HOW TO ATTEND LECTURES AND HOW TO SURVIVE EXAMS?

Krithiga
OVERVIEW

• Useful Websites (University website & Department/Faculty website)
• Enrolment to apps, student mail, Kiro platform, and student reserved area
• MyUniPV app
• Kiro platform
• Student Reserved Area
• Exam registration
• How to Accept/Refuse the exam result
• Student support
Find information about the University

https://web-en.unipv.it
Use this link and look for your department/faculty/study course website
https://web-en.unipv.it/education/
ACCOUNT SETUP

FIRST SET
- University Mail Address
- Username: Email address with @unipv.it, Password: Random/Can be changed

SECOND SET
- All other UNIPV Services

Other UNIPV services include: Frequenzainpresenza, MyUniPv app, StudentiOnline (personal area), Wi-fi, Kiro Platform etc

Any issues go to: https://password.unipv.it
MyUniPV

Cineca

10K+ Downloads
Everyone

Install on more devices

This app is available for all of your devices

Google Play:

App store:
It’s **MANDATORY** to download the UNIPV app
It’s necessary to,

- Mark your presence for your lectures
- Track your attendance
- Book your exams
- View your results etc.
To register your presence/track

To submit your feedback for every course

To view your academic performance

To view your pending/completed payments
To register your presence with the code given by your professor

To view your attendance history for every single course
Dashboard:
Provides an overview of your academic career
KIRO PLATFORM

Kiro is a learning platform and a course management system. You can access to the system with your university credentials.
Once you are done with the Setup, you can choose the courses and enroll to the courses whichever you want.
Sample course on Kiro
Points to remember:

- Remember you need to enroll to each individual course to have access to the course materials. In each course you will have access to course materials and recordings of the lectures.
- In case of pandemic restrictions, some lesson will be streamed.
- Link: https://elearning.unipv.it
Some important points to note

- Video lectures maybe available only for a limited amount of time
- Look for overlapping classes

BONUS TIP:
You can attend different courses in the first week to get an insight of the courses

This can help you to choose your study plan wisely!
END OF PHASE 1
Welcome KRI

Welcome to your reserved area.

### Personal data

<table>
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<tr>
<th>Process</th>
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<th>Show details</th>
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<tr>
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<td>To pay</td>
<td>view</td>
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<td>book</td>
<td></td>
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<td>Appeals registration</td>
<td>8 reservations</td>
<td>view</td>
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### Student status

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<th>Show details</th>
<th>Hide details</th>
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### Messages

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<th>Date</th>
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<tbody>
<tr>
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<td>No message</td>
<td></td>
</tr>
</tbody>
</table>

Others...
To update your study plan

To make exam reservations, cancel and view results

To submit feedback questionnaires

To make your fee payments, download self-certifications, to update permit of stay
STUDY PLAN

Study plan is a really important step to be done at the start of every academic year.

Once you have an idea of what courses you want to take, you can select your courses and submit your study plan.
STUDY PLAN

You can access and edit your study plan in your student reserved area. **Home → Study Plan → Career plan**

Submit your study plan from the Area Riservata and you will get the final study plan for the upcoming academic year.

**Bachelors**: 3 October – 28 October 2022  
**Masters**: 2 November – 30 November 2022  
**Civil Engineering for Mitigation of Risk from Natural Hazards**: 3 October – 17 October 2022  
**Single-cycle masters and professioni sanitarie degrees**: check with the student administrative office

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<tr>
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<th>DESCRIZIONE</th>
<th>CFU</th>
<th>STATO</th>
<th>DATA SUP</th>
<th>VOTO SOVE</th>
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# SAMPLE COURSE SCHEDULE

## Industrial Automation Engineering - 1 year - Industrial Technologies and Management

<table>
<thead>
<tr>
<th>Lunedì</th>
<th>Martedì</th>
<th>Mercoledì</th>
<th>Giovedì</th>
<th>Venerdì</th>
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<tbody>
<tr>
<td>9:30-10:15</td>
<td>Identificazione dei modelli e analisi dei dati - C2</td>
<td>Process control and robotics - aula5</td>
<td>Laser safety - E2</td>
<td>Industrial control - aula6</td>
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<tr>
<td>10:15-11:00</td>
<td>Identificazione dei modelli e analisi dei dati B - C2</td>
<td>Robot control - aula6</td>
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<td>Industrial control - aula6</td>
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<td>11:15-12:00</td>
<td>Industrial control - aula5</td>
<td>Automated mechanical system design - B1</td>
<td>Identificazione dei modelli e analisi dei dati - aula6</td>
<td>Organization theory and design - E4</td>
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<tr>
<td>12:00-13:00</td>
<td>Industrial control - C2</td>
<td>Automated mechanical system design - B1</td>
<td>Identificazione dei modelli e analisi dei dati B - aula6</td>
<td>Organization theory and design - E4</td>
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<tr>
<td>14:00-15:00</td>
<td>Automated mechanical system design - B1</td>
<td>Data science and big data analytics - B4</td>
<td>Conversione statica dell'energia - aula6</td>
<td>Laser safety - E3</td>
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<td>15:00-16:00</td>
<td>Automated mechanical system design - B1</td>
<td>Data science and big data analytics - E4</td>
<td>Conversione statica dell'energia - aula6</td>
<td>Laser safety - E3</td>
</tr>
<tr>
<td>15:00-17:00</td>
<td>Data science and big data analytics - B4</td>
<td>Data science and big data analytics - E4</td>
<td>Data science and big data analytics - aula6</td>
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<td>16:00-17:00</td>
<td>Data science and big data analytics - E4</td>
<td>Economics for the digital society - E8</td>
<td>Process control and robotics - A3</td>
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<td>17:00-18:00</td>
<td>Data science and big data analytics - E4</td>
<td>Economics for the digital society - E8</td>
<td>Robot control - A3</td>
<td>Industrial control - A3</td>
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*Note: Times are approximate and subject to change.*
END OF PHASE 2
Your final examination can be in different formats:

- Written
- Oral
- Presentation
- Project
- A mix of methods
• The mode of Exam depends in your professor, they will always intimate you regarding the course structure and exam format in the start of your course.
• You can find all the information related with the exam modality of your course in your department website or in the Kiro platform.

* REMEMBER!
In order to take the exam, you should register for the exam (you can use both MyUniPv App & Personal Area)
EXAMS

Shows the available exam sessions

Shows the booked exam sessions

Results are published here!

Displays your final scores of the subject cleared
If you are satisfied with your mark, you can accept your grade or just let 5 days pass and the Prof. will register it online.

If you are not satisfied with your grade or you think you can do better, you can try again in the next exam session.
Minimum Pass mark – 18/30

• If your exam is divided into parts (i.e. a written test and an oral interview), professor may decide to use the average mark of the two parts or use scores with different percentage.
• Within 5 days after receiving the e-mail, you need to accept or refuse your mark by accessing your personal area!
SURVIVING EXAMS – MY TIPS!

• Don't Panic - there are multiple attempts for exams around the year
• Plan your subjects – for every exam session, divide your time and study for the subjects
• Make use of the Libraries (Highly recommended)

Trust the power of an Espresso!
STUDENT SUPPORT

- **Welcome Office**: Any question about starting your experience at the University of Pavia - *welcomeoffice@unipv.it*
- **Gestione Carriera Universitaria**: Issues concerning your career – *Use Filodiretto*
- **Mobilita Internazionale**: Erasmus – Mobility students – *incoming@unipv.it*
- **Admission Office**: Pending issues on your admission or enrolment – *admission@unipv.it*
- **Helpdesk Permit of Stay**: Support in your permit of stay application - *permesso.soggiorno@unipv.it*

There are other offices available in the *Filodiretto* portal regarding different issues.
FILODIRETTO - Messaging Service

Use your online messaging service! You can login to the platform with the same username and password like in personal area. Link: https://a1700.gastonecrm.it/filodiretto/#/login
STUDENT SUPPORT

Virtual/Direct Appointment

Book an appointment to directly contact the University staff. It can be either online or offline.

Link: http://gopa.unipv.it
END OF PHASE
3
ANY QUESTIONS?

Ping me in the Unibuddy platform
Thank you for your attention!

Good luck!
- Krithiga