

Instructions for processing of thesis assignment in the web KOS system

for: **STUDENT**

Orientation in the document: Follow the captions of the screen previews and look for **red-framed fields**.



You will receive an email from noreply@cvut.cz with the subject "**Invitation to accept assignment**" with the following text:

Dear NAME OF THE STUDENT,

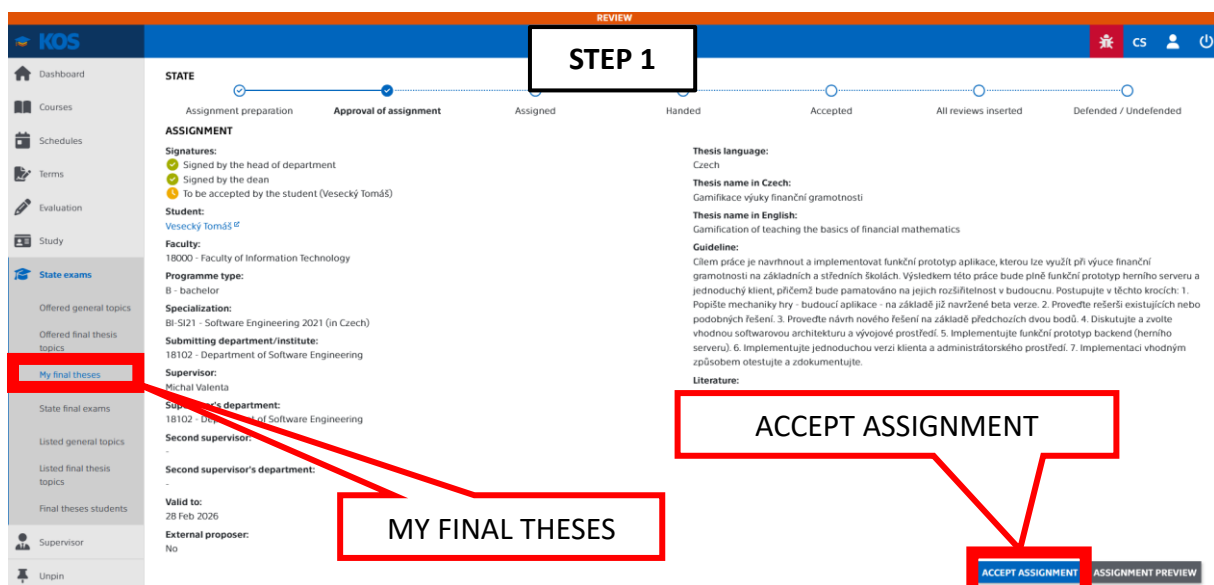
the assignment for your thesis TITLE OF THE THESIS has been approved and signed by the relevant persons.

Now, it is necessary for you to sign the assignment immediately. You sign the assignment by clicking the **"APPROVE ASSIGNMENT"** and then confirming it in the "APPROVE THE ASSIGNMENT" dialog box in the KOS system. The button is located in the "State Exams" menu in the "My Theses" section.

Without the signed assignment and declaration, the thesis may not be accepted for defense! Do not postpone accepting the assignment!



After clicking "ACCEPT ASSIGNMENT", a new window with KOS systém will pop up → log in and in the "**State Exams**" menu, select the item "**My theses**". If the link does not work, go to the KOS web manually.



The screenshot shows the KOS system interface. On the left, the 'State exams' menu is expanded, and 'My final theses' is highlighted with a red box. A red arrow points from this box to the 'MY FINAL THESES' label. In the main content area, the 'ASSIGNMENT' section is visible, showing details about the thesis. A red box highlights the 'ACCEPT ASSIGNMENT' button, with a red arrow pointing from it to the 'ACCEPT ASSIGNMENT' label. The 'ASSIGNMENT' section includes fields for 'Signatures', 'Student', 'Faculty', 'Programme type', 'Specialization', 'Submitting department/institute', 'Supervisor', 'Second supervisor', 'Valid to', and 'External proposer'. The 'Thesis language' is set to 'Czech', and the 'Thesis name in Czech' is 'Gamifikace výuky finanční gramotnosti'. The 'Thesis name in English' is 'Gamification of teaching the basics of financial mathematics'. The 'Guideline' section contains a detailed description of the thesis project.



DO NOT POSTPONE ACCEPTING THE ASSIGNMENT!!! The latest deadline for accepting the assignment is given by the academic year schedule of the relevant faculty. This deadline is connected with the date of the state final exam in the relevant semester. **Without the inserted signed assignment and declaration, the thesis may not be accepted for defense!**



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STEP 2

STATE: Assignment preparation → **Approval of assignment** → Assigned → Handed → Accepted → All reviews inserted → Defended / Undefended

ASSIGNMENT

Signatures:
 • Signed by the head of department
 • Signed by the dean
 • To be accepted by the student (Vesecký Tomáš)

Student: Vesecký Tomáš #
 Faculty: 18000 - Faculty of Information Technology
 Programme type: B - bachelor
 Specialization: BI-SI21 - Software Engineering 2021 (in Czech)
 Submitting department/institute: 18102 - Department of Software Engineering
 Supervisor: Michal Valenta
 Supervisor's department: 18102 - Department of Software Engineering
 Second supervisor:
 Second supervisor's department:
 Valid to: 28 Feb 2026
 External proposer: No

Thesis language: Czech
 Thesis name in Czech: Gamifikace výuky finanční gramotnosti
 Thesis name in English: Gamification of teaching the basics of financial mathematics

By approving the assignment, you express your agreement with the content of the assignment and confirm your intention to write the final thesis according to the approved assignment.

APPROVE ASSIGNMENT

APPROVE ASSIGNMENT

ACCEPT ASSIGNMENT | ASSIGNMENT PREVIEW



After accepting, the assignment is completed.



DO NOT POSTPONE ACCEPTING THE ASSIGNMENT!!! The latest deadline for accepting the assignment is given by the academic year schedule of the relevant faculty. This deadline is connected with the date of the state final exam in the relevant semester. **Without the inserted signed assignment and declaration, the thesis may not be accepted for defense!**

STEP 3

STATE: Assignment preparation → Approval of assignment → **Assigned** → Handed → Accepted → All reviews inserted → Defended / Undefended

• Please follow instructions of your faculty when inserting theses.
 • Filling thesis details, handing in electronic version and its acceptance by thesis supervisor are prerequisites for final state examination.

FINAL THESIS

Supervisor: Michal Valenta
 Opponent:
 Final thesis:
 Final thesis attachments:
 Due date:
 Submission date:
 Assignment: Assignment.pdf #
 Declaration:
SIGN DECLARATION

THESIS DATA

Thesis title (CS): Gamifikace výuky finanční gramotnosti
 Thesis title (EN): Gamification of teaching the basics of financial mathematics
 Thesis subtitle (CS):
 Thesis subtitle (EN):
 Thesis language: Czech
 Abstract (CS):
 Abstract (EN):
 Keywords (CS):
 Keywords (EN):

Assignment.pdf

HAND IN FINAL THESIS | EDIT

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 UL: 974199408 | API: 45ca0917 | DB: KOSTESTCVUTCZ



Your completed assignment form is here for your disposal.



Download the assignment form and insert it into your thesis.
Any thesis without the completed assignment may not be accepted for the defense.



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STEP 4

Please follow instructions of your faculty when inserting theses.
Filling thesis details, handing in electronic version and its acceptance by thesis supervisor are prerequisites for final state examination.

STATE

Assignment preparation → Approval of assignment → **Assigned** → Handed → Accepted → All reviews inserted → Defended / Undefended

FINAL THESIS

Supervisor: Michal Valenta
Opponent: -
Final thesis: -
Final thesis attachments: -
Due date: -
Submission date: -
Assignment: [Assignment call if](#)
Declaration: [SIGN DECLARATION](#)

THESIS DATA

Thesis title (CS): Gamifikace výuky finanční gramotnosti
Thesis title (EN): Gamification of teaching the basics of financial mathematics
Thesis subtitle (CS): -
Thesis subtitle (EN): -
Thesis language: Czech
Abstract (CS): -
Abstract (EN): -
Keywords (CS): -
Keywords (EN): -

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STEP 5

Declaration checkbox ticking required.

You can see the preview of the declaration before signing it.

Tick a checkbox of your way in using artificial intelligence.

DECLARATION

Signing the declaration is an irreversible step; once confirmed, it is no longer possible to change the declaration.

Declaration of independent development

☐ I declare that I have prepared the final thesis independently and have listed all information sources used in accordance with the Methodological Guidelines on the observance of ethical principles in the preparation of university final theses and the Framework Rules for the use of artificial intelligence at CTU for study and pedagogical purposes in Bc and NM studies.

Declaration on the use of artificial intelligence tools

☐ I declare that I have used artificial intelligence tools during the preparation and writing of the final thesis. I have verified the generated content. I confirm that I am fully responsible for the content of the final thesis.

☐ I declare that I have not used any artificial intelligence tools during the preparation and writing of my thesis. I am aware of the consequences of the apparent unacknowledged use of these tools in the creation of any part of my thesis.

[DOWNLOAD DECLARATION PREVIEW](#)

[SIGN DECLARATION](#)

[DECLARATION](#)

STEP 6

Please follow instructions of your faculty when inserting theses.
Filling thesis details, handing in electronic version and its acceptance by thesis supervisor are prerequisites for final state examination.

STATE

Assignment preparation → Approval of assignment → **Assigned** → Handed → Accepted → All reviews inserted → Defended / Undefended

FINAL THESIS

Supervisor: Michal Valenta
Opponent: -
Final thesis: -
Final thesis attachments: -
Due date: -
Submission date: -
Assignment: [Assignment call if](#)
Declaration: [Declaration.pdf if](#)

THESIS DATA

Thesis title (CS): Gamifikace výuky finanční gramotnosti
Thesis title (EN): Gamification of teaching the basics of financial mathematics
Thesis subtitle (CS): -
Thesis subtitle (EN): -
Thesis language: Czech
Abstract (CS): -
Abstract (EN): -
Keywords (CS): -
Keywords (EN): -

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Supervisor: [Unpin](#)

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[HelpDesk](#)



Download the declaration and insert it into your thesis.

Any thesis without the signed declaration may not be accepted for the defense.



FORMALITIES COMPLETED!

All What remains is to write the thesis and correctly submit it into the system 😊



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