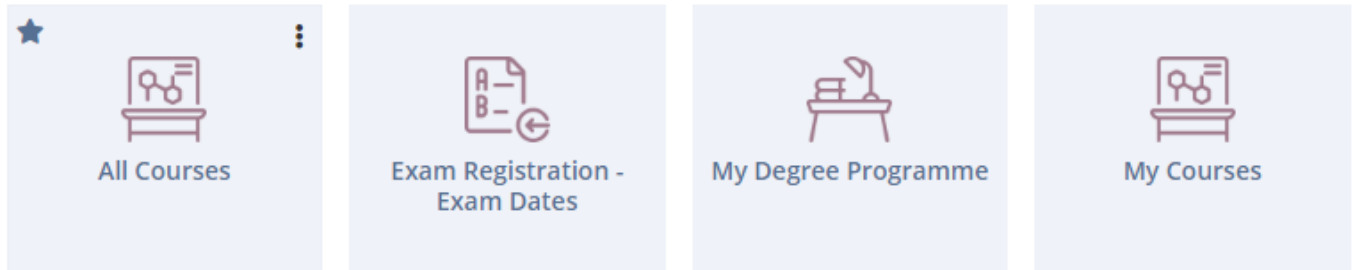


# Examination registration

## in KUGonline

## Exam registration in KUGonline

You can register for exams in KUGonline via the application "Exam Registration / Exam Dates", via the detailed view of the individual courses (application All / My courses) or via the application "My degree programme".

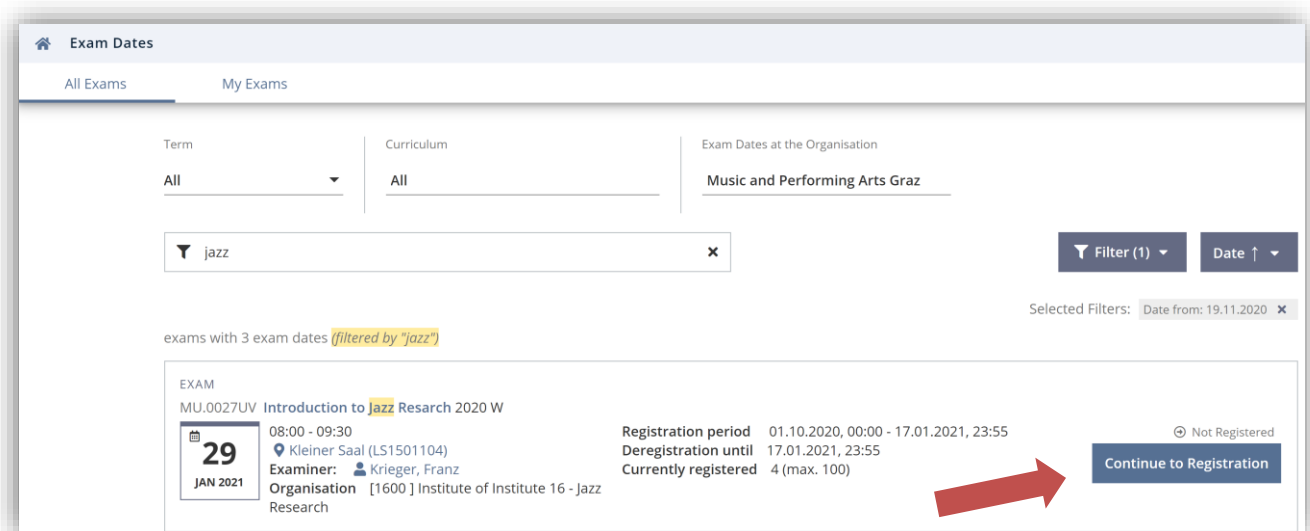


### Exam registration via the application "Exam registration/deregistration - Exam dates"

Open the application "Examination registration - Examination dates" and search for the desired examination.

You can now register for the exam by clicking the button "Continue to Registration".

In "My Exams" you can view and manage all your exam registrations.

A screenshot of the 'Exam Dates' application interface. At the top, there's a header 'Exam Dates' with a home icon. Below it are two tabs: 'All Exams' and 'My Exams'. The main area contains search filters: 'Term' set to 'All', 'Curriculum' set to 'All', and 'Exam Dates at the Organisation' set to 'Music and Performing Arts Graz'. A search bar contains the text 'jazz'. To the right of the search bar are buttons for 'Filter (1)' and 'Date'. Below the search bar, it says 'exams with 3 exam dates (filtered by "jazz")'. A table-like view shows exam details for 'Introduction to Jazz Resarch 2020 W'. The details include: 'EXAM MU.0027UV', '08:00 - 09:30', 'Kleiner Saal (LS1501104)', 'Examiner: Krieger, Franz', 'Organisation: [1600] Institute of Institute 16 - Jazz Research', 'Registration period: 01.10.2020, 00:00 - 17.01.2021, 23:55', 'Deregistration until: 17.01.2021, 23:55', and 'Currently registered: 4 (max. 100)'. A 'Continue to Registration' button is visible on the right, with a red arrow pointing to it. The status 'Not Registered' is also shown.

## Exam registration via the application "All or My Courses"

You can use the applications "My Courses" or "All Courses" to search for the desired course and

- a) navigate to the exam registration by clicking on "Exam dates". You can register for the exam by clicking the button "Continue to registration".

The screenshot displays the 'My courses' section of the application. It shows a list of courses with details such as course number, title, degree programme, and deregistration date. A red box highlights the 'Show Registration' button and the 'Exam dates' link for the first course, '01.0569 Aural training 03 - Gruppe 1'. A red arrow points from the 'Show Registration' button to the 'Exam dates' link. Below the course list, there is a section for 'Equivalent courses' with a 'View registration details' button. A detailed view for the first course is shown, including the date '03 DEC 2020', time '12:00 - 13:00', exam venue 'Exam venue not defined yet', examiner 'Kajkut, Slobodan', and organization 'Institute of Institute 1 - Composition, Theory of Music, History of Music, and Conducting'. Registration details include 'Registration period 16.11.2020, 00:00 - 02.12.2020, 23:55', 'Deregistration until 02.12.2020, 23:55', and 'Currently registered 0 (max. 40)'. A 'Continue to Registration' button is highlighted with a red box.

- b) navigate to the exam registration via the tab "Exam Information" in the detailed view of the course. You can now register for the exam by clicking the button "Continue to Registration".

## Selection of study programme and node of curriculum version

In the **exam registration** you can choose the study program for which you want to take this exam. You must also select a so-called "curriculum node" for which you want to take this exam, or select "free registration" if you want to take the exam without specific assignment (e.g. for a free elective).




The screenshot shows the 'Choose Exam Details' step of the registration process. The exam is '03 Aural training 03 2020 W' (01.0569) on 12:00 - 13:00. The examiner is Kajkut, Slobodan. The registration period is from 16.11.2020 to 02.12.2020. The currently registered count is 0 out of a maximum of 40. A dropdown menu for 'Choose degree programme' is open, showing 'UV 033 111 - Bachelor's programme; Piano'. Below it, a 'Select curriculum context' dropdown is also open, showing three options: 'REGISTRATION WITHOUT CURRICULUM NODE', 'FREE REGISTRATION' (with a note that achievement will not be assigned to a curriculum node), and 'REGISTRATION WITH CURRICULUM NODE' (with a list of required subjects including 'Aural training'). A 'Register' button is visible on the right.

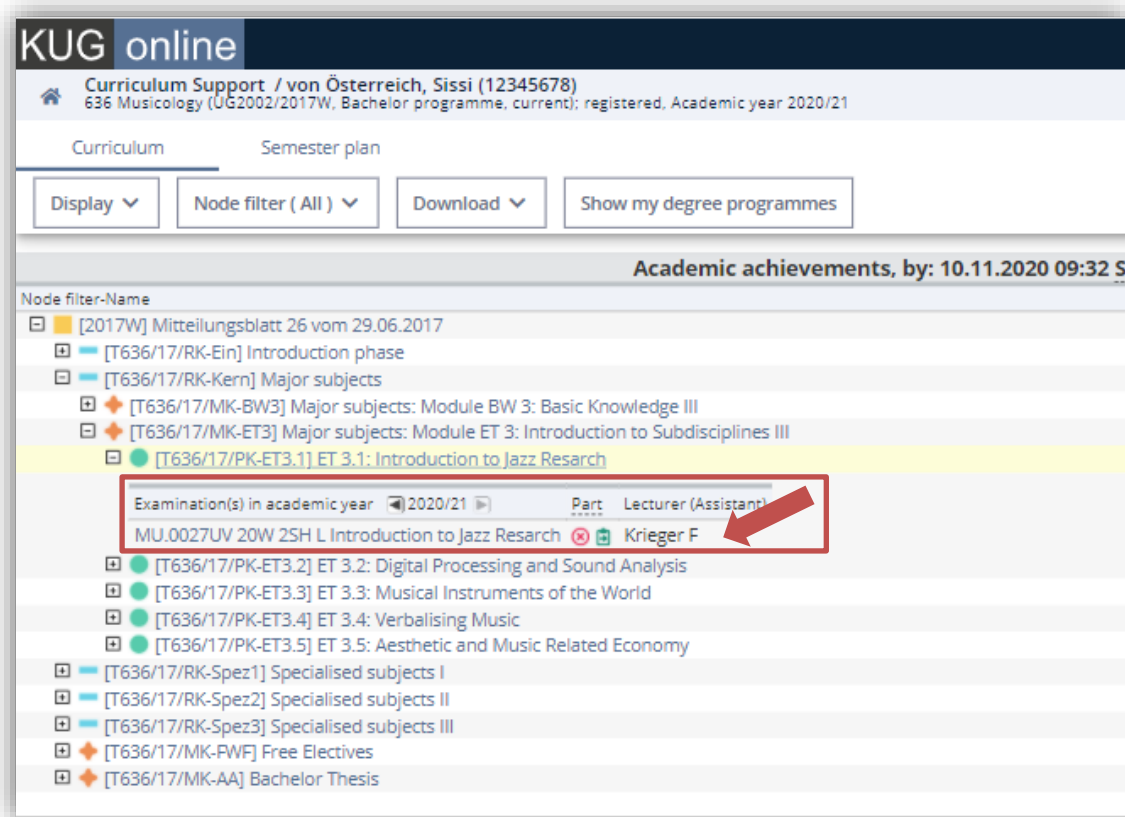
Complete your registration by clicking on "**Register**".

The screenshot shows the 'Confirmation' step of the registration process. A 'Back' button is on the left and a 'Register' button is on the right. A red arrow points to the 'Register' button. Below the buttons, a green checkmark icon is followed by the text: 'You have been successfully registered.'

## Exam registration via the curricula support

Information on exam registration can be found in the application **My Degree Programme** by the corresponding icons on the exam node: Icon next to the examination node.

-  currently an exam registration is possible – by
-  no examination dates entered
-  the examination takes place at another educational institution



KUG online

Curriculum Support / von Österreich, Sissi (12345678)  
636 Musicology (UG2002/2017W, Bachelor programme, current); registered, Academic year 2020/21


Curriculum Semester plan

Display Node filter ( All ) Download Show my degree programmes

Academic achievements, by: 10.11.2020 09:32 S

Node filter-Name

- [2017W] Mitteilungsblatt 26 vom 29.06.2017
  - [T636/17/RK-Ein] Introduction phase
  - [T636/17/RK-Kern] Major subjects
    - [T636/17/MK-BW3] Major subjects: Module BW 3: Basic Knowledge III
    - [T636/17/MK-ET3] Major subjects: Module ET 3: Introduction to Subdisciplines III
      - [T636/17/PK-ET3.1] ET 3.1: Introduction to Jazz Resarch
        - Examination(s) in academic year: 2020/21 Part: Lecturer (Assistant): Krieger F
        - [T636/17/PK-ET3.2] ET 3.2: Digital Processing and Sound Analysis
        - [T636/17/PK-ET3.3] ET 3.3: Musical Instruments of the World
        - [T636/17/PK-ET3.4] ET 3.4: Verbalising Music
        - [T636/17/PK-ET3.5] ET 3.5: Aesthetic and Music Related Economy
    - [T636/17/RK-Spez1] Specialised subjects I
    - [T636/17/RK-Spez2] Specialised subjects II
    - [T636/17/RK-Spez3] Specialised subjects III
    - [T636/17/MK-FWF] Free Electives
    - [T636/17/MK-AA] Bachelor Thesis

**Example:** Introduction to Jazz Research: By clicking on the green symbol  you will get to the **exam registration**.

## Contact and Helpdesk

If you have questions or problems please contact [onlinecurricula@kug.ac.at](mailto:onlinecurricula@kug.ac.at). In addition, for questions regarding your curriculum content you can also contact the registrar's office.