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DEGLI STUDI
DI PADOVA

Study Plan Guidelines

Department of Management and Engineering (DTG)
Management Engineering

International Desk DTG



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Check out our resources!

Presentation:

You will receive an email with the presentation of today

The guide is also available on the STEM Course

[“International Desk DTG”](#)



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What is a Study Plan?



Definition of Study Plan

The **Study Plan** is the complete list of educational activities required to graduate. Each degree programme includes a number of educational activities such as exams, laboratories, course units, workshops, internships, thesis or other activities.



Some educational activities are **compulsory**, others are **optional** (choosing between) or **electives** courses.



Filling out your Study Plan is **mandatory!**

Please be aware that you **cannot** take an exam if **you have not submitted** your study plan and/or it has not been approved yet!





The Study Plan is the complete set of educational activities you must carry out in order to earn the **credits (ECTS/CFU)** required to graduate:

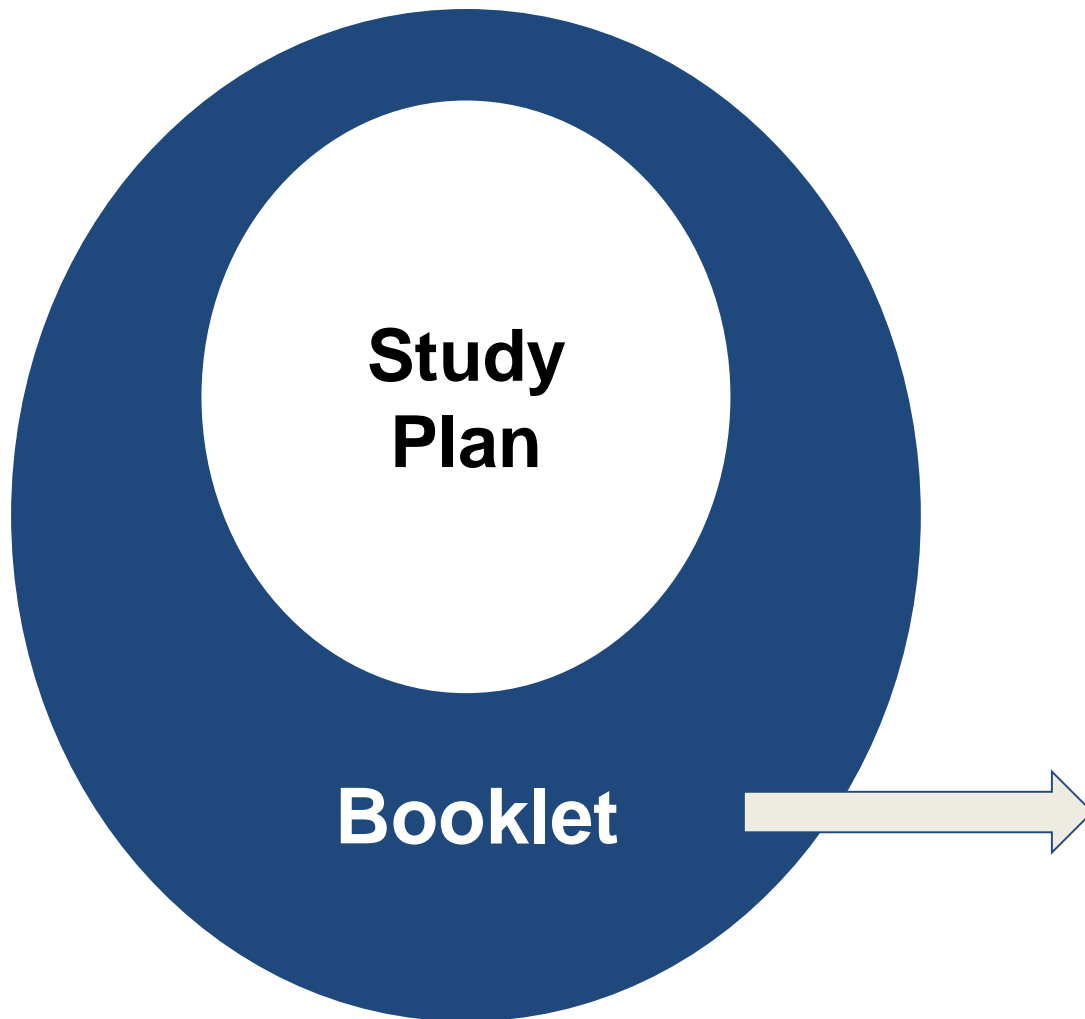
- [Bachelor's degree: 180 CFU]
- [Master's degree: 120 CFU]
- [Single-cycle degree: 360 CFU]





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Booklet vs Study Plan



The Booklet can be **richer than the Study Plan** because it contains all the exams foreseen in the study plan but it can **also** contain **extra exams** that do not contribute to the degree credits, GPA and final grade.

An exam you have passed can be removed from the Study Plan but remains in the Booklet.



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Who needs to submit the Study Plan and when do you have to submit it

All students are required to fill in the study plan. You will fill in the study plan for the first time at the beginning of your student career for both of your academy years of the Master degree.

Please note that the study plan procedure **opens in late November and closes on the 30th September of the following year.** During this period, you can modify your study plan.

The Study Plan must be filled in and presented via [UNIWEB](#), which is accessed using your University credentials (username and password).

Once you **register for graduation**, the study plan cannot be modified anymore. Please make sure that your study plan is **complete and correct** before registering for graduation!





Types of Study Plan: automatically approved

The Study Plan can be:

- **Automatically approved study plan (recommended)**
- **Automatically approved study plan to choose activities for soft skill development**
- **Study Plan Proposal - under approval of the Academic Committee**
- **Study Plan Proposal to choose activities for soft skill development (under approval of the Academic Committee)**



Types of Study Plan: **Automatically approved** (recommended)

- **Automatically approved Study Plan**
- **Automatically approved Study Plan to choose activities for soft skill development**

In the **automatically approved Study Plan**, the elective course units are selected from those recommended by the **Educational Rules of the Study Programme**, i. e. the **elective courses offered by the course programme**.

The list of elective courses is specified in the study plan procedure.

The Study Plan, once confirmed by the student, is **automatically approved**.

The automatically approved plan to choose activities for soft skill development allows to include the activity Digital Transformation and ERP systems or Act-in-Class in your plan.



- **Study Plan Proposal - under approval of the Academic Committee**
- **Study Plan Proposal to choose activities for soft skill development (under approval of the Academic Committee)**

In the **Study Plan Proposal subject to the approval of the Academic Committee**, the student has the possibility to insert in the Study Plan course units beyond the course offer of the Master degree, including the entire [UNIPD academic offer](#).

The Study Plan will be evaluated by the competent **Academic Committee** in order to be approved. The student will receive an automatic notification by email.

The automatically approved plan to choose activities for soft skill development allows to include the activity Digital Transformation and ERP systems or Act-in-Class in your plan.



Useful tip: Choose an elective course unit that:

- is **coherent** with your educational path
- **can be chosen** as an elective (check the [Syllabus](#))



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How to fill in the Study Plan



The Master degree in Management Engineering contains **two study tracks**:

- **Ingegneria gestionale (Italian)**
- **Management Engineering (English)**

The course is officially offered in Italian with an English study track!

This presentation refers to the procedure of the study track “**Management Engineering**” to demonstrate to students how to fill in the study plan. The procedures for the study plans: **Automatically approved study plan** and **Study plan proposal** will be described in the next steps.

The **Automatically approved study plan** to choose activities for soft skill development as well as the **Study Plan Proposal** to choose activities for soft skill development will not be described in detail.



The Automatically approved Study Plan and Study Plan Proposal to choose activities for soft skill development

If you choose to add ***Digital Transformation and ERP systems or Act-in-class*** to your study plan (either the automatic or the study plan proposal), you can choose only two courses out of the 3 out of 4 course choice (step 8) and add another free-choice teaching of 6 CFU.

The procedure on Uniweb already includes these steps. In this way, you will simply have to follow the steps indicated in either of these two types of study plans.



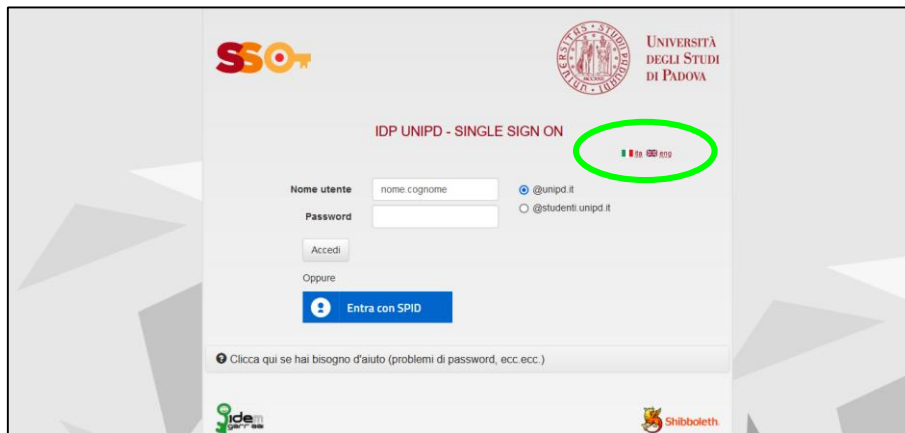
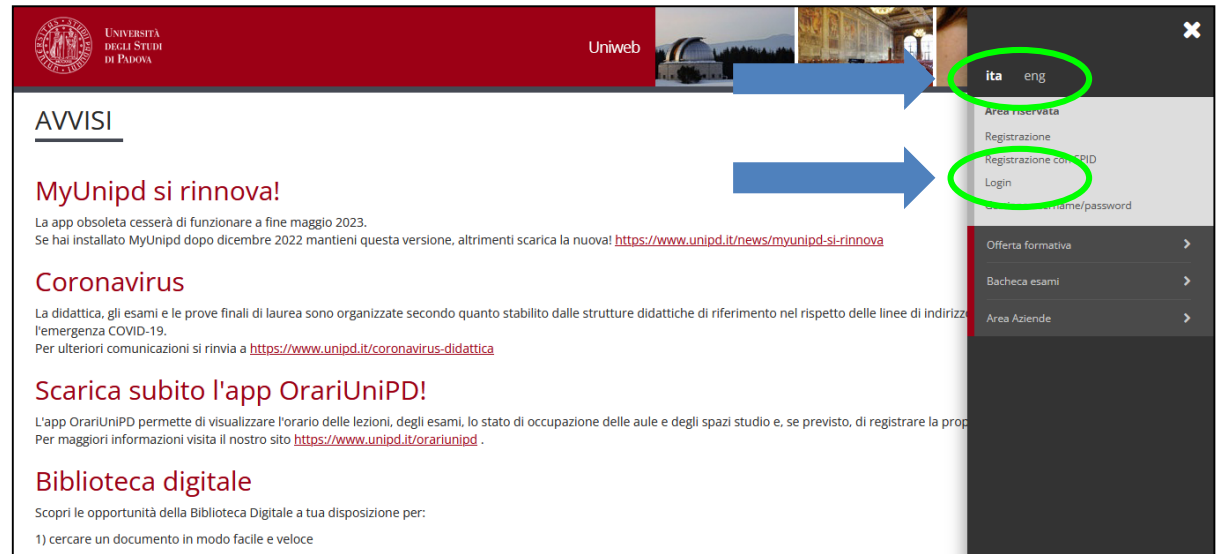
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How to fill in the Study Plan

Step 1. Access on Uniweb

Open the [Home Page](#) of Uniweb,

Click on “Login”.



Step 2. Login with the SSO:

Insert your “***name.lastname***” and select “***@studenti.unipd.it***”.

You can select the language of your choice as well.



Step 3. Start the procedure

Once logged in, from “**Home**” click on “**Study Plan**” or click on the menu button, “**Home**” and then “**Study Plan**”.

Uniweb

Wellcome Name Lastname Student ID: XXXXX

Welcome to your reserved area.
In order to edit your personal details click on "Home" --> "Master data"
Information about your degree course and course units are available on the website <http://didattica.unipd.it>

Personal details Show details ▶

Control panel Hide details ▼

Process	Status	To do list
Fees	● situazione regolare	display
Career plan	● editable	study plan
Available terms	● 1 appello disponibile	visualizza
Term registration	● 3 prenotazioni	visualizza

Student status Show details ▶

Messages Hide details ▼

Sender	Title	Date
No messages		

[other messages](#)

Notes Hide details ▼

Notes

Note text

No notes

Once there, click on “**New Study Plan**”.



Step 4. Select the type of Study Plan

At this point, you can choose the type of Study Plan: automatically approved (first option) or subject to approval by the **Academic Committee** (third option).

To choose the first option, click on **'ME AUT - automatic plan'** and then click on **"OK"**.

The guided procedure allows to include educational activities according to the rules established by the Master Programme Regulation.

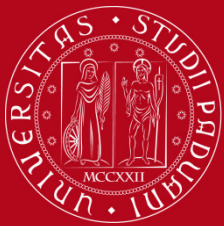
Choice of the course units: Name Lastname - [MAT. XXXXXX]

In order to complete your study plan, please select now one of the following plans and click on "ok"

Study plans

	Description	Apri
<input checked="" type="radio"/>	ME AUT - automatic plan	
<input type="radio"/>	ME AUT 2 - automatic plan to choose activities for soft skill development	
<input type="radio"/>	ME PRO - proposed study plan	
<input type="radio"/>	ME PRO 2 - proposed study plan to choose activities for soft skill development	

OK



Step 5. Select the mandatory courses of the first year

First, the mandatory courses for the **1st academic year** will be listed. Since these courses are obligatory, click on **“Next rule”** to add them to the study plan.

Choice of the course units – Study Plan of Name Last Name - [MAT. XXXXXXXX]

PLEASE NOTE
The use of the browser keys to go forward or backward in wizard can cause anomalies or errors in filling in the study plan. Keep to the navigation suggested in the page.

Rule - No.1 - Year of course1
Compulsory exams 1st year - Compulsory educational activities:

☒ DIGITAL MANUFACTURING (INP7080017) - 04/03/2022 - 23/30 - [CFU: 9]
☒ MATERIAL FLOW SYSTEMS AND LOGISTIC NETWORKS (INQ1097439) - 27/01/2022 - 28/30 - [CFU: 9]
☒ SMART OPERATIONS AND SUPPLY CHAIN MANAGEMENT (INQ1097419) - 20/01/2022 - 29/30 - [CFU: 9]

Next rule

Information about the study plan you are completing

Percorso di Studio Management engineering
scelto:
Year of offer: 2022
Cohort: 2021



Step 6. Select the English language qualification

As part of the mandatory courses, you will also find the **English language qualification**. Click on “**Next rule**” to proceed.

Choice of the course units – Study Plan of Name Last Name - [MAT. XXXXXXXX]

PLEASE NOTE
The use of the browser keys to go forward or backward in wizard can cause anomalies or errors in filling in the study plan. Keep to the navigation suggested in the page.

Rule - No.2 - Year of course1
English language - Compulsory educational activities:

☒ ENGLISH LANGUAGE B2 (PRODUCTIVE SKILLS) (INP9087943) - 12/04/2022 - Pass - [CFU: 3]

Previous rule

Next rule

Information about the study plan you are completing

Percorso di Studio Management engineering

scelto:

Year of offer: 2022

Cohort: 2021



In order to fulfill this requirement, an English test with the University Language Centre (CLA) can be taken or the recognition of a valid English certificate can be requested. More information can be found [here](#). Click on “**Next rule**” to proceed with the study plan compilation.



Step 7. Select the mandatory courses of the second year

Follow the procedure as previously by clicking on “**Next rule**” to add the mandatory courses.

Choice of the course units – Study Plan of Name Last name - [MAT. XXXXXXXX]

PLEASE NOTE
The use of the browser keys to go forward or backward in wizard can cause anomalies or errors in filling in the study plan. Keep to the navigation suggested in the page.

Rule - No.3 - Year of course2
Compulsory exams 2st year - Compulsory educational activities:
☒ DIGITAL MARKETING (INQ1097427) - [CFU: 9]
☒ INTERNSHIP (INQ1097464) - [CFU: 3]

Previous rule

Next rule

Information about the study plan you are completing
Percorso di Studio Management engineering
scelto:
Year of offer: 2022
Cohort: 2021

Activities formerly selected
List of teaching activities you have selected while completing your study plan. They are classified by year of course and ordered by code.

Course units – Year of course 1

Code	Description
INP9087943	ENGLISH LANGUAGE B2 (PRODUCTIVE SKILLS)



Step 8. Select the additional courses of the first year

Now, you will be able to select additional courses for the first year. You can **choose three courses (27 CFU)** out of the four listed.

Choice of the course units – Study Plan of Name Last Name - [MAT. XXXXXXXX]

PLEASE NOTE

The use of the browser keys to go forward or backward in wizard can cause anomalies or errors in filling in the study plan. Keep to the navigation suggested in the page.

Rule - No.4 - Year of course1

You must choose at least three out of four exams

Exam choice (3) 1st year - Choose exactly 27 CP from among the following exams

Rule options:

☐ DIGITAL CUSTOMIZATION (INQ1097440) - [CFU: 9]

☐ ORGANIZATIONAL CHANGE AND PERFORMANCE MEASUREMENT (INQ1097420) - 24/06/2022 - 27/30 - [CFU: 9]

☐ PRECISION AND QUALITY FOR MANUFACTURING INNOVATION (INQ1097422) - 05/07/2022 - 22/30 - [CFU: 9]

☐ STRATEGY AND DIGITAL TRANSFORMATION (INQ1097442) - 18/07/2022 - 27/30 - [CFU: 9]

CFU Min:0 CFU Max:0

Previous rule

Next rule

Information about the study plan you are completing

Percorso di Studio Management engineering

scelto:

Year of offer: 2022

Cohort: 2021

Activities formerly selected

List of teaching activities you have selected while completing your study plan. They are classified by year of course and ordered by code.

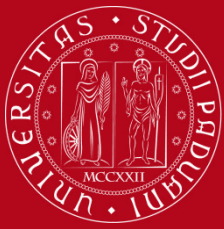
Course units – Year of course 1

Code	Description
INP9087943	ENGLISH LANGUAGE B2 (PRODUCTIVE SKILLS)

Course units – Year of course 2

Code	Description
INQ1097427	DIGITAL MARKETING
INQ1097464	INTERNSHIP

Click on **“Next rule”** to add the ones selected to your study plan.



Step 9. Select the additional courses of the second year (1)

Also for the second year, you will be able to select additional. First, you can choose one course **(6 CFU)** out of a list of two courses.

Choice of the course units – Study Plan of Name Last Name - [MAT. XXXXXXXX]

PLEASE NOTE
The use of the browser keys to go forward or backward in wizard can cause anomalies or errors in filling in the study plan. Keep to the navigation suggested in the page.

Rule - No.5 - Year of course2
You must choose at least one out of two exams

Exam choice (1) 2nd year - Choose exactly 6 CP from among the following exams

Rule options:
☐ NEW PRODUCT DEVELOPMENT MANAGEMENT (INQ1097425) - [CFU: 6]
☐ TECHNOLOGY AND INNOVATION MANAGEMENT (INQ1097460) - [CFU: 6]

CFU Min:0 CFU Max:0

Previous rule

Next rule

Click on “**Next rule**” to add the ones selected to your study plan.



Step 10. Select the additional courses of the second year (2)

In a second step, you will select two courses (**18 CFU**) out of the four listed.

Choice of the course units – Study Plan of Name Last Name - [MAT. XXXXXXX]

PLEASE NOTE

The use of the browser keys to go forward or backward in wizard can cause anomalies or errors in filling in the study plan. Keep to the navigation suggested in the page.

Rule - No.6 - Year of course2

You must choose at least two out of four exams

Exam choice (2) 2nd year - Choose exactly 18 CP from among the following exams

Rule options:

☐ DIGITAL TWINS FOR AUTOMATION AND COLLABORATIVE ROBOTS (INQ1097463) - 30/01/2023 - 28/30 - [CFU: 9]

☐ ENERGY MANAGEMENT AND DIGITALIZATION (INQ1097462) - [CFU: 9]

☐ MACHINE LEARNING, CLUSTERING AND DATA MINING (INQ1097426) - [CFU: 9]

☐ SUSTAINABILITY AND DIGITALIZATION OF METALLURGICAL PROCESSES (INQ1097461) - [CFU: 9]

CFU Min:0 CFU Max:0

Previous rule

Next rule

Click on “**Next rule**” to add the ones selected to your study plan.



Step 11. Choose the elective courses

Before finalizing the study plan, the elective courses have to be chosen.

In total, **12 CFU are available**. For the **Automatically Approved Study Plan**, the courses can be chosen from the list shown in Uniweb.

» [Piano di Studio](#) » Rule

Choice of the course units – Study Plan of Name Last Name - [MAT. XXXXXXXX]

PLEASE NOTE
The use of the browser keys to go forward or backward in wizard can cause anomalies or errors in filling in the study plan. Keep to the navigation suggested in the page.

Rule - No.7 - No year of course
Free credits - Choose exactly 12 CP from among the following exams

Course options:ENGINEERING AND MANAGEMENT [IN0522]

- ☐ ADDITIVE MANUFACTURING (INQ0090720) - [CFU: 6]
- ☐ ADVANCED MECHANICAL DESIGN (INL1001163) - [CFU: 6]
- ☐ CIRCULAR ECONOMY (INP9086479) - 24/01/2023 - 19/30 - [CFU: 6]
- ☐ CORPORATE FINANCE (INL1000515) - [CFU: 6]
- ☐ GAME THEORY (INP9087836) - [CFU: 6]
- ☐ INDUSTRIAL ROBOTICS (INL1000874) - [CFU: 6]
- ☐ INNOVATION IN METALLURGICAL PRODUCTION (INP9086959) - [CFU: 6]
- ☐ LEAN MANAGEMENT (INP6075597) - [CFU: 6]
- ☐ MAINTENANCE MANAGEMENT (INP9086960) - [CFU: 6]
- ☐ PLANNING AND CONTROL SYSTEMS (INL1001824) - [CFU: 6]
- ☐ RENEWABLE ENERGY MANAGEMENT (INP6074984) - [CFU: 6]
- ☐ SERVICE OPERATIONS MANAGEMENT (INP9086963) - 19/01/2023 - 30/30 - [CFU: 6]
- ☐ STATISTICAL METHODS AND APPLICATIONS (INP9086964) - [CFU: 6]
- ☐ TECHNOLOGY AND INNOVATION MANAGEMENT (INQ1097460) - [CFU: 6]

CFU Min: CFU Max:

Previous rule Next rule

Once selected, click on “**Next rule**” to finalize the procedure.



Step 12. Add the final project

The last step is to add the **Final project**, which is your thesis. Since it is mandatory, you can click on “**Next rule**” to add it.

Choice of the course units – Study Plan of Name Last Name - [MAT. XXXXXXXX]

PLEASE NOTE

The use of the browser keys to go forward or backward in wizard can cause anomalies or errors in filling in the study plan. Keep to the navigation suggested in the page.

Rule - No.8 - No year of course

Final Project - Compulsory educational activities:

☐ FINAL PROJECT (INQ1097459) - [CFU: 15]

Previous rule

Next rule

Information about the study plan you are completing

Percorso di Studio Management engineering

scelto:

Year of offer: 2022

Cohort: 2021

Activities formerly selected

List of teaching activities you have selected while completing your study plan. They are classified by year of course and ordered by code.

Course units without year of course

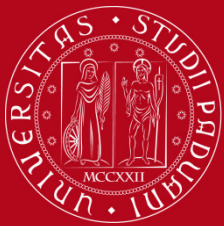
Code	Description
INP9086479	CIRCULAR ECONOMY
INP9086963	SERVICE OPERATIONS MANAGEMENT

Course units - Year of course 1

Code	Description
INP9087943	ENGLISH LANGUAGE B2 (PRODUCTIVE SKILLS)
INQ1097420	ORGANIZATIONAL CHANGE AND PERFORMANCE MEASUREMENT
INQ1097422	PRECISION AND QUALITY FOR MANUFACTURING INNOVATION
INQ1097442	STRATEGY AND DIGITAL TRANSFORMATION

Course units - Year of course 2

Code	Description
INQ1097427	DIGITAL MARKETING
INQ1097464	INTERNSHIP
INQ1097425	NEW PRODUCT DEVELOPMENT MANAGEMENT
INQ1097463	DIGITAL TWINS FOR AUTOMATION AND COLLABORATIVE ROBOTS
INQ1097426	MACHINE LEARNING, CLUSTERING AND DATA MINING



Step 13. Confirm your study plan

Before concluding the procedure, you will see an overview of all the courses selected, indicating compulsory and selected teaching activities.

In order to conclude the procedure, select “**Confirm study plan**”.



This step is essential to insert your study plan in Uniweb and be able to register for exams.

Course units without year of course		Key: Chosen Teaching activities Compulsory teaching activities			
Course unit code	Description				
INP9086479	CIRCULAR ECONOMY				
INP9086963	SERVICE OPERATIONS MANAGEMENT				
INQ1097459	FINAL PROJECT				

Course units - Year of course 1	
Course unit code	Description
INP9087943	ENGLISH LANGUAGE B2 (PRODUCTIVE SKILLS)
INQ1097420	ORGANIZATIONAL CHANGE AND PERFORMANCE MEASUREMENT
INQ1097422	PRECISION AND QUALITY FOR MANUFACTURING INNOVATION
INQ1097442	STRATEGY AND DIGITAL TRANSFORMATION

Course units - Year of course 2	
Course unit code	Description
INQ1097427	DIGITAL MARKETING
INQ1097464	INTERNSHIP
INQ1097425	NEW PRODUCT DEVELOPMENT MANAGEMENT
INQ1097463	DIGITAL TWINS FOR AUTOMATION AND COLLABORATIVE ROBOTS
INQ1097426	MACHINE LEARNING, CLUSTERING AND DATA MINING

Previous rule

Cancel study plan

Confirm study plan



Procedure to fill in the Submitted Study Plan

In order to fill in the Study Plan Proposal, you have to select the third option, when starting the procedure and click on “Ok”.

Choice of the course units: Name Lastname - [MAT. XXXXXX]

In order to complete your study plan, please select now one of the following plans and click on “ok”

Study plans

	Description	Apri
<input type="radio"/>	ME AUT - automatic plan	
<input type="radio"/>	ME AUT 2 - automatic plan to choose activities for soft skill development	
<input checked="" type="radio"/>	ME PRO - proposed study plan	
<input type="radio"/>	ME PRO 2 - proposed study plan to choose activities for soft skill development	

OK

Reminder!



While the Automatically Approved Study Plan proposes a course offer for the 12 CFU elective courses offered **only by the Master Degree**, the Submitted Study Plan allows choosing elective **courses offered at different Departments other than the DTG**.



Procedure to fill in the Submitted Study Plan

The procedure is the same until **Step 10**.

Once at **step 11**, the procedure will suggest selecting the **elective courses of 12 CFU**.

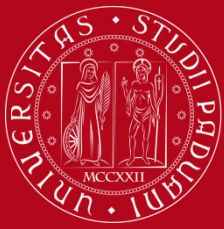
There are two options available:

Option 1:

Choose one course suggested in the list (step 11) and then proceed by clicking on “**Next rule**” to choose a second elective course from the academic offer of degree courses of other Departments of the University of Padua (step 12).

Option 2:

Select both courses from the academic offer of degree programmes of other Departments of the University. In order to do so, click “**Skip forward**” (step 11) to arrive at the page indicated in step 12.



Step 11. Choose elective courses

Choice of the course units – Study Plan of Name Last Name - [MAT. XXXXXXXX]

PLEASE NOTE
The use of the browser keys to go forward or backward in wizard can cause anomalies or errors in filling in the study plan. Keep to the navigation suggested in the page.
The sum of the choices made from the following rules must be between 12 - 17 CFU

- Rule No.8: Free credits Choose exactly 6 CP
- Rule No.9: More credits in UNIPD Choose from 3 up to 17 CP

Rule - No.8 - No year of course
Free credits - Choose exactly 6 CP from among the following exams

Course options: ENGINEERING AND MANAGEMENT [IN0522]

- ☐ ADDITIVE MANUFACTURING (INQ0090720) - [CFU: 6]
- ☐ ADVANCED MECHANICAL DESIGN (INL1001163) - [CFU: 6]
- ☐ CIRCULAR ECONOMY (INP9086479) - 24/01/2023 - 19/30 - [CFU: 6]
- ☐ CORPORATE FINANCE (INL1000515) - [CFU: 6]
- ☐ GAME THEORY (INP9087836) - [CFU: 6]
- ☐ INDUSTRIAL ROBOTICS (INL1000874) - [CFU: 6]
- ☐ INNOVATION IN METALLURGICAL PRODUCTION (INP9086959) - [CFU: 6]
- ☐ LEAN MANAGEMENT (INP6075597) - [CFU: 6]
- ☐ MAINTENANCE MANAGEMENT (INP9086960) - [CFU: 6]
- ☐ PLANNING AND CONTROL SYSTEMS (INL1001824) - [CFU: 6]
- ☐ QUALITY AND METROLOGY IN MANUFACTURING (INP9086962) - [CFU: 6]
- ☐ RENEWABLE ENERGY MANAGEMENT (INP6074984) - [CFU: 6]
- ☐ SERVICE OPERATIONS MANAGEMENT (INP9086963) - 19/01/2023 - 30/30 - [CFU: 6]
- ☐ STATISTICAL METHODS AND APPLICATIONS (INP9086964) - [CFU: 6]
- ☐ TECHNOLOGY AND INNOVATION MANAGEMENT (INQ1097460) - [CFU: 6]

CFU Min CFU Max

The sum of the choices made from the previous rules of this restriction is 0 CFU

[Previous rule](#) [Skip forward](#) [Next rule](#)

First, you will see the elective courses proposed by the Master degree programme.

You can select one of the courses listed and proceed clicking on “**Next rule**” or directly check out the offer of other degree courses by clicking on “**Skip forward**”.



Step 12. Add elective courses from other degree programmes

In this step you click on “**Add activity**”.

Choice of the course units – Study Plan of: Name Last Name - [MAT. XXXXXXXX]

If the rule has not be fulfilled, you will be asked to select a degree course to display the list of the course units of each course track.If the rule is optional, you can skip forward to the next one.

PLEASE NOTE

The use of the browser keys to go forward or backward in wizard can cause anomalies or errors in filling in the study plan. Keep to the navigation suggested in the page.

The sum of the choices made from the following rules must be between 12 - 17 CFU

- Rule No.8: Free credits Selected: 6 CFU
- Rule No.9: More credits in UNIPD Choose from 3 up to 17 CP

Rule - No.9 - No year of course

More credits in UNIPD - Choose from 3 up to 17 CP from among the courses on offer

- Selection of teaching activities from the booklet
- Selection of the degree course
- Selection of the teaching activity

Previous rule

Add activity

Information about the study plan you are completing

Percorso di Studio

Management engineering

scolto:

Year of offer:

2022

Cohort:

2021

The sum of the choices made from the previous rules of this restriction is 6 CFU



Step 13. Choose elective courses from other degree programmes

Now, you can see the entire academic offer of the University. You can click on the degree programmes to see the individual course offer.

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Uniweb

» » Studi » Course units choice

Choice of the course units – Study plan of Name Last Name - [MAT. XXXXXXXX]

This page shows the list of the degree courses: click on one of them to see the teaching activities it offers.

- [D050000] - DEPARTMENT OF LINGUISTIC AND LITERARY STUDIES
 - [A2451] MODERN PHILOLOGY - FRENCH AND ITALIAN STUDIES
 - [F0314] MODERN LANGUAGES FOR INTERNATIONAL COMMUNICATION AND COOPERATION
 - [F0315] STRATEGIES IN COMMUNICATION
 - [L0610] LINGUISTICS
 - [L0611] MODERN PHILOLOGY
 - [L0613] EUROPEAN AND AMERICAN LANGUAGES AND LITERATURES
- [D210000] - DEPARTMENT OF BIOLOGY
 - [SC1177] Sanitary Biology
 - [SC1178] NATURAL SCIENCE
 - [SC1179] EVOLUTIONARY BIOLOGY
 - [SC1731] INDUSTRIAL BIOTECHNOLOGY
 - [SC2445] MOLECULAR BIOLOGY
 - [SC2596] MARINE BIOLOGY
 - [SC2650] ENVIRONMENTAL SUSTAINABILITY AND EDUCATION
- [D180000] - DEPARTMENT OF PHYSICS AND ASTRONOMY
 - [SC2382] PHYSICS
 - [SC2443] PHYSICS OF DATA
 - [SC2490] ASTROPHYSICS AND COSMOLOGY
- [D020000] - DEPARTMENT OF POLITICAL SCIENCE, LAW, AND INTERNATIONAL STUDIES
 - [EP1980] HUMAN RIGHTS AND MULTI-LEVEL GOVERNANCE
 - [EP2444] EUROPEAN AND GLOBAL STUDIES
 - [EP2449] INTERNATIONAL RELATIONS AND DIPLOMACY
 - [EP2450] INNOVATION AND SOCIAL WORK
 - [EP1428] GOVERNMENT SCIENCES AND PUBLIC POLICIES
- [D230000] - DEPARTMENT OF GEOSCIENCES
 - [SC2543] GEOPHYSICS FOR NATURAL RISKS AND RESOURCES
 - [SC2597] ENVIRONMENTAL GEOLOGY AND EARTH DYNAMICS




How to fill in the Study Plan









Add a course of free choice from the University's academic offer

Once you selected a degree programme, you can see the course list and add one by clicking on the **green plus**.

Choice of the course units Name Last Name - [MAT. XXXXXXX]

This page shows the teaching activities you can choose within each track.

Selected course units	
Description	
[EPP6077103] RELATIONAL MARKETING	
Credits (CFU)	6
Delete	

Course units you can select from the degree course ENTREPRENEURSHIP AND INNOVATION PERCORSO COMUNE (Degree course structure: 2017)	
Description	
[EPP7077657] CORPORATE LAW	
[EPP8082998] DOING BUSINESS IN EMERGING ECONOMIES	
[EPP6077222] ECONOMICS OF HUMAN RESOURCES	
[EPP6077100] MANAGEMENT CONTROL AND FINANCE	
[EPP7078461] MANAGERIAL LAB 1	
[EPP7078462] MANAGERIAL LAB 2	
[EPP6077240] ORGANIZATION DESIGN AND GOVERNANCE OF HUMAN CAPITAL	
[EPP6077239] SERVICE MANAGEMENT	
[EPP6077104] STATISTICS FOR MANAGEMENT	
Credits (CFU)	
6	
6	
6	
6	
6	
6	
6	
6	
8	
Aggiungi	
	
	
	
	
	
	
	
	

Remember!

It is advised to choose courses which are **in line with the study programme** of the Master degree in Management Engineering to have the elective courses approved.

[Change degree course](#)

[Back to the rule](#)

In order to confirm your choice click on “**Back to the rule**”. The courses selected will be shown in a summary before moving on with the procedure. If you wish to remove the course previously chosen click on “**Delete**”. Click on “**Change degree course**” to go back to the overview.



Step 14. Confirm your choice

By clicking on “**Next rule**”, you will add the courses selected in the study programme and proceed with the last steps of finalizing your study plan.

Choice of the course units – Study Plan of: Name Last Name - [MAT. XXXXXXX]

If the rule has not been fulfilled, you will be asked to select a degree course to display the list of the course units of each course track. If the rule is optional, you can skip forward to the next one.

PLEASE NOTE
The use of the browser keys to go forward or backward in wizard can cause anomalies or errors in filling in the study plan. Keep to the navigation suggested in the page.
The sum of the choices made from the following rules must be between 12 - 17 CFU

- Rule No.8: Free credits Selected 0 CFU (0)
- Rule No.9: More credits in UNIPD Choose from 3 up to 17 CP

Rule - No.9 - No year of course
More credits in UNIPD - Choose from 3 up to 17 CP from among the courses on offer

- Selection of teaching activities from the booklet
- Selection of the degree course
- Selection of the teaching activity

Previous rule Add activity Next rule

Information about the study plan you are completing

Parcorso di Studio Management engineering
scelta:
Year of offer: 2022
Cohort: 2021

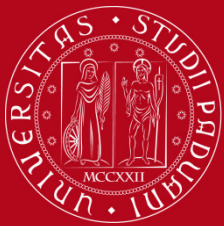
Selected activities:

Activities selected within the current rule	CFU	Delete
[INP7079233] BIG DATA COMPUTING	6	
[EPP6077103] RELATIONAL MARKETING	6	
TOTAL	12	

The sum of the choices made from the previous rules of this restriction is 0 CFU



It is only possible to proceed to “**Next rule**”, if two elective courses amounting to **12 CFU** were selected.



Step 15. Select the final project

As a last step, you will add the final project. Click on “**Next rule**” to finalize the study plan.

Choice of the course units – Study Plan of Name Last Name - [MAT. XXXXXXXX]

PLEASE NOTE

The use of the browser keys to go forward or backward in wizard can cause anomalies or errors in filling in the study plan. Keep to the navigation suggested in the page.

Rule: No.10 - No year of course

Final Project - Compulsory educational activities:

III FINAL PROJECT (INQ1097459) - [CFU: 15]

Previous rule

Next rule

Information about the study plan you are completing

Percorso di Studio

scelto:

Year of offer:

Cohort:

Management engineering

2022

2021

Activities formerly selected

List of teaching activities you have selected while completing your study plan. They are classified by year of course and ordered by code.

Course units without year of course

Code	Description			
INP7079233	BIG DATA COMPUTING (Corso: ICT FOR INTERNET AND MULTIMEDIA - INGEGNERIA PER LE COMUNICAZIONI MULTIMEDIALI E INTERNET [IN2371])			
EPP6077103	RELATIONAL MARKETING (Corso: ENTREPRENEURSHIP AND INNOVATION - IMPRENDITORIALITÀ E INNOVAZIONE [EP2372])			

Course units - Year of course 1

Code	Description			
INP7080017	DIGITAL MANUFACTURING			
INQ1097439	MATERIAL FLOW SYSTEMS AND LOGISTIC NETWORKS			
INQ1097419	SMART OPERATIONS AND SUPPLY CHAIN MANAGEMENT			
INP9087943	ENGLISH LANGUAGE B2 (PRODUCTIVE SKILLS)			
INQ1097420	ORGANIZATIONAL CHANGE AND PERFORMANCE MEASUREMENT			
INQ1097422	PRECISION AND QUALITY FOR MANUFACTURING INNOVATION			
INQ1097442	STRATEGY AND DIGITAL TRANSFORMATION			

Course units - Year of course 2

Code	Description			
INQ1097427	DIGITAL MARKETING			
INQ1097464	INTERNSHIP			
INQ1097425	NEW PRODUCT DEVELOPMENT MANAGEMENT			
INQ1097463	DIGITAL TWINS FOR AUTOMATION AND COLLABORATIVE ROBOTS			
INQ1097426	MACHINE LEARNING, CLUSTERING AND DATA MINING			



Step 16. Confirm your study plan

The last page of the procedure includes an overview of all the courses for both academic years as well as the list of elective courses selected. In order to finalize the study plan, click on **“Confirm study plan”**.

Study plan of: Name Last Name - [MAT. XXXXXXX]

In this page you can complete your study plan when the procedure is open for your degree course. If you have just completed your study plan, please click on "Confirm study plan" at the end of this page. If you have a statutory study plan (completed by the student office), you do not need to submit it to the registrar office. If you are an exchange student or your study plan refers to a Specialisation School (Post Lauream), you do not need to print it out and send a copy since the relevant office will automatically acquire it.

Show the selected study plan

Status: DRAFT

Type of study plan: Study plan selected via web

Degree course: Management engineering

Track selected:

Last modification date: 09/02/2023

Year of offer: 2022

Cohort: 2021

!

This step is essential to insert your study plan in Uniweb and be able to register for exams.

Key: Chosen Teaching activities Compulsory teaching activities

Course unit code	Description								
INP7079233	BIG DATA COMPUTING (Corso: ICT FOR INTERNET AND MULTIMEDIA - INGEGNERIA PER LE COMUNICAZIONI MULTIMEDIALI E INTERNET (IN2371))								
EPF6077103	RELATIONAL MARKETING (Corso: ENTREPRENEURSHIP AND INNOVATION - IMPRENDITORIALITÀ E INNOVAZIONE (EP2372))								
INQ1097459	FINAL PROJECT								

Course units - Year of course 1

Course unit code	Description								
INP7080017	DIGITAL MANUFACTURING								
INQ1097439	MATERIAL FLOW SYSTEMS AND LOGISTIC NETWORKS								
INQ1097419	SMART OPERATIONS AND SUPPLY CHAIN MANAGEMENT								
INP9087943	ENGLISH LANGUAGE B2 (PRODUCTIVE SKILLS)								
INQ1097420	ORGANIZATIONAL CHANGE AND PERFORMANCE MEASUREMENT								
INQ1097422	PRECISION AND QUALITY FOR MANUFACTURING INNOVATION								
INQ1097442	STRATEGY AND DIGITAL TRANSFORMATION								

Course units - Year of course 2

Course unit code	Description								
INQ1097427	DIGITAL MARKETING								
INQ1097464	INTERNSHIP								
INQ1097425	NEW PRODUCT DEVELOPMENT MANAGEMENT								
INQ1097463	DIGITAL TWINS FOR AUTOMATION AND COLLABORATIVE ROBOTS								
INQ1097426	MACHINE LEARNING, CLUSTERING AND DATA MINING								

Previous rule

Cancel study plan

Confirm study plan

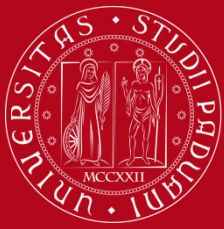


A "draft" Study Plan is a NOT a submitted plan!

If you do not need to make any change, click on "**Confirm Study Plan**" at the bottom of the page.

- Clicking on "**Cancel Plan**", you undo your current selection of the educational activities and you have to complete again your plan.
- Clicking on "**Print Plan**", you can print your Study Plan.

Once you click on "**Final Confirmation**" you can double-check that the Study Plan was correctly filled in by refreshing the page. If the status is "**APPROVED**", the Study Plan is correctly filled.



How to change the Study Plan

Give a feedback

You will be asked to express anonymously your opinion on the Study Plan procedure through the questionnaire.

Change the Study Plan

Within the time window defined by the Department Regulation it is **always possible to modify your study plan** or **create a new one**.

- Log in on [UNIWEB](#)
- Click on “Study Plan”
- Click on “**Modify Study Plan**”. You will be asked to complete a **NEW** Study Plan.

Attention: you'll have to repeat the whole procedure from the start

Attività Didattiche - Anno di Corso 2	
Codice	Descrizione
INQ1097427	DIGITAL MARKETING
INQ1097464	INTERNSHIP
INQ1097460	TECHNOLOGY AND INNOVATION MANAGEMENT
INQ1097462	ENERGY MANAGEMENT AND DIGITALIZATION
INQ1097426	MACHINE LEARNING, CLUSTERING AND DATA MINING

Modify study plan

Print study plan



Key points

- Filling out your Study Plan is **mandatory**
- The Study Plan must be filled in and presented via [UNIWEB](#)
- A "draft" Study Plan is a **NOT** a submitted Plan!
- In order to sit the exams you **must** submit the study plan





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Common doubts



1. Is it possible to add to my study plan a course unit held in Italian if I know the language?

- Yes, it is possible

2. How can I check the prerequisites of a course unit?

- Check out the course syllabus on our [teaching website](#), selecting your year of enrollment, click on “second cycle degree courses”, then select the School (e. g. Engineering) and then the degree programme of your choice.

3. What can block my study plan?

- For example not being in line with your tuition fees for example, please always make sure you paid!

4. How many extracurricular course units can I add to my booklet? Is there a limit? How are they considered?

- The current regulation of the Student Career sets a limit of 24 CFU per academic year for courses chosen outside of your own study programme. They are considered as “fuori piano”, i. e. extracurricular. It is recommended to focus on your standard curriculum first.

5. Who can I contact for any doubts or question?

- [International Desk @ DTG](#)



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Any further questions?



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Thank you for your attention!

International Desk DTG