



## Welcome to Political Science and the course Aspects of Sweden

**Course title:** Aspects of Sweden (SVGE10)

**Date and time:** 22/1 13:15-15:00

**Place:** 3C510

**The introduction will be on January 22 at 13:15 in room 3c510. At the first meeting the course leader talks about the course in general and address questions. We would therefore strongly recommend that you take time to visit the first meeting.** Please check the course homepage for information. The schedule will be posted there at least two weeks before the course start date.

To help you get started at Karlstad University, the most important information is available at <http://www.kau.se/en/current-students/new-students>. **To access the IT services offered to all students, you must first collect your KauID. Instructions to how you get it; <https://www.kau.se/student/ar-student/it-stod/tjanster/kauid-studentkonto> .** While you are a student at Karlstad University, you will use your KauID to access "My Page", itslearning and the campus wireless network. "My Page" is where your results are registered, where you register for courses, sign up for exams, create a transcript of records, make an early withdrawal from a course, view old exam papers, change your address etc.

**For the course Aspects of Sweden, web registration will be open from 15-22 January.** You must register for the course that you have been admitted to via "My Page" at the Student Portal <http://www.kau.se/en/current-students>. Please read the information on web registration available at <http://www.kau.se/en/current-students/new-students>.

Please note that you must register on your course no later than the day the course starts, otherwise you will lose your place on the course in question.

*Itslearning* is used as the Internet platform for course information and hand-in assignments. The platform will be opened around one week before the start of the course. As soon as you have accessed your KauID, you can log in to itslearning, [www.its.kau.se](http://www.its.kau.se). Choose "Log in with KauID" and enter your log-in details and view your course registrations. Contact the course administrator if any course you have been admitted to is missing.

More information, films and manuals on how to handle itslearning and Adobe Connect are available at <http://www.kau.se/en/current-students/it-support>.

PDF documents and films: <http://www.kau.se/en/current-students/it-support/manuals>. It is crucial that you access and read the information on the web well in advance of the course start.

### **Cancellation**

If you wish to cancel your place on the course, it is important that you notify us. To accept, decline, or cancel a place, please log in to My Account at [universityadmissions.se](http://universityadmissions.se) and follow the instructions.

If you want to withdraw from a course or have only recently been admitted and cannot register before the course starts, please contact the course administrator.

### **Contact persons**

Course administrator: Katarina Ålander, [katarina.alander@kau.se](mailto:katarina.alander@kau.se) +46 (0)547001318  
Course convener: Malin Stegmann McCallion, [malin.stegmann-mccallion@kau.se](mailto:malin.stegmann-mccallion@kau.se)  
Student advisor: Eva Hallgren, [eva.hallgren@kau.se](mailto:eva.hallgren@kau.se) , +46(0)547001142 you can also book a personal meeting via <http://kau.onlineboog.se/>

### **IT Student support**

Go to our information pages: <http://www.kau.se/en/current-students/it-support>.

### **General questions**

e-mail: [studentsupport@kau.se](mailto:studentsupport@kau.se)

Phone: 054 - 700 16 95, Mon-Fri 11:00 - 13:00

You can also visit us at the Welcome Centre in building 1E, open Mon-Fri 11:00 - 13:00. Bring a valid ID if you want to access your KauID.

### **itslearning Adobe Connect support**

E-mail: [itssupport@kau.se](mailto:itssupport@kau.se) and [connect@kau.se](mailto:connect@kau.se)

Phone: 054 - 700 20 00, Mon-Fri 9:00-12:00 and 13:00-15:00