



Central European Campus  
Nisa/Neisse



**TECHNISCHE  
UNIVERSITÄT  
DRESDEN**



Internationales  
Hochschulinstitut  
**ZITTAU**  
der TU Dresden



TECHNICAL UNIVERSITY OF LIBEREC  
[www.tul.cz](http://www.tul.cz)



TECHNICAL UNIVERSITY OF LIBEREC  
Faculty of Economics



## Central European Campus Nisa/Neisse



<https://cec.ef.tul.cz/>

**Congratulation! You made it here to study at the Technical University of Liberec (TUL) and the Technical University of Dresden (TUD). Because studies are sometimes challenging, especially at the beginning, we decided to prepare a brochure to help you better orientate in both universities.**

**So without further due, let's jump into the introduction of TUL and TUD tools!**



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# Content

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# Liane Portal

Before starting your journey, you have to create an account on the Liane portal. Your LIANE login will help you to get to all TUL digital platforms. On this portal, you can change your central password, set a password for the remote access or set an e-mail forwarding from the TUL mail to the mail of your choice.

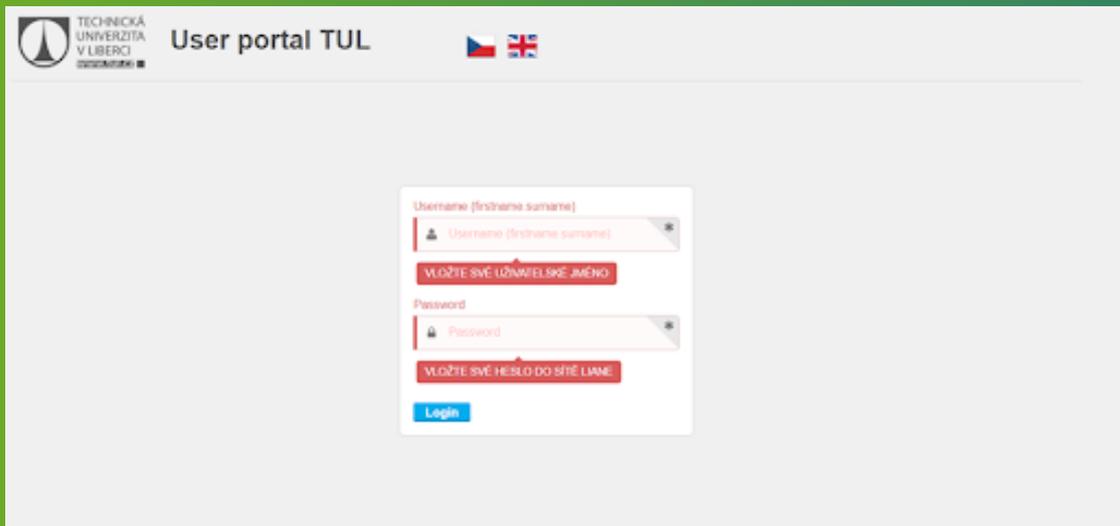
All you have to do is:

1. Go to

<https://liane.tul.cz/portal/>



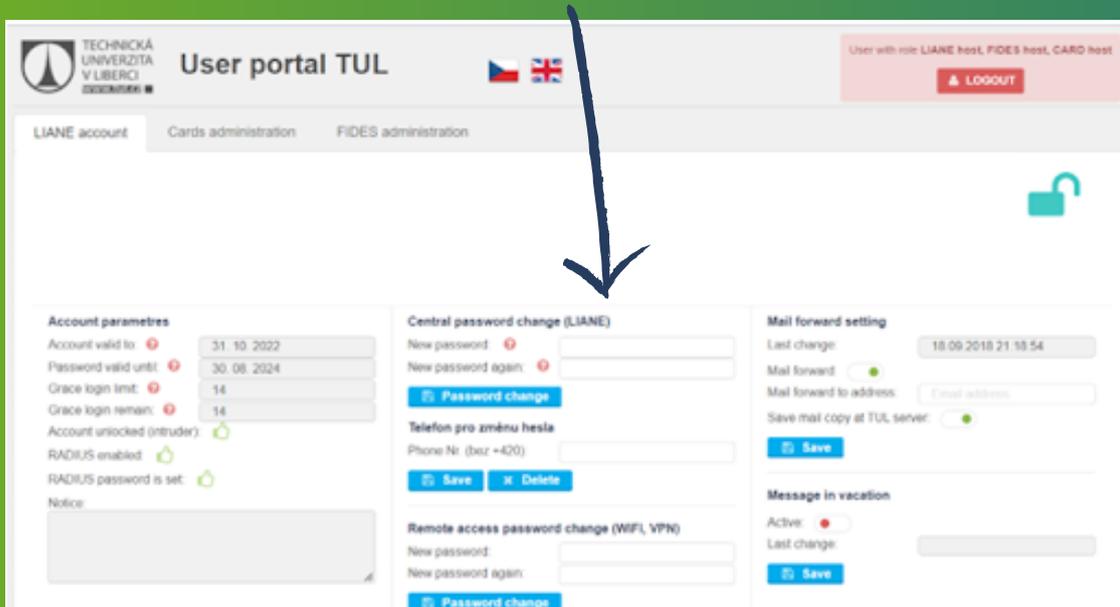
2. Enter the username in the form **firstname.lastname**, and your **password** (The code for your first login to the LIANE network can be found on the last line of the Admission Decision you received in the mail) to the LIANE and click on Login



The screenshot shows the login page of the 'User portal TUL'. At the top left is the logo of Technická univerzita v Liberci. The page title is 'User portal TUL'. There are flags for the Czech Republic and the United Kingdom. The main content is a login form with two input fields: 'Username (firstname surname)' and 'Password'. Below each field is a red button with white text: 'VLOŽTE SVÉ UŽIVATELSKÉ JMÉNO' and 'VLOŽTE SVÉ HESLO DO SÍTĚ LIANE'. A blue 'Login' button is at the bottom of the form.

3. You are now logged in to your LIANE account

After the first login, you have to change your password.

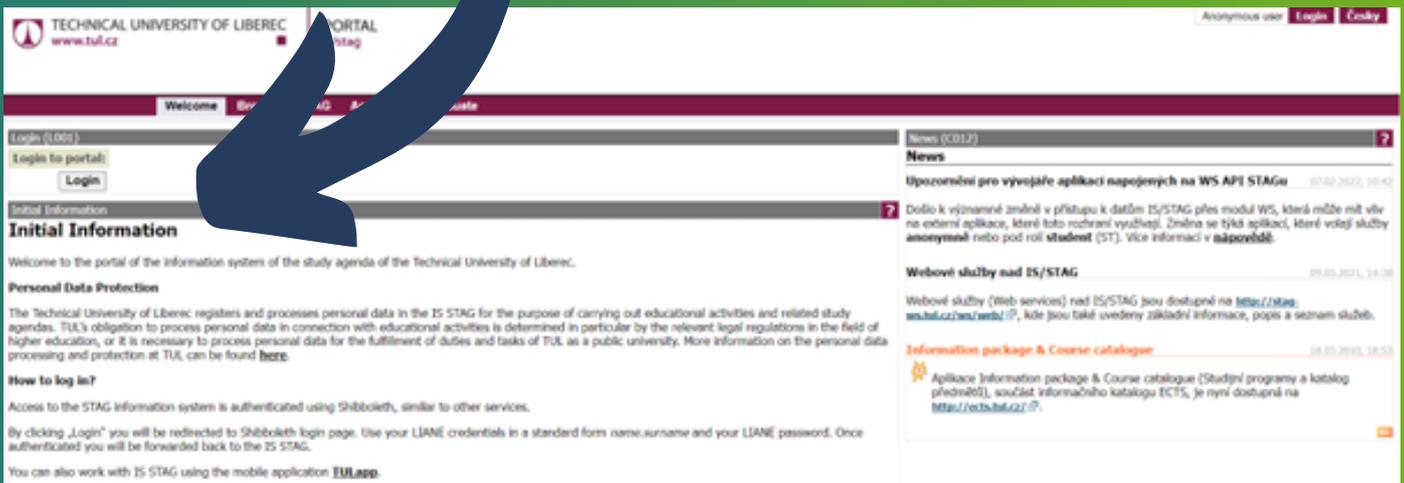


The screenshot shows the 'LIANE account' settings page. At the top left is the logo of Technická univerzita v Liberci. The page title is 'User portal TUL'. There are flags for the Czech Republic and the United Kingdom. A red 'LOGOUT' button is in the top right corner. Below the navigation bar, there are three tabs: 'LIANE account', 'Cards administration', and 'FIDES administration'. The 'LIANE account' tab is active. The page is divided into three columns. The left column is 'Account parameters' with fields for 'Account valid to', 'Password valid until', 'Grace login limit', and 'Grace login remain'. The middle column is 'Central password change (LIANE)' with fields for 'New password' and 'New password again', a 'Password change' button, and a 'Telefon pro změnu hesla' section. The right column is 'Mail forward setting' with fields for 'Last change', 'Mail forward', 'Mail forward to address', and 'Save mail copy at TUL server'. A blue arrow points from the 'Password change' button in the middle column to the 'Password change' button in the right column.

# Stag TUL

Stag is the portal of the information system of the study agenda of the Technical University of Liberec.

By clicking "Login" you will be redirected to the Shibboleth login page.



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www.tul.cz

Přihlášení ke službě IS/STAG

Uživatelské jméno  
jmeno.prijmeni

Heslo  
vaše centrální heslo do LIANE

Nepamatovat přihlášení  
 Odvolat souhlas s uvolňováním mých informací pro tuto službu.

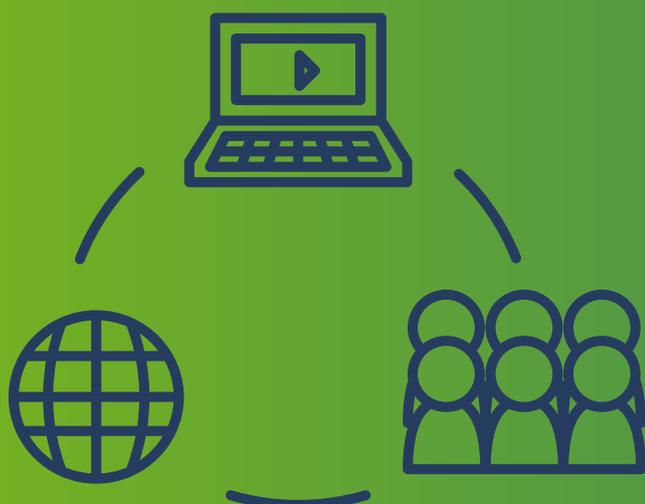
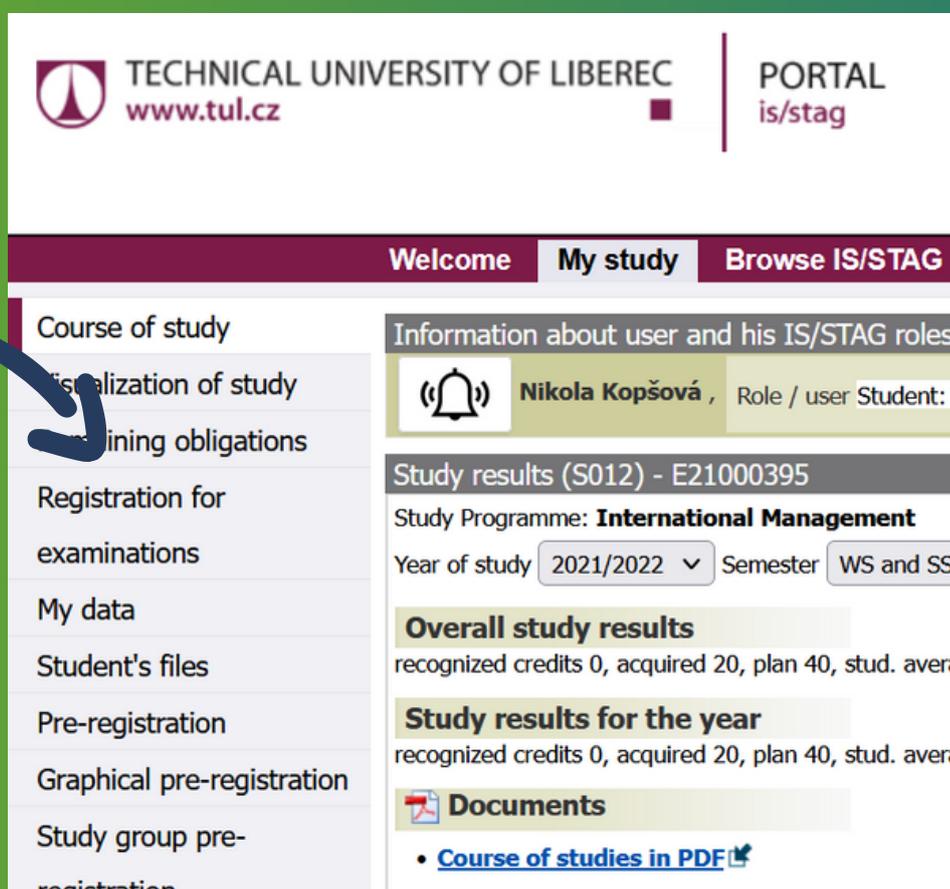
[Ochrana osobních údajů](#)

Přihlášení

LIANE > eduID

Use your LIANE login in a standard form name.surname, and your LIANE password.

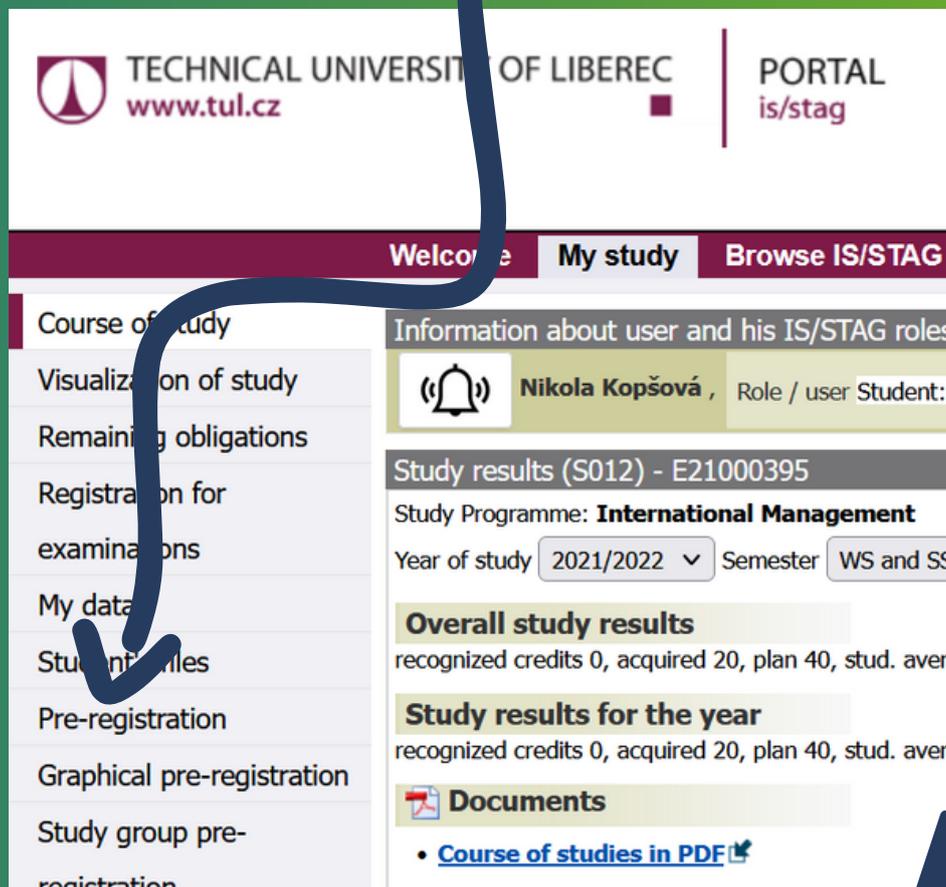
In the "My Study" section, you will find information about your studies. In the section "Registration for examination" you register for exams. After an exam, you can see results in the "My study" section. You just have to scroll down.



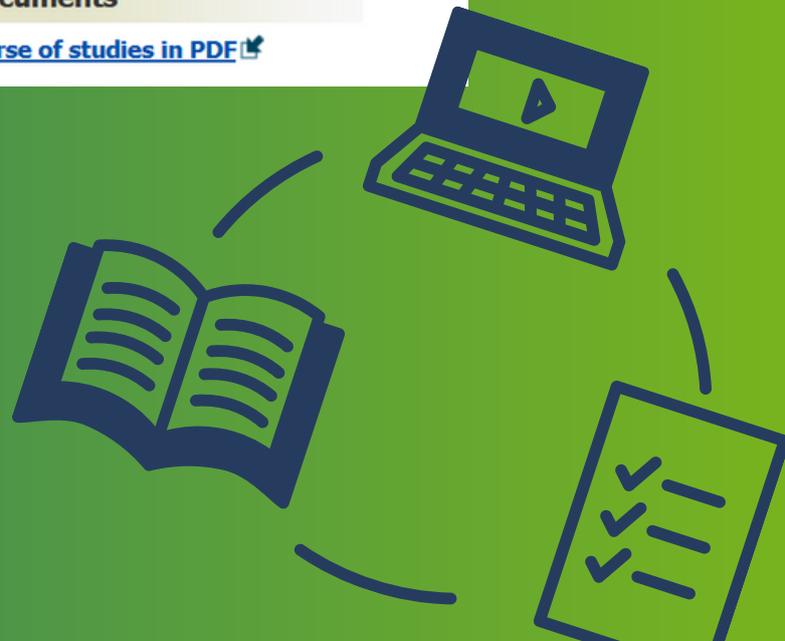
# Course registration

At the beginning of your studies, you have to register in Stag for courses you will take during the first semester.

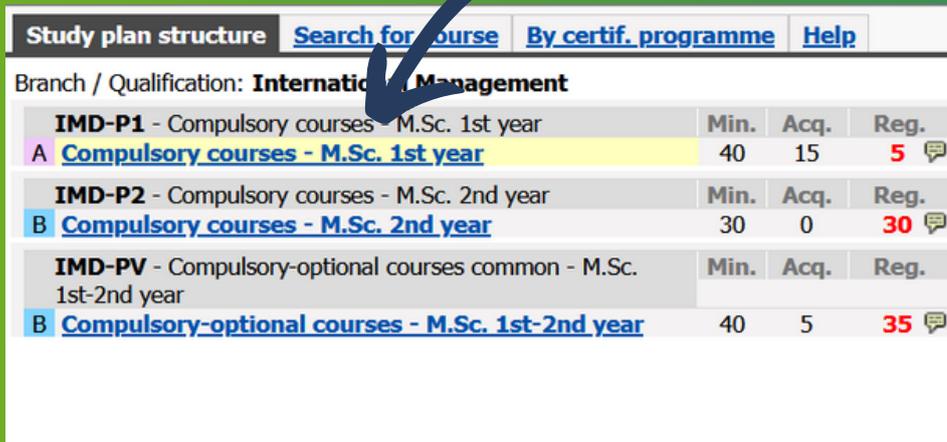
Click on "Pre-registration"



The screenshot shows the IS/STAG portal for the Technical University of Liberec. The header includes the university logo and name, and the portal name 'PORTAL is/stag'. A navigation bar contains 'Welcome', 'My study', and 'Browse IS/STAG'. A left sidebar menu lists various options, with 'Pre-registration' highlighted. A blue arrow points from the text 'Click on "Pre-registration"' to this menu item. The main content area displays user information for 'Nikola Kopšová', study results for 'International Management' in the 2021/2022 semester, and a document link for 'Course of studies in PDF'.

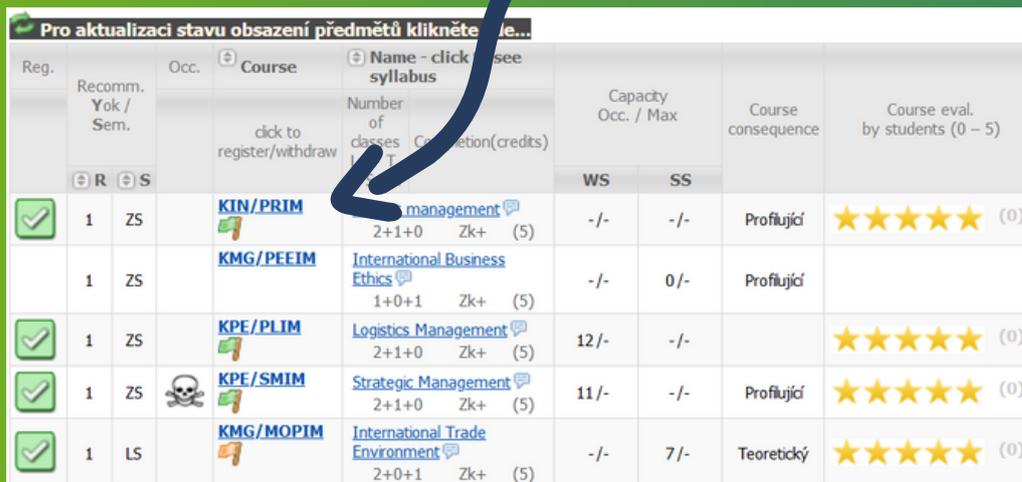


Then click on compulsory courses

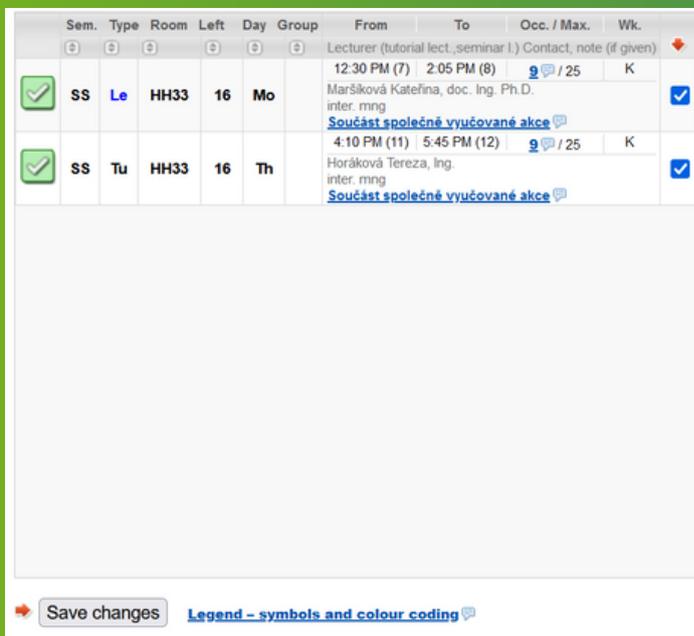


Study plan structure				<a href="#">Search for course</a>	<a href="#">By certif. programme</a>	<a href="#">Help</a>
Branch / Qualification: <b>International Management</b>						
IMD-P1 - Compulsory courses - M.Sc. 1st year				Min.	Acq.	Reg.
A	<a href="#">Compulsory courses - M.Sc. 1st year</a>	40	15	5		
IMD-P2 - Compulsory courses - M.Sc. 2nd year				Min.	Acq.	Reg.
B	<a href="#">Compulsory courses - M.Sc. 2nd year</a>	30	0	30		
IMD-PV - Compulsory-optional courses common - M.Sc. 1st-2nd year				Min.	Acq.	Reg.
B	<a href="#">Compulsory-optional courses - M.Sc. 1st-2nd year</a>	40	5	35		

Next, you have to click on the course code which you want to take the first semester.



Pro aktualizaci stavu obsazení předmětů klikněte zde...									
Reg.	Recomm. York / Sem.	Occ.	Course	Name - click to see syllabus	Capacity Occ. / Max	Course consequence	Course eval. by students (0 - 5)		
			click to register/withdraw	Number of classes	Consequence (credits)	WS	SS		
<input checked="" type="checkbox"/>	1	ZS	<a href="#">KIN/PRIM</a>	<a href="#">management</a>	2+1+0 Zk+ (5)	-/-	-/-	Profitující	★★★★★ (0)
	1	ZS	<a href="#">KMG/PEEIM</a>	<a href="#">International Business Ethics</a>	1+0+1 Zk+ (5)	-/-	0/-	Profitující	
<input checked="" type="checkbox"/>	1	ZS	<a href="#">KPE/PLIM</a>	<a href="#">Logistics Management</a>	2+1+0 Zk+ (5)	12/-	-/-		★★★★★ (0)
<input checked="" type="checkbox"/>	1	ZS	<a href="#">KPE/SMIM</a>	<a href="#">Strategic Management</a>	2+1+0 Zk+ (5)	11/-	-/-	Profitující	★★★★★ (0)
<input checked="" type="checkbox"/>	1	LS	<a href="#">KMG/MOPIM</a>	<a href="#">International Trade Environment</a>	2+0+1 Zk+ (5)	-/-	7/-	Teoretický	★★★★★ (0)



Sem.	Type	Room	Left	Day	Group	From	To	Occ. / Max.	Wk.	
<input checked="" type="checkbox"/>	SS	Le	HH33	16	Mo	12:30 PM (7)	2:05 PM (8)	9 / 25	K	<input checked="" type="checkbox"/>
Lecturer (tutorial lect., seminar I.) Contact, note (if given)										
Maršíková Kateřina, doc. Ing. Ph.D. inter. mng <a href="#">Součást společné vyučované akce</a>										
<input checked="" type="checkbox"/>	SS	Tu	HH33	16	Th	4:10 PM (11)	5:45 PM (12)	9 / 25	K	<input checked="" type="checkbox"/>
Horáková Tereza, Ing. inter. mng <a href="#">Součást společné vyučované akce</a>										

[Legend - symbols and colour coding](#)

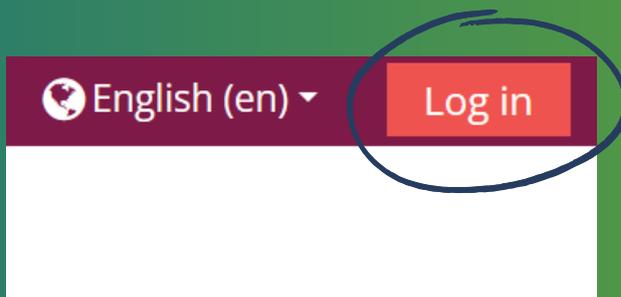
The last step is to click on the square and after you mark it click on Save changes. After your registration for courses, you can see your timetable below.

# E-Learning

On this page, you will enroll for your registered courses from STAG. At the e-learning, the teachers will upload all the materials you will need to complete the selected course successfully. At the same time, you will submit tasks from teachers and complete various quizzes here!

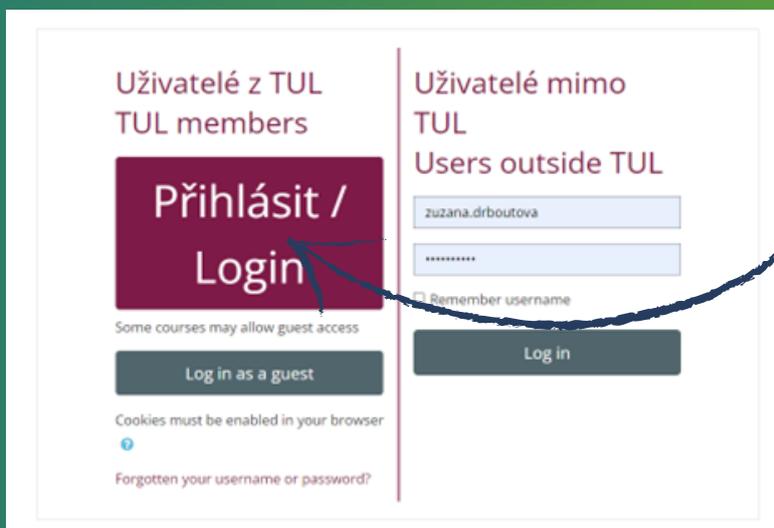
Go on the page of e-learning

<https://elearning.tul.cz/?lang=en>



1. Click on "login" (left upper corner)

2. Login to the e-learning portal with the "PŘIHLÁSIT / login button".



3. Enter the username in the form "firstname.lastname", your "password to LIANE" and click on the Přihlášení button.

You are now logged in the e-learning portal!

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Přihlášení ke službě IS/STAG

Uživatelské jméno  
jmeno.prijmeni

Heslo  
vaše centrální heslo do LIANE

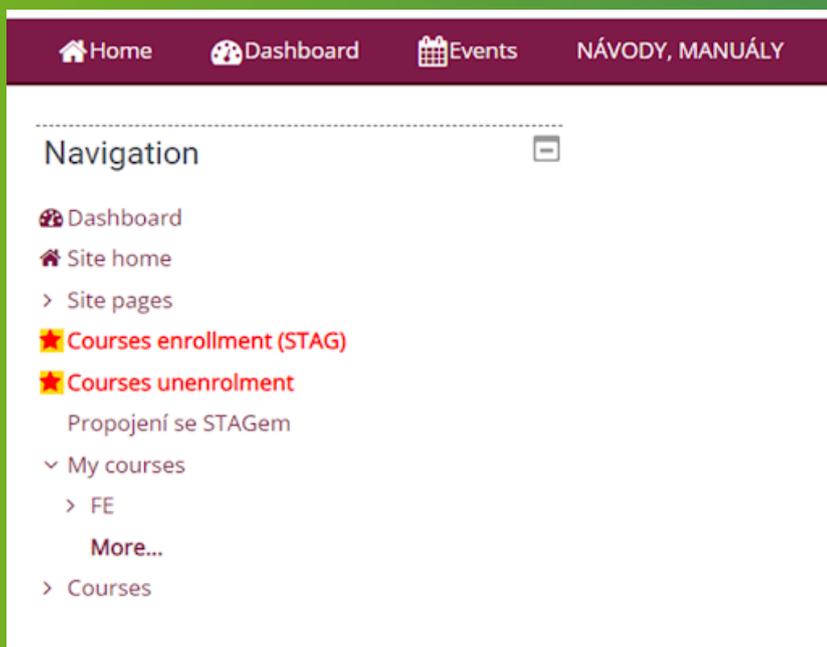
Nepamatovat přihlášení  
 Odvolat souhlas s uvolňováním mých informací pro tuto službu.

[Ochrana osobních údajů](#)

Přihlášení

> LIANE > eduID

Let's register for courses now!



Roll down to the Navigation and click on the "Courses enrollment (STAG)"

Choose the academic year, and courses for you will be shown.

**Courses enrollment (STAG)**

▾ **Selected academic year**  
Select the academic year for which you want to create your courses or enroll in them.

2021/2022 ▾ [Change academic year](#)

▾ **Courses existing at the elearning and offered by STAG for enrollment for the selected academic year**  
For Student role ( STAG username : f : ), ONLY courses that the teacher has already created will be displayed.

Choose your courses, click on **“Save changes”** and go back to Dashboard.

*Multiedu*



Multiedu is another online platform where you can find materials for your modules. It is comparable to e-learning. It works on a similar basis. Some professors use Multiedu because they are used to it. You can also find the results of any middle tests or other tests you took throughout the semester.

1. Go to <https://multiedu.tul.cz/>
2. On the main page are materials you can download to your PC, and after that, you can use it offline - you have to choose and click on the name of your professor, and after that, you have to select the abbreviation of your course
3. To find the results of your tests, you have to click on "Výsledky testů" and again click on the name of your professor and find out your module



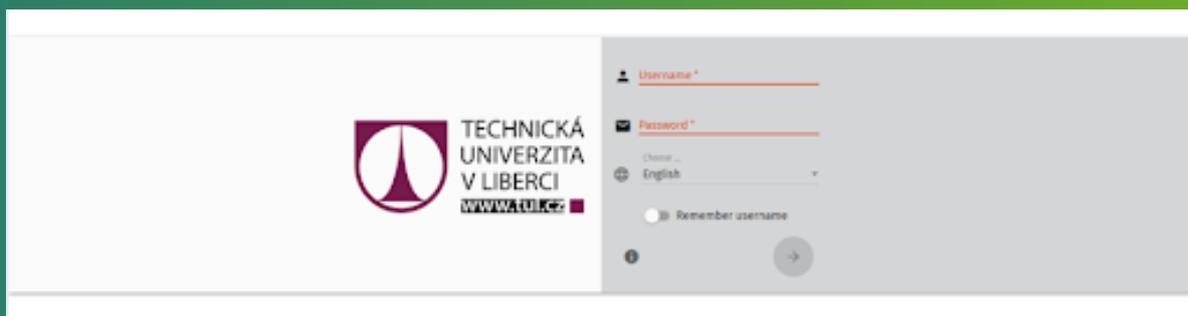
# Student E-mail

Technical university has its e-mail page. For communication with your teachers, you should use your university mail. And one recommendation, in LIANE, you can set a mail forwarding so you'll never miss any important information from your teachers or the faculty.

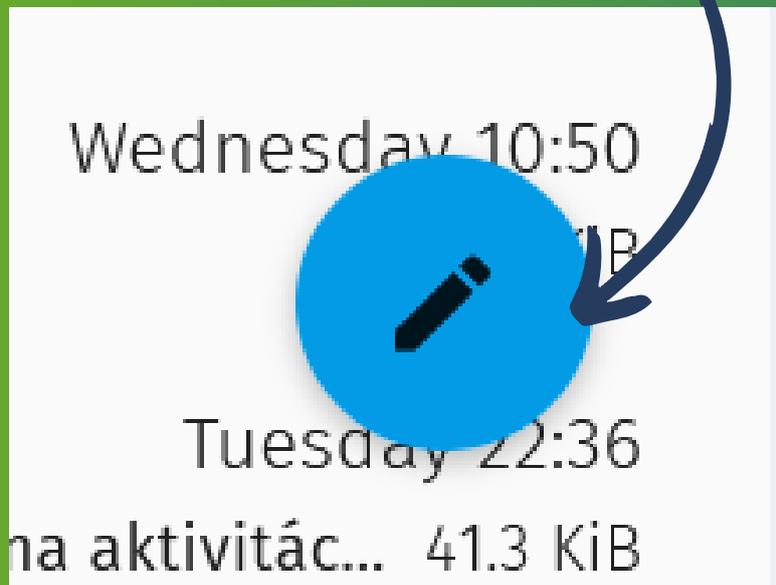
1. Go to <https://webmail.tul.cz/SOGo/so/>



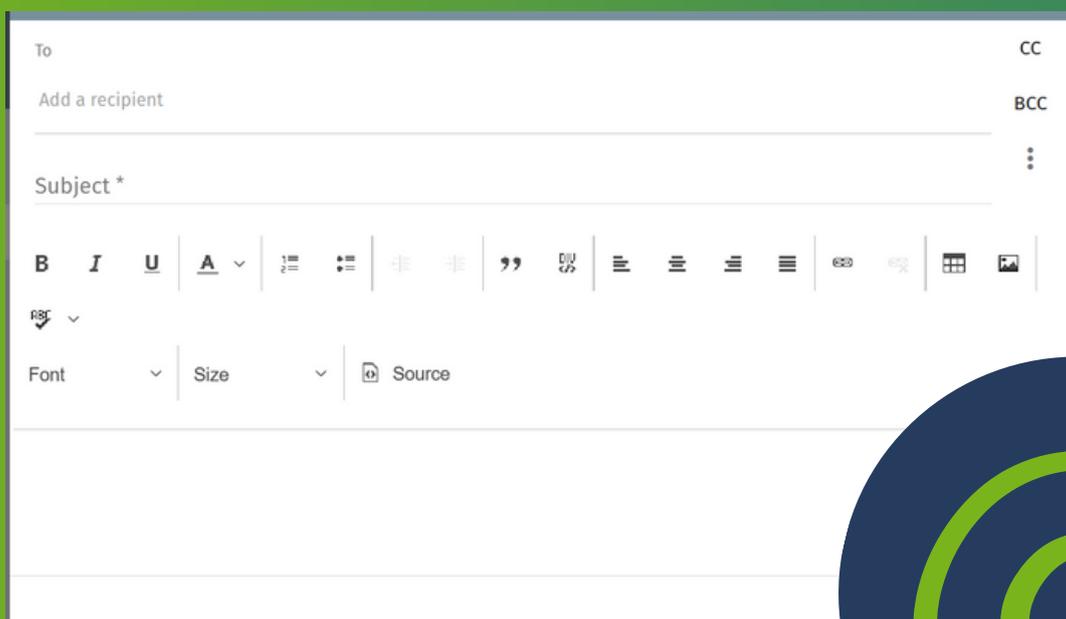
2. Enter the username in the form **firstname.lastname**, your **password to LIANE** and click on the arrow



If you want to write an e-mail to your teacher, you  
have to click on this button



Then this window will pop up. Now you can write  
your e-mails to your teachers!





There is the main  
webpage, where you can  
find information about the  
University Library:  
<https://knihovna.tul.cz/>,



TECHNICAL UNIVERSITY OF LIBEREC  
University Library

Main Building closed | Branch office closed

CATALOGUE SERVICES SCIENCE SUPPORT PUBLISHING PRINTING ABOUT

ABOUT

Opening hours

Basic documents >

Contacts

UNIKNI

Activities

Gallery

Volunteering

Projects >

FAQ

Search the web

Search the website...

Opening hours

	University Library	Branch office
Monday	8:00 a.m. – 6:00 p.m.	8:00 a.m. – 4:00 p.m.
Tuesday	8:00 a.m. – 6:00 p.m.	8:00 a.m. – 4:00 p.m.
Wednesday	8:00 a.m. – 6:00 p.m.	8:00 a.m. – 4:00 p.m.
Thursday	8:00 a.m. – 6:00 p.m.	8:00 a.m. – 4:00 p.m.
Friday	8:00 a.m. – 6:00 p.m.	8:00 a.m. – 4:00 p.m.

Where can you find us

Address:

• Voroněžská 1329/13, 460 01 Liberec I- Staré Město, Czech Republic  
Technical University Liberec - building H

On the main page, you can find out Opening hours, Basic documents, such as Library Regulations and Pricelist, Contacts for Management of the Library, Department of Library and Information Services or Publishing centre TUL, and the University shop. There are links for Science support, like DOI (Digital Object Identifier) or DSpace and many more.

And another one for registration  
and lending the books:

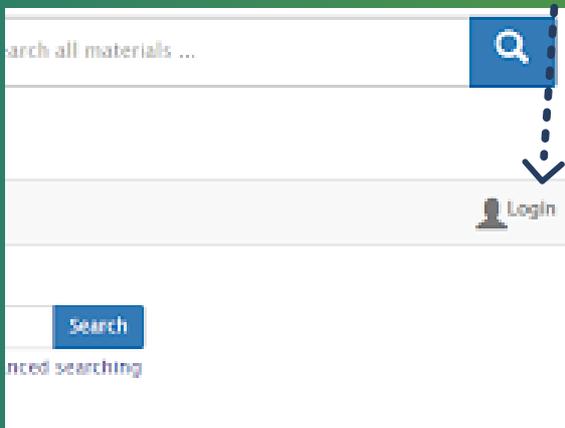
[www.knihovna-opac.tul.cz](http://www.knihovna-opac.tul.cz)



Before login in to this page, you have to register in the library. You need a student ISIC card and ID card (or another identity card). You will stop either in the main library (building H) or at the branch office (building F2), show ISIC, sign the application, and it's done. During the registration, you will create a password for your online login. This password should be four numbers.



1. So after the registration Go on [www.knihovna-opac.tul.cz](http://www.knihovna-opac.tul.cz)
2. You can change the language to English/German or French at the bottom.
3. Click on "Login"



And enter your TUL e-mail and 4 number password

**Login to catalog**

E-Mail or ID number

Password

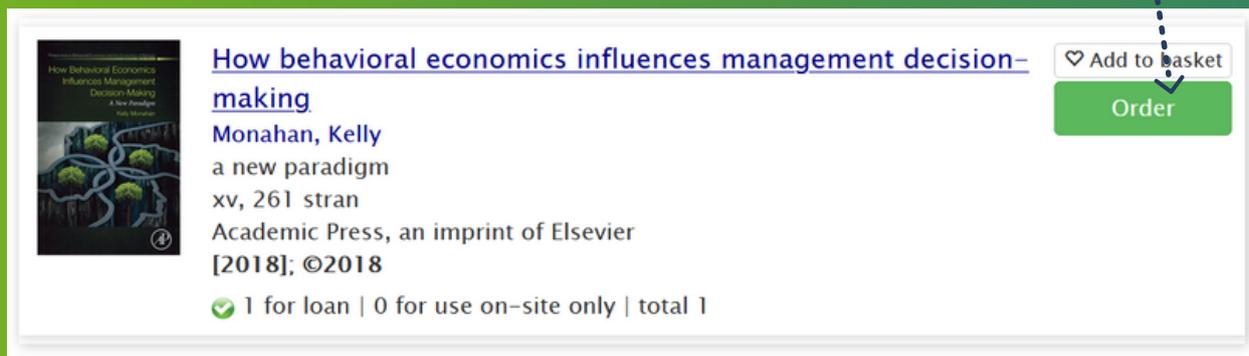
[Login](#)

[Login with central system](#)

[Not registered yet](#) [Forgotten password](#)

For ordering a book, click on search and find the book you want to order.

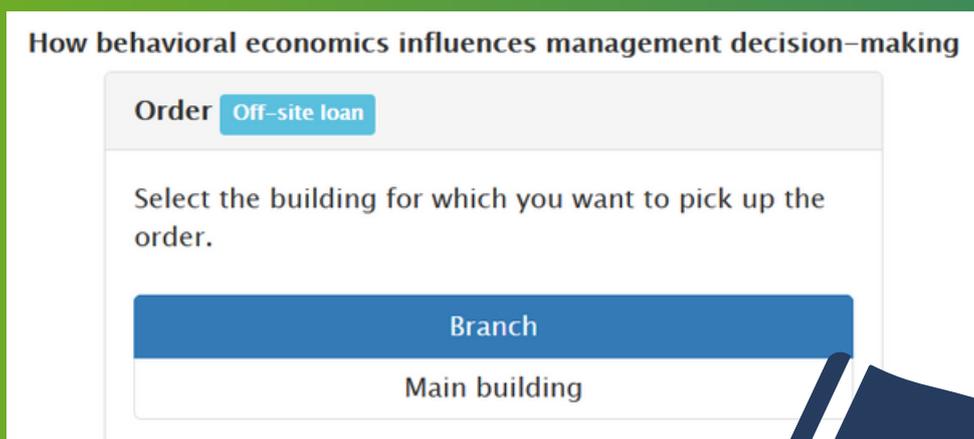
Click on order



 **How behavioral economics influences management decision-making**  
Monahan, Kelly  
a new paradigm  
xv, 261 stran  
Academic Press, an imprint of Elsevier  
[2018]; ©2018  
✓ 1 for loan | 0 for use on-site only | total 1

[Add to basket](#)  
**Order**

And then choose the building where you want to pick up your book.



**How behavioral economics influences management decision-making**

Order **Off-site loan**

Select the building for which you want to pick up the order.

Branch
Main building

That's it! Enjoy your reading



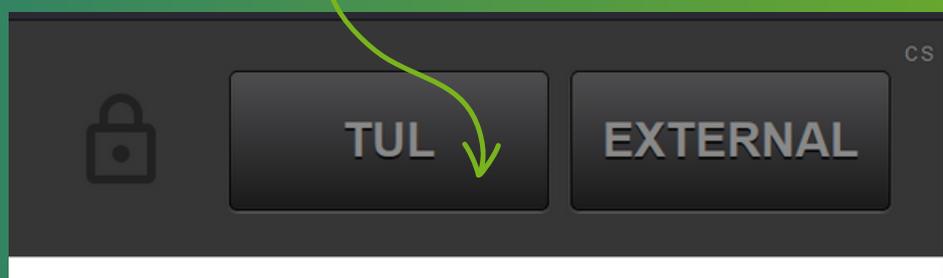


Technical university offers three places where you can eat. Because you are enrolled in the Economic faculty, the best choice for you is the MENZA in Voroněžská, because it's right in the building of the Economic faculty. You can come to MENZA and order and pay for a meal right there, but not all of them might be available. We recommend activating the TUL card and always ordering the meal in advance on the website.

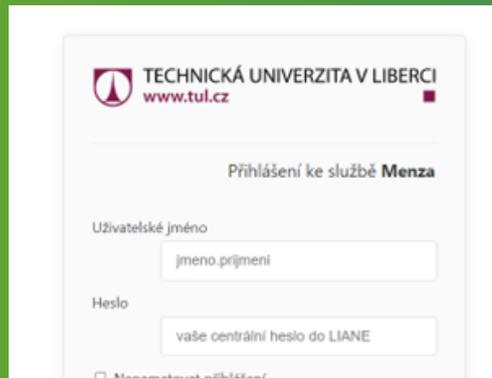
1. Go to the Menza and activate your TUL ISIC card.
2. Go to the website <https://menza.tul.cz>



3. Click on the TUL button in the right corner



4. Enter the username in the form **firstname.lastname**, your password to **LIANE** and click on the **Přihlášení** button.



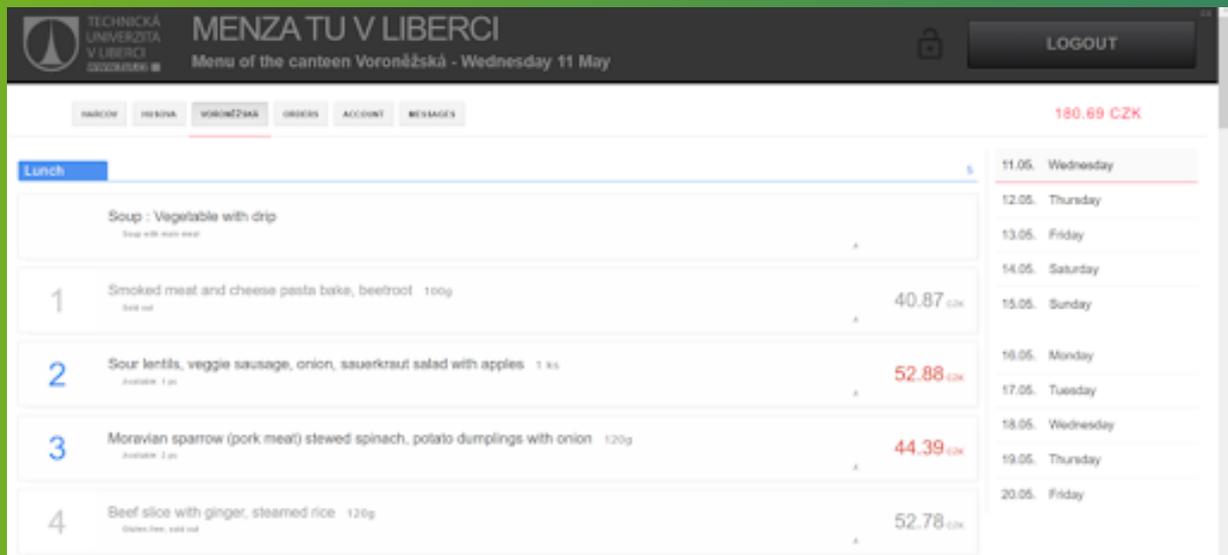
TECHNICKÁ UNIVERZITA V LIBERCI  
www.tul.cz

Přihlášení ke službě **Menza**

Uživatelské jméno  
jmeno.prijmeni

Heslo  
vaše centrální heslo do LIANE

Nezapomout přihlášení



TECHNICKÁ UNIVERZITA V LIBERCI  
MENZA TU V LIBERCI  
Menu of the canteen Voroněžská - Wednesday 11 May

LOGOUT

180.69 CZK

HARCOV MENZA VORONĚŽSKÁ ORDERS ACCOUNT MESSAGES

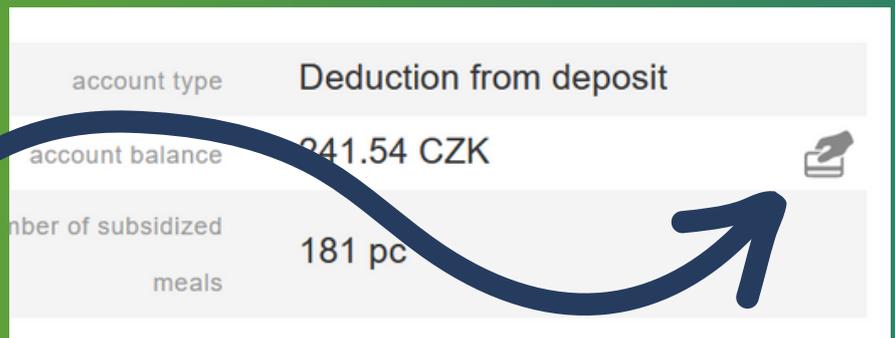
Lunch

	Soup : Vegetable with drip <small>Soup with meat meat</small>		
1	Smoked meat and cheese pasta bake, beefroot 100g <small>Soup out</small>	40.87 CZK	
2	Sour lentils, veggie sausage, onion, sauerkraut salad with apples 1 ks <small>Available 1 pc</small>	52.88 CZK	
3	Moravian sparrow (pork meat) stewed spinach, potato dumplings with onion 120g <small>Available 1 pc</small>	44.39 CZK	
4	Beef slice with ginger, steamed rice 120g <small>Chicken liver, sold out</small>	52.78 CZK	

11.05. Wednesday  
12.05. Thursday  
13.05. Friday  
14.05. Saturday  
15.05. Sunday  
16.05. Monday  
17.05. Tuesday  
18.05. Wednesday  
19.05. Thursday  
20.05. Friday

5. Go to the account

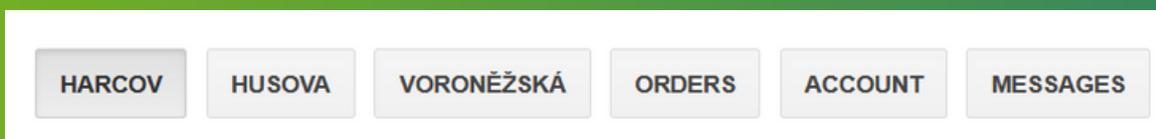
6. To put money on your ISIC, click on the hand **ICON** on the right



account type	Deduction from deposit
account balance	241.54 CZK
number of subsidized meals	181 pc

A hand icon is located to the right of the account balance, with a blue arrow pointing to it.

7. You can choose the place you want to eat and the date.



HARCOV HUSOVA VORONĚŽSKÁ ORDERS ACCOUNT MESSAGES

8. Click on the food you want to order and click on order now.

**Dobrou chuť!**



# Content

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# Account activation

At this point, you have already received an e-mail from the study office obtaining the login information for your access (ZIH login) to use our IT services at the TU Dresden (WLAN, course and exam registration, etc.). The activation process is as following:

1. Go to [https://selfservice.zih.tu-dresden.de/index.php/idm\\_coupon](https://selfservice.zih.tu-dresden.de/index.php/idm_coupon)



2. Confirm your coupon ID and follow the given instructions:

TECHNISCHE UNIVERSITÄT DRESDEN

Home » ... » ZIH » Self-Service Portal » Redeem coupon

SELF SERVICE PORTAL:

- Home
- Logging off Web applications (Shibboleth logout)
- University Elections
- Zugangsvoraussetzung
  - Redeem coupon
- My profile
- Password Management
- Certificate Management
- Application for a login
- My Guests
- My Functional Logins
- Redirection and notification request
- Arbeitsumgebung
  - My emails
  - Office 365 Licenses
  - My phones (Telecommunications data collection)

### REDEEM YOUR COUPON - (RE-) ACTIVATE ZIH LOGIN

You can activate your user account (including your email address) here. This will give you access to the IT services provided to you. During the activation process you will be asked to set a password. The combination of your given login name and your chosen password is required when using the provided services.

1 Enter coupon    2 Answer security questions    3 Set password    4 Finish activation

Coupon ID \*

2005-ki43-se42-ze18-ko73    Clear

**NEXT STEP**

3. Memorize your ZIH login, the password you have assigned and your new e-mail address

4. Done! (You will be able to use all provided IT services provided by ZIH an hour after having successfully activated your account)

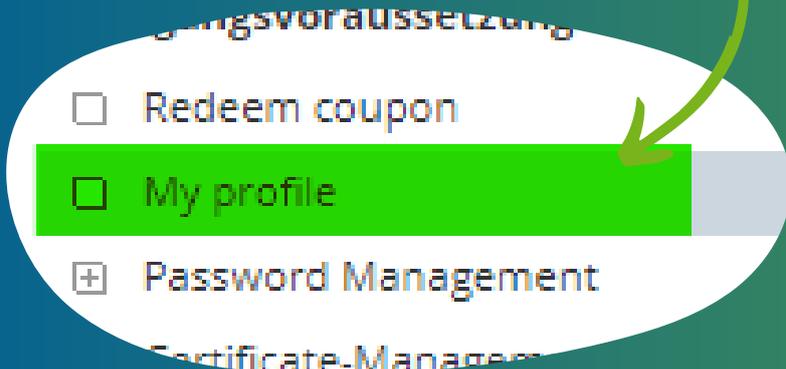
*So what now?*

To be  
"on the general list"  
and not miss any important  
information, you need to  
subscribe to your e-mail  
address. So go again on a  
self-service web.



and then just click on

*"My profile"*



Here you can find a summary of the information stored about you and your user account.



1. Scroll down to self-service functions

2. Click on "Subscribe" for both functions:

Selfservice functions:

<p><b>Publishing in the student's addressbook</b> Your account is currently not published in the student's addressbook.</p> <p><b>SUBSCRIBE</b></p>	<p><b>Using resources of HSZG</b> Your account is currently not allowed to use resources of HSZG.</p> <p><b>SUBSCRIBE</b></p>
---	---

**DONE!**

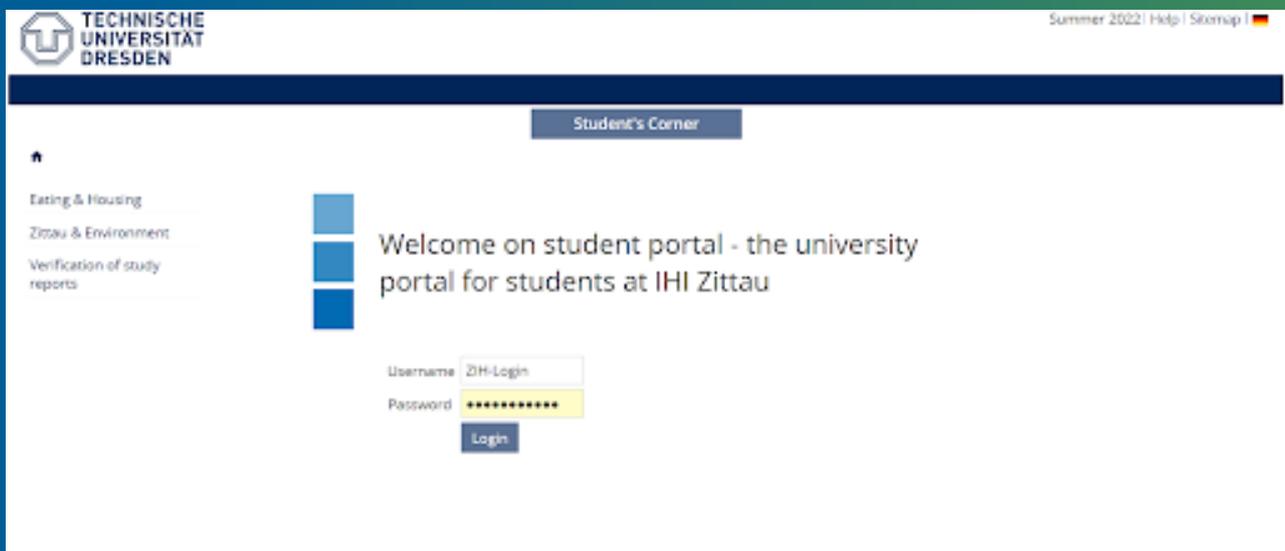
You will be able to use all provided IT services provided by HSZG and be written in the students' addressbook. Use the column "My profile" to write down your IHI E-mail Address, matriculation ID or other necessary information.

*QIS - IHI Zittau*

Well done, you finished your first semester at TUD / IHI Zittau. Of course, you want to check if you passed or failed your exams, seminar papers or presentations. In QIS, you can check which grade you got in each of your classes.



<https://studenten.ihizittau.de/qisserver/rds?state=user&type=0>



You use the same login and password as you use in the e-mail and in Opal for the log-in. So you need to remember your login details, the best way you write it down somewhere.

Next, you have to click on "Transcript of Records"



Home icon

Contact information

Study certificates / applications / forms

Transcript of Records

A

To see your results, just click on "Degree 88..." and then click on "International Management"



TRANSCRIPT OF RECORDS

Please choose:

- Degree 88 Master an Universitäten
- International Management (PO-Version 2019)

This gets you to your final results. Furthermore, you can also download your study reports in QIS.

# Opal

Opal is a platform widely used in Germany for having all the learning material and information about courses in one place.

It is also used for exam registration, so check it regularly.

Use your IHI account and selected password to login:

<https://bildungsportal.sachsen.de/opal/shiblogin>

→ The organization is  
**TU Dresden** (choose it)



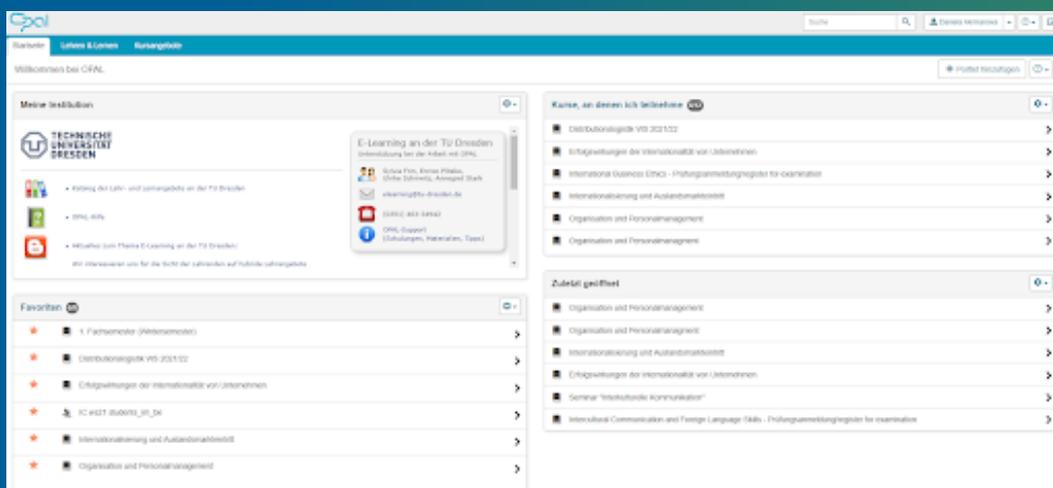
When you get to the main window,  
you will see the courses which you  
are taking (put these into your  
favourites)

In the first week  
every teacher will  
tell you what is

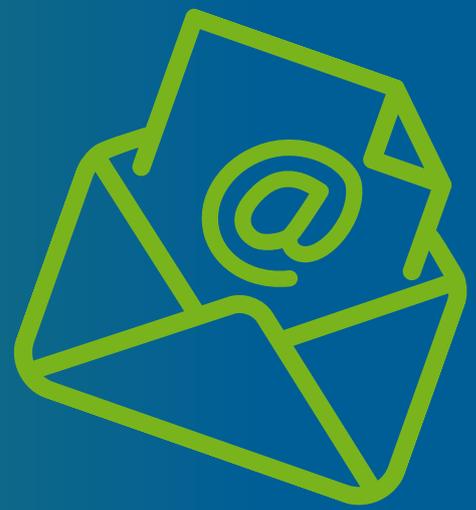
the name of the  
course and where  
to find it in Opal.

Use the search  
window and write  
the name of the

course or name of  
the teacher.



# Student E-mail



All the important information is transmitted via the university E-mail which needs to be checked every day.

<https://msx.tu-dresden.de/owa/auth/logon.aspx?replaceCurrent=1&url=https%3a%2f%2fmsx.tu-dresden.de%2fowa>



## Outlook® Web App

Meno používateľa:

ZIH - login name

Heslo:

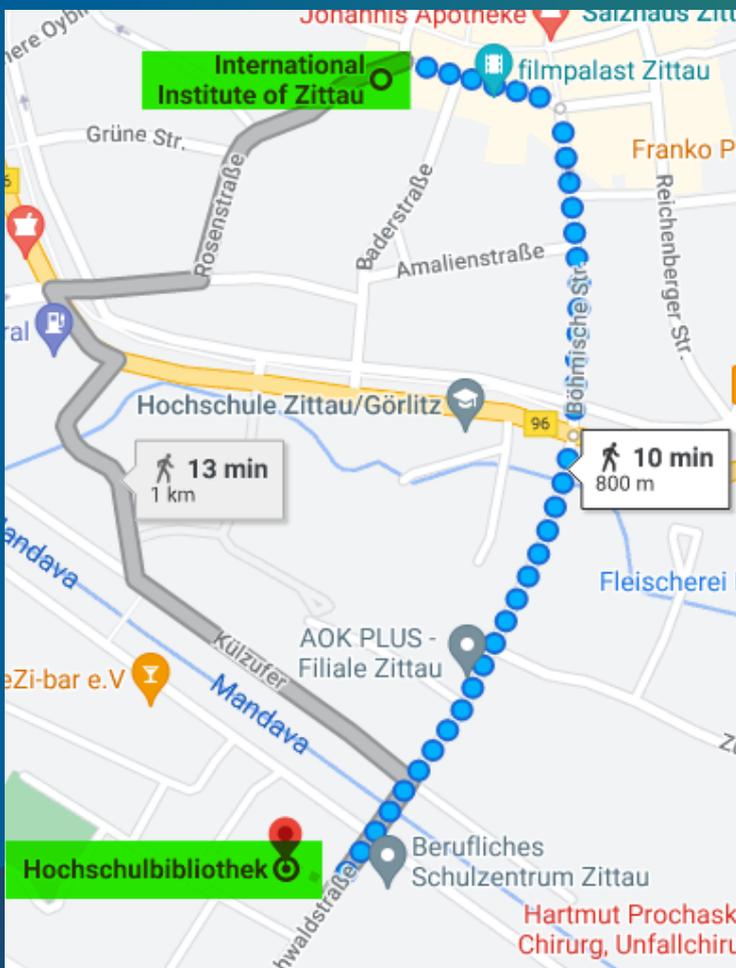
.....

➔ prihlásiť sa

Use your ZIH - login name and password and start reading e-mails.



The semester has already started, and you need to borrow some books or study materials. You can use the Library of Hochschule Zittau/ Görlitz (just ca. 10 minutes walk).



If you want to borrow a book, use your student card, which will be given to you at the beginning of the semester.

However, you need to be registered first - the worker in the library will give you a registration form to fill out.

After borrowing the book, you need to bring it back in until 30 days.

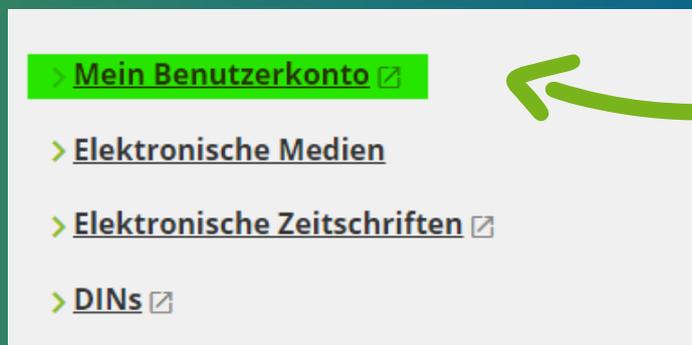
*What if you want to keep the book longer?*

You don't have to go to the library to extend it (but of course you can). You can easily extend it digitally using this website:

<https://hsb.hszg.de/startseite>.



Then scroll down and click on **"Mein Benutzerkonto"** (no English version)



Login with your Library number, which is on the second side of your student card (Bibliotheks-Nr.) - usually beginning with 99...

The password is your birth date in the form: **DDMMYY**.

A screenshot of a login form with a white background. It has two input fields: "Uživatelské jméno:" with the value "99443552" and "Heslo:" with ".....". Below the fields are two buttons: "Anmelden" (highlighted in green) and "Hilfe zur Anmeldung". A green mouse cursor arrow points to the "Anmelden" button.

My Account

- ★ Favorites
- Checked Out Items**
- Media Ready to Pickup (0)
- Recalls (0)
- Interlibrary Loan Requests (0)
- Loan History (23)
- € Fines
- Profile**
- Q Your Saved Searches
- + Create a List
- Change Password
- Log Out

Click on "Checked out Items"

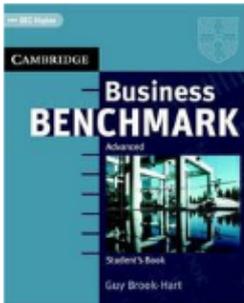


Select the book which you want to keep longer, and then on "Renew selected Items"



### Your Checked Out Items

Select Page **Renew Selected Items** Renew All Items

<input checked="" type="checkbox"/>		<b>Business benchmark</b> Book Renewed: 0 Due Date: 23.05.2022
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# Mahlzeit!

Fun Fact: In Saxony, people usually say "Mahlzeit" instead of hello at lunchtime.



To check the daily menu, use this website:

<https://www.studentenwerk-dresden.de/english/mensen/sp eisep lan/mensa-kraatschn.html>



As a student, you can eat in the local student mensa for a lower price. The mensa is situated in the same building as the library. It is not possible to pay with money, you need to have a deposit on your student card. To put a deposit on your student card, give the amount in cash to the cashier.

You don't have to make a reservation, just come and have something delicious!

**Content of this brochure** was made by students of **TUL**-  
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*Canva*