APPOINTMENT BOOKING IN NEPTUN

1. Open: Studies/Consultations

Switch to Neptun Meet Street | Training | Program of the Doctoral School of History - Doktori képzés (PhD/DLA)

My data	Studies	Subjects	Exams	Finances	Informatio			
Neptu	Training d Term data		iges					
Neptun m Grade average Gradebook Curriculum Milestones Field practice Deblications				Filters				
Messac Inbox	Consultati Advancem Official no	ons ient ites		v message				

2. Select a semester

*	Filters	Consultations I attend: No, Terms: 2021/22/1 (current term)
Consul	tations I attend:	
Terms:		2021/22/2
Begin of example	of the interval (For le:2/17/2022)	
End of	the interval (For exam	ple:2/17/2022)

3. Listing consultations

*	Filters	Consultations I attend: No, Terms: 2021/22/1 (current te	erm)
Consu	ltations I attend:		
Terms	:	2021/22/2	
Begin examp	of the interval (For ble:2/17/2022)		
End of	f the interval (For examp	le:2/17/2022)	

4. Select an option – click on the name of the consultation

Consultations								XS	1
									1 Page size 20 V
🗄 Name	Туре	Subject name	Subject code	Course code	Period start:	Period end	Term	Result Sign up date	Description
Distribution of student card validation stickers	IDŐPONTFOGLALÁS				2/17/2022 12:00:00 AM	3/3/2022 11:59:00 PM	2021/22/2		
E General administration	IDŐPONTFOGLALÁS				2/17/2022 12:00:00 AM	5/31/2022 12:00:00 AM	2021/22/2		
Number of results:1-2/2 (94 ms)									

5. Booking

- 5.1 Choose an appointment
- 5.2 In column 'Number' you can see, how many students can book the appointment
- 5.3 Click on 'Save' button

Consultation data						Ľ
Consultation dates						
onsultation dates						D
ctions: Save						
Start / end of consultation	Number	Lecturers/Employees	Reserved classrooms	Register	Applied	
2/22/2022 11:45:00 AM - 2/22/2022 12:00:00 PM	-/3/0				E	3
2/25/2022 10:00:00 AM - 2/25/2022 10:15:00 AM	-/3/0				E	3
2/22/2022 10:15:00 AM - 2/22/2022 10:30:00 AM	-/3/0				E	3
2/25/2022 10:15:00 AM - 2/25/2022 10:30:00 AM	-/3/0				E	3
2/22/2022 10:45:00 AM - 2/22/2022 11:00:00 AM	-/3/0					3
2/25/2022 10:45:00 AM - 2/25/2022 11:00:00 AM	-/3/0				E	3
2/25/2022 2:00:00 PM - 2/25/2022 2:15:00 PM	-/3/0				6	3
3/4/2022 10:45:00 AM - 3/4/2022 11:00:00 AM	-/3/0				E	3
2/22/2022 11:00:00 AM - 2/22/2022 11:15:00 AM	-/3/0				E	3
2/25/2022 11:00:00 AM - 2/25/2022 11:15:00 AM	-/3/0				E	3
3/4/2022 2:00:00 PM - 3/4/2022 2:15:00 PM	-/3/0					3

6. Dropping the appointment

Consultations								* ?
🖻 Name	Туре	Subject name Subject code Course code	Period start:	Period end	Term	Re	Details Registration Drop	~
Distribution of student card validation stickers	IDŐPONTFOGLALÁS		2/17/2022 12:00:00 AM	3/3/2022 11:59:00 PM	2021/22/2	-	2/17/2022 1:44:13 PM	.
General administration	IDŐPONTFOGLALÁS		2/17/2022 12:00:00 AM	5/31/2022 12:00:00 AM	2021/22/2			E
Number of results:1-2/2 (94 ms)								

Please note, that students have to book an appointment at least one day in advance.