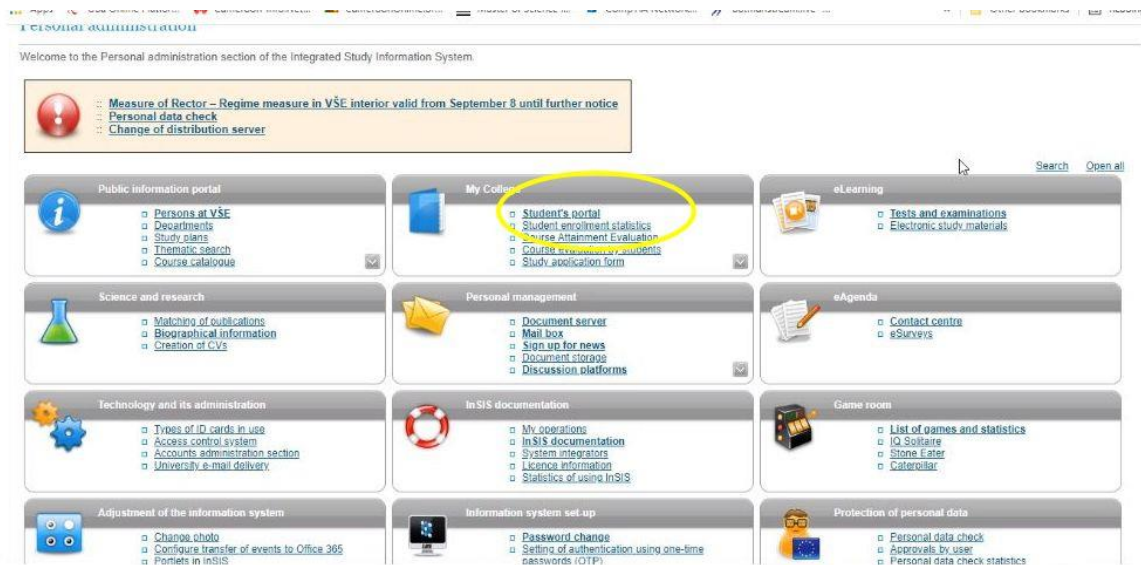
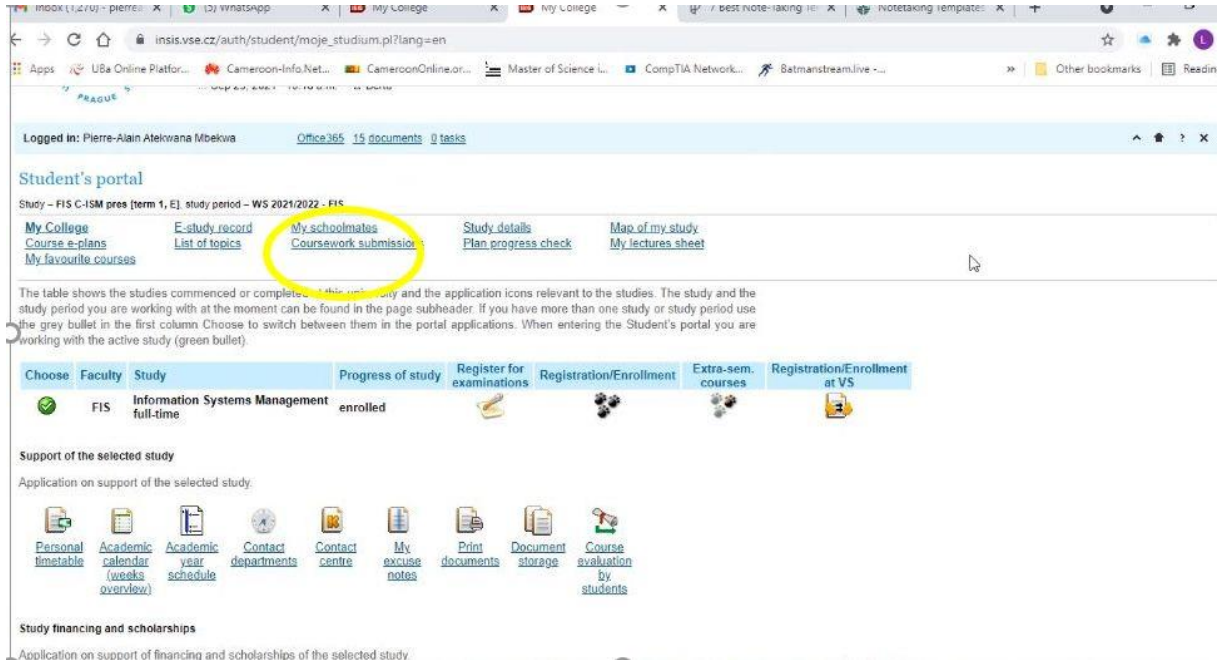


How to submit your homework or project in InSIS (coursework submission)?

1) First open your InSIS account, application Student's portal



2) In Student's portal you can find the application „Coursework submission“ (on the top of the screen)



3) Open the application and choose to what course you would like to submit your homeworks and go to Insert files.

defines when the coursework submission is closed. In the next column you can see the name of a set of topics and a list of topics you have signed up for and which have been approved by the teacher. A coursework submission is linked to the whole course. In the "Files" column you can see how many files you have entered to the coursework submission. Click on the icon in column "Instructions" to see the instructions entered by the teacher for the coursework submission.

Restrict to a course:

The following table shows the coursework submission open for inserting files. To insert files to a particular coursework submission use the arrow in the Insert files column.

Where I can submit my papers

Course title	Name	Type	Announced for	Until	Topic	Details	Number of files	Instructions	Put up by	Insert files
4SA613 Information Systems Audit	Task1-ISACA		Mon 11:00-12:30 SB 204 (sem.)	26/09/2021 23:59	free		0		V. Svata	
4IT524 ICT Project Management	Project ideas		Tue 16:15-17:45 SB 203 (sem.)	26/09/2021 23:59	free		0		J. Kučera	
4SA431 Information Systems Management	Seminar Paper-Presentation		Tue 11:00-12:30 SB 321 (lect., odd)	13/12/2021 23:59	free		0		V. Svata	
4SA431 Information Systems Management	Seminar Paper - Final		Tue 11:00-12:30 SB 321 (lect., odd)	16/12/2021 23:59	free		0		V. Svata	
4SA431 Information Systems Management	Seminar Papers		all students	16/12/2021 23:59	free		0		V. Svata	

The following table contains the coursework submissions where you have submitted your assignments to and received a confirmation, therefore, you cannot enter any more files there. If you have been granted points for submission, see them in column Points. To display the entered files click in column Display files.

Coursework submissions with submitted files

Course title: [Name](#) [Type](#) [Announced for](#) [Until](#) [Topic](#) [Open](#) [Points](#) [Details](#) [Number of files](#) [Instructions](#) [Put up by](#) [Display files](#)

The following table contains the closed coursework submissions with the submitted files waiting for confirmation. If you have entered your files in here, you can display them by clicking in column Display files.

Closed coursework submissions without submitted files

Course title: [Name](#) [Type](#) [Announced for](#) [Until](#) [Topic](#) [Details](#) [Number of files](#) [Instructions](#) [Put up by](#) [Display files](#)

No suitable data found.

Key:

4) Choose the file and insert it.

Announced for: 4SA613 Se Mon 11:00-12:30 SB 204 Every week

Coursework submission quota: 5 MiB

List of entered files

The table below shows all the files that have been inserted in the particular coursework submission, but have not been handed in yet. The files can be viewed, downloaded, deleted, reordered and renamed. Until you hand in your files, the teachers cannot release them for viewing.

Sel.	Name	File	Description	Size	Entered on	Entered by	Modify
No suitable data found.							

Enter new file

Quota for inserting files 5.00 MiB.

File: 37.0 KiB

Description:

[Back to List of coursework submissions](#)
[Back to Personal administration](#)

[RSS export](#)

5) And finally submit files and confirm submission.

Individual coursework submission - Information Systems Audit (4SA613)

Details for a coursework submission

Name of a coursework submission: [Task1 JSACA](#)

Type: individual coursework submission

State: open

Closing date: 26/09/2021 23:59

Announced for: 4SA613 Se Mon 11:00-12:30 SB 204 Every week

Coursework submission quota: 5 MiB

Transaction was successfully completed.

List of entered files

The table below shows all files that have been inserted in the particular coursework submission, but have not been handed in yet. The files can be viewed, downloaded, reordered and renamed. Until you hand in your files, the teachers cannot release them for viewing.

Sel.	Name	Description	Size	Entered on	Entered by	Modify
<input type="checkbox"/>	Task_1		37.00 KiB	23.09.2021 10:22	Atekwana Mhekwa, P.A.	

Remove file

Files have not been properly handed in, only inserted.

Click on the following button to submit all the above listed files

Submit files

Enter new file

Quota for inserting files 4.96 MiB.