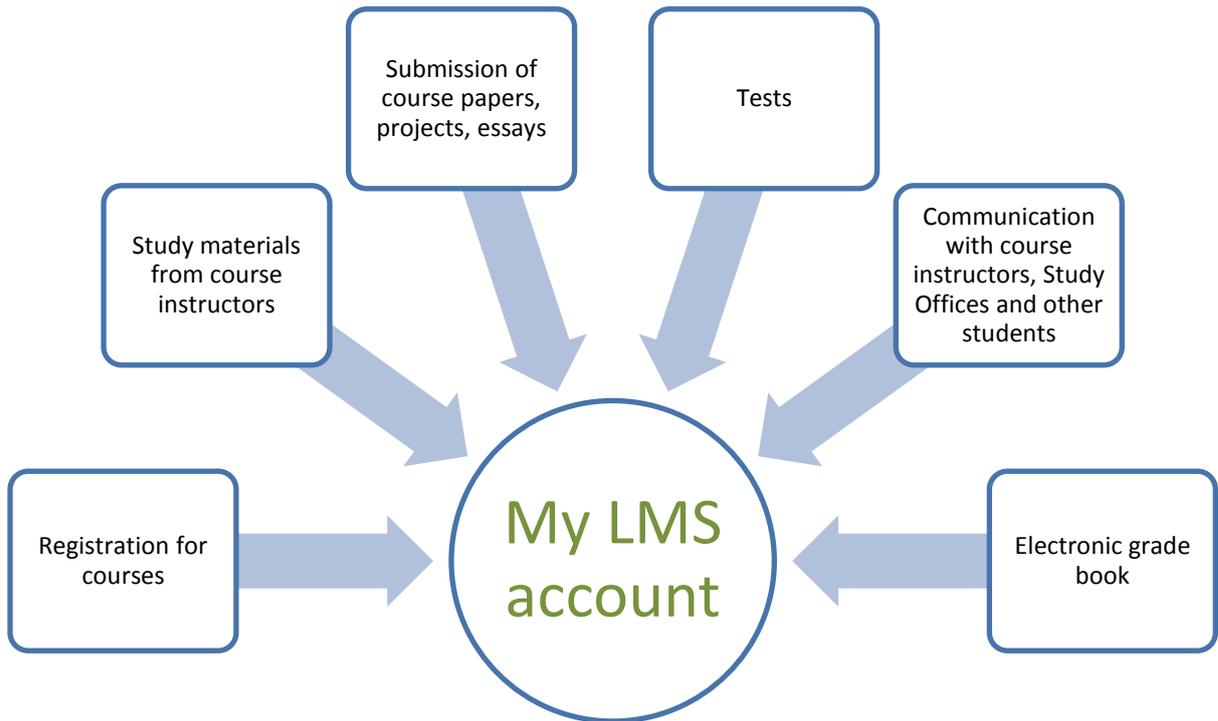


Learning management system (LMS)

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What is Learning Management System (LMS)?



Required Technical Specifications for LMS

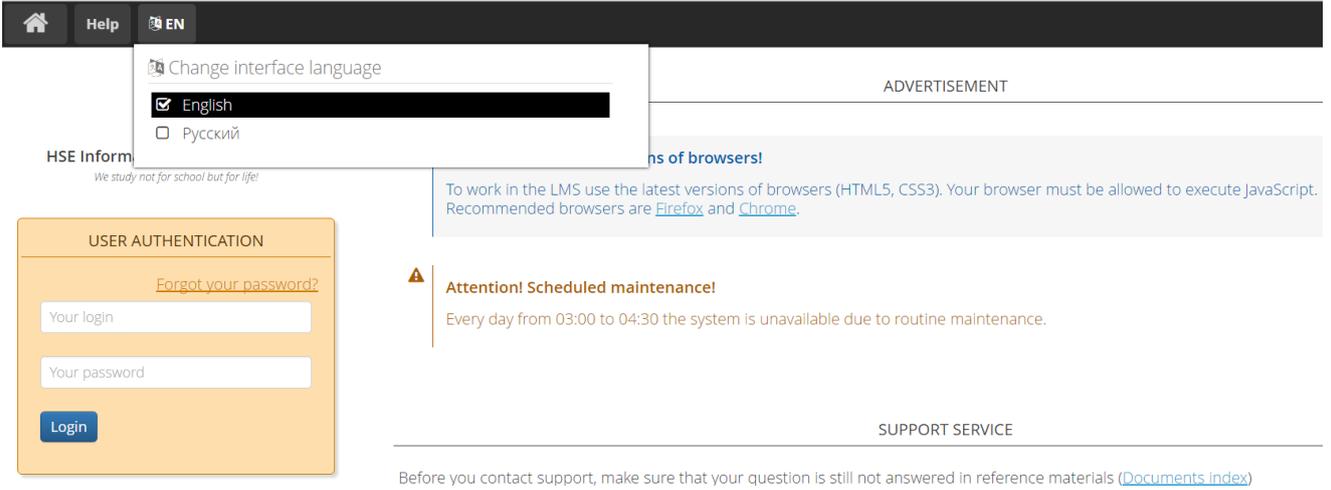
- Personal Computer (LMS may not function properly on tablet or mobile phone browsers);
- Windows OS is preferable;
- Firefox or Chrome web browsers

NB! LMS is not available daily from 03:00 AM to 04:30 AM, Moscow time (GMT +3) due to maintenance works.

How to enter LMS account?

Step 1 - Go to the webpage <http://lms.hse.ru/> to enter the LMS;

Step 2 - Switch to English in the upper left corner of the page (pic.1);



The screenshot shows the top navigation bar with a home icon, 'Help', and 'EN'. A dropdown menu for 'Change interface language' is open, showing 'English' selected and 'Русский' as an option. Below the navigation bar, there is an advertisement area and a notice about browser compatibility: 'To work in the LMS use the latest versions of browsers (HTML5, CSS3). Your browser must be allowed to execute JavaScript. Recommended browsers are Firefox and Chrome.' A warning message states: 'Attention! Scheduled maintenance! Every day from 03:00 to 04:30 the system is unavailable due to routine maintenance.' The main content area features a 'USER AUTHENTICATION' box with a 'Forgot your password?' link, input fields for 'Your login' and 'Your password', and a 'Login' button. At the bottom, there is a 'SUPPORT SERVICE' section with a link to 'Documents index'.

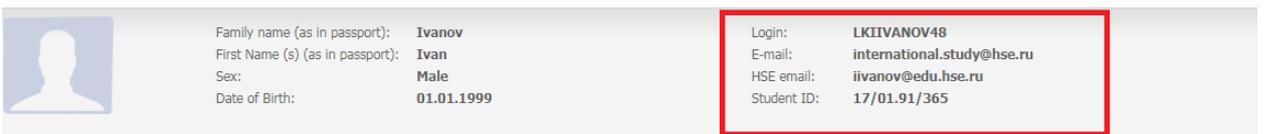
Picture 1

Step 3 - Enter your Login and Password

To find out your login and password open the front page of your HSE online student profile: <http://asav.hse.ru/foreignstud.html>

Your login is your university e-mail address (*edu.hse.ru*) (pic.2).

Initial password is Edu + the number of your student ID card (no dots, slashes, etc.), e.g. **Edu170191365** (pic.2):



The screenshot shows a student profile page with a placeholder for a profile picture on the left. The personal information is as follows:

Family name (as in passport):	Ivanov
First Name (s) (as in passport):	Ivan
Sex:	Male
Date of Birth:	01.01.1999

The login details are highlighted in a red box:

Login:	LKIIVANOV48
E-mail:	international.study@hse.ru
HSE email:	iivanov@edu.hse.ru
Student ID:	17/01.91/365

Picture 2

Enrollment for courses via LMS

Step 1 - Press Selective Courses button to start registration for courses (pic.3);

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Подготовка учебных материалов для студентов в LMS на новый учебный год

В рамках подготовки к новому учебному году в систему LMS НИУ ВШЭ интегрированы дисциплины 2016/2017 уч. г., и созданы сайты этих дисциплин. Предоставление доступа к сайтам дисциплин сотрудникам Службы поддержки системы LMS на адрес: lms@hse.ru В заявке необходимо указать: - название дисциплины (если дисциплина преподается на английском языке); - академические группы студентов, для которых требуется доступ к дисциплинам преподаватель может приступить к их наполнению по инструкциям по работе в системе LMS НИУ ВШЭ можно ознакомиться [здесь](#). При отсутствии заявки в системе LMS НИУ ВШЭ необходимо направить заявку в свободной форме сотрудникам Службы поддержки указав ФИО преподавателя и подразделения, в котором он работает. Подключение осуществляется по заявкам преподавателей с указанием ФИО ассистентов и дисциплин, к которым требуется доступ.

Note: use the latest versions of browsers!

To work in the LMS use the latest versions of browsers (HTML5, CSS3). Your browser must be a Recommended browsers are [Firefox](#) and [Chrome](#).

Attention! Scheduled maintenance!

Every day from 03:00 to 04:30 the system is unavailable due to routine maintenance.

Picture 3

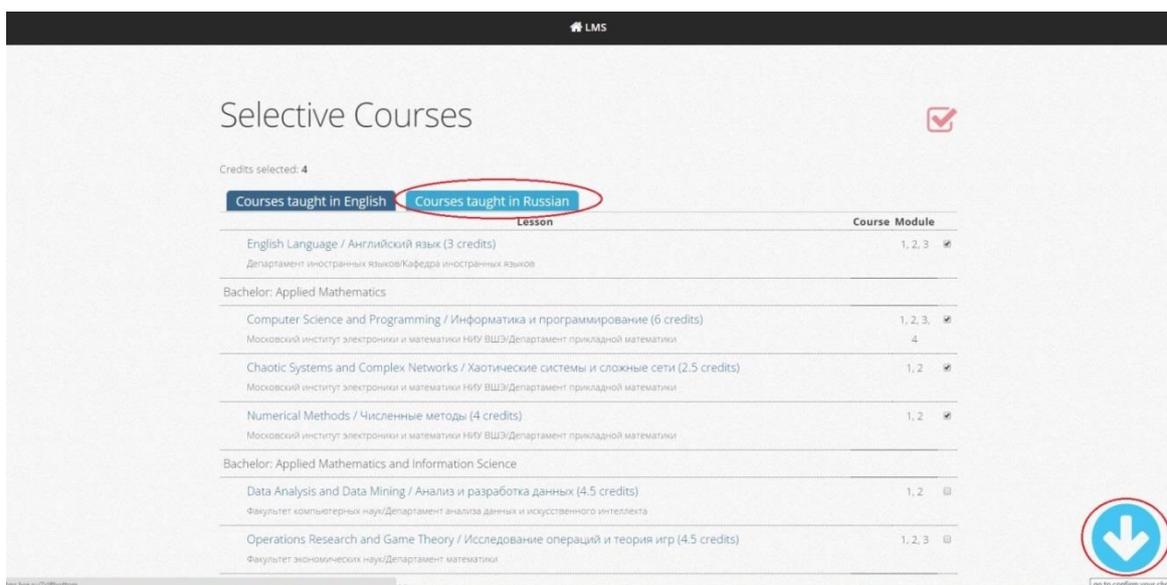
Step 2 - Choose English-taught courses first. Use the command Ctrl+F to search the needed courses;

NB! There are fee-based courses marked with a bank note sign:



These courses are proposed by fee-based programs. If the number of places free of charge is exceeded, but you still need this course, you should pay. The amount can be precised by the programme coordinator (for instructions on finding Programme coordinator's contact details check page 9 of [Course search instructions](#)).

Step 3 - Press blue arrow to move to the confirmation button (pic.4);

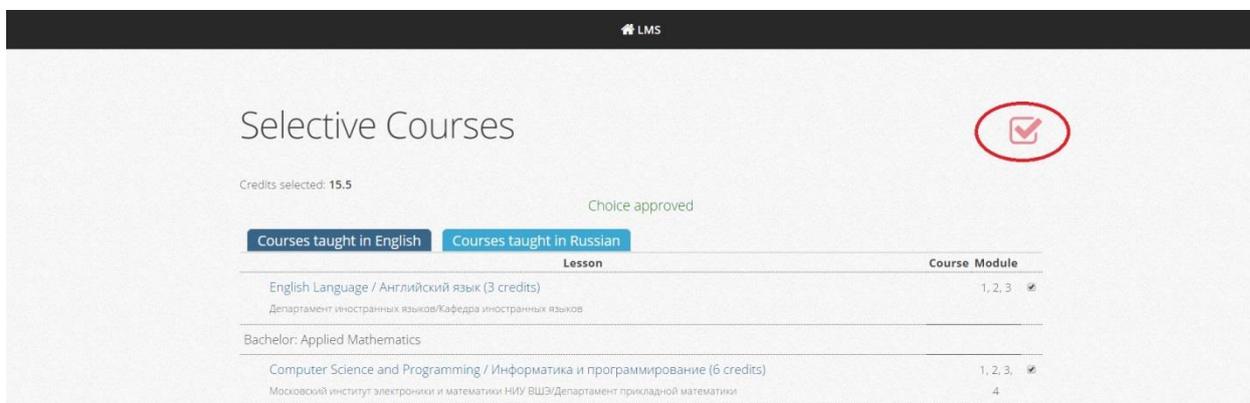


Picture 4

Step 4 - Press the button “Confirm your choice” at the foot of the page to submit the enrolment;

Step 5 - If you are interested in Russian-taught courses, move to page “Courses taught in Russian” (pic.4) after you confirmed the English-taught courses choice and repeat the enrolment steps;

Step 6 - Press the red checkmark to review your choice (pic.5). If some courses are missing, try to select it once again or submit a fault report.



Picture 5

After you confirmed the course selection in LMS, the enrolment request goes to the **programme coordinator**.

The programme coordinator can **accept or decline your enrolment** if the course is full/cancelled/etc. Only in case of enrolment decline you will receive the notification **to your university e-mail @edu.hse.ru**.

NB! In case of **technical problems** with the system return to the start page, press the HelpDesk button (Pic.6) and submit a **fault report**. Support service will offer help during office hours.

Home Lessons Tools Help EN

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Attention! Your password has expired. Change your password in your profile/personal account.

Background documentation
Documents index
For students
For professors
Support service
Contacts
HelpDesk

My Courses Gradebook Selective Courses
Course Evaluation Thesis/Paper

HSE ON-LINE

Handbook of educational process Training courses Fair projects
Directory of graduation projects Digital library

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is unavailable due to routine maintenance.

Recommended browsers are [Firefox](#) and [Chrome](#).

SUPPORT SERVICE

Before you contact support, make sure that your question is still not answered in reference materials ([Documents in](#)

e-mail: ims@hse.ru
 Phones: +7 (495) 772 95 90 *110-28 [Тимофеев Константин Владимирович](#);
 +7 (495) 772 95 90 *110-24 [Бурдюкова Елена Викторовна](#)
 Address: Room 426, 20 Myasnitskaya st., Moscow
 On-line form: [HelpDesk](#)

Picture 6

NB! For questions regarding **particular courses** contact **Programme coordinator** (for instructions on finding Programme coordinator's contact details check page 9 of [Course search instructions](#)).

Russian Language Placement Test

NB! Test results will be evaluated by **HSE Russian Language Center**. The Center will e-mail you the results with recommended language groups and class schedule.

If you have any problems or questions please contact Olga Eremina at oeremina@hse.ru

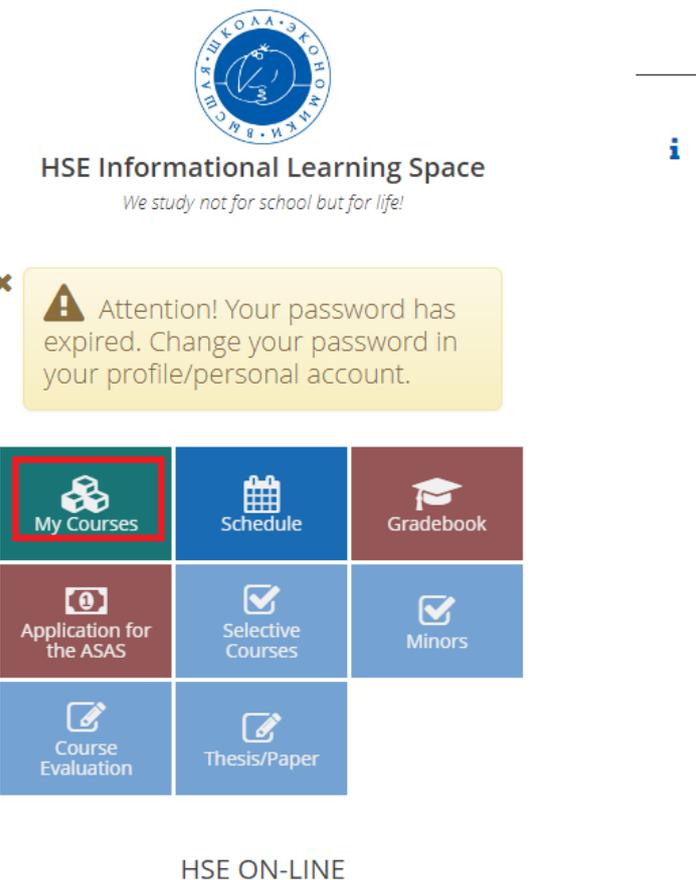
[Never studied Russian](#)

[Previously studied Russian](#)

Never studied Russian:

For proceeding to the Test, please follow the instruction:

Step 1 - Click “My Courses” icon to move to the folder (pic.7);



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⚠ Attention! Your password has expired. Change your password in your profile/personal account.

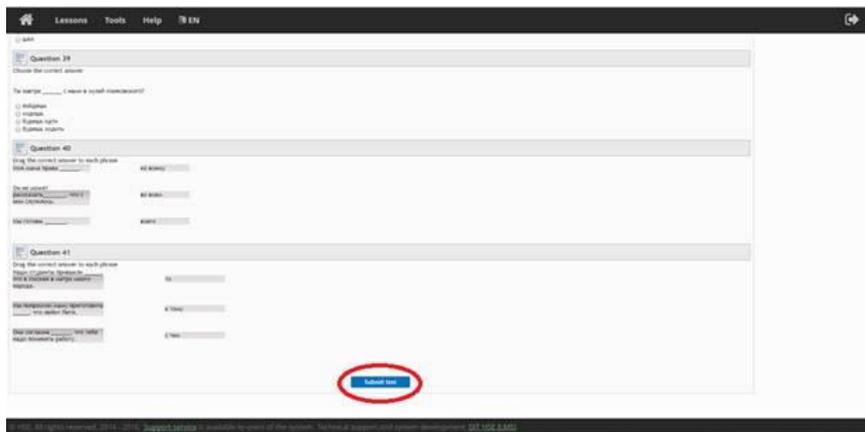
 My Courses	 Schedule	 Gradebook
 Application for the ASAS	 Selective Courses	 Minors
 Course Evaluation	 Thesis/Paper	

HSE ON-LINE

Picture 7

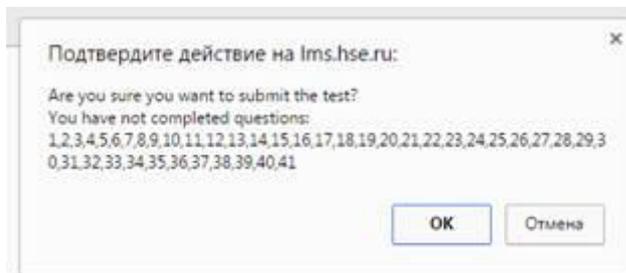
Step 2 - Click “International student office” to move to the test (pic.8);

Step 6 – Move to the button “Submit test” (pic.12);



Picture 12

Step 7 – Press “OK” (pic.13);



Picture 13

Your test score will be 2,44%. Based on this information you will be assigned to the “Zero” group.

Previously studied Russian:

Russian Language Placement Test includes the following types of tasks:

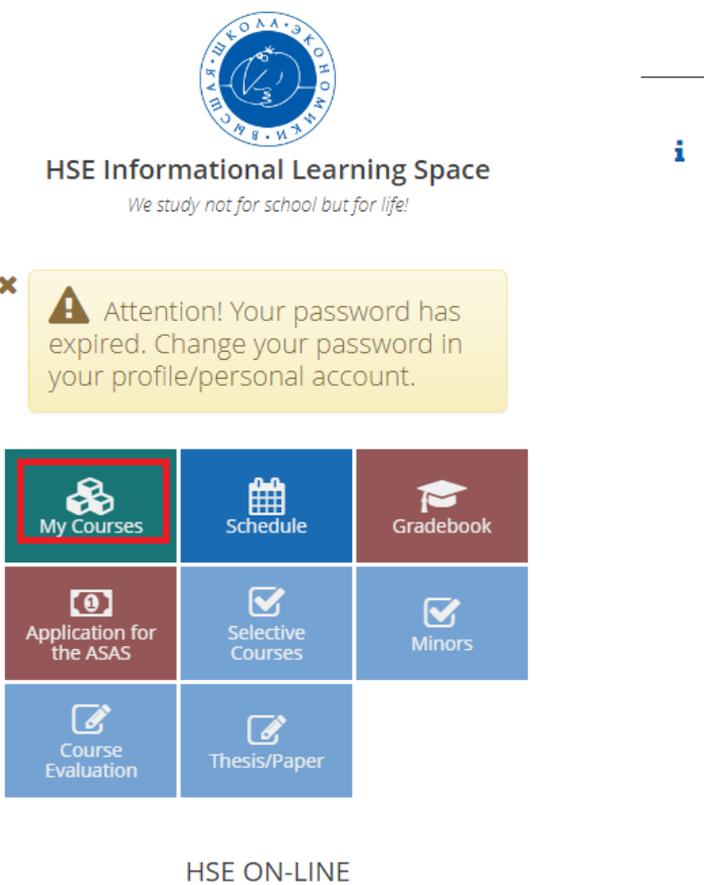
- Matching;
- Multiple-choice;
- Essay (you should TYPE it in Russian. Please use the Russian keyboard)

IMPORTANT:

- You can take the test only once
- You have 60 minutes for the test. The time starts after you enter the test module.

For proceeding to the Test, please follow the instruction:

Step 1 - Click “My Courses” icon to move to the folder (pic.14);



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⚠ Attention! Your password has expired. Change your password in your profile/personal account.

My Courses	Schedule	Gradebook
Application for the ASAS	Selective Courses	Minors
Course Evaluation	Thesis/Paper	

HSE ON-LINE

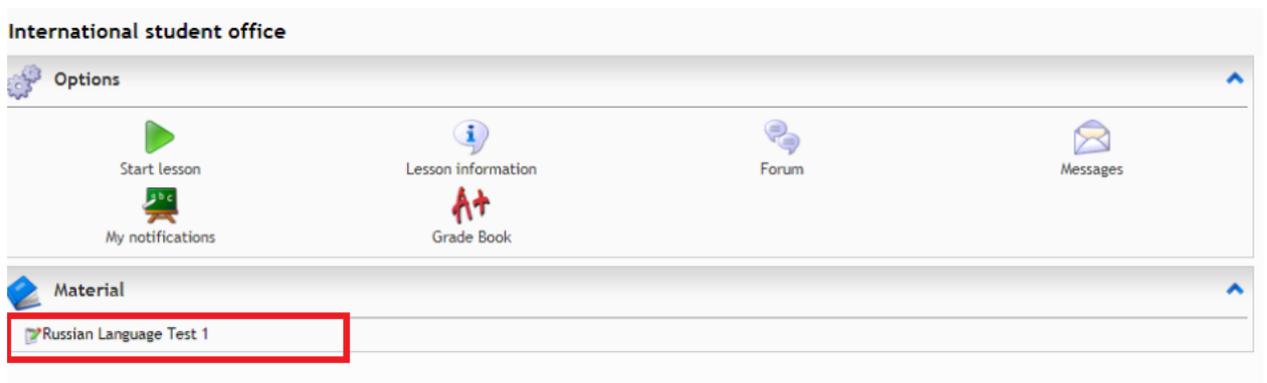
Picture 14

Step 2 - Click “International student office” to move to the test (pic.15);



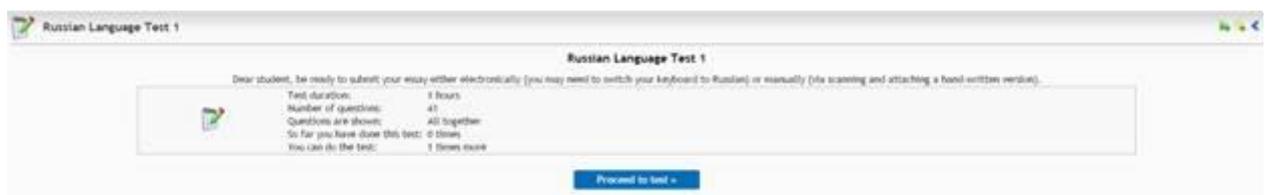
Picture 15

Step 3 - Click “Russian Language Test 1” (pic.16);



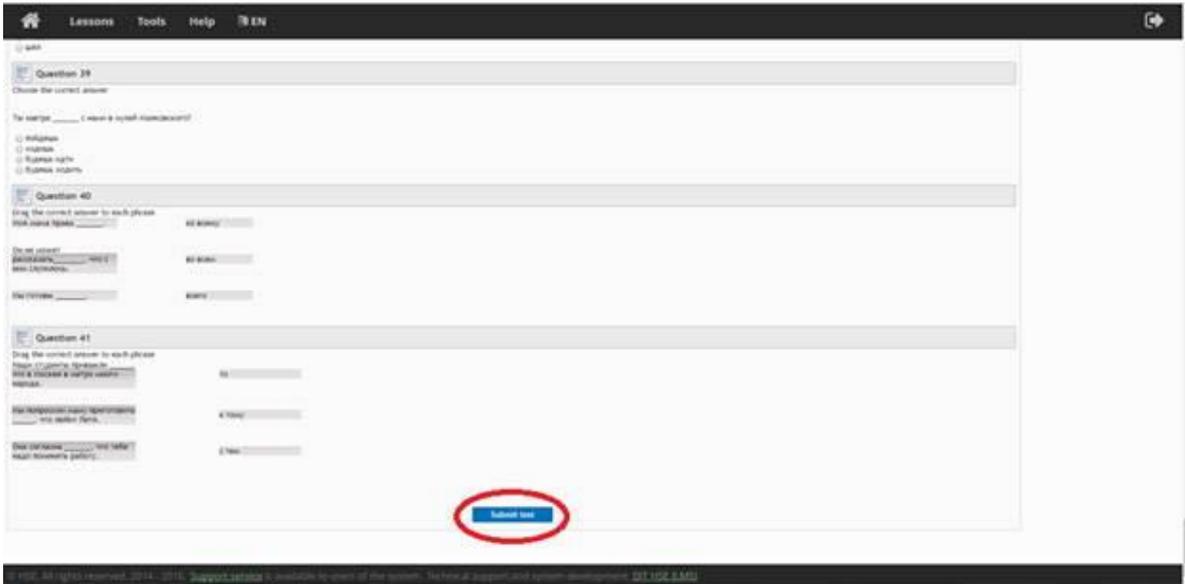
Picture 16

Step 4 - Click “Proceed to test” icon to start the test (pic.17);

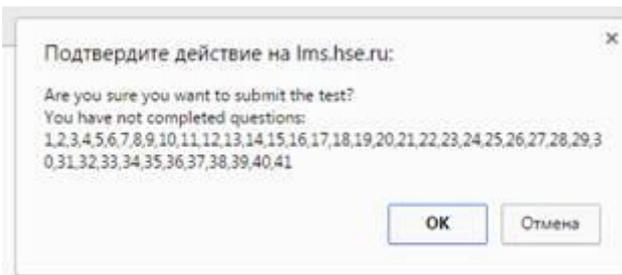


Picture 17

Step 5 - Answer the questions;

Step 6 - Move to the button “Submit test” (pic.18);

Picture 18

Step 7 - Press “ok” (pic.19);

Picture 19

Useful links

[Online Course Catalogue](#)

[Course Search Instruction](#)