

## Downloading request supplements for the Neptun

Go to

1. Administration/Requests
2. Submitted requests
3. Choose the approved request.
4. Click on the + sign at the end of the row
5. From the menu choose Download supplements as pdf

The screenshot shows the Neptun system interface with the following elements:

- Navigation tabs: Exams, Finances, Information, Administration.
- Section: Requests
- Actions: Add to favourites
- Buttons: Available request forms, Submitted requests
- Table with columns: Name, Identifier, Date of handing in, Status, Adm
- Context menu for the selected row: View, Request attachment, Download supplements as pdf, Download as PDF, Download attachments as a zip file, View resolution, Correction, Points, View opinions, Decision reason

Name	Identifier	Date of handing in	Status	Adm
<a href="#">E200 Registration Form for Scholarship Holders</a>	E200 Registration Form/578	8/29/2019 4:46:00 PM	Approved and closed	
<a href="#">E005NEW Request for dormitory accommodation for new SH students</a>	E005NEW/516	7/23/2019 9:11:32 PM	Approved	
<a href="#">E066 Request for temporary student certificate</a>	E066Request/14561	9/19/2019 2:24:13 PM	Approved and closed	
<a href="#">E100LSH Request for late arrival of new students</a>	E100LSH/386	8/29/2019 4:53:32 PM	Approved and closed	
<a href="#">E066 Request for temporary student certificate</a>	E066Request/15397	1/1/2020 7:27:49 PM	Approved and closed	

Number of results: 1-5/5 (375 ms)