



Welcome on board!

E-learning (:
without secrets :)

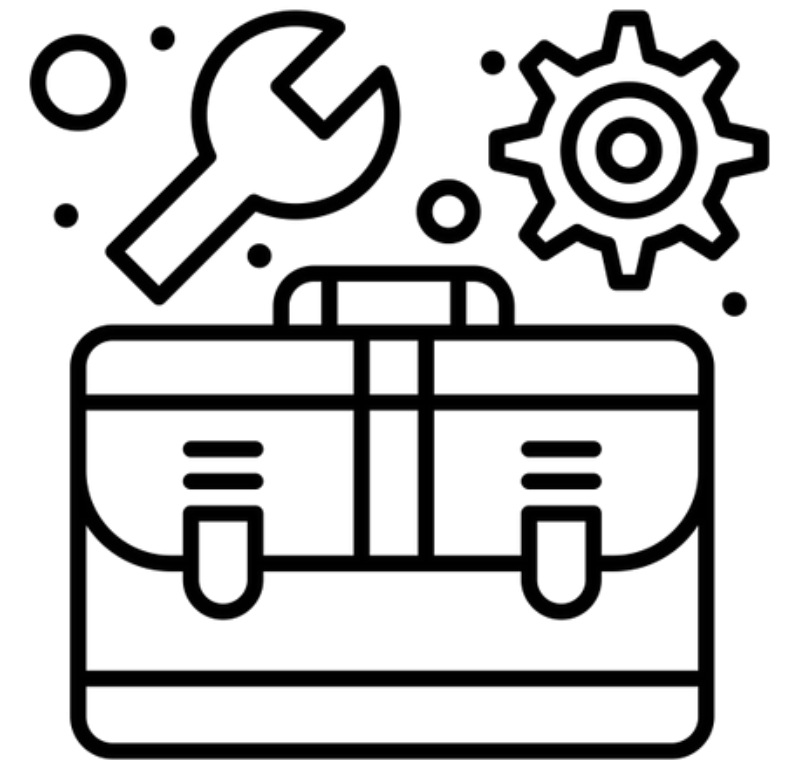


mini-guide



What can you find here?

- practical information about e-learning systems at AGH and the rules regarding using them
- how to create a student account and how to sign up for classes
- who to contact for assistance



Created by Flatart
from Noun Project

UPeL

Uczelniana Platforma e-Learningowa



MS Teams

E-learning systems at AGH



What can you get from e-course?

Learn any time you want from course materials and assignments (24/7)

Participate in activities on your own or with other students

Hand in assignments with text, graphic, audio and video files



Manage your account

Keep in touch with teachers and other students using forums, chats and messages

Check your grades and monitor your progress in an online grader report

UPeL logging in

You can log in to the UPeL platform with the same data as to others services of the AGH University.

Log in at <https://upel.agh.edu.pl> using your university's e-mail and password to the AGH University Mail.

More info about the student e-mail account can be found on the website of the **IT Solutions Centre** [Centrum Rozwiązań Informatycznych] <https://panel.agh.edu.pl/newuser/index-en.html>

UPeL course search



Use the dark mode of UPeL

Send messages to teachers and students

Find your courses

Learn remotely with online courses designed by your teachers

Manage your account (modify the profile, change preferences, manage badges)

The screenshot shows the UPeL (Uczelniana Platforma e-Learningowa) interface. At the top, there's a navigation bar with links: KOKPIT, MOJE KURSY, and WYSZUKAJ KURS (highlighted). To the right of the navigation bar are icons for dark mode (a moon icon), TUTORIALE, a notification bell, a chat bubble, a user profile dropdown, and a TRYB EDYCJI toggle. Below the navigation bar, there's a sub-navigation bar with links: Wyszukaj kurs (highlighted), Ustawienia, Uczestnicy, Raporty, Baza pytań, and Więcej. The main content area displays a list of courses. The first course is 'e-Learning w AGH - miniPrzewodniki', described as 'e-Learning w AGH - miniPrzewodniki to dwa przewodniki - dla dydaktyków i dydaktyczek oraz dla osób studiujących online, w których zebraliśmy najważniejsze informacje o e-learningu w AGH.' The second course is 'Jak być zmotywowanym i motywować innych'. At the bottom, there's a search bar with the text 'Wyszukaj kursy' and a magnifying glass icon. Below the search bar, there's a section titled 'Lista kierunków' with a 'Rozwiń wszystko' link. The list includes 'Kierunki A-C (468)' and 'Kierunki D-E (14)'.

UPeL access to the courses

Check who is in the course at the same moment as you

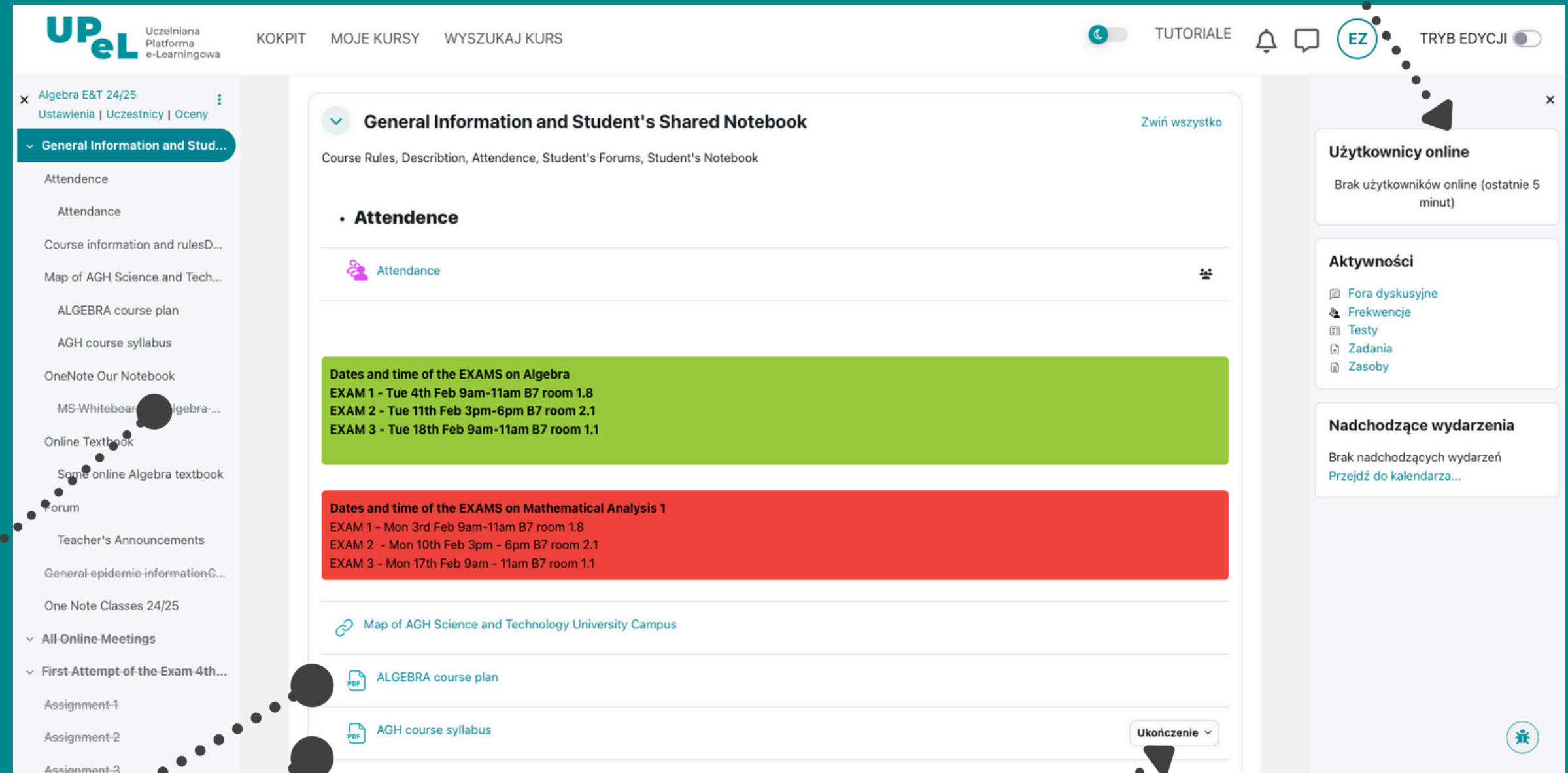
To join a course on UPeL:

- You can be added to a course by your teacher, who will provide you with a specific link or
- You can enrol yourself. You will get an access link and a code to the course from your teacher.

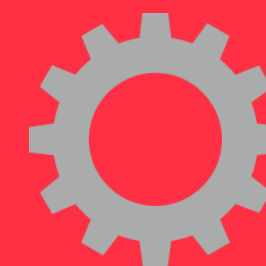
Navigate the course

Read the course materials and complete the tasks

Monitor your progress



The screenshot displays the UPeL (Uczelniana Platforma e-Learningowa) interface for a course titled "Algebra E&T 24/25". The top navigation bar includes links for "KOKPIT", "MOJE KURSY", and "WYSZUKAJ KURS". The sidebar on the left lists various course materials and activities, such as "Attendance", "Course information and rulesD...", "Map of AGH Science and Tech...", "ALGEBRA course plan", "AGH course syllabus", "OneNote Our Notebook", "MS-Whiteboard Algebra...", "Online Textbook", "Some online Algebra textbook", "Forum", "Teacher's Announcements", "General-epidemic-informationC...", "One Note Classes 24/25", "All-Online-Meetings", "First-Attempt-of-the-Exam-4th...", "Assignment-1", "Assignment-2", and "Assignment-3". The main content area is titled "General Information and Student's Shared Notebook" and contains sections for "Attendance", "Dates and time of the EXAMS on Algebra", "Dates and time of the EXAMS on Mathematical Analysis 1", and "Map of AGH Science and Technology University Campus". The right sidebar shows "Użytkownicy online" (Online users), "Aktywności" (Activities), and "Nadchodzące wydarzenia" (Upcoming events).



Where can you get help?

upel@agh.edu.pl

There is one person who can solve any issues regarding the e-learning system: the administrator.

Drop him/her an e-mail if you need help.

MS Teams logging in

Do you need to use MTeams?

- Log in at: <https://www.office.com>
or
- download the app:
<https://www.microsoft.com/plpl/microsoft-365/microsoft-teams/download-app>

Confirm the access by logging in
with your AGH University
credentials (e-mail and password)



The screenshot shows the login page for AGH University systems. At the top left is the AGH logo, which consists of three vertical bars in green, black, and red, with the letters 'AGH' below them. To the right of the logo is the text 'Logowanie do systemów AGH' and 'AKADEMIA GÓRNICZO-HUTNICZA IM. STANISŁAWA STASZICA W KRAKOWIE'. Below this is a yellow banner with the text 'Wymagane uwierzytelnienie - zaloguj się używając adresu e-mail oraz hasła z Poczty AGH.' Underneath the banner are two input fields: the first for an email address, containing '123456@student.agh.edu.pl', and the second for a password, containing a series of dots. Below the password field is a green button with a right-pointing arrow and the text 'Zaloguj się'.



MS Teams

access to your course

Do you want to join the online class in MS Teams?

- You can be added to a team by your teacher or
- You can do it yourself. The teacher will provide you with the course join code.

MS Teams how it works



Chat with the teacher and other students

Check posts to read news about the course

Use calendar to plan and find meetings and courses

In Files, you will find materials from the course

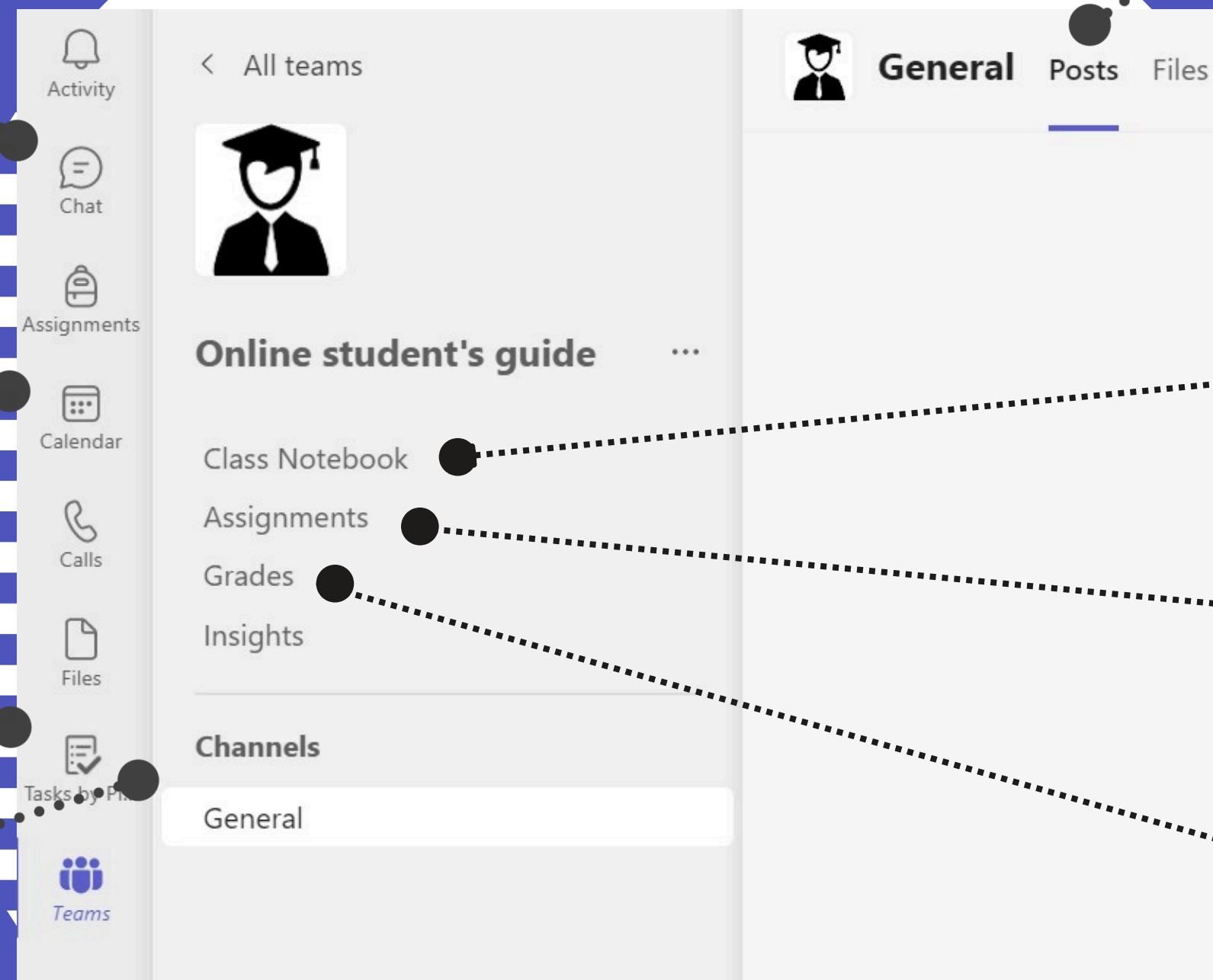
Notes to keep course materials such as files, notes, attachments, links, recordings etc.

In Tasks, you will find assignments for all your courses

Assignments - here you will find assignments for a particular course

Channel - here teachers and classmates can share messages, tools and files within sub-groups or topics

Check your grades and feedback from tests and assignments in Grades tab



What can you do in MS Teams?

- Save course's materials and assignments to access them from anywhere in the world
- Collaborate with others, contact the teacher, and submit assignments
- Communicate with other students on the board using text, audio or video during the class



MS Teams

**AGH UST
IT Solutions Centre**



**AGH UST
Centre of
e-Learning**

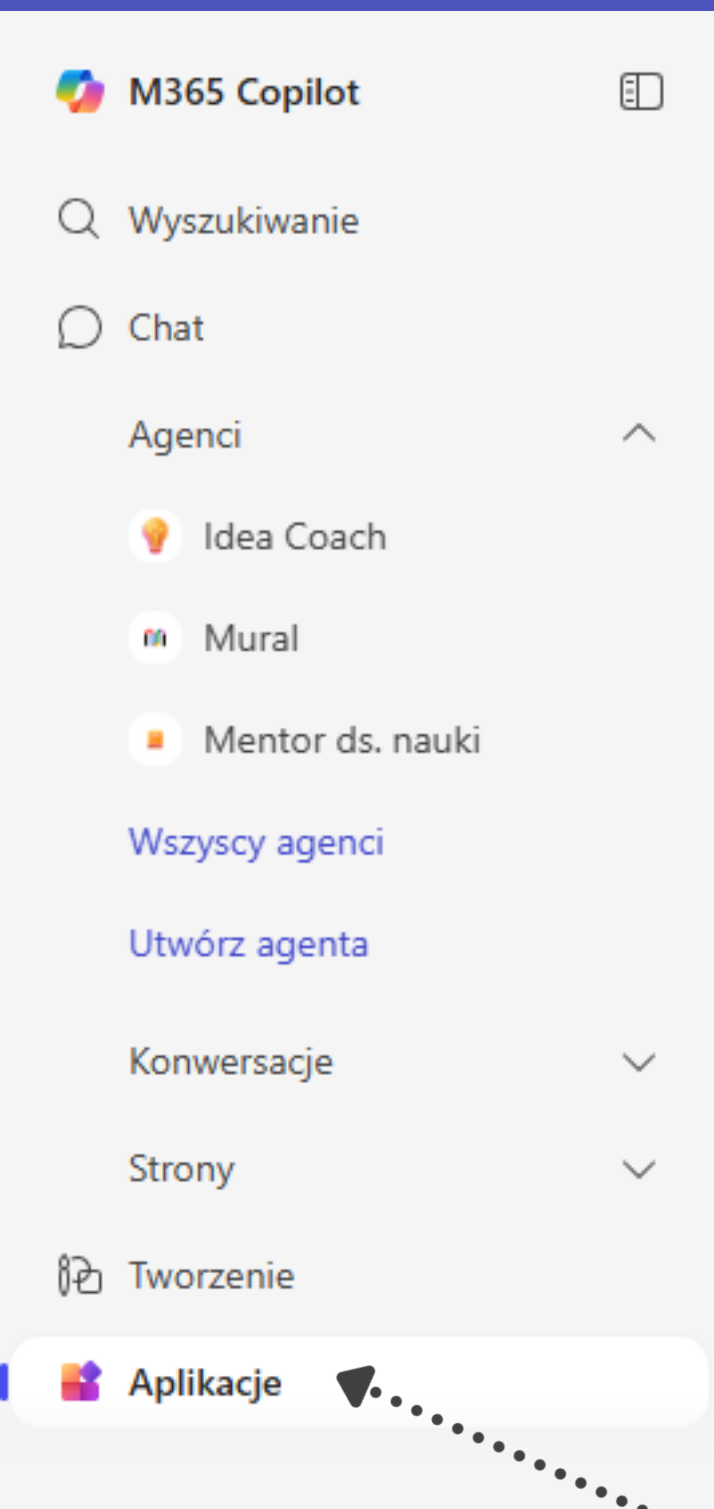
**Microsoft Teams
University
for
students**

**Microsoft
Education**
cooperation,
classes organization



**MS Teams
How to get
help?**

**Guide –
How to use
Microsoft Teams?**



Microsoft

login to Office 365

Log in at: <https://www.office.com>

Use your AGH UST e-mail and password. Then confirm the access with your AGH UST credentials (e-mail and password) once again.

You can use Outlook, MS Teams and others apps, e.g. Sway, SharePoint, OneDrive or OneNote.

Click an icon to get more information



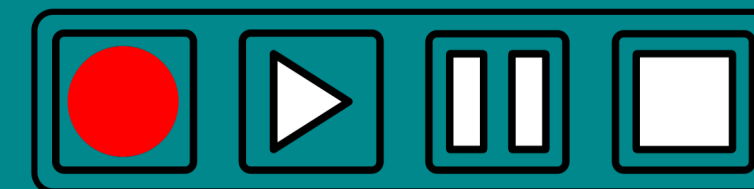
Each student with the AGH University e- mail account @student.agh.edu.pl can use Microsoft 365 apps.

Recording lectures

- You need to get teacher's permission to record a session when the teacher's image or voice is presented.
- Similarly, you need to get permission from everybody in the virtual room if their voice or image is presented. The consent needs to be voluntary and clearly stated. Record only if it is essential.
- Inform the participants about the recording at all times.
- The recordings can be kept no longer than for 6 months and must be encrypted

If you have received the required permissions, you can use screen recording software, such as:

OBS Studio - [how to](#)



Camera on!*

*whenever possible



- Face to face communication is the most effective so you will benefit from remote learning most with your camera on
- Body language, mimics and non-verbal communication enhance the message, the person behind the screen becomes more authentic
- Build your professional online profile - no more pyjamas or messy desks and the quality of the meeting increases
- You get more engaged and stay alert during the classes or a meeting



You cannot refuse switching on a camera during classes or exams.

The processing of personal data is based on legal provisions that allow the university to do so.

**More
help**

**Open AGH
Open Educational
Resources**

**Open AGH
e-Textbooks**

**AGH UST
Centre of e-Learning and
Innovative Education**

**AGH UST
Study Regulations**

