

Optional courses - IB - Winter semester 2017 (=WS 2017)

Optional courses:

==>> The list of optional courses is available in your InSIS during the registration period ->

Student's portal -> Registration/Enrollment -> **sV**

==>> Follow instructions given at the **IB website** for your registration - **section "Registration for courses"**

sV = optional courses:

- Organized by the IB office *)
- Organized by the other faculties and programs
 - ✓ you **can choose both**, however the courses must be related to business - language courses are not counted as the optional courses to the IB study plan

Form of teaching:

- Regular courses - once or twice a week, 13 weeks in total
- Intensive courses - they are taught just once in a semester in an intensive form, usually three days, from morning to evening - these dates are written in the "note" in the syllabus - Regular course units
 - ✓ you **can choose both** forms

How many optional courses you should take:

- See the document "Procedure of the registration" on the IB web
- See also InSIS -> Student's portal -> Plan progress check

Important: Register only the courses which allows you to choose the time table, if this step doesn't work it means that the course won't be taught in WS 2017 (not all of them are available each semester!)

Other important notes for your work with the registration/enrollment in InSIS:

- 1) **By registration, watch out the possible time schedule conflicts - you can't take the courses which are taught at the same time !!!!**
- 2) Read **CAREFULLY** the instructions of the registration/enrollment "**Procedure**" at the IB website
- 3) Some courses are taught in other languages than English (German, French). You can study this course if it is not your native/mother language - you can count credits to the study plan. If the instruction language is your mother language you can take it **ONLY** from the "reserved" credits - it will not be counted to your IB study plan

*) Intensive courses arranged/organised by IB office in WS 2017:

IP_349 Communication Management in the Public Sector

IP_350 Protection of Intellectual Property (Innovations)

IP_358 Business Practices

IP_366 Cross Cultural Business Negotiations