

# A Guide to the HIS Portal: Registering for FUSE Exams

It is mandatory for new FUSE students to register for exams via the HIS Portal before they take place. This guideline will give you an overview of how to register for the FUSE exams online.

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## STEP A: ACCESSING THE LIST OF AVAILABLE EXAMS.

## STEP B: APPLYING FOR FUSE EXAMS.

## STEP C: VIEWING THE LIST of EXAMS YOU HAVE REGISTERED FOR.

## STEP D: CANCELLING YOUR EXAM REGISTRATION.

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## STEP A: ACCESSING THE LIST OF AVAILABLE EXAMS.

To access the **HIS Portal**, go to <https://portal.uni-kassel.de/qisserver/> and select the **English** option on top right of the page.

The screenshot shows the homepage of the HIS Portal. At the top right, there are links for 'Sitemap', 'Hilfe', and 'WiSe 2018/19'. A login form is visible with fields for 'Benutzerkennung' (username) and 'Passwort' (password), and a 'Login (UniKasselAccount)' button. The main navigation menu includes 'Veranstaltungen', 'Einrichtungen', 'Räume und Gebäude', and 'Personen'. The central content area features a 'Portal-Info' box with the heading 'Was gibt es hier zu entdecken?' and a list of links: 'Personenverzeichnis', 'Prüfungsverwaltung', 'Prüfungsanmeldung', 'Raumverwaltung', and 'Veranstaltungverzeichnis'. Other sections include 'IT-Servicezentrum', 'Allgemein', 'Studium', and 'Sonstiges'. The footer contains an 'Impressum' section with contact information for QIS, LSF, and HISinOne.

After selecting the English option, type in your **uk** number as your **user name**, along with your **UniAccount password**, to log in.

Home Sitemap Help Winter 2018/19

**UNI KASSEL**  
**VERSITÄT**

Username: uk014264  
Password: \*\*\*\*\*  
Login

Courses Orgunits Facilities Members

**IT-Servicezentrum**  
Aktuelle Hinweise  
ITS-Handbuch  
Uni-Account  
Technischer Support / IT-ServiceDesk

**Allgemein**  
Mensa heute  
Veranstaltungskalender  
Bibliothek  
Einrichtungen  
Intranet

**Portal-Info**  
**Was gibt es hier zu entdecken?**  
• [Personverzeichnis](#)  
• [Prüfungsverwaltung](#)  
• [Prüfungsanmeldung](#)  
• [Raumverwaltung](#)  
• [Veranstaltungsverzeichnis](#)

**Studium**  
Erstinformation Studium  
Studium organisieren  
Webmail  
E-Learning (Moodle)  
Kinderbetreuung  
Gesundes Studium

**Sonstiges**  
Wege zur Uni  
shop@uni-kassel  
Jobportal für Studierende  
Schwarzes Brett

About  
QIS and LSF are products of [HIS: eG](#)  
Hostname: portal.uni-kassel.de (qis01)

Next, click on **“Administration of Exams”**

**My Functions** Courses Orgunits Facilities Members

**My Functions**

- Belegungen mit Prioritäten
- Administration of exams**
- Schedules
- My Lectures
- My Reports

Photograph of hands typing on a laptop keyboard.

Select the option “**Apply for exams**”.

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**My Functions**   Courses   Orgunits   Facilities   Members

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**Administration of exams**

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Belegungen mit Prioritäten  
| **Administration of exams**  
Schedules  
My Lectures  
My Reports

 **Apply for exams**  
Info on Exams (internships)  
Exams Extract  
Apply for external Exams

Now, a declaration concerning the regulations for exam registrations is shown on the page. Please click on the box below the text to **accept** these regulations. Then, click “**Next**” to proceed.

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**My Functions**   Courses   Orgunits   Facilities   Members

Open menu

**Important information on the registration process. Please read carefully!**

The registration will be successful once you have fulfilled the course projects, as it is defined by the examination regulations. The examiner, alternatively, is allowed to cancel the registration at any time. Please note that you are only allowed to have a certain number of registration attempts. You must be aware of the fact that if you fail the examination repeatedly, you will not pass the current subject.

Important: To continue please tick off the Accept-Field und press the "Next"-Button ...

**Accept terms**  
 I accept ...

## STEP B: APPLYING FOR FUSE EXAMS.

After clicking on “**Next**” in **STEP A**, a list of FUSE modules appears:

- 2000 Compulsory Modules.
- 2100 Main Subject Modules System and Control.
- 2200 Main Subject Modules Mathematical Models and Software technology.
- 2300 Main Subject Modules Sensor and Communication.
- 2400 Main Subject Modules Biomedical Engineering.
- 2500 Main Subject Modules Safety Structures for Vehicles.

Open menu

## Apply for exams

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Please choose the exam from the structure given below. Click on the identifiers.

-  **Master Uni m.v.Abschl. Functional Safety Engine (PVersion 2016)**
  - **k** 2000 Compulsory Modules
    - **k** 2010 Mathematical Models for Safety Systems
    - **k** 2020 Selected topics on Programming languages and techniques according to IEC 61131-3
    - **k** 2030 Theory of safety-related computer architectures
    - **k** 2040 Introduction to Information Theory & Coding
    - **k** 2050 Safety standards and norms of electronic systems
    - **k** 2060 Project
    - **k** 2070 Seminar
  - **k** 2100 Main Subject Modules System and Control
    - **k** 2110 Advanced Digital Control
    - **k** 2120 Computer based Design of microelectronic circuits
    - **k** 2130 Functional Safety in computer architectures
    - **k** 2140 Process Computing
    - **k** 2150 Reconfigurable Structures
    - **k** 2160 Risk determination of Computer architectures II
    - **k** 2170 Selected topics on microprocessor techniques
  - **k** 2200 Main Subject Modules Mathematical Models and Software technology
    - **k** 2130 Functional Safety in computer architectures
    - **k** 2160 Risk determination of Computer architectures II
    - **k** 2210 Methods for Automation for safety related Systems
    - **k** 2220 Methods for Software reliability and software quality
    - **k** 2230 Pattern Recognition
    - **k** 2240 Reliability Models and Software architecture for complex systems
    - **k** 2250 Verification of embedded systems
  - **k** 2300 Main Subject Modules Sensor und Communication
    - **k** 2130 Functional Safety in computer architectures
    - **k** 2160 Risk determination of Computer architectures II
    - **k** 2310 Introduction to Signal Detection and Estimation
    - **k** 2320 Semiconductor Lasers
    - **k** 2330 Optical Communication Systems
    - **k** 2340 RF Sensor Systems
  - **k** 2400 Main Subject Modules Biomedical Engineering
    - **k** 2410 Funktional Safety of Biomedical Systems
    - **k** 2420 Biomedical Engineering
    - **k** 2430 Biomedical Instrumentation
    - **k** 2440 Selected Topics of Biomedical Engineering
  - **k** 2500 Main Subject Modules Safety structures for Vehicles

As an example, we will now register for the exam in [Introduction to Information Theory & Coding](#), a course in the Compulsory Modules. First, we need to select the relevant module from the list above by clicking on

it, in this case: “2040 Introduction to Information Theory & Coding” → 111004 Introduction to Information Theory & Coding → FB16-4928 Introduction to Information Theory & Coding, then clicking on **registration of exam**.

- Master Uni m.v.Abschl. Functional Safety Engine (PVersion 2016)
  - 2000 Compulsory Modules
    - 2010 Mathematical Models for Safety Systems
    - 2020 Selected topics on Programming languages and techniques according to IEC 61131-3
    - 2030 Theory of safety-related computer architectures
    - 2040 Introduction to Information Theory & Coding
      - 111004 Introduction to Information Theory & Coding
        - FB16-4928 Introduction to Information Theory & Coding
          - Dahlhaus, Dirk, date: 31.03.2019, term of appl. bis 24.03.2019, term of withdr.: 27.03.2019 - **registration of exam**

After clicking the “**registration of exam**” the following entry will appear:

**My Functions** Courses Orgunits Facilities Members

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[Open menu](#)  
**Apply for exams**

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Would you like to register/deregister this exam?

Curricula	Nr.	Exam	Examiner	Date	Activity
Master Uni m.v.Abschl. Functional Safety Engine 2016	111004	Introduction to Information Theory & Coding	Dahlhaus, Dirk	31.03.2019	Registration of exam

You will receive a confirmation of the registration on the next page, which opens automatically after you have clicked on “**yes**”. It should look as follows:

**My Functions** Courses Orgunits Facilities Members

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[Open menu](#)  
**Apply for exams**

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**You have registered/deregistered the following exam:**

Curricula	Nr.	Exam	Examiner	Date	Activity	Status
Master Uni m.v.Abschl. Functional Safety Engine 2016	111004	Introduction to Information Theory & Coding	Dahlhaus, Dirk	31.03.2019	Registration	OK

Eine Übersicht über Ihre angemeldeten Leistungen finden Sie unter [Info über angemeldete Leistungen](#)

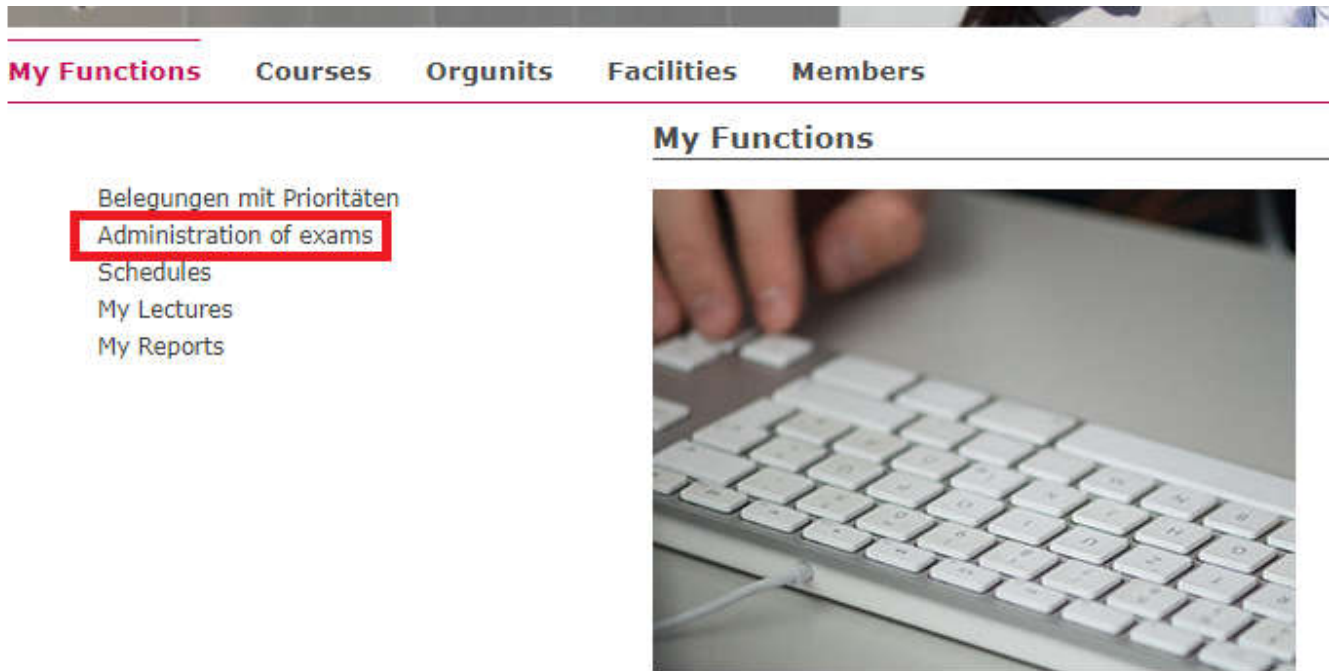
Now, you can either click on “**continue registration**” to register for further exams, go to the **home page**, or **log out**.

## STEP C: VIEWING THE LIST of EXAMS YOU HAVE REGISTERED FOR.

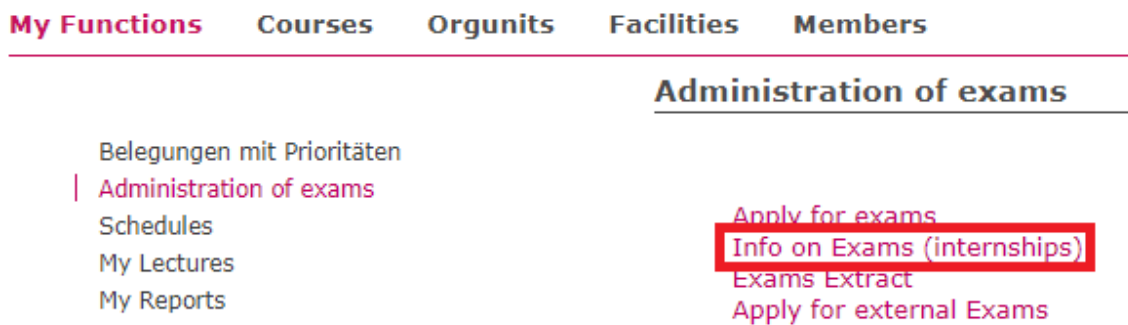
Since you will have to register for multiple FUSE exams, it is always recommended to check up on the status of the exams you have registered for so far.

To do so, please click on “**Homepage**” after completing STEP B.

Then, please select “**Administration of exams**” once again.



Now, select “**Info on exams**”.



A list of all exams you have registered for so far will then open. The picture below shows what a successful exam registration looks like in the HIS portal:

Exams registrations of students	
Student's name	name
Date and place of birth	01-01-2000 in Kassel
Registration number	00000000
Address	Wilhelmshöher Allee 71 - 73, 34121 Kassel















No.	Exam Name	Examiner	form	Term	announcement date	Exam Date	term of appl.	term of withdr.
111004	Introduction to Information Theory & Coding	Dahlhaus	Prüfung	Winter term 18/19	19.10.2018	31.03.2019	- 24.03.2019	27.03.2019
FB16-4928 Digital Communications II								

## STEP D: CANCELLING YOUR EXAM REGISTRATION:

In urgent cases, it is possible for students to withdraw or cancel an exam registration. The deadline for doing so is usually several days before the exam date (please check the dates indicated in the HIS portal for every exam to find about the deadlines).

As an example, we will now cancel the application for the “Introduction to Information Theory & Coding” exam we registered for previously in STEP B. First, repeat STEP A until you get to this page:

Please choose the exam from the structure given below. Click on the identifiers.












-  Master Uni m.v.Abschl. Functional Safety Engine (PVersion 2016)
  -  2000 Compulsory Modules
    -  2010 Mathematical Models for Safety Systems
    -  2020 Selected topics on Programming languages and techniques according to IEC 61131-3
    -  2030 Theory of safety-related computer architectures
    -  2040 Introduction to Information Theory & Coding
    -  2050 Safety standards and norms of electronic systems
    -  2060 Project
    -  2070 Seminar
  -  2100 Main Subject Modules System and Control
  -  2200 Main Subject Modules Mathematical Models and Software technology
  -  2300 Main Subject Modules Sensor und Communication
  -  2400 Main Subject Modules Biomedical Engineering
  -  2500 Main Subject Modules Safety structures for Vehicles

Then, please click on the module to which the exam registration you want to cancel belongs to, in this case “2040 Introduction to Information Theory & Coding”. Then click on **cancel registration of exam**

**My Functions** Courses Orgunits Facilities Members

Open menu  
**Apply for exams**

Please choose the exam from the structure given below. Click on the identifiers.

-  Master Uni m.v.Abschl. Functional Safety Engine (PVersion 2016)
  -  2000 Compulsory Modules
    -  2010 Mathematical Models for Safety Systems
    -  2020 Selected topics on Programming languages and techniques according to IEC 61131-3
    -  2030 Theory of safety-related computer architectures
    -  2040 Introduction to Information Theory & Coding
      -  111004 Introduction to Information Theory & Coding - **cancel registration of exam**
      -   FB16-4928 Introduction to Information Theory & Coding
      -  211021 Introduction to Information Theory & Coding (lab)
    -  2050 Safety standards and norms of electronic systems

Click “yes” on the page that is shown next:

**My Functions** Courses Orgunits Facilities Members

Open menu  
**Apply for exams**

Would you like to register/deregister this exam?

Curricula	Nr.	Exam	Examiner	Date	Activity
Master Uni m.v.Abschl. Functional Safety Engine 2016	111004	Introduction to Information Theory & Coding	Dahlhaus, Dirk	31.03.2019	Cancel registration of exam

yes  no

After you have confirmed your wish to cancel your registration for the exam, this page confirms your successful deregistration:



You have registered/deregistered the following exam:

Curricula	Nr.	Exam	Examiner	Date	Activity	Status
Master Uni m.v.Abschl. Functional Safety Engine 2016	111004	Introduction to Information Theory & Coding	Dahlhaus, Dirk	31.03.2019	Withdrawal OK	Leistung wurde gelöscht.

Eine Übersicht über Ihre angemeldeten Leistungen finden Sie unter [Info über angemeldete Leistungen](#)

[Continue registration](#)

[Homepage](#)

[Logout](#)

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## **IMPORTANT:**

*If you know in advance that you will not be able to take the exam, please cancel your registration.*

*If you do not show up for an exam you have registered for on HIS, you will automatically fail the exam.*

*Exception: in case of illness on an exam day, please provide the FUSE department with a medical certificate as soon as possible so that the exam will not be counted as failed.*

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