



EXECUTIVE ACADEMY

FACULTY OF INTERNATIONAL RELATIONS
PRAGUE UNIVERSITY OF ECONOMICS AND BUSINESS

Digital Assets and Blockchain Industry

#fmvise

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Important contacts:

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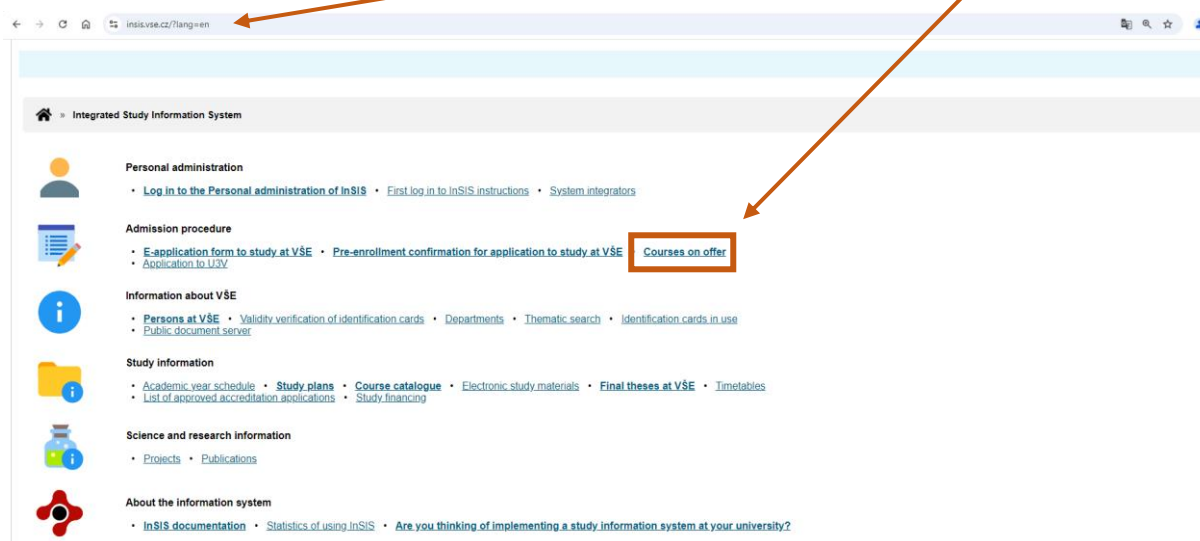
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technical assistance (passwords, logging into systems)

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1. Applying for the course

You can apply for the course at <https://insis.vse.cz/?lang=en> via the **Courses on offer** portal in the Admission procedure section.



The course can be found in **Currently offered courses**, the application portal is available under the **arrow** in the **Register** column.

Home » Courses on offer

The application shows the courses currently offered, which you can register for, and the courses that are being prepared.

Information: If you are already a system user, please log in, this may expand the course offers.

Currently offered courses

The following table shows a list of courses available. Click on the icon in the Syllabus column to view the details of the course. Click on the arrow in the Register column to open the enrollment form.

Supervising department: -- not entered--

Name	Institute	Enrollment		Number of students		Syllabus	Fee	Register
		since	until	registered	maximum			
2PDCC Professional Diploma in Corporate Compliance	KPEP.FMV	11/11/2024 19:00	08/01/2025 23:59	0	15		14,960 CZK	
2DABI Digital Assets and Blockchain Industry	KMEV.FMV	19/11/2024 00:00	19/01/2025 23:59	1	-- not entered --		7,000 CZK	
2DEBU Understanding defence – a business perspective	KMSD.FMV	22/11/2024 08:00	20/01/2025 23:59	7	15		€ 1,700	
ZKZ248 Winter Sports Camp Francie 2	CTVS.PPED.REK	04/11/2024 09:00	14/02/2025 23:59	70	-- not entered --		-	

The application portal is also available via a course-specific register link generated on the FIR website: <https://fmv.vse.cz/dalsi-moznosti-studia/exekutivni-vzdelavani/dabi/>.

If you are not a graduate, student or employee (you do not have a user account in InSIS to complete the application as a logged-in user), select the **Create application** option after entering the course (via the arrow or link).

Course details

Course: 2DABI Digital Assets and Blockchain Industry
Department: Department of International Economic Relations (FMV)
Study programme: K-EA Executive Academy FIR
Field of study: -- without field of study --
Form of study: combined
Study duration: 1
Fee: 7,000 CZK

I am a user of InSIS

I am a user of InSIS and know my login details. If you log in, your personal data will be pre-populated according to data recorded about you in InSIS.

Log in to InSIS

I am not a user of InSIS

I am a new user of InSIS, thus I have no access to the system. In this case, you will need to fill in the form on the next page.

Create application

Required fields of the application form are underlined in yellow.

Course details

Course: 2DABI Digital Assets and Blockchain Industry
Department: Department of International Economic Relations (FMV)
Study programme: K-EA Executive Academy FIR
Field of study: -- without field of study --
Form of study: combined
Study duration: 1
Fee: 7,000 CZK

Personal data

Degree before the name -- not entered -- -- not entered -- -- not entered --

Name John

Surname Test

Degree behind the name -- not entered -- -- not entered --

State citizenship Czech Republic

Birth certificate number is known (exists) yes no

Birth certificate number 9201011259

In the case of a birth number, you can alternatively fill in the date of birth.

Birth certificate number is known (exists) yes no

Date of birth 01/01/1992

Sex male female

This is followed by contact details, with a mandatory email address, which must be verified before submitting the application, and the contact address where the city must be found based on the postcode entered.

E-mail ✓

Phone

Contact address

When you type in post code, click on the Search button to find the corresponding town and part of town. If there are more options, choose the relevant one. If the search gives no result for your country, type in the town manually. Type the house number in the Number box. Do not type in a number in the Street box. Use the Note box to type in additional information related to address.

Street Number Post code

Town

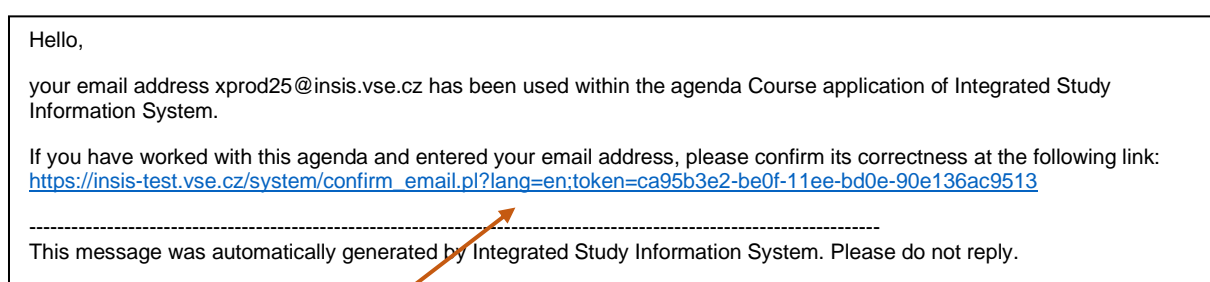
Country

Note

Billing data

Enter your billing data yes no

The verification email with a link to confirm the correctness of the entered email address:



After clicking the link in the incoming message, you will be redirected to InSIS, where you will see a confirmation of your email address verification.

E-mail ✓ This e-mail address is successfully verified.

Phone

ATTENTION!

The following process varies depending on your preferred payment method and the need for a tax receipt.

If you need a tax receipt, please prefer payment by bank transfer. Complete the billing information on the application form, complete the application process until the application is marked as successfully submitted (see below), **and contact the FIR Executive Academy administration (ea@vse.cz) to receive an invoice for payment of the course fee.** Once payment has been credited to your account, your application will be approved.

If you prefer to pay by debit/credit card, proceed to the automated payment gateway as instructed below.

The following is a description for paying the course fee by debit/credit card.

After submitting your application by clicking on the **Sign up for a course** button, a confirmation of your application and a prompt for online payment will appear.

Click on the "Sign up for a course" button to sign up for the selected course.

Sign up for a course

- [Back to List of courses](#)
- [Back to Main page of the information system](#)

Dear applicant,

this e-mail is to confirm that your application to the course Digital Assets and Blockchain Industry has been accepted on 27 November 2024 as duly submitted.

For more information, including the current application status, go to:

https://insis-test.vse.cz/kurzy/kurz_prihlaska.pl?kurz=193078:application=31306:token=TSV3XCTIUQGE3PDSVT06W4EP6X4UKX5HQ4N78GDKB510QU108840TJ2ZKKBV22L5NC1SLOGG3PB30Q2UDJPU0648EJ2G4F48CTPS;lang=en

This message was automatically generated by Integrated Study Information System. Please do not reply.

Course details

Course: 2DABI Digital Assets and Blockchain Industry
Department: Department of International Economic Relations (FMV)
Study programme: K-EA Executive Academy FIR
Field of study: -- without field of study --
Form of study: combined
Study duration: 1
Fee: 7,000 CZK

Application's state of progress

✓ Application was successfully submitted. Confirmation has been sent to e-mail address xprod25@insis.vse.cz.

i To complete the application you need to meet the following conditions.

- Payment of the course fee

Online payment

Click on the Online payment button to be transferred to a payment gate address. You will be asked to fill in your payment card information. Once the transaction has been successfully performed, you will be re-directed back to this page.



Online payment

The system does not provide an automatic option for payment by bank transfer, however, this payment method is possible (see above)

Wire transfer

i Payment by bank transfer is not possible for this course.

globalpayments

Card information

1234 1234 1234 1234

MM / YY

CVC

Pay 7,000.00 CZK

OR

G Pay

Change payment method

Click on the **Online payment** link to pay the course fee by credit card. A standard **payment gateway** will appear, prompting you to enter your credit card information.

You will be notified of the successful payment when you are redirected back to InSIS and also by email.

Dear applicant,

this e-mail is to confirm that the payment for the course Digital Assets and Blockchain Industry has been made on 27 November 2024.

For more information, including the current application status, go to:

https://insis-test.vse.cz/kurzy/kurz_prihlaska.pl?kurz=193078;application=31306;token=TSV3XCTIUQGE3PDSVT06W4EP6X4UKX5HQ4N78GDKB510QU108840TJ2ZKKBV22L5NC1SLOGG3PB30Q2UDJPU0648EJ2G4F48CTPS;lang=en

This message was automatically generated by Integrated Study Information System. Please do not reply.

Upon approval of the application (which may not take place immediately after payment), you will receive information about the approval and login data to the InSIS Personal Administration and other VŠE systems (including Moodle and the eduroam wifi network, see the second chapter of this manual) to the specified email address.

Dear applicant,

your application to the course Digital Assets and Blockchain Industry has been approved.

The following credentials have been generated for you in order to log in to the Integrated Study Information System:

User name: tesj09

Password: Fun.zag.jyn.vyz

For more information log in and go to My College application in the Student's portal:

https://insis-test.vse.cz/auth/student/moje_studium.pl?studium=245405

This message was automatically generated by Integrated Study Information System. Please do not reply.

If the payment is not made successfully, a notification is sent to the entered email address with a link to the course registration portal to complete the course fee payment process.

Dear applicant,

all conditions for approval of the application for the course Digital Assets and Blockchain Industry have still not been met.

Unfulfilled conditions:

- The course fee has not been paid.

For more information, including the current application status, go to:

https://insis-test.vse.cz/kurzy/kurz_prihlaska.pl?kurz=193078;application=31302;token=IA3CCIFL7GJL6ZY15A4Q8ZWD1LWSBY2LKRYD3Y3B9F19KV5G85VM6H2Z8OJR26KMAL11YX9D3Z5KUU2F7M0G06DUIJ23W0ZHCRBK;lang=en

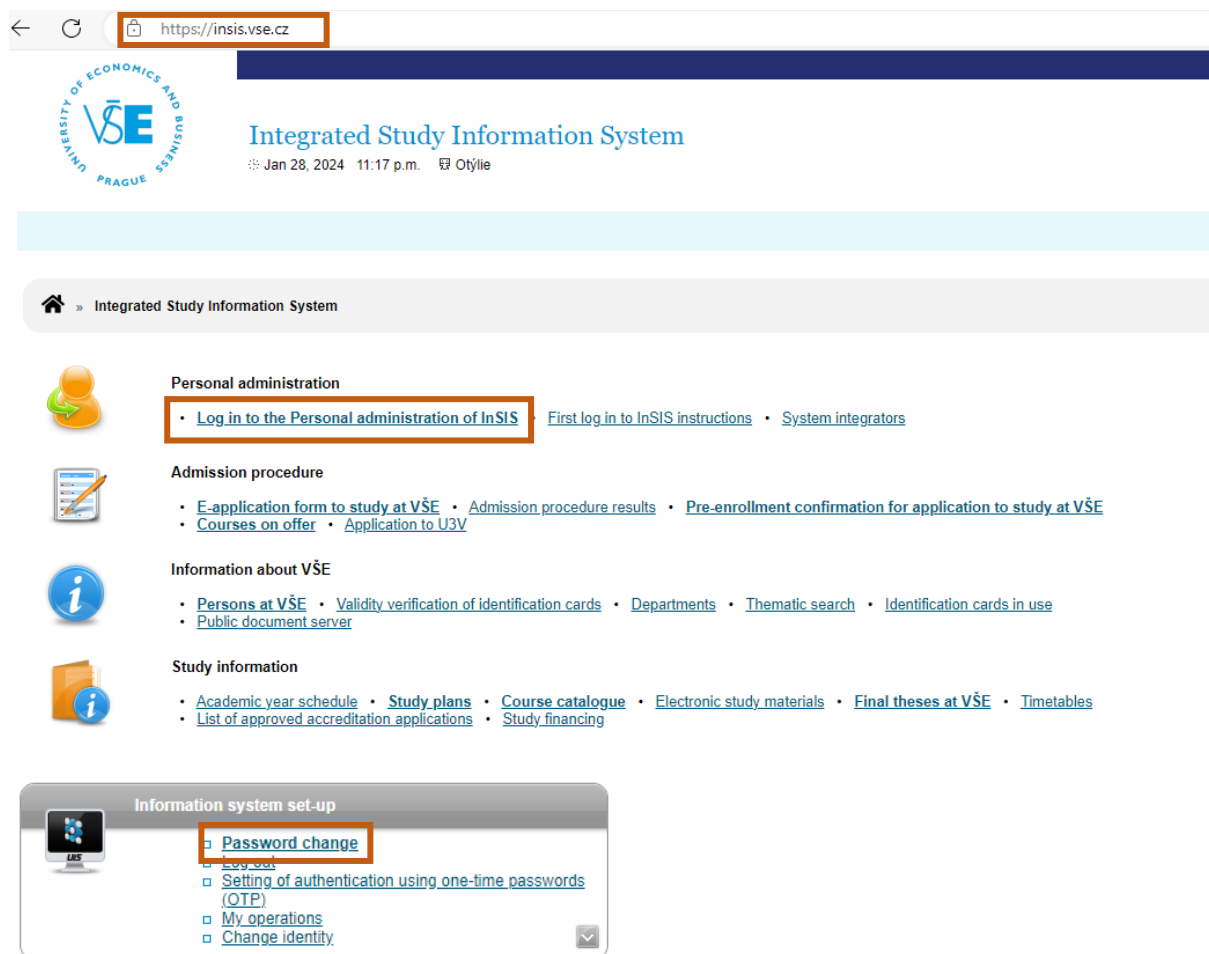
This message was automatically generated by Integrated Study Information System. Please do not reply.

You will be informed about other organizational matters in January 2025 before the start of the course.

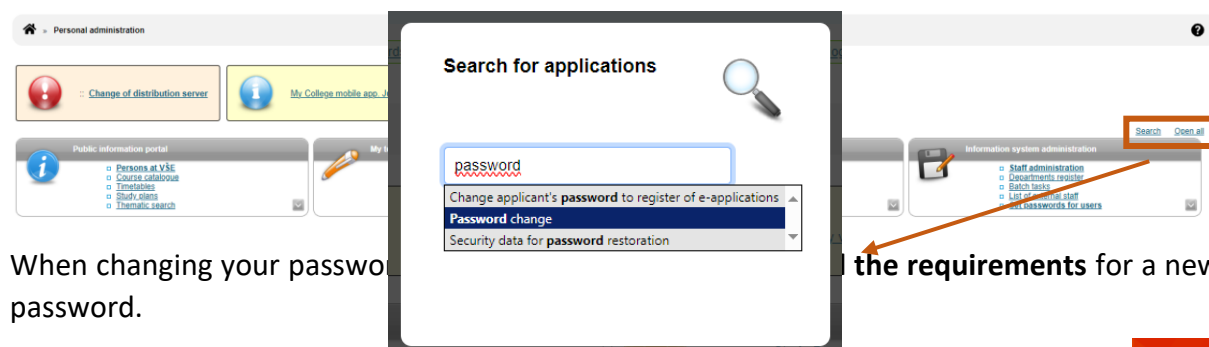
2. Login to VŠE systems

2.1. InSIS login and password change

The password you receive when you create a new user account together with your user name is temporary. It must be changed, but not earlier than 2 days after the account is created. This can be done in InSIS at <https://insis.vse.cz/?lang=en>, after logging in to **Personal administration** (which you log in to with the received login details), in the **Information System Settings - Change password** section. If you cannot find the Change Password application, you can search for it using the Search function in the top right corner of the Personal Administration.



If you cannot find the Password change app, you can search for it using the Search function in the top-right corner of Personal administration.




When changing your password

the requirements for a new password.

Password change











This application helps you to change your password. You need to type in the original password once (for safety reasons) and the new password twice (passwords do not appear). This way the number of typing errors can be reduced.

 Your password can be restored without the original password by logging in the information system using the eID.

Safe password

Your new password must meet the requirements stated below. Suitable password contains several words, digits and special characters. Selected words should have no connection to you or to university - proper names, dates or geographical names can be easily guessed. Also avoid very simple passwords, such as successions (1234, qwerty) or simple words (password, login). Substituting characters for letters, such as @ for a, or \$ for s, doesn't make the password any stronger.

Password requisites

-  Minimum length of password is 12 characters.
-  Minimum number of small letters is 1.
-  Minimum number of capital letters is 1.
-  Minimum number of letters is 5.
-  Minimum number of non-letter characters is 2.
-  Maximum number of consecutive identical characters is 2.
-  Password must be very strong.
-  The alternative to meeting the required minimum of digits, letters, etc. is a password containing at least 30 characters, including no fewer than 5 various characters.
-  Number of old passwords that the new password must be different from is 10.
-  Minimum number of changes compared to old password is 7.

Diacritics is prohibited (only ASCII characters are allowed).

You can choose your own password (meeting all defined requirements), or use one of the randomly generated ones.

You can enter your own password or click and choose one of the secure system-generated passwords.

[fEt.vvi.edi.jen](#) [oCi.mef.nor.dow](#) [Uri.zup.aga.awu](#) [Ugy.hur.hot.byx](#) [Hev.tyc.gev.hom](#)

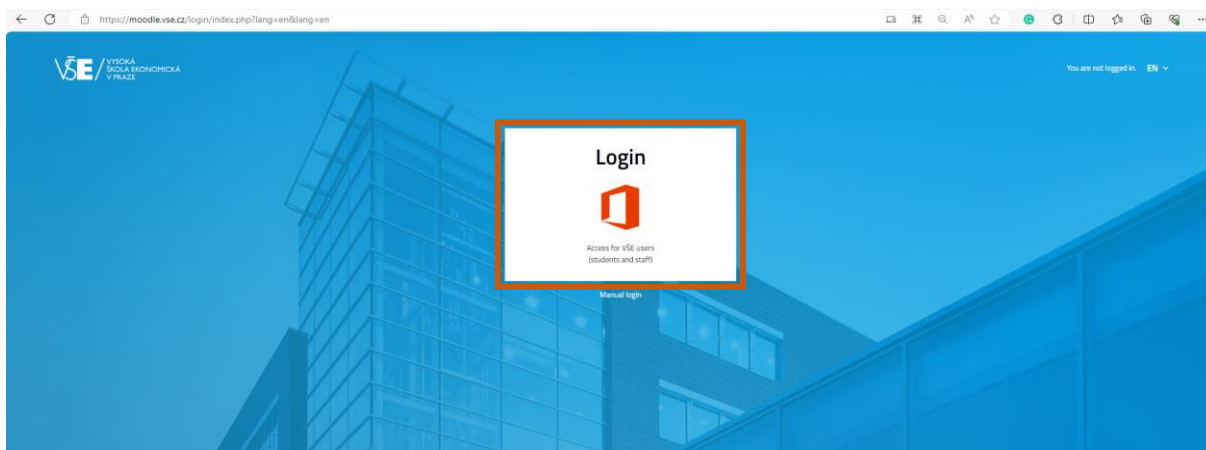
Former password

New password

Controle password

2.2. Moodle login

You can log in to Moodle (VŠE platform providing online educational materials and interactions) at the link <https://moodle.vse.cz/login/index.php?lang=en>, by selecting **Access for VŠE users** (not Manual login) and entering the login details received (user name in the form **username@vse.cz**, where username is a combination of four to five letters and two digits).



Prague University of Economics and Business

Sign in

xprod25@vse.cz

[Can't access your account?](#)

Next

Sign in options

Sign in

Sign-in requires format `username@vse.cz`

Sign in

Keep me signed in

After logging in, you will find your courses on the Dashboard. Online content may not be part of all FIR courses. Always pay attention to the instructions for the course you are enrolled in.

In case of problems with login or forgotten password, please contact FIR system integrator, Mr. Dominik Proch (dominik.proch@vse.cz).

2.3. Login to the wifi network on the VŠE campus

For full-time classes or other visits to the university campus, you can use the university's *eduroam* wifi network during your course studies. You must know your default login credentials (username and password - see above).

Use these credentials to log in to settings management at <https://eduroam.vse.cz/heslo/?locale=en>:

Eduroam & VPN App

- Password change
- Password check
- Privacy management
- Authentication logs

Sign in

Username

Password

One-Time Login

Clear prior granting of permission for release of your information to this service.

Login

Like InSIS, you log in to this application **without** using the @vse.cz domain.

The password for the *eduroam* wifi network must meet all of these requirements, which include complexity, difference from the InSIS password, number of characters, and the control password match (confirmation).

Change password for eduroam/VPN

New password

New password confirmation

Change the password

Password requirements

- Password strength min. level 2

We measure password strength using Zxcvbn library, which scores the password using many different factors.

- Different from last 5 passwords
- Not same as InSIS password
- At least 8 characters
- Password confirmation matches
- Max. 3 changes per day

Once you have set your password, follow the instructions at <https://internet.vse.cz/english/eduroam/configuration-of-eduroam/> to connect to the *eduroam* network.

In case of problems with login or forgotten password, please contact Mr. Dominik Proch (dominik.proch@vse.cz, +420 724 121 864).

EXECUTIVE ACADEMY

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