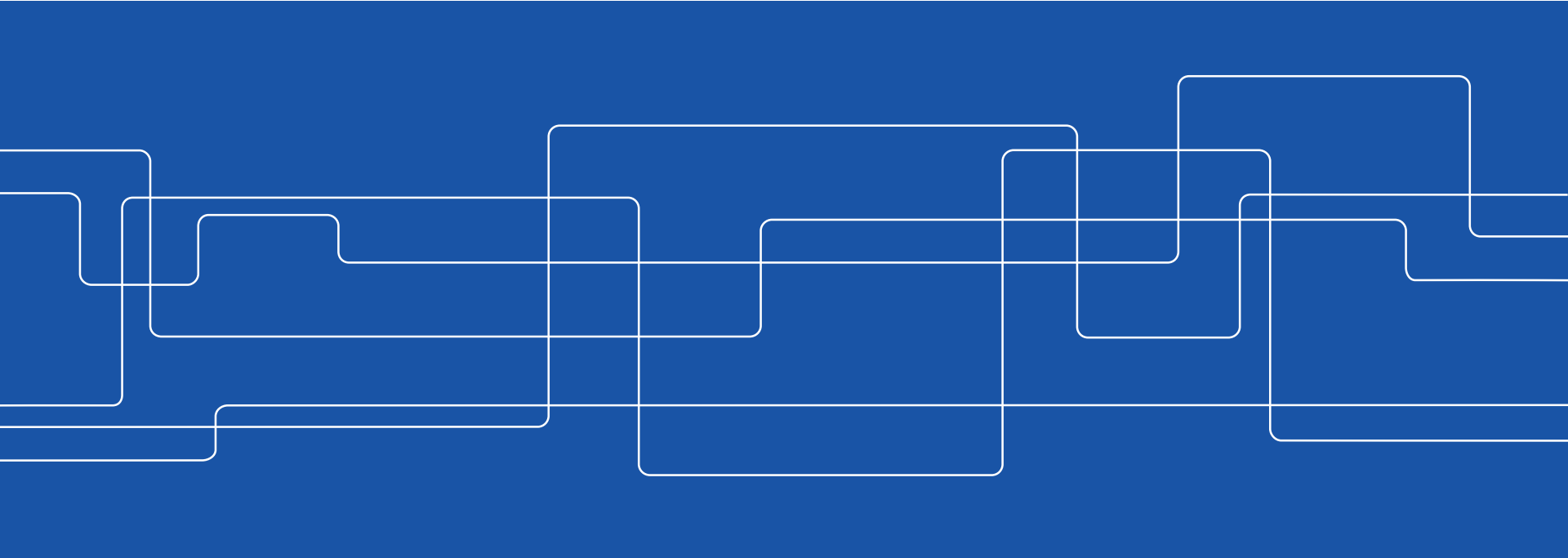




Welcome to the School of Electrical Engineering and Computer Science (EECS)





Master Coordinator – Contact Details

- Nina Werner - School's Office of Student Affairs
- Elektrum: Kistagången 16 (or Isafjordsgatan 26), floor 3, Elevator B, Kista
- Available during drop-in hours or by appointment. Send an e-mail
- E-mail: ens-master@eecs.kth.se



I'm your programme coordinator...

...your contact person at EECS School and can help you with:

- Add/change courses
- Visa extension and other kinds of certificates
- Official transcripts
- Study planning
- Master's thesis application and info
- Degree application and transfer of credits
- Other administrative, practical issues



Agenda

10:00 – 11:00 Practical information concerning your studies, IT and Student Union information

11:00 – 12:30 Guided tour Kista

14:00 – 15:00 Specific Programme information with the Programme Director



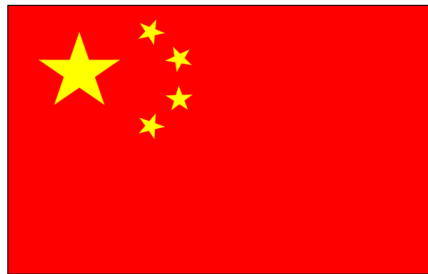
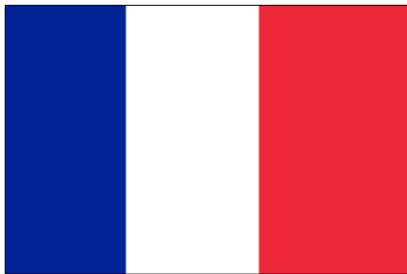
KTH Schools

1. School of Architecture and the Built Environment
2. School of Engineering Sciences
3. School of Industrial Engineering and Management
4. School of Engineering Sciences in Chemistry Biotechnology and Health
5. **Electrical Engineering and Computer Science**



KTH in numbers

- 13 000 full-time students
- 2 000 doctoral students
- 3 700 full-time employees
- 305 professors
- 283 associate professors
- Around 100 nationalities represented





KTH Web Structure

- Personal Menu – log in
- Student web
- Programme web

KTH Royal Institute of Technology

Student Alumni Staff KTH på svenska

Search the KTH website

Home Studies Research Co-operation About KTH Library

Newly admitted students

Have you been admitted as a student at KTH starting this autumn? Congratulations—an exciting future awaits you!

We have gathered all the information you need before arriving in August.

[New student at KTH](#)

KTH in the top 100

KTH ranks among the world's top 100 universities in the new survey – QS World University Rankings. The internationalization makes for stronger impact for research and education.

[KTH takes place among world's Top 100 universities](#)

International student blog

Join master's students Fernando and Oluchi on their journeys towards a degree from KTH.

[Follow the student blog](#)

Your future workplace

[Work at KTH](#)

The President's blog

Sigbritt Karlsson on KTH's role in society and current and future education and research.

[The benefits of collaboration](#)



KTH main page and Personal menu

News feed – News from your courses and more

Fill in your temporary postal address – Important to receive the Student ID-card

Do not forward e-mail if you have a hotmail or livemail – it doesn't work



Personal menu - Services

Create transcripts, certificates and find your T-number (Civic Registration Number)

<https://www.kth.se/en/student> Identified by Digi... Student at KTH | KTH KTH Intranät | KTH Intranät Skolan för elektroteknik och da... Startside

View Favourites Tools Help

Q tuition fees KTH KTH Sektionen för Information... Lärosäten - Migrationsver... Telefonhanteraren KTH Search course kths svensk-engelska ord... Vanligt förekommande fr... Utbytesstudier KTH

Nina Schedule Courses Programme Groups **Services**

My services

Manage my studies

Study results

[Result of completed courses](#)

Course result
via Current education

Participation in education

Registration
via Current education

Non-completion (studieavbrott) and cancellation
via Current education

Examination

Exam registration
via Current education

Written exams

Certificates

[Transcripts](#)

[Degree Certificate](#)

[Cases](#)

Other selected services

Administrera din telefonanknytning och röstbrevlåda (Office web)

Antagningsdata (NyA webben)

Diariet (W3D3)

Documentation wiki (Confluence)

E-mail (Webmail)

Egenrapporteringen (HR+)

Employee benefits (KTH for me)

Fillagring i molnet (KTH Box)

Inköps & E-beställningsverktyg (WISUM)

Ladok

Learning Management System (Canvas)

Travels & expenses (KTH-Res)

Utbytesstudenter

Video recording (KTH Play)

eISP - Individual study plans

STUDENT AT KTH | Student på KTH

Search the KTH website Search

KTH STUDIES RESEARCH CO-OPERATION ORGANISATION ABOUT KTH **STUDENT AT KTH**



Student web (Student at KTH)

The screenshot shows the KTH Student web interface. The top navigation bar includes links for [Student](#), [Alumni](#), [Staff](#), and [KTH på svenska](#). Below this is a search bar with the text "Search the KTH website" and a [Search](#) button. The main content area is divided into two columns. The left column contains a list of links under the heading "Student at KTH": [New at KTH](#), [Your studies](#), [Course Schedules](#), [Course and programme directory](#), [During a programme](#), [Before and during a course](#), [Contact persons and student counselling](#), [Student support and student life](#), [Our campuses and maps](#), [IT-Support](#), and [Future and career](#). The right column features two main sections. The first section, titled "Newly admitted students", includes a large image of a KTH building and a statue, and text welcoming new students starting in autumn. The second section, titled "Have you been discriminated against or sexually harassed?", includes a large image of a KTH building and a statue, and text providing information on how to seek support if needed.

Student at KTH

[Student](#) [Alumni](#) [Staff](#) [KTH på svenska](#)

Search the KTH website [Search](#)

[Home](#) [Studies](#) [Research](#) [Co-operation](#) [About KTH](#) [Library](#)

Student at KTH

- [New at KTH](#)
- [Your studies](#)
- [Course Schedules](#)
- [Course and programme directory](#)
- [During a programme](#)
- [Before and during a course](#)
- [Contact persons and student counselling](#)
- [Student support and student life](#)
- [Our campuses and maps](#)
- [IT-Support](#)
- [Future and career](#)

Newly admitted students

Have you been admitted as a student at KTH starting this autumn? Congratulations—an exciting future awaits you!

We have gathered all the information you need before arriving in August.

[New student at KTH](#)

Have you been discriminated against or sexually harassed?

If you need support when you feel that you have been discriminated against, harassed, sexually harassed or victimized contact your appointed contact person at your School.



Programme web

The screenshot displays the KTH Master's Programme website for Embedded Systems (TEBSM). The browser address bar shows the URL: <https://www.kth.se/social/group/tebsm/>. The page features a top navigation bar with links: Nina, Schedule, Courses, Programme, Groups, and Services. A 'My programmes' modal is open, showing a list of subscribed programmes:

- ★ Master's Programme, Embedded Systems, 120 credits (TEBSM, 120 cr)
- ★ Master's Programme, Nanotechnology, 120 credits (TNTEM, 120 cr)
- ★ Master's Programme, Software Engineering of Distributed Systems, 120 credits (TSEDM, 120 cr)

The main content area is titled 'Master's Programme, Embedded Systems, 120 credits'. It includes a 'Create description' button and a welcome message: 'Welcome to programme website!'. The right sidebar contains 'Latest responsible posts' and 'Latest from your news feed'.



Information about your studies at KTH

- Every academic year is divided into 2 semesters (Autumn and Spring) and in 4 periods
- Autumn semester **HT19**: 2019.08.26 until 2020.01.14 (P1 and P2)
Spring semester **VT20**: 2020.01.15 until 2020.06.01 (P3 and P4)
- Exams are held at the end of each period
- Course registration is mandatory and should be done no later than September 2nd. Without a course registration you cannot get access to the course material, register for exams and your results can't be reported. Registration of a course assumes course selection and indicates your intention to attend the course that you have been admitted to.
- Early interruption of a course has to be done within 3 weeks from course start. Important for fee paying students!
- You will select your courses for the upcoming semester (spring **VT20**) via universityadmissions.se.
- Course election dates to remember: 1 – 15 November for your spring courses and 1 – 15 May for your autumn courses. Check your course schedule online to avoid course clashes.



More about course selection

- Think about the limit - 120 credits REGISTERED COURSES!!!
- A maximum of 4 courses per semester.
- If you remove a compulsory course, you might not fulfill the requirements in order to get the degree.
- Keep always the compulsory courses on the highest priorities in your application.



Courses

Normally each course at KTH has a name and a course code

For example IL2206 – Embedded Systems

All courses starting with the letter I, E and D are offered by the EECS School



Registration to examinations

- You need to be admitted and registered to the course to be able to do your examination
- It is mandatory to register for the examination at KTH, during the registration period.
- Registration is made through your personal menu.
- Problem to register for a EECS examination, please turn to our Student Support by following the link: www.kth.se/en/eecs/studentsupport
- Problems to register for an examination at another School at KTH Campus, please contact their school's administration.



Rules of KTH's examinations

- The hall will be opened up 10 minutes before the settled start time.
- You need to bring valid identification (ID-card or passport) Without a valid ID you don't have the right to sit the exam.
- You have a **guaranteed seat until 30 minutes after the start** of the exam.
- If you have **not registered** you can only sit the exam if there are seats available and **you do have to bring a printed copy of your course registration certificate with you.**
- For more information regarding rules and regulations please follow the link: <https://www.kth.se/en/student/kurs/tentamen>

Degree and graduation

- When you have completed your studies at KTH you personally need to apply for a degree to receive one. It is done through the personal menu online.
- The Graduation Ceremony is held at the City Hall twice a year (May and December)





FUNKA – Additional support for students with disability

- If you need help with study support please contact our FUNKA Coordinators:

Coordinators at Funka

- Ann Heijlenskjöld
- Alexandra Kontcell
- Olof Landin
- Visiting adress: Drottning Kristinas väg 4, 100 44 Stockholm
Email: funka@kth.se Phone number: 08-790 75 00
- If you want to apply for support visit the homepage:
<https://www.kth.se/en/student/studentliv/funktionsnedsattning>



Student Health



- At the Student Health Service you can receive counselling and support for psychological problems related to your studies from a nurse or a social counsellor. The staff is bound by professional confidentiality and the services are free of charge.
- They offer help for problems regarding: stress, anxiety, mood swings, health counselling (sleep, nutrition etc.) drugs and alcohol related issues, crises management, relationships, discrimination and more.
- All appointments are booked in advance:

Phone: +46 8 120 125 00

E-mail (nurse): studenthalsan-skoterska@avonova.se

E-mail (social counsellor): studenthalsan-kurator@avonova.se



Information from Central KTH Administration – Course/Film clips in Canvas

<https://kth.instructure.com/enroll/J4BKRW>

- Central study- and career counselling service
- Students that have a documented permanent disability funka@kth.se
- Student Health Service
- KTH Library
- Introduction to IT
- Security - <https://intra.kth.se/en/campus/sakerhetbevakning/information-och-utbi/sakerhetsinformation-for-nya-studenter-1.918202>
- KTH's values and JML (gender equality, diversity and equal opportunity)



KTH has zero tolerance for discrimination and harassment
If you see someone being harassed or experience it yourself, please contact us.

Contacts at Schools:

- **ABE:** Cecilia Månson Blom, +46 8 790 94 21 cecilia.manson@abe.kth.se
- **CBH:** Pelle Dalhammar, +46 8 790 65 19 perda@kth.se
- **EECS:** Marianne Lundin, **+46 8 790 44 82** marianlu@kth.se
- **ITM:** Andreas Alm Arvidsson +46 8 790 91 60 andreas.alm.arvidsson@itm.kth.se
- **SCI:** Hannasara Karlsson, +46 8 790 75 88 haska@kth.se

Central points of contact:

- **KTH student support:**
 - Lena Salomonson: +46 8 790 65 35 lenaas@kth.se
 - Nina Holmsten: +46 8 790 61 76 nholmste@kth.se
- **THS student union:** +46 79 347 96 87 studiesocialt@ths.kth.se
- **Student health:** +46 8 120 125 00 studenthalsan-skoterska@avonova.se



Student support and services

School's Office of Student Affairs

On the 3rd floor

My Drop-in hours

Tuesdays 9:00-11:00

Other hours - available by appointment. Send an e-mail!

To hand in original documents

White mailbox outside the drop-in room

Student service support and service center

For help with registrations, results, exams and much more, send an email.

www.kth.se/en/eecs/studentsupport



Contact information – Master Coordinators

Browser tabs: Valkommen till KTH | KTH, KTH intranät | KTH intranät, Sök kurs | KTH, Master coordinators | ICT master

Address bar: Kungliga Tekniska Högskolan (SE) | https://www.kth.se/social/overweb/ict-master/page/student-office-2/

Navigation: Valkommen till KTH | ... | EECS Intranät | Valkommen till KTH | ... | Svensk-engelsk ordbok | Sök kurs | KTH | Startida | Most Visited

Menu: Nina | Schedule | Courses | Programme | Groups | Services


Master coordinators

My settings

Overview

- ICT master
- New page
- Book a group room
- Master coordinators
- Degree project
- Individual study plan
- Student Service Support and Service Center EECS
- Study abroad

Common page for overweb: "ICT master"



May-Britt Eklund Larsson, Lina Lehn and Nina Werner are master coordinators for programme students at KTH Kista. Contact the master coordinators if you have questions concerning planning of your studies, course election or other issues about your studies.

You can reach the master coordinators via e-mail, or visit them at drop-in.

Drop-in hours

May-Britt Eklund Larsson: TIVNM, TCOMM

Fridays 12:30 - 14:30 Last drop in before summer 14/6. First Drop-in after summer: 16/8. Available other days by appointment. Please contact: ictinnovation-master@eecs.kth.se & com.secco-master@eecs.kth.se

Lina Lehn: TIVNM only HCID/HCIN & VCCO/VCCN

Available by appointment. Please contact: ictinnovation-master@eecs.kth.se

Nina Werner: TEBSM, TNTEM, TSDEM

Available by appointment. Please contact: ens-master@eecs.kth.se

Accessible to the whole world.

Last changed: 2019-07-02 10:45. [Show versions](#)

Tags: None so far.

► Add

[Report abuse](#)

Feedback

News



Enjoy your time at KTH and keep yourself updated

Don't forget to regularly
check your KTH-email account and the programme web!

- I will use it to inform you about important matters concerning your studies
- Always write your KTH-number (T-number) or Swedish personal-number in your emails



Lunch tickets – reduced price 50 SEK available, only for 22 August!



Specific Programme information after lunch

- **Nanotechnology** - Programme Director Mattias Hammar
Hall 204 between 2 pm – 3 pm
- **Embedded Systems** - Programme Director Zhonghai Lu
Hall B between 2 pm – 3 pm
- **Software Engineering of Distributed Systems** – Programme Director Mihhail Matskin, Hall 208 between 2 – 3 pm

Questions?

