Operations related to the annual assessment of a doctoral student (PhD) in IS Study (Subject Area Board)

1) Once logged in to the Student Information System (www.is.cuni.cz/studium), click the icon “Individual study plan for PhD students”.

2) By entering appropriate data to the filter, find the specific student, students of the selected branch etc. (the offer of items for filtering can be personalized).

3) The list of students displays the basic information on each student and the relevant annual assessment. For the details on the annual assessment of a specific student, click the icon “Annual Assessment Details”.

![Image of Student Information System interface]
4) The annual assessment form is divided to sections, using the following structure:

5) Within the annual assessment, the Subject Area Board also assesses the proposed changes of the plan, and, if appropriate, approves to the removal of required duties from the individual study plan.

6) The Subject Area Board may return the annual assessment to the student or the supervisor for completion. The completed assessment must be approved and closed by the Board.
7) **Approved annual assessment:**