

# Contacts / Information for Students of the MSc Quantum Engineering

September 21, 2021

Reto Kreuzer, Coordinator of Studies / Student Advisor, D-ITET

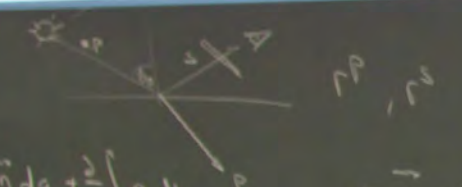
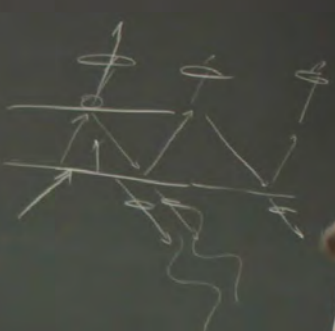
# Agenda

1. The D-ITET: your host department
2. Finding the right contact
3. Administrative matters
4. Counselling

$$\int_{\partial V} (\mathbf{E} \times \mathbf{H}) \cdot \mathbf{n} \, d\mathbf{a} + \frac{\partial}{\partial t} \int_V \mathbf{p} \, dV$$

$$-\int_V \mathbf{j} \cdot \mathbf{E} \, dV - \frac{1}{2} \int_V \left[ \mathbf{E} \cdot \frac{\partial \mathbf{P}}{\partial t} - \mathbf{P} \cdot \frac{\partial \mathbf{E}}{\partial t} \right] dV - \frac{\mu_0}{2} \int_V \left[ \mathbf{H} \cdot \frac{\partial \mathbf{M}}{\partial t} - \mathbf{M} \cdot \frac{\partial \mathbf{H}}{\partial t} \right] dV$$

$\vec{D} = \epsilon_0 \vec{E} + \vec{P}$   
 $\vec{H} = \frac{1}{\mu_0} \nabla \times \vec{A} - \dot{\vec{P}}$   
 $\nabla \cdot \vec{D} = \rho_{ext}$   
 $\nabla \times \vec{H} = \mathbf{j}_{ext} + \dot{\vec{D}}$

The D-ITET: Optimal support for students

# Numbers

<b>BSc</b>	ETH D-ITET	10'355 <b>834</b>	<ul style="list-style-type: none"> <li>• 2'000 students</li> <li>• 40 professors</li> <li>• 50 other lecturers</li> <li>• 450 PhD students</li> <li>• Study administration</li> <li>• AMIV</li> <li>• IT support</li> </ul>
<b>MSc</b>	ETH D-ITET Electrical Engineering MSc Biomedical Engineering MSc Energy Science & Technology MSc Quantum Engineering MSc <i>Neural Systems &amp; Comp. MSc (UZH)</i>	7'790 <b>815</b> 457 132 105 <b>61</b> 60	
<b>Exchange</b>	ETH D-ITET	317 <b>38</b>	

# Our Professors



Prof. Luca Benini



Prof. Jürgen Biela



Prof. Helmut Böltskei



Prof. Colombo Bolognesi



Prof. Florian Dörfler



Prof. Christian M. Franck



Prof. Benjamin Grewe



Prof. Ulrike Grossner



Prof. Richard Hahntloser



Prof. Qiuting Huang



Prof. Gabriela Hug



Prof. Giacomo Indiveri



Prof. Taekwang Jang



Prof. Johann W. Kolar



Prof. Ender Konukoglu



Prof. Sebastian Kozerke



Prof. Amos Lapidoth



Prof. Jürg Leuthold



Prof. Hans-Andrea Loeliger



Prof. Mathieu Luisier



Prof. John Lygeros



Prof. Onur Mutul



Prof. Lukas Novotny



Prof. Klaas P. Prüssmann



Prof. Daniel Razansky



Prof. Kaveh Razavi



Prof. Metin Sitti



Prof. Marco Stampanoni



Prof. Klaas Enno Stephan



Prof. Christoph Studer



Prof. Lothar Thiele



Prof. Luc Van Gool



Prof. Laurent Vanbever



Prof. János Vörös



Prof. Roger P. Wattenhofer



Prof. Armin Wittneben



Prof. Vanessa C. Wood



Prof. Mehmet Fatih Yanik



Prof. Maksym Yarema



Prof. Fisher Yu



↑  
ETA-Scherrer-  
Hörsaal F 5  
Hörsäle  
E 8 / E 9  
Sitzungsraum  
E 81

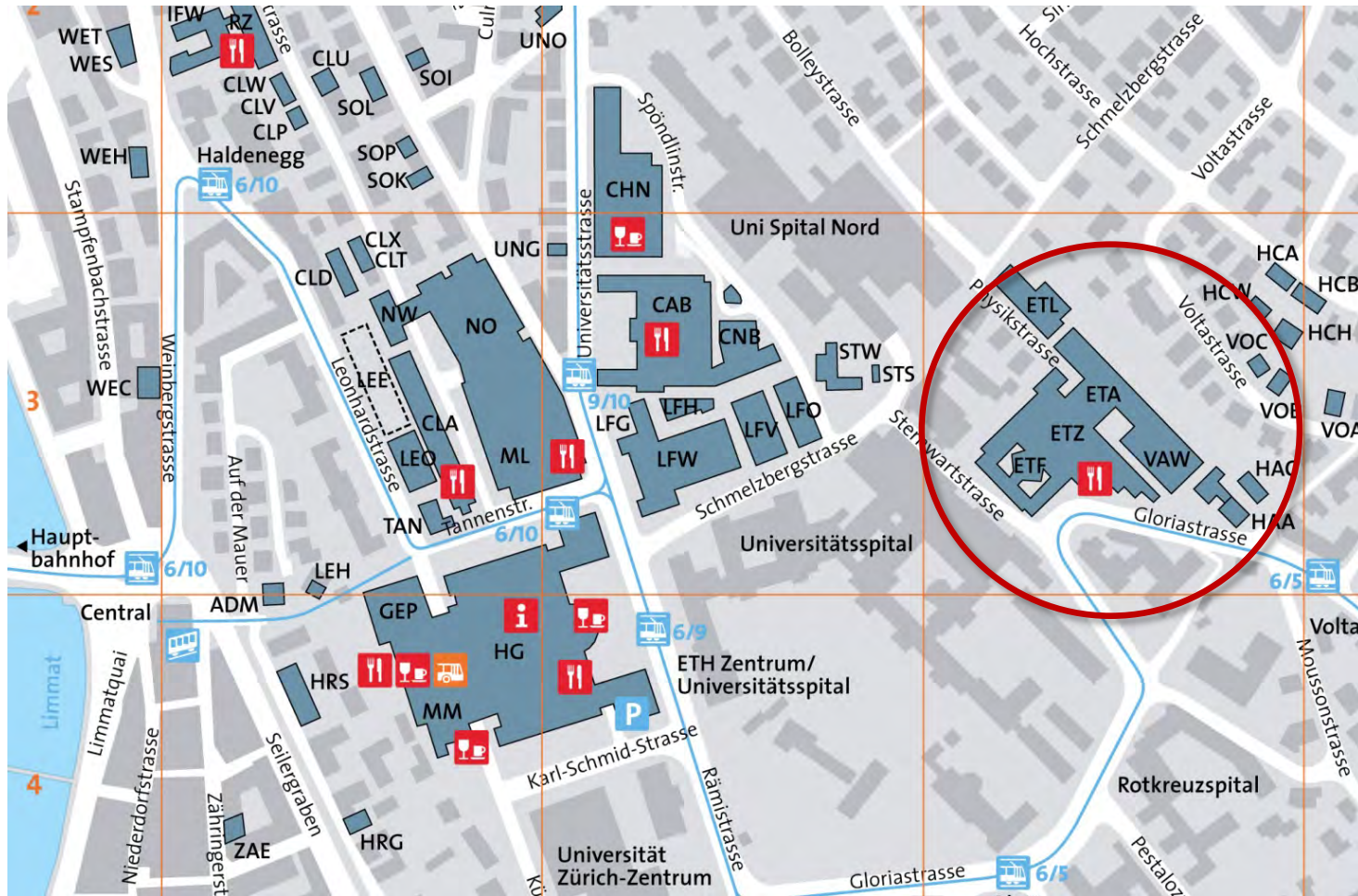
→  
Hörsäle  
E 6 / E 7  
Haupttreppe /  
Lifte

←  
ETF-Gebäude  
Hörsäle  
C 1 / E 1



# Finding your contacts

# Map of ETH and D-ITET



# Where do I find information on the web?

- **General Information on studies at ETH**

ETH students' website: [www.ethz.ch/students](http://www.ethz.ch/students)

- **Information on the MSc Quantum Engineering**

Programme website: <http://www.master-qe.ethz.ch/>

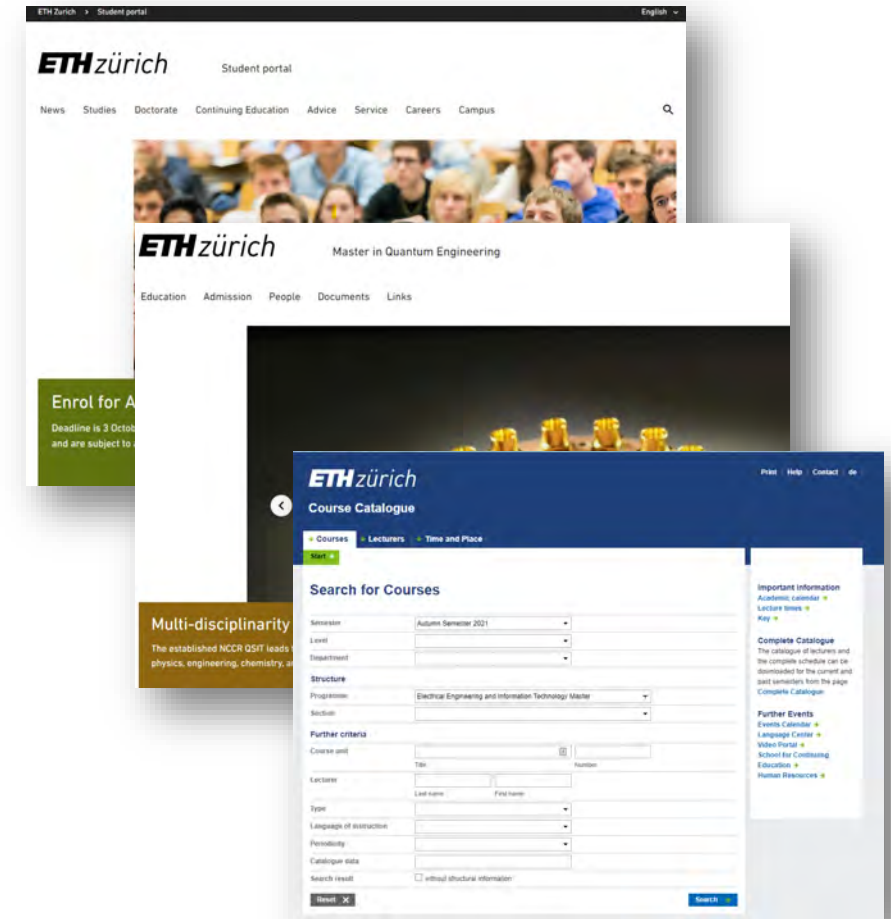
- **Course catalogue**

Online: [www.vvz.ethz.ch](http://www.vvz.ethz.ch) > Programme > Energy Science and Technology Master

- **Messages from ETH and the Department**

Email on your ETH-Address ([username@student.ethz.ch](mailto:username@student.ethz.ch))

→ **check your mailbox regularly and read the messages carefully!**





# Your most important contacts at ETH and the D-ITET

## ETH / Rectorate

Registrar's Office (HG F 19)

**General administrative questions**  
e.g. matriculation, address changes,  
residence etc.

## Students' association

**AMIV (CAB E 37)**

Social contacts,  
networking

## D-ITET / central services

**Student Admin (ETZ H 85)**

**Study specific admin. questions**  
e.g. grades/transcripts, waivers, counselling

**Tutors / Lecturers / TA**

Course specific questions, study plan



# Your contacts at the D-ITET



**Reto Kreuzer**

Head of Student Administration /  
Student advisor

ETZ H 83

+41 44 632 08 15

info@ee.ethz.ch



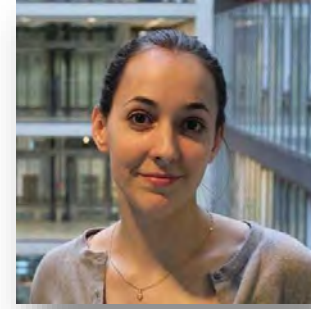
**Doris Döbeli**

Student Administration

ETZ H 85

+41 44 632 50 03

info@ee.ethz.ch



**Audrey Djouadi**

Course scheduling /  
Student exchange advisor

ETZ H 87

+41 44 632 89 57

info@ee.ethz.ch



# Administrative matters

# Your next steps in myStudies

- **Enrollment to courses and exams**

- Register for each **semester** until the end of the second week.
- Register for **courses** (early in the semester; you need to be registered for a course to enroll for an exam)
- Submit the **tutor agreement** (until the **end of the 4<sup>th</sup> week**).
- Enroll for **exams** – please enroll during the **3<sup>rd</sup> and 4<sup>th</sup> week** of the semester (withdrawal possible until very late).

- **Notify us of your address changes**

# Enrolling for courses

- All courses you wish to **count** towards your Master **Diploma** must be **enrolled** for (both the course and the exam).
- Only **courses agreed upon** by your **tutor** will count for the degree, other courses go on a separate sheet, attached to the final transcript.
- GESS courses (SiP), the internship and the semester project and master thesis do **not** go into the tutor agreement.
- However, do not forget to **enroll** for the **Semester Projects** and the **Master Thesis** (special section in myStudies "Projects/Papers/Theses).

# Choosing courses: Sources of information

- **Consult your tutor for elective courses**

[www.master-ge.ethz.ch](http://www.master-ge.ethz.ch) > People > Tutors

- **Overview of lectures to choose from**

<http://www.master-ge.ethz.ch> > Studies > Courses

- **Course catalogue**

[www.vvz.ethz.ch](http://www.vvz.ethz.ch) > Programme > Energy Science and Technology Master

- **Enrolment through the online-portal**

[www.mystudies.ethz.ch](http://www.mystudies.ethz.ch) (as outline in yesterday morning's presentation)

# myStudies: How to?

Watch the Video on "MyStudies: Semester Enrolment & Course Registration" published under [www.ethz.ch/how-to-eth](http://www.ethz.ch/how-to-eth)

The screenshot shows the myStudies website interface. At the top, there is a blue header with the text "myStudies". Below the header, there is a navigation bar with links: "Help", "Contact", "Login", a logo, "German", and "English". The "Help" and "English" links are circled in red. Below the navigation bar, there is a "Login" section with a "Message:" box containing information about the coronavirus pandemic. Below the message box, there is a instruction: "Choose the language on the top right. After logging in the language can not be changed any more. Sprache oben rechts wählen. Nach dem Einloggen kann nicht mehr umgeschaltet werden." Below this instruction, there is a "Start" button. To the right of the login section, there are two boxes: "Online help" and "Useful links". The "Online help" box contains the text: "If you need assistance click on the Help link in the top right-hand corner of this webpage." The "Useful links" box contains a list of links: "Continuing education", "Doctoral students", "Special students and auditors", and "Students".

Choose language at login

Get Help!

# myStudies: Create learning agreement

A learning agreement can be created in myStudies, select it from the "Matriculation" page. You are now able to select courses from the course catalogue, by using the "Edit" button.

**ETH** Eidgenössische Technische Hochschule Zürich  
Swiss Federal Institute of Technology Zürich

myStudies

Arnold Zürcher (09-932-641) [ Akademische Dienste ] Help • Contact • Logout • ☰

Welcome - Matriculation - Display Learning Agreement [JSP: /showLearningAgreement.jsp]

### Learning Agreement of Arnold Zürcher (In process)

**Programme regulations** Master's Programme in Electrical Engineering and Information Technology

**Tutor** Prof. Dr. J. Reymond

The student has to discuss the Learning Agreement (also known as "Tutor Agreement") with the tutor/track advisor before submitting it in myStudies. The Learning Agreement must be submitted in myStudies and approved by the tutor/track advisor no later than 4 weeks after the start of program (usually the fall semester).  
The Learning Agreement can be updated during the study period, but needs to be in the final version before the start of the Master thesis.

Note: The fields concerning the "Mentor" (see next step) must be left empty.

**Completion of mandatory courses** Treatment of mandatory courses.

**Not regular** Category assignment disagrees with official Course Catalogue.

**Changes** **New:** Newly added, **Moved:** Moved to another category, **Modified:** Text modified, for external courses only.

Category	Registered	Title	ECTS credits			Completion of mandatory course	Not regular	Changes
			Planned	Needed	Missing			
	Number							
<b>Major Courses</b>			42	42				

Print Delete Edit Submit Back



# myStudies: Edit learning agreement

Once **all the courses** you wish to enrol for during the upcoming year are entered, your learning agreement is ready for discussion with your tutor.

**ETH** myStudies  
Helmholtz Institute for Information Technology  
Welcome - Matriculation - Edit Learning Agreement [300] [editLearningAgreement.jsp] Help • Contact • Logout • DE

### Edit Learning Agreement

Programme regulations: Master's Programme in Electrical Engineering and Information Technology

Tutor: Prof. Dr. J. Reymond  
Mentor:  Email:

Completion of mandatory courses: Indicate for each mandatory course whether it will be completed in this programme (yes), at another university, within another programme, or not at all.

Change category: Each course must be put into a category of the programme. If a course is assigned to another category than listed in the Course Catalogue, it will be marked in column 'Not reg' by 'X'. Courses without category must be assigned to a category or deleted - otherwise the learning agreement cannot be submitted.

Completion of mandatory courses: Treatment of mandatory courses. Other courses can be assigned to another category.

Not regular: Category assignment disagrees with official Course Catalogue.

Category Number	Title	ECTS credits		Completion of mandatory course	Not regular	Delete
		Planned	Needed			
<b>Major Courses</b>						
227-0120-00L	Communication Networks	6	42	<input type="button" value="Change category"/>		<input type="checkbox"/>
252-0400-00L	Cryptographic Protocols	5		<input type="button" value="Change category"/>		<input type="checkbox"/>
252-0407-00L	Cryptography Foundations	7		<input type="button" value="Change category"/>		<input type="checkbox"/>
227-0436-00L	Digital Communication and Signal Processing	6		<input type="button" value="Change category"/>		<input type="checkbox"/>
227-0434-00L	Harmonic Analysis: Theory and Applications in Advanced Signal Processing	6		<input type="button" value="Change category"/>		<input type="checkbox"/>
227-0558-00L	Principles of Distributed Computing	6		<input type="button" value="Change category"/>		<input type="checkbox"/>
112	Distributed Operating Systems	6		<input type="button" value="Change category"/>	X	<input type="checkbox"/>

**Note:** Please do not fill in the "Mentor" field, this does not apply to students of the D-ITET.

# myStudies: Submit learning agreement

**Note:** the learning agreement can only be submitted if you have a tutor; only if you do not, an error warning (see above) will appear.

**ETH** myStudies  
Arnold Zürcher (09-4932-6411) | Akademische Dienste | Help • Contact • Logout

Welcome - Matriculation - Display Learning Agreement [ESP] /show/LearningAgreement.jsp

### Learning Agreement of Arnold Zürcher (In process)

**Error:**  
• The learning agreement can be submitted only if a tutor is definitely assigned.

**Programme regulations:** Master's Programme in Electrical Engineering and Information Technology

**Tutor:**  
The student has to discuss the Learning Agreement (also known as "Tutor Agreement") with the tutor/track advisor before submitting it in myStudies. The Learning Agreement must be submitted in myStudies and approved by the tutor/track advisor no later than 4 weeks after the start of program (usually the fall semester). The Learning Agreement can be updated during the study period, but needs to be in the final version before the start of the Master thesis.  
Note: The fields concerning the "Mentor" (see next step) must be left empty.

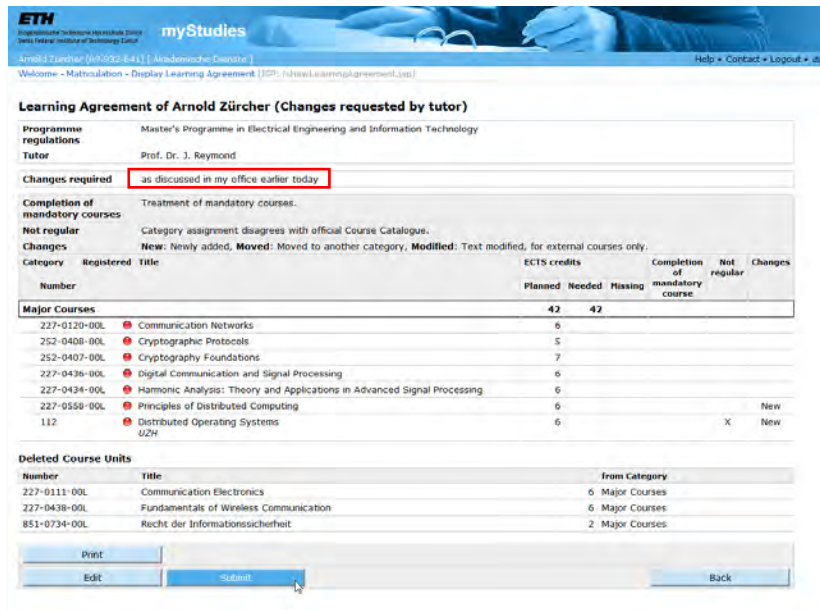
**Completion of mandatory courses:** Treatment of mandatory courses.  
**Not regular:** Category assignment disagrees with official Course Catalogue.  
**Changes:** **New:** Newly added, **Moved:** Moved to another category, **Modified:** Text modified, for external courses only.

Category	Registered Number	Title	ECTS credits			Completion of mandatory course	Not regular	Changes
			Planned	Needed	Missing			
<b>Major Courses</b>			<b>44</b>	<b>42</b>				
	227-0111-00L	Communication Electronics		6				
	227-0120-00L	Communication Networks		6				
	252-0408-00L	Cryptographic Protocols		5				
	252-0407-00L	Cryptography Foundations		7				
	227-0436-00L	Digital Communication and Signal Processing		6				
	227-0438-00L	Fundamentals of Wireless Communication		6				
	227-0434-00L	Harmonic Analysis: Theory and Applications in Advanced Signal Processing		6				
	851-0734-00L	Recht der Informationssicherheit		2				

Print Delete Edit **Submit** Back

# myStudies: Change learning agreement

If you have not discussed your learning agreement before submitting it and the tutor requires you to change it or if the initial tutor agreement must be changed for any reason at a later point in time you may be invited to change it:



**ETH** myStudies  
Engineering Technology Institute (ITI)  
ETH Zurich, Institute of Technology and Design

Arnold Zürcher (191202-8411) | Akademische Dienste | Help • Contact • Logout

Welcome - Matriculation - Display Learning Agreement (ID: /showLearningAgreement.asp)

### Learning Agreement of Arnold Zürcher (Changes requested by tutor)

**Programme regulations:** Master's Programme in Electrical Engineering and Information Technology

**Tutor:** Prof. Dr. J. Raymond

**Changes required:** as discussed in my office earlier today

**Completion of mandatory courses:** Treatment of mandatory courses.

**Not regular:** Category assignment disagrees with official Course Catalogue.

**Changes:** **New:** Newly added, **Moved:** Moved to another category, **Modified:** Text modified, for external courses only.

Category	Registered	Title	ECTS credits			Completion of mandatory course	Not regular	Changes
			Planned	Needed	Missing			
<b>Major Courses</b>			<b>42</b>	<b>42</b>				
	227-0120-00L	Communication Networks		6				
	252-0408-00L	Cryptographic Protocols		5				
	252-0407-00L	Cryptography Foundations		7				
	227-0436-00L	Digital Communication and Signal Processing		6				
	227-0434-00L	Harmonic Analysis: Theory and Applications in Advanced Signal Processing		6				
	227-0559-00L	Principles of Distributed Computing		6			New	
	112	Distributed Operating Systems UZH		6		X	New	


**Deleted Course Units**

Number	Title	from Category
227-0111-00L	Communication Electronics	6 Major Courses
227-0438-00L	Fundamentals of Wireless Communication	6 Major Courses
851-0734-00L	Recht der Informationssicherheit	2 Major Courses

Print Edit Submit Back

# Performance Assessments

- Three types of performance assessments:
  - **Session examination** (Winter session: January/February – Summer session: August), **Attention to registration/deregistration deadlines**
  - **End-of-semester examination (2 weeks before end of lectures until 2 weeks after end of lectures)**, **Attention to registration/deregistration deadlines**
  - Graded/ungraded **semester performance** (e.g. semester project or internship in industry (performance during semester), **Attention minimum/maximum allowed time/deadlines**
- Passed exams **cannot be re-taken**, failed exams can be re-taken once!
- Special rules may apply regarding allowed (written) aids:
  - Course catalogue > see "Performance assessment"
  - Lecturer/examiner



Information

Counselling

# Counselling at ETH and the D-ITET

- **Studies at D-ITET** (deadlines, failures at examinations etc.): the coordinator of studies
- **General questions regarding your arrival at ETH:** the [international student support](#)
- **Time management / motivation:** ETH [student coaching](#)
- **Difficult phases / personal problems:** the [psychological counselling service](#) (free of charge and confidential)

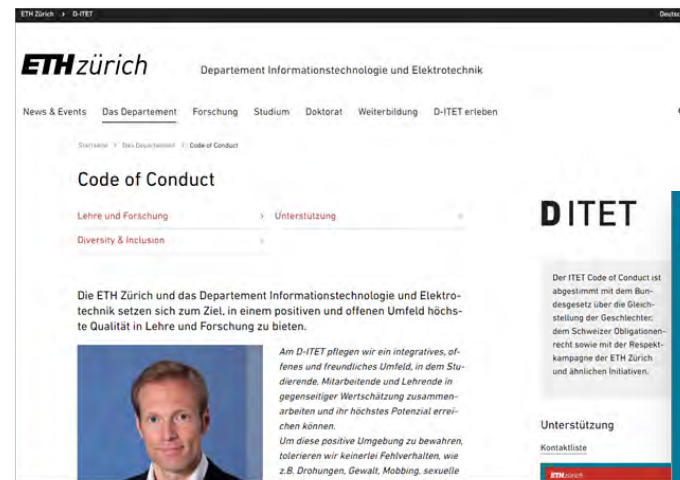
# Code of conduct

« At D-ITET, we maintain an inclusive, open and friendly environment, where our students, employees and faculty can thrive and achieve their highest potential, based on mutual respect. To preserve this cordial environment, we do not tolerate misbehavior of any kind, including threats, violence, bullying, sexual harassment, discrimination, or dishonesty in study and in research. »

Prof. Klaas Enno Stephan, Head of Department

## Further information on the Web:

- Our principles
- What is “inappropriate behavior”?
- How to react?
- Contacts / support



# Reminders

- Make sure that you always have your vaccination or test **certificate** and a personal identification document (e.g., student card) on you.
- **Scout for good spots** on the campus for WiFi and seating: some courses may be online, followed by presence-based teaching immediately after.
- **Follow instructions** of lecturers, especially re. certificates, keeping distances, and masks.



# More details?

- **My Office**

Reto Kreuzer, Study Coordinator D-ITET, ETZ H 83

Please send an E-mail to fix an appointment ([reto.kreuzer@ee.ethz.ch](mailto:reto.kreuzer@ee.ethz.ch))

- **This presentation**

Available tomorrow morning on [www.ee.ethz.ch](http://www.ee.ethz.ch) > Studies > Forms and Documents

# Enjoy your studies at ETH!

