

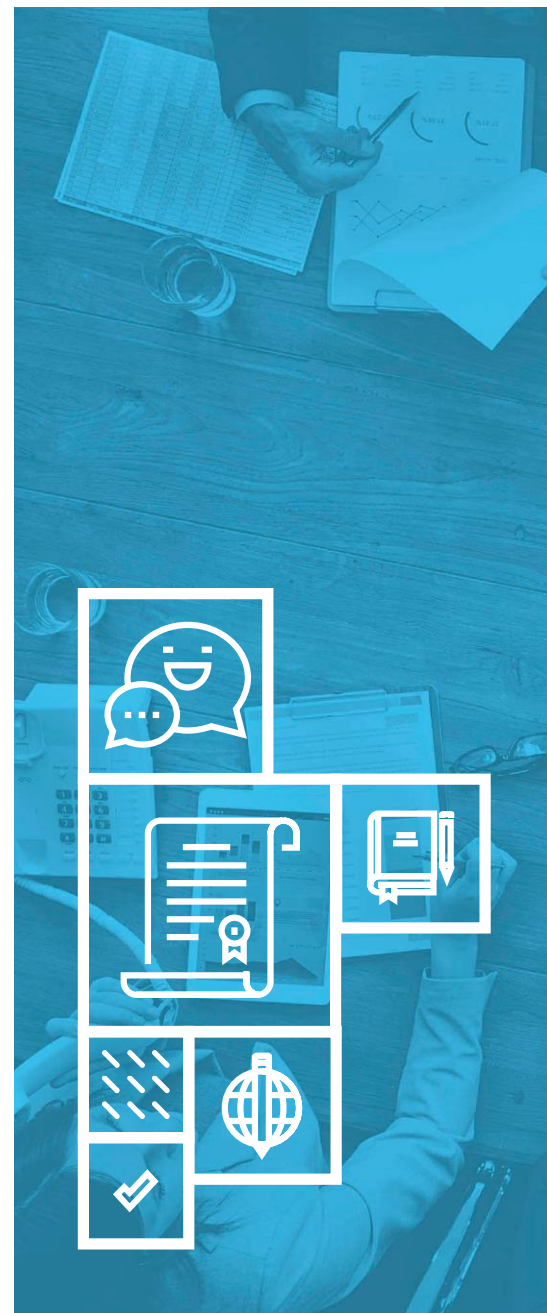
# CEEPUS (WEBINÁŘ III)

Jak pracovat s portálem

[www.ceepus.info?](http://www.ceepus.info?)

*Nina Bosnićová, Jan Trnka*

28. května 2021





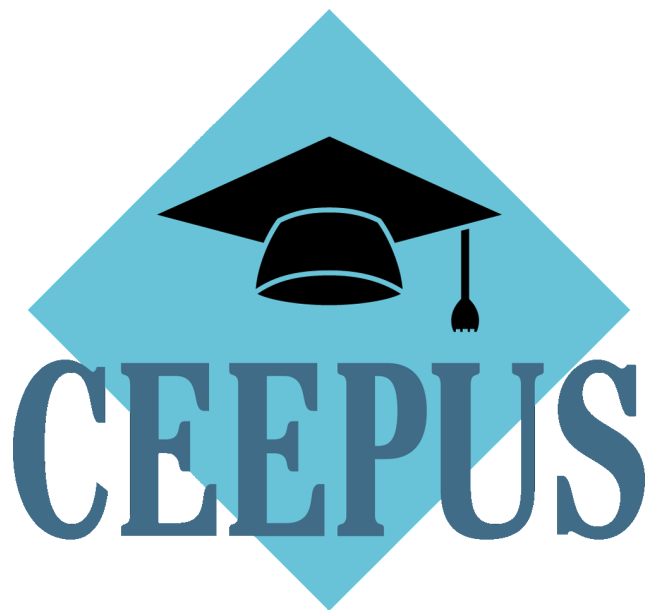
## PROGRAM

- Představení portálu a jeho funkcionalit
- GDPR
- Přehled univerzit a kontaktů
- Informace o sazbách do jednotlivých zemí
- Mezinárodní smlouva s přílohami
- FAQ
- Live Support
- Registrace
- Předložení žádosti
- Ukončení pobytu – vložení povinných příloh
- Co obsahuje plán mobility?
- Schvalování mobility přijíždějících a vyjíždějících osob





# PRÁCE S PORTÁLEM [WWW.CEEPUS.INFO](http://WWW.CEEPUS.INFO)





# GDPR



[home](#) [about](#) [contact](#) [faq](#) [impressum](#) [privacy\\_policy](#)

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## Privacy Policy

English Version - [German Version](#)

CEEPUS is a multilateral exchange program for students and teachers in Central - Eastern and South Eastern Europe based on a multilateral international agreement. The central contact point for the technical implementation is the Central CEEPUS Office (CCO) in Vienna. The Central CEEPUS Office operates the password protected online platform [www.ceepus.info](http://www.ceepus.info) in order to facilitate submitting applications as foreseen by the CEEPUS III Agreement.

### 1. Joint Controllers

The National CEEPUS Offices are responsible for the content and thus also for data protection issues. These are the National CEEPUS Offices in:

#### Albania

Zyrat kombëtare CEEPUS përpunonë të dhënat tuaja në bashkëpunim me zyrën Zyrën Qendrore CEEPUS në Vienë Në rast se ju dëshironi të mbronni të drejtat tuaja të privatësisë, siç është e drejta e aksesimit, e drejta për korrigjim ose e drejta e fshirjes, Sekretariati i Përgjithshëm i CEEPUS do t'ju asistojë në mënyrë që të gjeni Zyrën Kombëtare CEEPUS e cila është përgjegjëse për ju. Për informacione të mëtejshme ju lutem klikoni këtu [Lidhu me NCO dhe informacione të tjera.](#)

#### Austria

Die Nationalen CEEPUS-Büros (NCO) verarbeiten Ihre persönlichen Daten gemeinsam am Standort des CEEPUS Generalsekretariats (CCO) in Wien. Wenn Sie Ihre Persönlichkeitsrechte wie z.B. das Recht auf Zugriff auf Ihre Daten, Berichtigung oder Löschung geltend machen wollen, hilft Ihnen das CEEPUS-Generalsekretariat gerne, das für

## Content

1. [Joint Controllers](#)
2. [Data Protection Officer](#)
3. [Purpose of Processing](#)
4. [Legal Basis](#)
5. [Data Processed](#)
6. [Recipient](#)
7. [Transmission of Personal Data to a Recipient in a Third Country](#)
8. [Duration of Storage](#)
9. [Your Privacy Rights](#)
10. [Provision of Personal Data is Mandatory for Receiving a Grant](#)
11. [No Automated Decision Making and No Profiling](#)





# PŘEHLED SÍTÍ, UNIVERZIT A KONTAKTŮ



[MyDesktop](#) [Home](#) [Network](#) [FAQ](#) [CEEPUS TV](#) [About us](#) [Log out](#)



## Networks



Sorted by University

Sorted by CPNR

Academic Year 2005/2006

Academic Year 2006/2007

Academic Year 2007/2008

Academic Year 2008/2009

Academic Year 2009/2010

Academic Year 2010/2011

Academic Year 2011/2012

Academic Year 2012/2013

Academic Year 2013/2014

Academic Year 2014/2015

Academic Year 2015/2016

Academic Year 2016/2017

Academic Year 2017/2018

Academic Year 2018/2019

Academic Year 2019/2020

Academic Year 2020/2021

Academic Year 2021/2022



AL



AT



BA



BG



CZ



HR



HU



MD



ME



MK



PL



RO



RS



SI



SK



XZ

Brno University of Technology

Charles University

Czech Technical University in Prague

Czech University of Life Sciences Prague

Institute of Technology and Business in Ceske Budejovice

Jan Evangelista Purkyně University in Ústí nad Labem

Masaryk University

Mendel University in Brno

Palacký University Olomouc

Prague University of Economics and Business

Silesian University in Opava





# STIPENDIJNÍ SAZBY POD VLAJKAMI STÁTŮ

CEEPUS Member Countries and NCOs

Click the flag for more information on this country



Albania



Croatia



Montenegro



Serbia



Austria



Czech Republic



North Macedonia



Slovakia



Bosnia-Herzegovina



Hungary



Poland



Slovenia



Bulgaria



Moldova



Romania

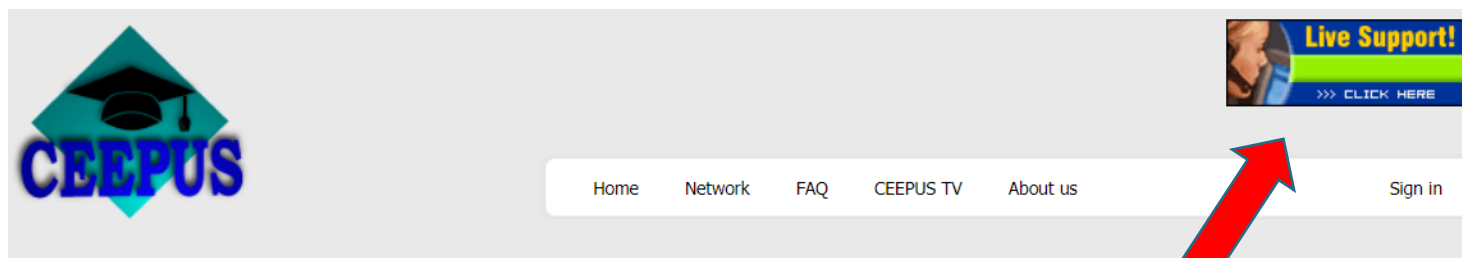


Kosovo\*





# STIPENDIJNÍ SAZBY POD VLAJKAMI STÁTŮ



IT TECHNICKÁ PODPORA  
FORMOU CHATU V PRACOVNÍ  
DNY 9-17.00 HODIN





# PŘÍRUČKA PRO ŽADATELE O NOVOU SÍŤ NEBO JEJÍ PRODLOUŽENÍ

**CEEPUS**

MyDesktop Home Network FAC

Jan Trnka's NCO Desktop

Working Items

**personal settings**

- Personal Information
- Change Password

**basedata**

- View all organisations
- Edit the organisations in your country
- Manage your scholarship rates
- Manage your scholarship-pools
- In case you want to create an additional scholarship pool please contact CCO.

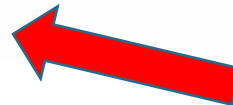
**network**

- 0 Open registrations
- Manage network applications
- Manage your upload change requests

**mobility**

- Manage mobility applications

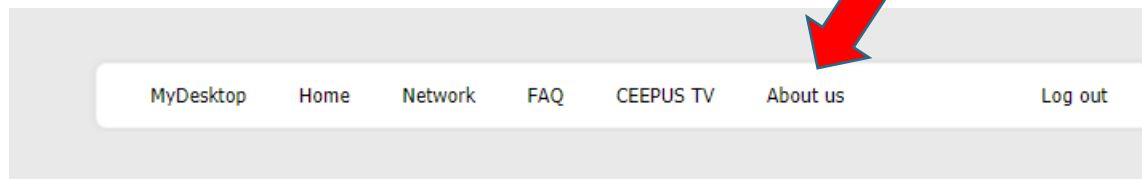
**What is new:** Please read [this document](#) for a full description of everything you need to know about the current application around.







# MEZINÁRODNÍ SMLOUVA S PŘÍLOHAMI



## Links & Downloads

### Links

[CEEPUS at a glance](#)  
[The CEEPUS Year](#)  
[Series of Events](#)

[Joint Committee of Ministers](#)  
[Central CEEPUS Office](#)  
[National CEEPUS Office](#)  
[Other Important Bodies](#)

### Downloads

[CEEPUS III Agreement](#)  
[CEEPUS III Work Programme](#)  
[CEEPUS III Rules of Procedure](#)

rogram for University Studies".

arzegovina, Bulgaria, Croatia, the Czech Republic,  
Romania, Serbia, the Slovak Republic and Slovenia.

: signed by the member states and open for accession.

in decision making CEEPUS body is the [Joint Committee](#)





# PŘEPÍNÁNÍ MEZI DESKTOPY



**THIS IS THE CEEPUS DEMO SERVER.  
ONLY FOR INTERNAL USE!**  
[Switch to Production Site](#)

[MyDesktop](#)

[Home](#)

[Network](#)

[FAQ](#)

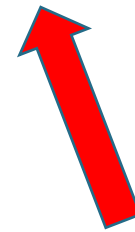
[CEEPUS TV](#)

[About us](#)

[Log out](#)

Demo User's Network Desktop

Change Desktop: [Mobility, NCO](#)





# SCHVALOVÁNÍ PŘÍJEZDŮ A VÝJEZDŮ

Demo User's Network Desktop

---

## Working Items

---

### personal settings

---

Personal Information  
Change Password  
REGISTER for mobility desktop

### basedata

---

Edit your participating unit basedata and housing contacts  
View the organisation list

### application data

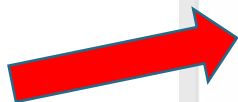
---

Manage your mobility applications  
Manage your network applications  
Manage your upload change requests

### support

---


Frequently Asked Questions  
Forum





# PLÁN MOBILIT

KROK 1

 Network: CIII-AT-0068-12-2021

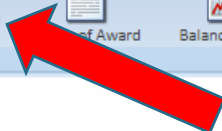
Content Documents Statistics Mobility Traffic NW Report

Open HTML Proof of Award Balance Sheet

Action View

**Amadeus**

Academic Year: Academic Year 2020/2021





# PLÁN MOBILIT

FINAL INCOMING TRAFFIC FROM participating unit	student		short term student		teacher		short term excursion	
	month	person	month	person	month	person	month	person
WU - Vienna University of Economics and Business Vienna University of Economics and Business Firstname Lastname					1 (A: 0) (F: 1)	1 (A: 0) (F: 1)		
University of Zagreb Faculty of Economics & Business Firstname Lastname	4 (A: 0) (F: 4)	1 (A: 0) (F: 1)	1 (A: 0) (F: 1)	1 (A: 0) (F: 1)				
Corvinus University of Budapest Department of Finance Firstname Lastname	4 (A: 0) (F: 4)	1 (A: 0) (F: 1)			1 (A: 0,1667) (F: 0,8333)	1 (A: 1) (F: 0)		
University of Montenegro Faculty of Economics Firstname Lastname					1 (A: 0) (F: 1)	1 (A: 0) (F: 1)		
THE ACADEMY OF ECONOMIC STUDIES OF BUCHAREST International Relations Department Firstname Lastname	4 (A: 0) (F: 4)	1 (A: 0) (F: 1)			1 (A: 0) (F: 1)	1 (A: 0) (F: 1)		
University of Maribor Faculty of Economics and Business Firstname Lastname	4 (A: 0) (F: 4)	1 (A: 0) (F: 1)						
<b>TOTAL</b>	<b>16</b> (A: 0) (F: 16)	<b>4</b> (A: 0) (F: 4)	<b>1</b> (A: 0) (F: 1)	<b>1</b> (A: 0) (F: 1)	<b>4</b> (A: 0,1667) (F: 3,8333)	<b>4</b> (A: 1) (F: 3)	<b>0</b> (A: 0) (F: 0)	<b>0</b> (A: 0) (F: 0)

FINAL OUTGOING TRAFFIC TO participating unit	student		short term student		teacher		short term excursion	
	month	person	month	person	month	person	month	person
WU - Vienna University of Economics and Business Vienna University of Economics and Business Firstname Lastname	16 (A: 20) (F: -4)	2 (A: 3) (F: -1)			1 (A: 1) (F: 0)	1 (A: 1) (F: 0)		
University of Maribor Faculty of Economics and Business Firstname Lastname	4 (A: 4) (F: 0)	1 (A: 1) (F: 0)						
<b>TOTAL</b>	<b>20</b> (A: 24) (F: -4)	<b>3</b> (A: 4) (F: -1)	<b>0</b> (A: 0) (F: 0)	<b>0</b> (A: 0) (F: 0)	<b>1</b> (A: 1) (F: 0)	<b>1</b> (A: 1) (F: 0)	<b>0</b> (A: 0) (F: 0)	<b>0</b> (A: 0) (F: 0)

UYČERPÁNO


VOLNÝCH







# SCHVALOVÁNÍ PŘÍJEZDŮ A VÝJEZDŮ


KROK 1

 Your Network Applications

Period: Academic Year 2020/2021  


coordinated networks

State : ready for mobility





CIII-AT-0068-12-2021 Amadeus 



KROK 2

 Network: CIII-AT-0068-12-2021

Content Documents Statistics Mobility Traffic NW Report

Action View

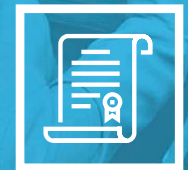
**Amadeus**

---

Academic Year: Academic Year 2020/2021

---

Coordinator: WU - Vienna University of Economics and Business  
Vienna University of Economics and Business  
**Firstname Lastname**





# SCHVALOVÁNÍ PŘÍJEZDŮ A VÝJEZDŮ

KROK 3



Network: CIII-AT-0068-12-2021

Content Documents Statistics **Mobility** Traffic NW Report

PPU: University of Economics, Prague  
Direction: Select a direction  
Filter: Select a direction  
Incoming  
Outgoing

**Mobilities**

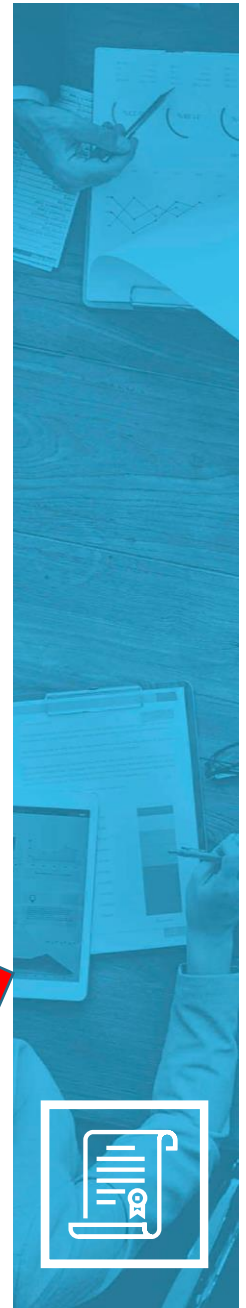
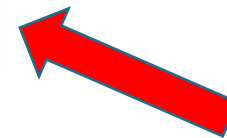
CPM Nr	Name
No records to display.	

KROK 4

State: waiting for nomination by host PPU

PPU: University of Economics, Prague


102131	Lastname, Firstname
--------	---------------------





# SCHVALOVÁNÍ PŘÍJEZDŮ A VÝJEZDŮ

KROK 5

 Mobility: CIII-AT-0068-12-2021-M-102131

Content **Nominate**


HTML PDF XML reject send to waitinglist **nominate & to host NCO**

View Workflow


**Nominate**

**Applicant**

Firstname Lastname

 **Home Institution**

Croatia  
University of Zagreb, Faculty of Economics & Business  
Firstname Lastname

 **Host Institution**

Firstname Lastname


**Tendered**


Mobility Type:	Teacher
From:	08.05.2017
To:	17.05.2017

**Free Scholarship Months**

For this Academic Year:	yes
For this network:	10
For this PPU:	10

**Nomination**

From:  

To:  

**Accommodation**

Accommodation Arranged:

**Save**

KROK 6







## PŘIPRAVOVANÉ AKCE V ROCE 2021

**Czeducon**

15.-17. ČERVNA 2021

VIRTUÁLNĚ

...



**Ceny DZS**

prosinec 2021

...

**Informační seminář  
Oddělení bilaterálních  
a multilaterálních  
programů**

podzim 2021





## KONTAKTNÍ ÚDAJE

Národní kancelář programu CEEPUS:

Mgr. Jan Trnka ([jan.trnka@dzs.cz](mailto:jan.trnka@dzs.cz))

e-mail: [ceepus@dzs.cz](mailto:ceepus@dzs.cz)

tel.: 221 850 502, 221 850 509

Adresa:

Dům zahraniční spolupráce

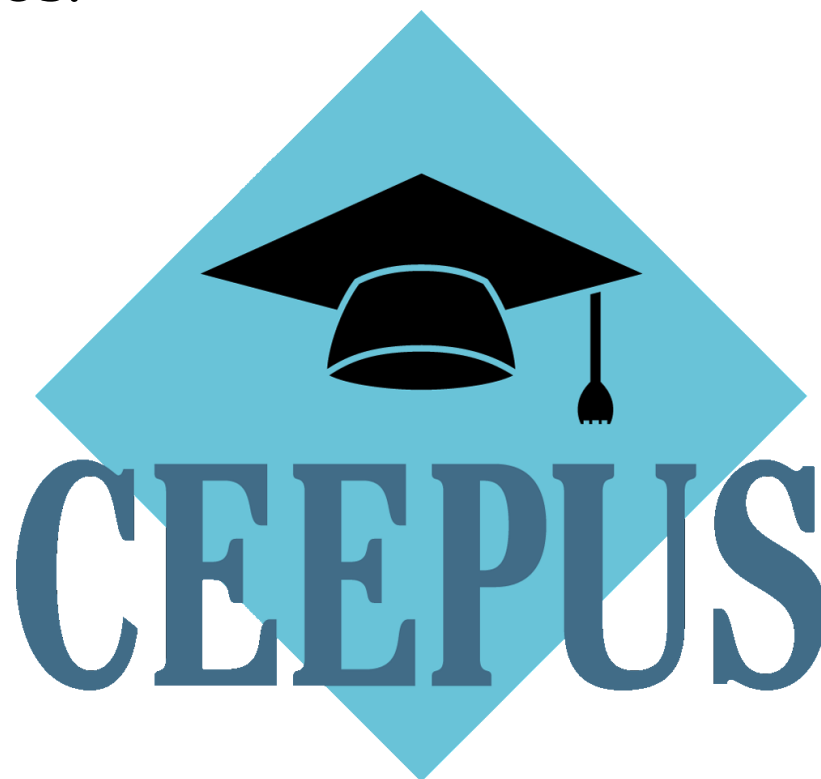
Na Poříčí 1035/4

110 00 Praha 1

Web:

[www.dzs.cz/program/ceepus](http://www.dzs.cz/program/ceepus)

[www.ceepus.info](http://www.ceepus.info)



## KONTAKTY



### **Dům zahraniční spolupráce (DZS)**

Na Poříčí 1035/4, 110 00 Praha 1

 +420 221 850 100

 info@dzs.cz

[www.dzs.cz](http://www.dzs.cz)



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#### **Instagram**

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