NEW EDUCATIONAL PORTAL FOR CHARLES UNIVERSITY EMPLOYEES AND PHD STUDENTS

1) In a web browser, go to: https://vzdavani.is.cuni.cz/. Enter your CAS (Central Authentication Service) access details and click on "LOG IN."

2) After entering the portal, you will see an individual course or the full selection of courses.

- Individual course:

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cooperative learning and how to use it</td>
<td>This course aims to introduce the concept of cooperative learning, its benefits, and how to implement it effectively. The course includes practical exercises and case studies.</td>
</tr>
</tbody>
</table>
- Selection of courses:

3) After selecting the course you are interested in, click on "TO REGISTER".
4) You will be taken to the "APPLICATION FORM" where your personal information will upload automatically. Then, click on "CONTINUE TO SUMMARY" at the bottom right.

5) You will be taken to the "ORDER SUMMARY". Check the box "I take note of the information about the processing of personal data".
6) Lastly, click on "CONFIRM" at the bottom right.