

## OSIRIS Student Manual

This manual (briefly) explains how you can:

- 2) [register for course modules](#);
- 3) [de-register for course modules](#);
- 4) [register for tests](#);
- 5) [de-register for tests](#);
- 6) [view your results](#);
- 7) [call up study programmes](#);
- 8) [call up course information](#);
- 9) [add extracurricular activities](#);
- 10) [remove extracurricular activities](#);
- 11) [change extracurricular activities](#).

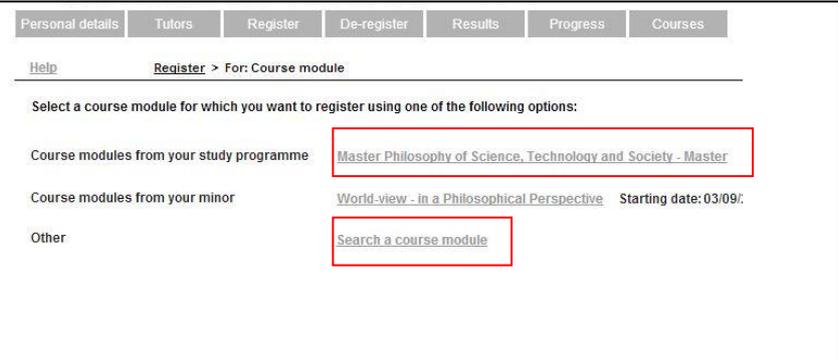
### 1. General

Start by logging in to OSIRIS:

1. Log in using your ICTS user name and password at <http://webapps.utwente.nl/>.
2. Choose 'OSIRIS Student'.
3. You are now logged in and your personal details are displayed.

### 2. Registering for course modules

Follow these steps to register for course modules:

<ol style="list-style-type: none"> <li>1. Choose the 'Register' tab.</li> <li>2. Click on 'Course module'.</li> </ol>	 <p>UNIVERSITEIT TWENTE. OSIRIS</p> <p>Personal details Tutors <b>Register</b> De-register Results Progress</p> <p>Help  Register</p> <p><b>Register</b> Overview registrations</p> <p>Select the component which you want to register for:</p> <p><b>Course module</b> Register for a course module</p> <p>Test Register for a test</p> <p>Minor Register for a minor</p> <p>Or make a direct registration based on a course code:</p> <p><input type="text"/> Register for course module</p> <p><input type="text"/> Register for test</p> <p>If you are using the above shown inputfield, then it is mandatory to fill in the whole course code.</p>
<ol style="list-style-type: none"> <li>3. The most direct way to register is by using the link next to 'Course modules from your study programme'.</li> </ol> <p>If the desired course module is not part of your study programme, then return to the previous page and click on 'Search a course module'.</p>	 <p>Personal details Tutors Register De-register Results Progress <b>Courses</b></p> <p>Help <b>Register</b> &gt; For: Course module</p> <p>Select a course module for which you want to register using one of the following options:</p> <p>Course modules from your study programme <b>Master Philosophy of Science, Technology and Society - Master</b></p> <p>Course modules from your minor <a href="#">World-view - in a Philosophical Perspective</a> Starting date: 03/09/</p> <p>Other <a href="#">Search a course module</a></p>

4. Search using the 'Course module' as listed in the schedule, or search using Name. You may also enter a partial course name.
5. Select the proper faculty. Your own faculty is listed by default.
6. Select the option 'Show all the course modules for which you can register today'.
7. Click on 'Search' (to the lower left of the screen).

Please note: course listings will be limited to those that are open for registration.

8. Click on the course module.

9. Click on 'Register' (to the lower left of the screen).

Please note: You will be registered automatically for all instructional modes and the first opportunities to take the accompanying tests.

10. You will receive an e-mail at your UT mail address confirming your registration.

Please note: An overview of all registrations is available in OSIRIS by choosing 'Register' and then clicking on 'Overview registrations'. You can call up course information by clicking on

the icon  after the course module name.

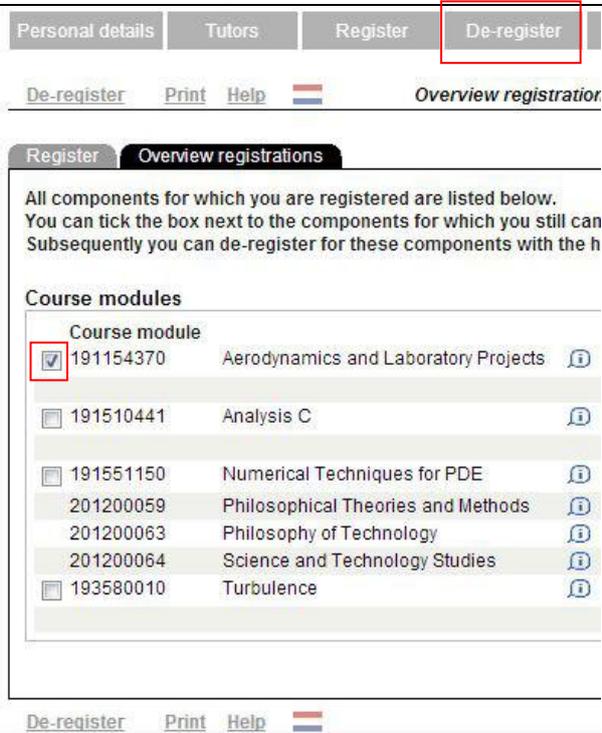
### 3. De-registering for course modules

Follow these steps to de-register for course modules:

1. Choose the 'De-register' tab.

An overview of your registrations (course modules and tests) will be displayed.

2. Select the course/courses for which you wish to de-register.
3. Click on 'De-register' at the bottom of the screen.
4. You will receive an e-mail confirming your de-registration.



Personal details Tutors Register **De-register**

De-register Print Help  Overview registration

Register Overview registrations

All components for which you are registered are listed below. You can tick the box next to the components for which you still can. Subsequently you can de-register for these components with the h

**Course modules**

Course module		
<input checked="" type="checkbox"/>	191154370	Aerodynamics and Laboratory Projects 
<input type="checkbox"/>	191510441	Analysis C 
<input type="checkbox"/>	191551150	Numerical Techniques for PDE 
<input type="checkbox"/>	201200059	Philosophical Theories and Methods 
<input type="checkbox"/>	201200063	Philosophy of Technology 
<input type="checkbox"/>	201200064	Science and Technology Studies 
<input type="checkbox"/>	193580010	Turbulence 

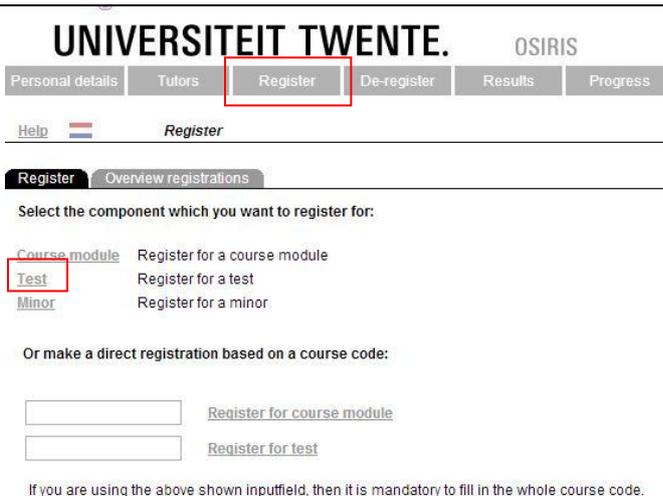
De-register Print Help 

### 4. Registering for tests

PLEASE NOTE: This step applies only to students not in the Twents Educational Model (TEM)

Follow these steps to register for tests:

1. Choose the 'Register' tab.
2. Then click on 'Test'.



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Personal details Tutors **Register** De-register Results Progress

Help  Register

Register Overview registrations

Select the component which you want to register for:

Course module Register for a course module

**Test** Register for a test

Minor Register for a minor

Or make a direct registration based on a course code:

Register for course module

Register for test

If you are using the above shown inputfield, then it is mandatory to fill in the whole course code.

3. The most direct way to register is by using the link next to 'Tests from your study programme'.

If the desired test is not part of your study programme, then return to the previous page and click on 'Search a test'.

4. Search using the 'Course module' as listed in the schedule, or search using 'Name'. You may also enter a partial course name.

5. Select the proper faculty. Your own faculty is listed by default.

6. Select the option 'Show all courses of which there are tests for which you can register today'.

7. Click on 'Search' (to the lower left of the screen).

Please note: course listings will be limited to those that are open for registration.

8. Click on the course module.

9. Select the course.

10. Click on 'Register' (to the lower left of the screen).

Please note: You can call up test time and location by clicking on the icon  after the course module name.

Course module	Brief name	Test	Academic year	Course mode	Block	Opportunity
<input checked="" type="checkbox"/>	201000163	Design for Dynamic Use 	Test	2010	Fulltime	1A 1

11. You will receive an e-mail at your UT mail address confirming your registration.

Please note: An overview of all registrations is available in OSIRIS by choosing 'Register' and then clicking on 'Overview registrations'. You can also call up test time and location by clicking on the icon  after the course module name.



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Personal details Tutors **Register** De-register Results Progress

Help  Register

Register **Overview registrations**

Select the component which you want to register for:

Course module Register for a course module  
Test Register for a test  
Minor Register for a minor

## 5. De-registering for tests

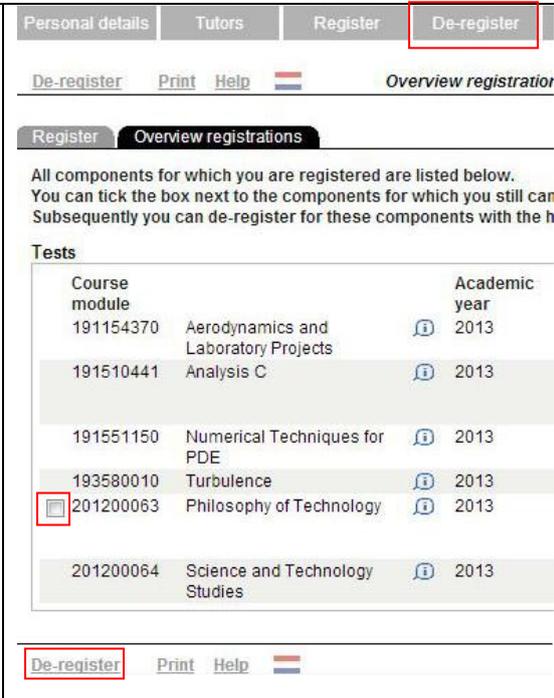
PLEASE NOTE: This step applies only to students not in the Twents Educational Model (TEM)

Follow the steps below to de-register for tests:

1. Choose the 'De-register' tab.

An overview of your registrations will be displayed.

2. Select the components for which you wish to de-register.
3. Click on 'De-register' at the bottom of the screen.
4. You will receive an e-mail confirming your de-registration.



Personal details Tutors Register **De-register**

De-register Print Help  Overview registration

Register **Overview registrations**

All components for which you are registered are listed below. You can tick the box next to the components for which you still can. Subsequently you can de-register for these components with the

**Tests**

Course module		Academic year
191154370	Aerodynamics and Laboratory Projects	 2013
191510441	Analysis C	 2013
191551150	Numerical Techniques for PDE	 2013
193580010	Turbulence	 2013
<input checked="" type="checkbox"/> 201200063	Philosophy of Technology	 2013
201200064	Science and Technology Studies	 2013

**De-register** Print Help 

## 6. Viewing your results

A variety of methods are available for viewing your results. These include:

1. The 'Results' tab. This shows the 15 most recent results.
2. The 'Progress' tab. You can then choose between 'Study progress review' and 'File overview':
  - The 'Study progress review' shows how your results count toward completing your study programme.
  - The 'File overview' shows your results for each exam stage.

The screenshot displays the OSIRIS Student Manual interface. At the top, there is a navigation bar with tabs: Personal details, Tutors, Register, De-register, Results, Progress, and Courses. Below this, there is a 'Help' link and a 'Study progress review' section. The 'Study progress review' section has two sub-tabs: 'Study progress review' and 'File overview'. The 'Study progress review' section contains a list of study programmes with links to 'Show on screen' and 'Download file'. Below this, there are 'Options' for printing results, including radio buttons for 'Only print contributing test results', 'Print all test results', and 'Don't print test results', and a checked checkbox for 'Print courses still to be taken?'. The 'File overview' section contains a message about retrieving a complete file and three sets of radio buttons for 'Detailed/Brief', 'Results', and 'Exam stage'.

Personal details Tutors Register De-register Results Progress Courses

Help Study progress review

Study progress review File overview

Please select which study progress review you wish to see.

Bachelor Mechanical Engineering - Bachelor Main Phase [Show on screen](#) [Download file](#)  
 Bachelor Mechanical Engineering - Bachelor Propedeuse [Show on screen](#) [Download file](#)  
 Master Philosophy of Science, Technology and Society - Master [Show on screen](#) [Download file](#)

Options

Only print contributing test results  
 Print all test results  
 Don't print test results

Print courses still to be taken?

Personal details Tutors Register De-register Results Progress Courses

[Show on screen](#) [Download file](#) Help File

Study progress review File overview

Here you can retrieve your complete file.  
 Select from the options below, then choose 'Show on screen' or 'Download file'.

Detailed/Brief Results Exam stage

Detailed  Full results  All  
 Brief  Completed course modules only  Bachelor Propedeuse  
 Bachelor Main Phase  
 Master

## 7. Calling up a study programme

1. Choose the 'Courses' tab.
2. Then click on 'Study programme'.
3. Your own study programme is selected by default. To view another study programme, choose the proper faculty, degree programme etc. Then click on 'Search' to the lower left of the screen.

The screenshot displays the OSIRIS Student Manual interface. At the top, there is a navigation bar with tabs: Personal details, Tutors, Register, De-register, Results, Progress, and Courses. Below this, there is a 'Search' link, a 'Help' link, and a 'Course offerings' section. The 'Course offerings' section has three sub-tabs: 'Minor', 'Course module', and 'Study programme'. Below this, there is a message about selecting course modules using pre-defined fields. The form contains several dropdown menus for 'Academic year', 'Faculty', 'Degree programme', 'Study programme', 'Specialisation', 'Block', and 'Select'. At the bottom, there is a 'Search' link, a 'Help' link, and a 'Last login' timestamp.

Personal details Tutors Register De-register Results Progress Courses

Search Help Course offerings

Minor Course module Study programme

Select course modules using the following pre-defined fields.

Academic year 2013  
 Faculty Behavioural Sciences  
 Degree programme Master Philosophy of Science, Technology and Society (M-PSTS)  
 Study programme Master Philosophy of Science, Technology and Society (PSTS-M-13)  
 Specialisation  
 Block No preference  
 Select No preference

Search Help Last login: Thursday, October 31, 201

## 8. Calling up course information

1. Choose the 'Courses' tab.
2. Enter your search terms in the appropriate fields:
  - Course code: always use the entire code (9 numbers);
  - Name: you may enter a partial course name;
  - Starting block: the block in which the course is given (choose from 1A, 1B, 2A, 2B, 3A, 3B or YEAR);
  - Faculty: your own faculty is displayed by default.
  - Organization unit: the faculty or programme offering the course;
  - With all of the words / With at least one of the words: search from among a variety of course details, such as course name, course content, instructional modes and tests.
3. Click on 'Search' at the bottom of the screen.
4. Your search results will be displayed.
5. Click on a course module to view specific information about the course.

[Search](#) [Clear](#) [Help](#) Course offerings

Minor
Course module
Study programme

Select the course modules using the pre-defined fields or your own keywords.

Course code	<input type="text"/>
Course name	<input type="text"/>
Academic year	<input type="text" value="2013"/>
Starting block	<input type="text"/>
Course type	<input type="text" value="No preference"/>
Faculty	<input type="text" value="No preference"/>
Organising study	<input type="text" value="No preference"/>
Lecturer	<input type="text"/>
With all of the words	<input type="text"/>
With at least one of the words	<input type="text"/>
Language of instruction	<input type="text" value="No preference"/>

Show all course modules  
 Show all the course modules for which you can register today  
 Show all courses of which there are tests for which you can register today

[Search](#) [Clear](#) [Help](#) Last login: Thursday, October 31, 2013 at 16:44

### 9. Adding extracurricular activities

1. Choose the 'Tutor' tab.

2. Then choose 'Extracurricular activities'.

3. Click on 'New extracurricular activity' at the bottom of the screen.

**UNIVERSITEIT TWENTE.** OSIRIS

Personal details | Tutors | Register | De-register | Results | Progress | Courses

[New extracurricular activity](#) | [Help](#) |  **Extracurricular activities**

Tutors | Notes | **Extracurricular activities**

All your extracurricular activities are listed below. You can add a new activity by using the link 'New extracurricular activity'

Extracurricular activity	Activity type	Starting date	Expiry date	Number of hours per week	Graduation support possible?
<input checked="" type="radio"/> <a href="#">Executive position UT association</a>	Activity	01/09/2011	31/08/2012	32	No
<input type="radio"/> <a href="#">Student assistant</a>	(Part-time) job	01/12/2010	30/09/2014	8	No

**Explanation**  
Commissaris Wedstrijdroeien van de D.R.V. Euros

[New extracurricular activity](#) | [Help](#) |  Last login: Thursday, October

7. A screen will be displayed where you can fill in your extracurricular activities.

- Activity type: indicate the activity category.
- Extracurricular activity: please specify.
- Explanation: please provide a short description of the extracurricular activity.
- Starting date: indicate when you started with this activity.
- Expiry date: fill in if known.
- Number of hours per week: give an indication of the amount of time you devote to this activity per week (in whole hours).

Click on 'Save' to commit this addition to your record.

Personal details | Tutors | Register | De-register | Results

[Back](#) | [Save](#) | [Delete](#) | [Help](#) **Extracurricular activity details**

Enter below the information about your extracurricular activity

Activity type \*

Extracurricular activity \*

Explanation

Starting date \*  

Expiry date  

Number of hours per week \*  hour(s)

[Back](#) | [Save](#) | [Delete](#) | [Help](#)

## 10. Removing extracurricular activities

1. Choose the 'Tutor' tab.

2. Then choose 'Extracurricular activities'.

3. Select the extracurricular activity you wish to delete.

UNIVERSITEIT TWENTE. OSIRIS

Personal details Tutors Register De-register Results Progress Courses

New extracurricular activity Help Extracurricular activities

Tutors Notes Extracurricular activities

All your extracurricular activities are listed below. You can add a new activity by using the link 'New extracurricular activity'

Extracurricular activity	Activity type	Starting date	Expiry date	Number of hours per week	Graduation support possible?
<input checked="" type="radio"/> Executive position UT association	Activity	01/09/2011	31/08/2012	32	No
<input type="radio"/> Student assistant	(Part-time) job	01/12/2010	30/09/2014	8	No

Explanation  
Commissaris Wedstrijdroeien van de D.R.V. Euros

4. A new screen will be displayed. At the bottom of this screen, click on 'Remove'.

5. OSIRIS will ask you to confirm the deletion.

Back Save Delete Help Extracurricular activity details

Are you sure you want to delete this extracurricular activity? Yes No

Enter below the information about your extracurricular activity

Activity type Activity  
Extracurricular activity Executive position UT association  
Explanation Commissaris Wedstrijdroeien van de D.R.V. Euros

Starting date \* 01/09/2011

Expiry date 31/08/2012

Number of hours per week \* 32 hour(s)

Back Save Delete Help Last login: Thursday, October 31, 2014

## 11. Changing extracurricular activities

1. Choose the 'Tutor' tab.

2. Then choose 'Extracurricular activities'.

3. Click on the extracurricular activity you wish to change.

4. When the next screen appears, you can make changes to the appropriate fields.

5. When finished, save your changes by clicking on 'Save' at the bottom of the screen.

Back Save Delete Help Extracurricular activity details

Enter below the information about your extracurricular activity

Activity type Activity  
Extracurricular activity Executive position UT association  
Explanation Commissaris Wedstrijdroeien van de D.R.V. Euros

Starting date \* 01/09/2011

Expiry date 31/08/2012

Number of hours per week \* 32 hour(s)

Back Save Delete Help Last login: Thursday, October 31, 2014