

# KRATKE UPUTE ZA KORIŠTENJE SUSTAVA ZA REZERVACIJU UČIONICA

Sveučilišni odjel za stručne studije

Log in

Log in

Username\*

Password\*

Login



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Load time: 0.0029 seconds.

1. Prije rezervacije učionice potrebno je provjeriti dostupnost prema redovnom rasporedu održavanja nastave (<https://rasporedoss.edupage.org/timetable/view.php?fullscreen=1&summary=classes>).
2. Sustav za rezervaciju učionica nalazi se na web adresi <https://rezervacije.oss.unist.hr>
3. U sustav se prijavljuje s AAI podacima elektroničkog identiteta (username oblika *iprezime@unist.hr*)

Sveučilišni odjel za stručne studije

Control Panel Logout  
Logged in as Test

Tasks

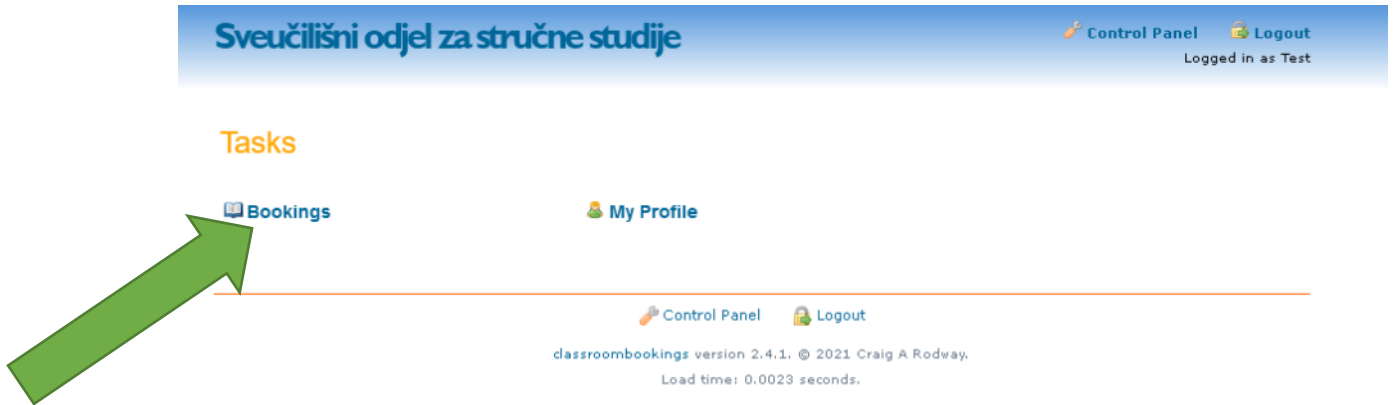
Bookings My Profile

Control Panel Logout

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Load time: 0.0023 seconds.

**Napomena:** u slučaju problema s prijavom u sustav, preporuča se korištenje "private/incognito" prozora u web pregledniku ([Chrome](#), [Firefox](#), [Microsoft Edge](#)).

4. Rezervacija učionice obavlja se putem linka "Bookings" na početnom ekranu.



Prikazuje se mreža učionica i termina na trenutni datum:

Sveučilišni odjel za stručne studije

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Date: 04/03/2021 Load

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KOP_II_104	Book	Book	Book	Book	Book	Book	Book	Book	Book	Book	Book	Book	Book	Book
KOP_II_105	Book	Book	Book	Book	Book	Book	Book	Book	Book	Book	Book	Book	Book	Book
KOP_II_106	Book	Book	Book	Book	Book	Book	Book	Book	Book	Book	Book	Book	Book	Book
KOP_II_107	Book	Book	Book	Book	Book	Book	Book	Book	Book	Book	Book	Book	Book	Book
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KOP_II_110	Book	Book	Book	Book	Book	Book	Book	Book	Book	Book	Book	Book	Book	Book
KOP_II_111	Book	Book	Book	Goran Corlika Predavanja	Goran Corlika Predavanja	Book	Book	Book	Book	Book	Book	Book	Book	Book

Zelena kvačica i opcija "Book" znači da je učionica slobodna u tom terminu.

Plavo polje sa imenom osobe i opisom namjene rezervacije znači da je učionica već rezervirana u odabranom terminu.

\*Samo vlasnik rezervacije ima mogućnost izmjene i brisanja vlastitih rezervacija.

Najprije iz padajućeg izbornika "Date" treba odabrati željeni datum.

Date: 11/03/2021  Load

< March 2021 >

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

← Back

← Back


KOP\_I\_ this month close

KOP\_II\_102 Book

Početno je u kalendaru prikazan trenutni mjesec, a klikom na strelice lijevo i desno moguća je navigacija i odabir mjeseca rezervacije.

Klikom na željeni datum u odabranom mjesecu podaci o rezervacijama se automatski učitavaju na stranici.

Dostupan termin se rezervira klikom na opciju "Book" u presjecištu željene učionice i termina održavanja nastave.

Date: 18/03/2021  Load

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KOP_II_107	Book	Book	Book	Book	Book	Book	Book	Book	Book	Book	Book	Book	Book	Book

Klikom na opciju "Book" u ovoj poziciji, rezervirat će se učionica KOP\_II\_106 u terminu od 10:15 do 11:00 sati.

### Book a room

Booking Information

Use:

Book Cancel

U okvir "Use:" potrebno je navesti kratki opis namjene rezervacije, npr. "predavanja", "kolokvij", ili sl. i potvrditi klikom na opciju "Book".

The booking has been made.

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KOP_II_104	Book	Book	Book	Book	Book	Book	Book	Book	Book	Book	Book	Book	Book	Book
KOP_II_105	Book	Book	Book	Book	Book	Book	Book	Book	Book	Book	Book	Book	Book	Book
KOP_II_106	Book	Book	Test Kolokvij cancel	Book	Book	Book	Book	Book	Book	Book	Book	Book	Book	Book
KOP_II_107	Book	Book	Book	Book	Book	Book	Book	Book	Book	Book	Book	Book	Book	Book

Rezervirani termin sada se prikazuje plavom bojom, s informacijom o nastavniku i razlogu rezervacije te opcijom "cancel" koja služi brisanju izvršene rezervacije.

Ako se želi rezervirati termin blok sata, potrebno je ponoviti proceduru za sljedeći termin od 11:15 do 12:00 sati.