



ELTE EÖTVÖS LORÁND  
TUDOMÁNYEGYETEM

# Neptun útmutató tanulmányi eredmények letöltése Excelben



Erasmus+ és Nemzetközi Programok Osztálya

# Lépések

Miután belépett a Neptunba:

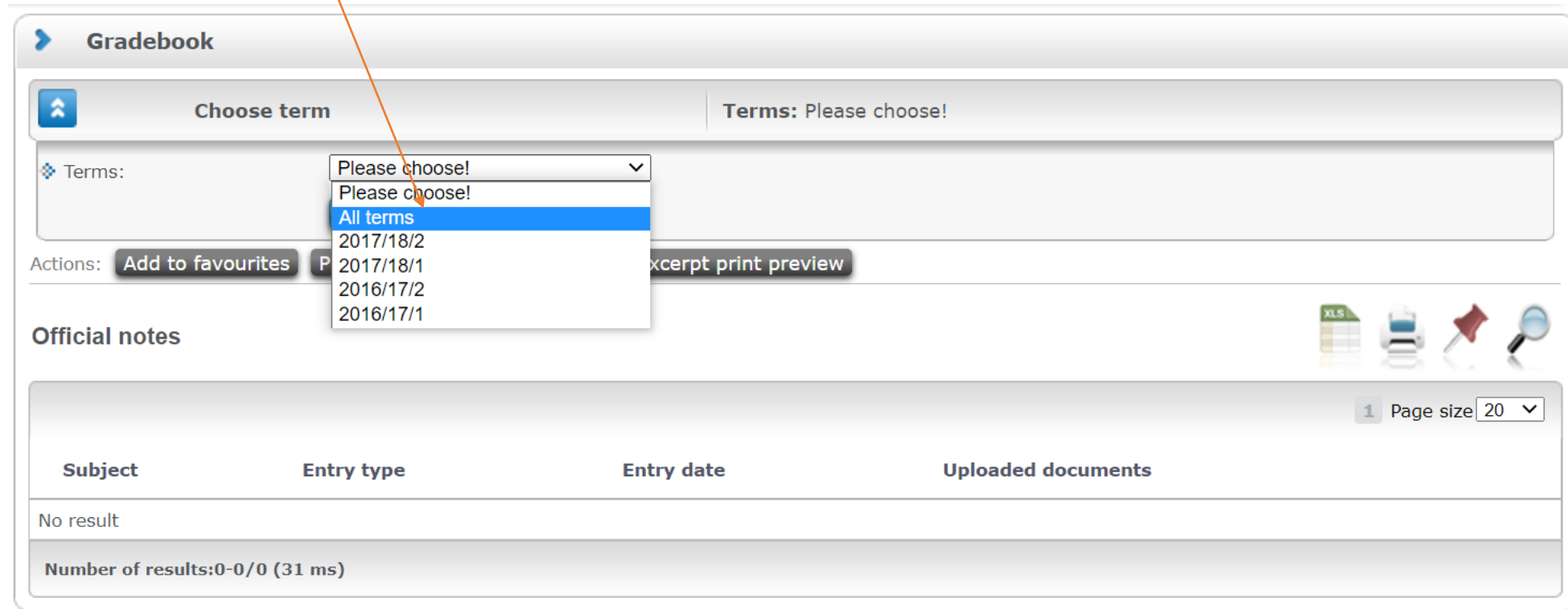
1. Állítsa át a nyelvet angolra

2. Kattintson a Studies, majd a Gradebook menüpontra

The screenshot displays the Neptun web interface. At the top left, the logo reads "NEPTUN Egységes Tanulmányi Rendszer". Below it, there is a blue button labeled "Education Admin." and the text "Neptun Meet Street". On the right side of the header, there is a language selection area with a globe icon and several national flags; the United Kingdom flag is highlighted with a red box. Below the header is a navigation bar with tabs: "My data", "Studies", "Subjects", "Exams", "Finances", "Information", and "Administration". The "Studies" tab is selected and highlighted with a red box. A dropdown menu is open under "Studies", listing various options: "Training data", "Term data", "Class schedule", "Grade average", "Gradebook", "Curriculum", "Field practice", "Publications", "E-learning materials", "Consultations", "Advancement", and "Official notes". The "Gradebook" option is highlighted with a blue bar and a red box. In the background, there is a decorative graphic of a laptop with a globe and books, and a language selection area with a globe icon and several national flags, including the United Kingdom flag which is highlighted with a red box.

# Lépések

## 3. Válassza ki az All terms opciót

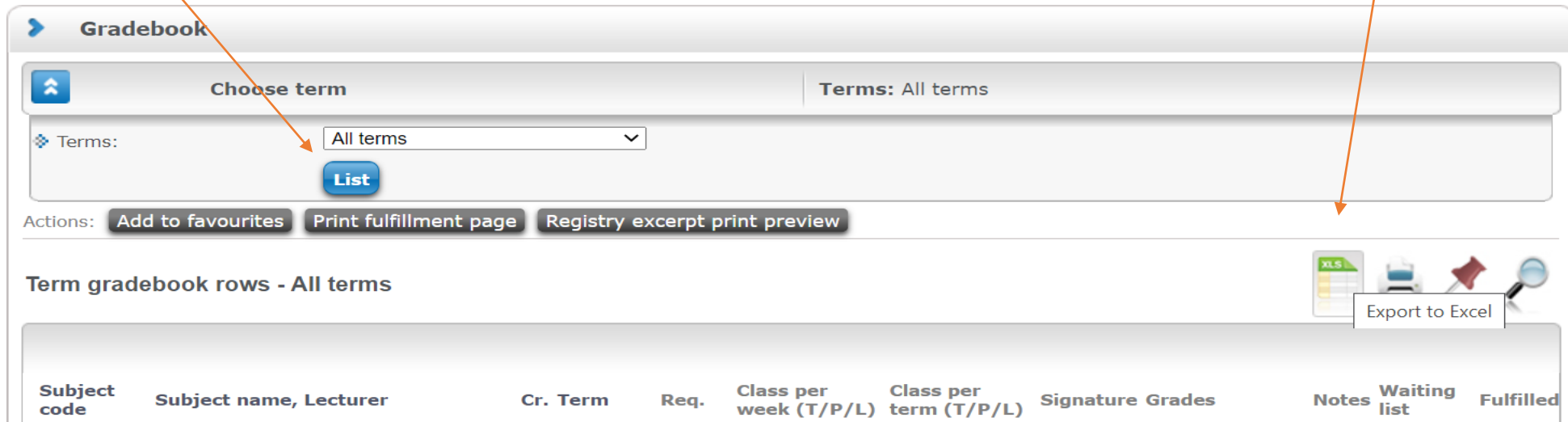


The screenshot shows the 'Gradebook' interface. At the top, there is a 'Choose term' section with a dropdown menu. The dropdown menu is open, showing the following options: 'Please choose!', 'Please choose!', 'All terms' (highlighted in blue), '2017/18/2', '2017/18/1', '2016/17/2', and '2016/17/1'. An orange arrow points to the 'All terms' option. Below the dropdown menu, there are several buttons: 'Add to favourites', 'P', and 'excerpt print preview'. To the right of these buttons, there are icons for 'XLS', a printer, a red pushpin, and a magnifying glass. Below the buttons, there is a 'Page size' dropdown menu set to '20'. At the bottom, there is a table with the following columns: 'Subject', 'Entry type', 'Entry date', and 'Uploaded documents'. The table is currently empty, showing 'No result'. At the very bottom, there is a status bar that reads 'Number of results:0-0/0 (31 ms)'.

# Lépések

4. Kattintson a List gombra

5. Miután listázódtak a tárgyak, kattintson az Excel ikonra



The screenshot shows the 'Gradebook' interface. At the top, there is a 'Choose term' section with a dropdown menu set to 'All terms' and a 'List' button. Below this, there are action buttons: 'Add to favourites', 'Print fulfillment page', and 'Registry excerpt print preview'. The main content area is titled 'Term gradebook rows - All terms' and contains a table with the following columns: Subject code, Subject name, Lecturer, Cr. Term, Req., Class per week (T/P/L), Class per term (T/P/L), Signature Grades, Notes, Waiting list, and Fulfilled. An 'Export to Excel' icon is visible in the top right corner of the table area.

6. Az így letöltött Excel fájlt csatolja a többi dokumentumhoz.