How to record workshops (ONLY FOR SECOND YEAR STUDENTS)

(CODES B016465 or B019482)

All students who have included at least one generic workshop (Code B016465 or Code B019482) in their study plan must follow the following procedure for its recording:

1) Access the Google Form available at the link https://u.garr.it/7WP8j

2) Indicate in the Google Form if you have in your approved study plan the code for a 3 ECTS workshop or a 6 ECTS workshop (if your study plan does not include a workshop with the code B016465 or B019482, or the workshop has not yet been approved DO NOT fill out the form. The form should only be filled out once you have obtained validation of the generic workshop in your study plan);

3) In case you have in your study plan a workshop for 3 ECTS, upload the certificate of passing the workshop in the Google form. The workshop will be recorded at the end of the first useful exam session;

4) In case you have in your study plan a workshop for 6 ECTS and only one 6 ECTS workshop has been passed, upload in the Google form the certificate of passing the workshop. The workshop will be recorded at the end of the first useful exam session;

5) In case you have in your study plan a workshop for 6 ECTS, to be achieved by attending two generic 3 ECTS workshops, upload the certificate of the first workshop you have just passed into the Google form. Re-enter the Google form once the second workshop has also been passed and upload the relevant certificate. Once both certificates are uploaded, the 6 ECTS workshop will be recorded at the end of the first useful exam session.

To access the Form directly, frame the qrcode: