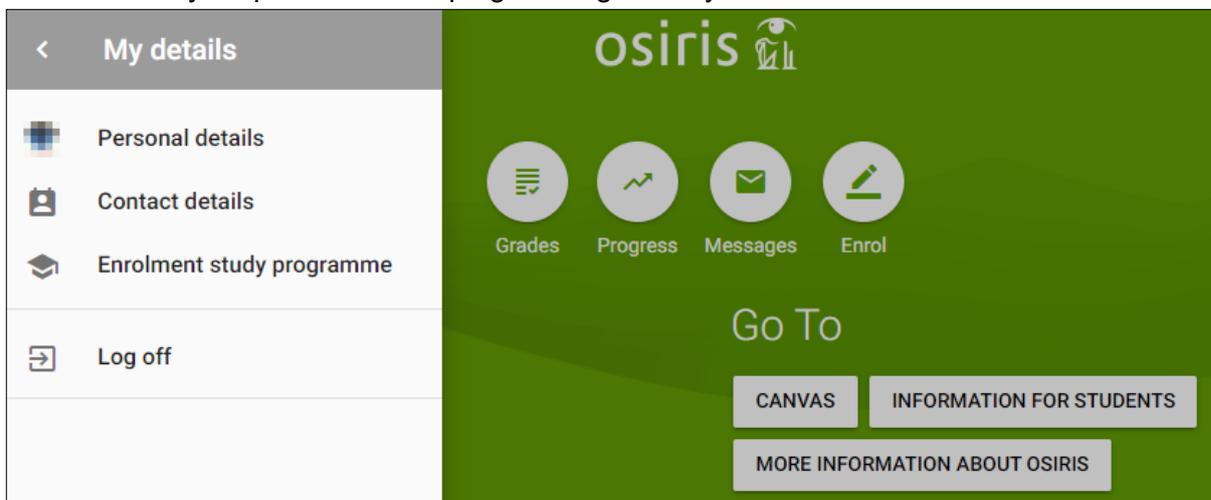
Osiris is the application that the UT uses to store your student data, where you register for the courses, and where your grades and study progress are registered.

- Go to <https://osiris.utwente.nl/student> and log in.



Personal information

- Click on your profile at the top right end go to "My details".



Exercise:

Go to your information and;

- check if your '**Name (As known by)**' is correct. (*In Dutch "Roepnaam"*),
- check if you you uploaded a legible passport photo,
- check if you have registered your study address correctly,
- fill in your In-Case-of-Emergency (ICE) details. (*Strongly advised.*)

Course enrolment

In order to be allowed to follow a course, you must have registered for that course in Osiris. Registration is possible **up to the Wednesday before** the quartile in which **the course starts**.

Check in the study programme the courses you want to register for.

- Go back to the main page and click in the left Menu "Enrol"
- Go to 'Enrol'
- Click on 'Course'
- Search for a course name/course code, or make use of the filters on the left side³
- Click on the course you want to follow
- Click on 'Confirm enrolment' in the 'next' screen

Exercise:

- **Master students:** Enrol in the mandatory master course **202200093 - Quantum Mechanics 2**.
- **Premaster/KOM students:** Enrol in the course **202000660 – Introduction Solid State Physics**

Course catalogue

Information about the UT Courses, like learning goals, course contents, entrance requirements, study materials, lecturers and examiners can be found in the Osiris Course catalogue. The course catalogue can be viewed without logging in

- Visit <https://utwente.osiris-student.nl/onderwijscatalogus/extern/cursus>

For more and detailed information about Osiris, visit

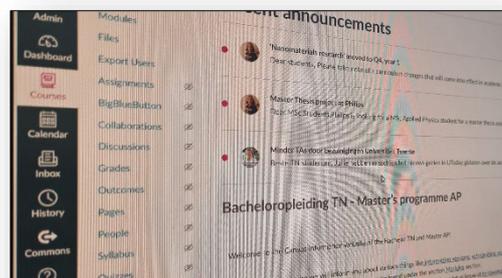
<https://www.utwente.nl/en/educational-systems/about-the-applications/osiris/manuals-for-students/>

³ See the [Applied Physics Study programmes](#) for the courses.

Digital Learning Environment Canvas

Canvas is the UT's Digital Learning Environment web application. On canvas the teachers of a course put the specific course information about the lectures, assignments, deadlines, news and announcements of a course. Partial grades of a course are also published by the teachers on Canvas. When you enrol in a course in Osiris, you are automatically registered in the Canvas site of that course.

The AP programme also has a Canvas website [Bacheloropleiding TN - Master's programme AP](#) in which you find programme specific information about the bachelor TN and Master AP programmes, about AP events, about interesting projects and so on.



Exercise:

- Open the web application Canvas <https://canvas.utwente.nl> and see if you have access to the canvas pages of the courses you just registered for in Osiris.
- Check if you have access to the programme's Canvas site.
(No access and no invitation email? Click on [this link.](#))

For more and detailed information about Canvas, visit <https://www.utwente.nl/en/educational-systems/about-the-applications/canvas/student-help/>

Schedule an appointment with the study advisor

AP has two study advisors, Carlijn and Dejana, which guide you during your study time. With them you can discuss your study planning and progress, personal circumstances and many other things. Everything you discuss with them is in principle confidential.

You can plan your appointment with them by using the TNW planner, <https://tnw.planner.utwente.nl/> or via <https://arago.utwente.nl/dejana> and <https://arago.utwente.nl/carlijn>.

It is strongly recommended to make an appointment with one of them as soon as possible.

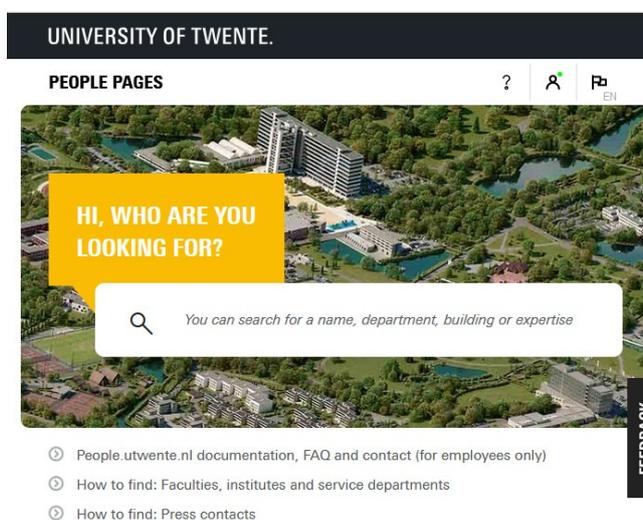
Contact information lecturers, staff and employees

There are several places to find contact details of teachers, programme staff and other employees. For example on the [programme's website](#), in the [Osiris course catalogue](#) and [Canvas](#).

The UT also has the [People Pages](#) web application with which you can find the contact details, such as room number, email address, telephone number, working days etc..

Programme staff and -committees

The programme's website is easy to find. Just add `../AP` to the UT's website: [Utwente.nl/AP](https://utwente.nl/AP). On this website you find programme specific information, like rules, regulations and procedures,



curricula etc. In the Organisation part you also find contact information of the programme staff, programme committees and other relevant divisions.

Exercise:

- Find the email address of the Educational Affairs Office (BOZ) of Applied Physics.

Note: Staff will only send emails to you using your **..@student.utwente.nl** email address. Make sure you check your UT student mailbox regularly and also send emails to lecturers and other UT staff from that mailbox.

Wi-Fi on campus

The Wi-Fi on campus is provided by Eduroam. The set-up manuals can be found at <https://www.utwente.nl/en/service-portal/hardware-software-network/network-eduroam-vpn-etc/wireless-network/eduroam>.