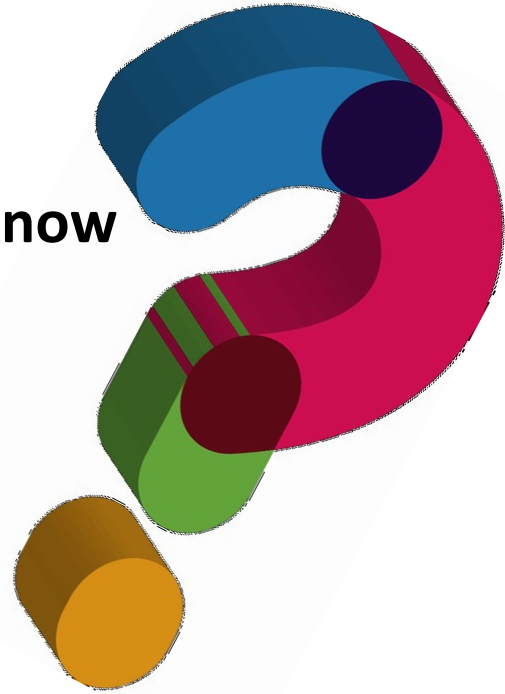
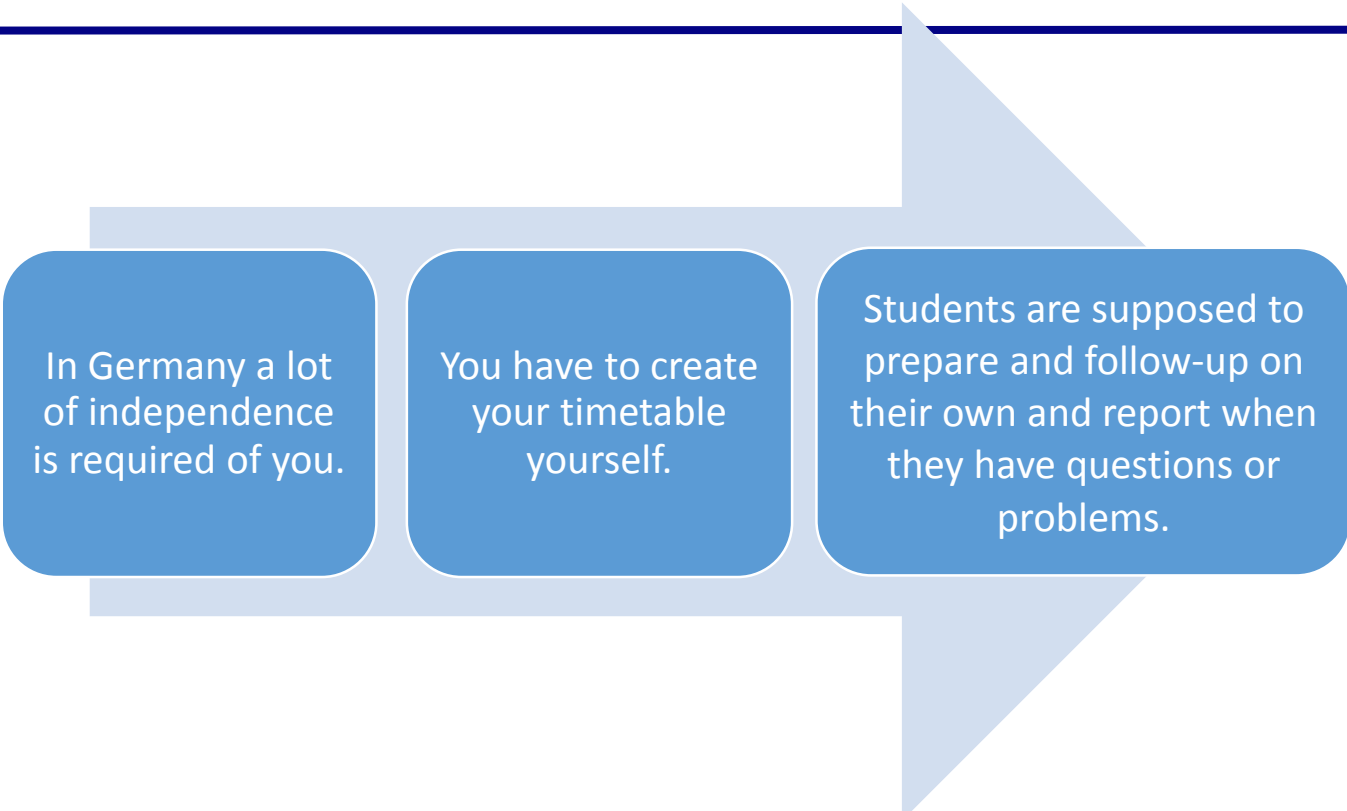


## International Student Affairs

**What do I have to know  
for my studies  
in Siegen??**



# Academic structure in Germany



In Germany a lot of independence is required of you.

You have to create your timetable yourself.

Students are supposed to prepare and follow-up on their own and report when they have questions or problems.

# Types of classes

## Lecture



- Professor recites content of scripts and students take notes.
- Participants are expected to be less actively engaged.
- Large group
- Usually exam at the end of semester

## Seminar



- Medium-sized groups, more intensive work
- Active participation is expected: give accompanying thoughts, ask questions, discuss etc.
- Academic evaluation differ: presentation, term paper...

## Exercise course



- Exercises on the contents of lectures
- Smaller groups with tutor
- Active participation of students

Are held:

- Usually once per week for 90 minutes
  - ✓ normally „c.t.“ = course starts 15 min later  
→ seminar from 12-2 p.m. = 12.15 – 1.45 p.m.
  - ✓ sometimes „s.t.“ = course starts at exact time  
→ seminar from 12-2 p.m. = 12.00-1.30 p.m.
- teachers/ docents decide „c.t.“ or „s.t.“
- or as a compact course
  - ✓ during weekends (~2)
  - ✓ or in one week during semester break → very intensive



## What?

- Course catalogue
- Registration for courses
- Certificate of studies
  - ✓ My functions → Administration of study → study report
- Registration for exams
- Overview of academic achievements/ credit points (e. g. for Foreigners' Registration Office)
- Change of address / contact details



# **How to create your timetable of courses and how to register for courses**

In order to create your time table you need:

- (1) Studienordnung/ Prüfungsordnung/ Modulhandbuch  
(study and/ or exam regulations and/ or module manual)

→ You can find them on the homepage of the course of studies or of the examination office



The screenshot shows the website of the University of Siegen, Faculty IV. The main navigation bar includes links for 'Studieninteressierte', 'Studierende', 'Wissenschaftler', 'Industrie', and 'Beschäftigte'. The left sidebar contains a 'Startseite' menu with options like 'Department Maschinenbau', 'Institute', 'Prüfungsamt', and 'Modulhandbücher'. The main content area is titled 'Übersicht der Modulhandbücher und Modulelementhandbücher' and lists various module handbooks for Bachelor and Master programs, such as 'Maschinenbau', 'Fahrzeugbau', and 'Wirtschaftsingenieurwesen'. A search bar is visible on the right side of the page.



# Prüfungsordnung (exam regulations)

## Amtliche Mitteilungen

Datum 28. Februar 2011 Nr. 12/2011

### Inhalt:

### Prüfungsordnung

für den

Bachelor-Studiengang  
Maschinenbau (MB)

des Fachbereichs Maschinenbau  
an der  
Universität Siegen

BSc. Maschinenbau (2010)		SWWS	ECTS-CP	Prüfung	SWWS	ECTS-CP	Prüfung	SWWS	ECTS-CP	Prüfung	SWWS	ECTS-CP	Prüfung	SWWS	ECTS-CP	Prüfung	SWWS	ECTS-CP	Prüfung
Modulelement		1. Sem.	2. Sem.	3. Sem.	4. Sem.	5. Sem.	6. Sem.	1. Sem.	2. Sem.	3. Sem.	4. Sem.	5. Sem.	6. Sem.	1. Sem.	2. Sem.	3. Sem.	4. Sem.	5. Sem.	6. Sem.
<b>Mathematisch-naturwissenschaftliche Grundlagen</b>		701000																	
Modul P1: Mathematik A	Analysis I und lineare Algebra	700310	7	6,0	SP2														
Modul P2: Mathematik B	Analysis II und gewöhnl. Differenzialgl.	700320			6	6,0	SP1												
Modul P3: Mathematik C	Vektoranalysis u. part. Differenzialgl.	700330					5	6,0	SP1										
Modul P4: Naturwissenschaften für Maschinenbau	Chemie für Maschinenbau	700730	3	4,0	SP1														
	Physik für Maschinenbau	700725			3	4,0	SP1												
Modul P5: Informatik	Einführung in die Informatik I	700855	3	3,0	SP1														
	Einführung in die Informatik II	700890			2	2,0	LN												
Summe (29 SWS, 39 ECTS)																			
<b>Ingenieurwissenschaftliche Grundlagen</b>		702000																	
Modul P6: Technische Mechanik A	Statik	700420	4	5,0	SP2														
Modul P7: Technische Mechanik B	Elektrotechnik	700430			4	5,0	SP2												
Modul P8: Technische Mechanik C	Dynamik	700440					4	5,0	SP2										
Modul P9: Numerische Verfahren	Numerische Methoden und FEM	700340									4	5,0	SP2						
Modul P10: Technische Thermodynamik	Technische Thermodynamik I	700810									4	5,0	SP2						
Modul P11: Stromungslehre	Strömungslehre	700590									4	5,0	SP2						
Modul P12: Elektrotechnik	Einführung in die Elektrotechnik	700745					4	5,0											
	Vertiefung der Elektrotechnik	700750									2	3,0	SP2						
Modul P13: Mess- und Regelungstechnik	Mess- und Regelungstechnik	710560															4	5,0	SP2
Modul P14: Labore	Maschinenlabor	710300									2	2,0	LN				2	2,0	LN
Modul P15: Werkstofftechnik	Werkstofftechnik I	700630	3	3,0	SP1														
	Werkstofftechnik II	700640				2	3,0	SP1											
	Werkstofftechnik-Praktikum	700650				4	3,0	SP1											
Modul W3: Wahlmodul Maschinendynamik/Wärmeübertragung	Maschinendynamik	710700															4	5,0	SP2
	oder Wärmeübertragung	740110																	

Here you can find: how many hours per week you have classes, credit points, kind of examination, in which semester you should do the course.

# Time table

In order to create your time table you need:

- (1) Studienordnung/ Prüfungsordnung/ Modulhandbuch  
(study and/ or exam regulations and/ or module manual)

→ You can find them on the homepage of the course of studies

- (2) Vorlesungsverzeichnis (course catalogue in unisono)

Don't panic –  
you'll get help  
from your  
faculty!



[←](#)
[→](#)
[https://unisono.uni-siegen.de/qisserver/pages/cs/sys/portal/hisnoneStartPage.faces?ch](#)

unisono

eingeben - LEO: Übersetzung i...

Datei Bearbeiten Ansicht Favoriten Extras ?

unisono

Enter matriculation number

Lost login data?

Admission


Student's Corner

Studies Programs offered

Organisation

unisono - Universität Siegen online organisiert

Welcome to 'unisono'



Dear students,

the refinishing activities due to the migration of data from Isf will continue for the time being. There may be problems with the display of exams and the content pf Files. We currently do our best and ask for your patience and understanding. In urgent cases please contact [unisono-support@zv.uni-siegen.de](mailto:unisono-support@zv.uni-siegen.de).

Your Campus-Management-Team

Please note the [flyer](#) for the introduction of the event and examination system.

Application / Enrollment

Dear Prospective Student,

The application process for bachelor's courses with restricted admission at the University of Siegen for the summer semester of 2018 is now over. The process of awarding the study-places is completed. With the process finished, the results and the award decisions concerning the study-places are available in your account. In the case of successful admission, you can complete your online pre-enrollment (Online-Voreinschreibung) in your account.

Applicants who are admitted to the courses of

- Business Administration
- Economics

must initially accept the offer of admission at the 'Hochschulstart' website ([www.hochschulstart.de](http://www.hochschulstart.de)). Only then are they able to enrol on the portal of the University of Siegen.

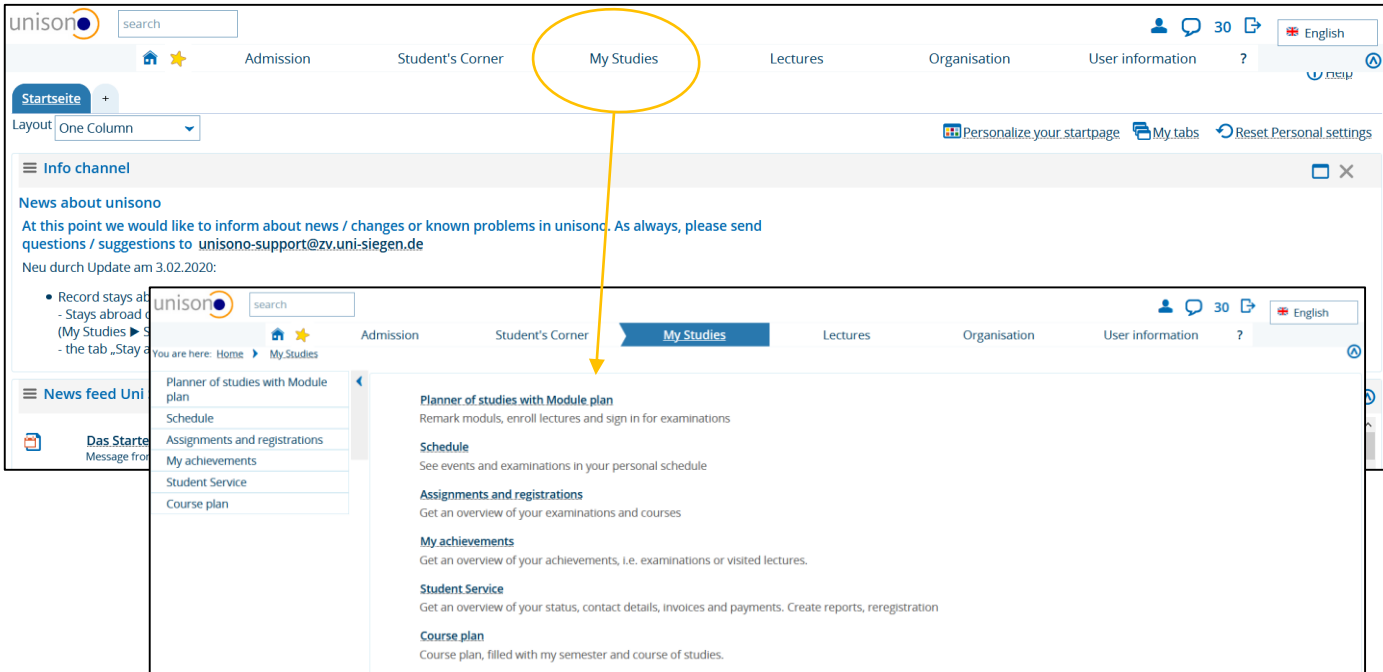
For applicants who would like to enrol in a **bachelor's or master's course, or German as a foreign language (DSH preparation), or a doctorate without restricted admissions requirements**, the enrolment portal is set to be ready to use now.

Application for master programs with early application deadlines (30 april) for winter semester 2018/19 are possible up from february.

The **online application/pre-enrollment process (Online-Voreinschreibung)** consists of two steps. First, we would like to get to know you a little. Once you have entered the required

International Student Affairs

# Schedule



The screenshot displays the unisono web portal interface. The top navigation bar includes the unisono logo, a search bar, and several tabs: Admission, Student's Corner, My Studies (highlighted with a yellow circle), Lectures, Organisation, and User information. A yellow arrow points from the 'My Studies' tab to the 'Planner of studies with Module plan' link in the left sidebar. The main content area shows a list of links: Planner of studies with Module plan, Schedule, Assignments and registrations, My achievements, Student Service, and Course plan. The 'Planner of studies with Module plan' link is the primary focus of the image.

**Planner of studies with Module plan**  
Remark modules, enroll lectures and sign in for examinations

**Schedule**  
See events and examinations in your personal schedule

**Assignments and registrations**  
Get an overview of your examinations and courses

**My achievements**  
Get an overview of your achievements, i.e. examinations or visited lectures.

**Student Service**  
Get an overview of your status, contact details, invoices and payments. Create reports, reregistration

**Course plan**  
Course plan, filled with my semester and course of studies.

# Schedule

unison

You are here: [Home](#) > [My Studies](#) > [Planner of studies with Module plan](#)

[Show Module plan](#) [Printview](#)

Events

Structure of examination regulations - All subject-related semesters

	Actions	Status
Master Kommunikation und Fremdsprachen im Beruf - Professionelle Kommunikation Englisch (2012)		
1KFB00E - Starting Module - core elective - 9.0 Credits		Your actual sta Term of the ex
1KFB01 - Theory and Analysis of Linguistic Communication - core elective - 9.0 Credits		Your actual sta Term of the ex
1KFB02 - Professional Communication 1 - core elective - 9.0 Credits		Your actual sta Term of the ex
1KFB03 - Professional Communication 2 (only for PK) - core elective - 9.0 Credits		Your actual sta Term of the ex
1KFB04 - Professional Communication 3 (only for PK) - core elective - 9.0 Credits		Your actual sta Term of the ex

modules

name of studies



module number and name

  **1KFB02 - Professional Communication 1** - core elective - 9.0 Credits

 1KFB2-VG1 - Kommunikation in Institutionen - compulsory

← module part 1

Assigned elsewhere in your curriculum. To fade in please click on the link:

 [Communication in Professional Settings](#) 

 [380310 - Communication in Institutions](#) - compulsory - 3.0 Credits

  1KFB2-VG2 - Angewandte Gesprächsforschung - compulsory

← module part 2

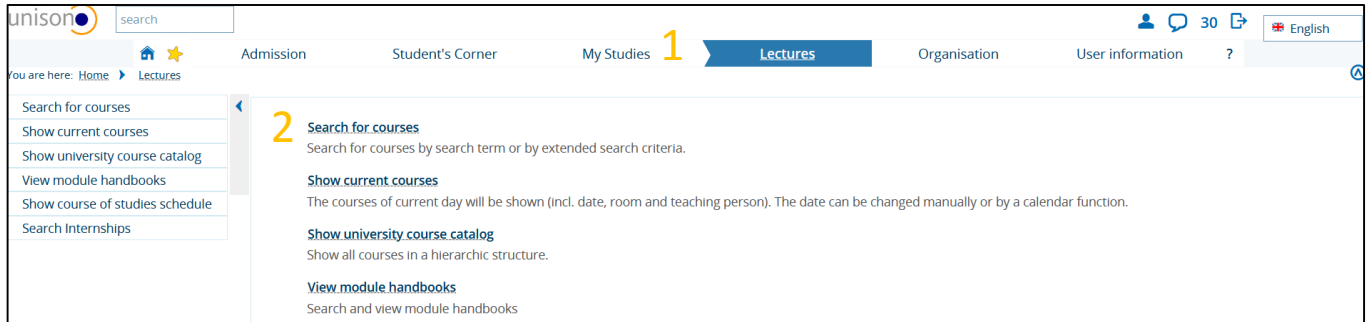
 [1GERM2039V - Sprache im Fach](#) - Seminar - core elective

 [380320 - Applied Conversation Analysis](#) - compulsory - 3.0 Credits

 [380399 - Examination in Professional Communication 1](#) - core elective - 3.0 Credits

registration for examination

# Schedule



The screenshot displays the 'unisono' student portal. The top navigation bar includes links for Admission, Student's Corner, My Studies (marked with a yellow '1'), Lectures (the active section), Organisation, and User information. A search bar is located in the top left, and a language selector (English) is in the top right. The 'Lectures' page features a sidebar with search options: Search for courses, Show current courses, Show university course catalog, View module handbooks, Show course of studies schedule, and Search Internships. The main content area, marked with a yellow '2', provides instructions for searching for courses and lists three specific search functions: 'Show current courses' (displaying courses by date and room), 'Show university course catalog' (displaying courses in a hierarchy), and 'View module handbooks' (searching and viewing module handbooks).

unisono search

Admission Student's Corner My Studies 1 Lectures Organisation User information ? English

You are here: Home > Lectures

Search for courses

Show current courses

Show university course catalog

View module handbooks

Show course of studies schedule

Search Internships

2 Search for courses

Search for courses by search term or by extended search criteria.

**Show current courses**

The courses of current day will be shown (incl. date, room and teaching person). The date can be changed manually or by a calendar function.

**Show university course catalog**

Show all courses in a hierarchic structure.

**View module handbooks**

Search and view module handbooks

# Schedule

## Search for courses

how current courses


how university course catalog

new module handbooks


how course of studies schedule

search Internships

Search Reset  Help for search

 Save search

### Basic data

Search words  

Term-dependent title

Number

Term

Kind of course  

### Lecturers, locations and dates


Lecturers

→ Select

Room  

→ Select

Date of course

New search Change search 

Search words: Search words: product ; Term: wt 2020

### Found Courses

 Show filter  Edit table

	Number	Title of course	Kind of course	Responsible lecturer	Performing lecturer	Organizational unit	Actions
 	2MU203073V	<a href="#">Digitale Musikproduktion in Gleichstellungsprojekten</a>	Seminar	Prof. Dr. Florian Heesch	Prof. Dr. Florian Heesch	Musicology	 
 	4MAB70700V	<a href="#">International Production Engineering and Management</a>	Event/Exercise	Univ.-Prof. Dr.-Ing. Peter Burggraf	Univ.-Prof. Dr.-Ing. Peter Burggraf	Chair of International Production Engineering and Management	 
 	1ANGL4012V	<a href="#">Text Production</a>	Exercise	M.A. Juliane Dorothee Stevens, M.A. Keith Bliss, M.A. Khanh-Duc Kuttig, M.A. Thomas La Presti, N.N.	M.A. Juliane Dorothee Stevens, M.A. Keith Bliss, M.A. Khanh-Duc Kuttig, M.A. Thomas La Presti, N.N.	ES - Language Practice	 


New search Change search 

Search result: 3 records | Row count (Max:300) 10



# Schedule

International Production Engineering and Management | 4MAB70700V | Lecture

Back 

Term Winter 2020/21

Basic data Parallelgroups / Appointments University course catalog Linked examinations Modules / Courses of study Documents

Title International Production Engineering and Management Eventtype Event/Exercise





Number 4MAB70700V Frequency of offer nur im Wintersemester

Hours per week 2.0

Term Winter 2020/21

Basic data Parallelgroups / Appointments University course catalog Linked examinations Modules / Courses of study Documents



International Production Engineering and Management


 pre-booking for schedule  Export data as iCalendar (ics)  Showing single dates.  Open details




Hours per week 2.0


Teaching language german

Responsible Univ.-Prof. Dr.-Ing. Peter Burggräf

	Rhythm	Weekday	From - To	Cancellation date	Start date - End date	Exp. Att.	Comment	Performing lecturers	Room
	Weekly	Mon	4:00 PM - 6:00 PM	<ul style="list-style-type: none"><li>10/26/2020</li><li>12/21/2020</li><li>12/28/2020</li><li>01/04/2021</li></ul>	Nov 2, 2020 - Feb 8, 2021			<ul style="list-style-type: none"><li>Univ.-Prof. Dr.-Ing. Peter Burggräf</li></ul>	 PB-A 342/1

 Menü durchsuchen

  30 

 Bewerbung Studentisches Leben Mein Studium **Studienangebot** Organisation Benutzer-Informationen ?

Lesezeichen

Sie sind hier: [Startseite](#) > [Studienangebot](#) > [Veranstaltungen suchen](#)


[Zurück zur Übersicht](#)


**4MAB20300V Vorlesung/Übung: Produktentwicklung II / Konstruktionstechnik II (PE II)**

Leistung wird angerechnet auf: Freiwillige Leistung

Uni - Belegung 2 - SoSe 2018:  
Der Zeitraum läuft vom 19.03.2018 / 00:00 bis zum 01.04.2018 / 23:59


**Status** **Parallelgruppe** **Termine & Räume**

 angemeldet Priorität 1

 **Sie haben gerade diese Gruppe belegt**

Sommersemester 2018  
• Dienstag, 10.04.2018 - 17.07.2018 Von 10:00 Bis 12:00 wöchentlich PB-A 401  
• Dozent/-in: [Lohr, Wolfgang Reinicke, Tamara](#)

[Zurück zur Übersicht](#)



✓ **Bestätigung:** 


• Eine Belegung

- Attention: Please note the deadlines for course enrollment!
- Possible reactions:
  - AN = angemeldet/registered (please wait)
  - ZU = zugelassen/admitted (Participation is possible)
  - AB = abgelehnt/rejected (Participation not possible)
  - WL = Warteliste/waiting list (Perhaps there will be a place soon.)
- If something did not work, please email the instructor.



- Successful completion of a course gives you credit points (CP or LP for short)
- Number of credits is usually fixed for each course.
- Normally distinguished between:
  - „Studienleistung“ (can usually be repeated infinitely; grade usually does not count)
  - „Prüfungsleistung“ (only 2-3 trials, grade counts)
- You have to register for the achievements after some weeks! (Very important!!)


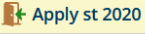
# Apply and register for examination



  **1KFB02 - Professional Communication 1** - core elective - 9.0 Credits


 **1KFB2-VG1** - Kommunikation in Institutionen - compulsory


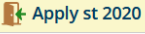
Assigned elsewhere in your curriculum. To fade in please click on the link:


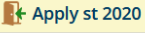
 Communication in Professional Settings 

 **80310 - Communication in Institutions** - compulsory - 3.0 Credits 

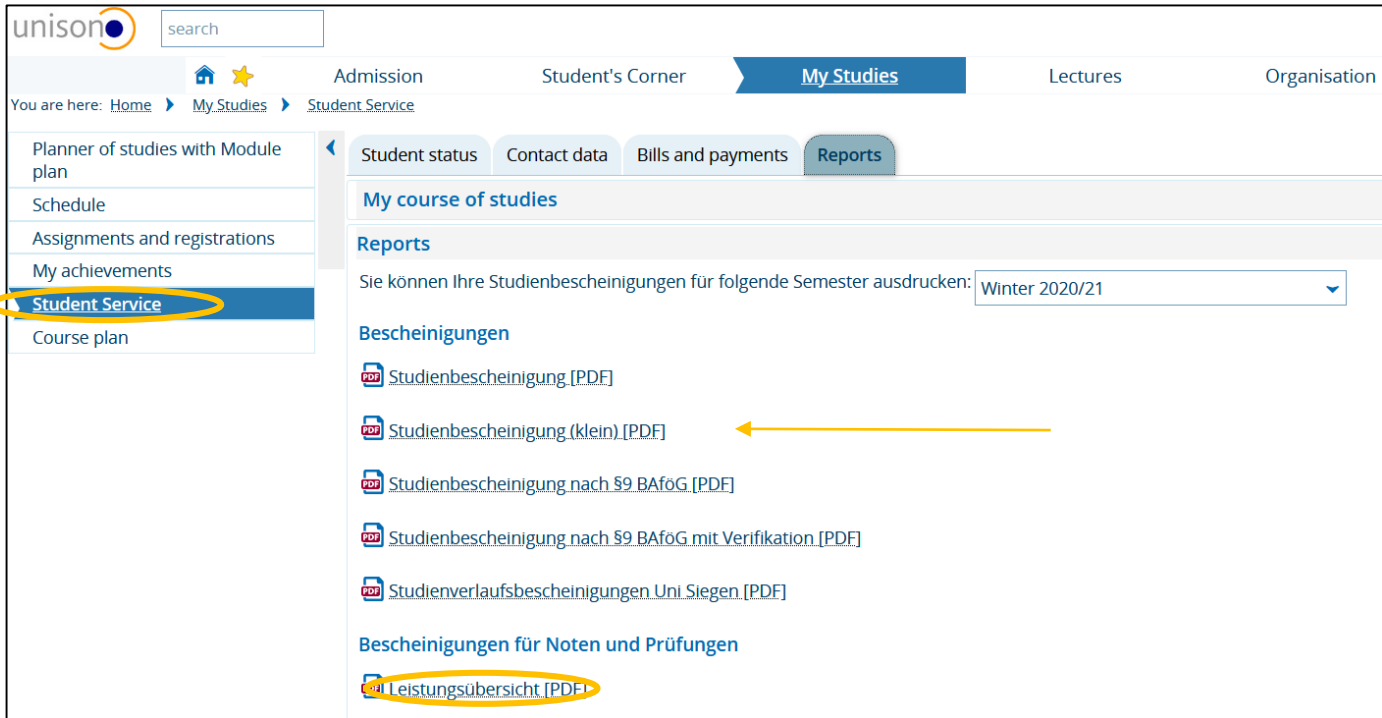
  **1KFB2-VG2** - Angewandte Gesprächsforschung - compulsory

 **1GERM2039V - Sprache im Fach** - Seminar - core elective

 **80320 - Applied Conversation Analysis** - compulsory - 3.0 Credits 

 **80399 - Examination in Professional Communication 1** - core elective - 3.0 Credits 

# Leistungsübersicht – credits & grades UNIVERSITÄT SIEGEN



The screenshot displays the unisono web portal interface. At the top left is the 'unisono' logo and a search bar. Below this is a navigation bar with tabs: 'Admission', 'Student's Corner', 'My Studies' (highlighted in blue), 'Lectures', and 'Organisation'. A breadcrumb trail reads 'You are here: Home > My Studies > Student Service'. On the left side, a vertical menu lists various options, with 'Student Service' circled in yellow. The main content area is titled 'My course of studies' and contains a 'Reports' section. This section includes a dropdown menu for selecting a semester, currently set to 'Winter 2020/21'. Below the dropdown, a list of PDF documents is shown under the heading 'Bescheinigungen'. A yellow arrow points to the document 'Studienbescheinigung (klein) [PDF]'. At the bottom of the list, under the heading 'Bescheinigungen für Noten und Prüfungen', the document 'Leistungsübersicht [PDF]' is circled in yellow.

unisono search

Admission Student's Corner **My Studies** Lectures Organisation

You are here: Home > My Studies > Student Service

Planner of studies with Module plan  
Schedule  
Assignments and registrations  
My achievements  
**Student Service**  
Course plan






Student status Contact data Bills and payments **Reports**

**My course of studies**


**Reports**

Sie können Ihre Studienbescheinigungen für folgende Semester ausdrucken: Winter 2020/21

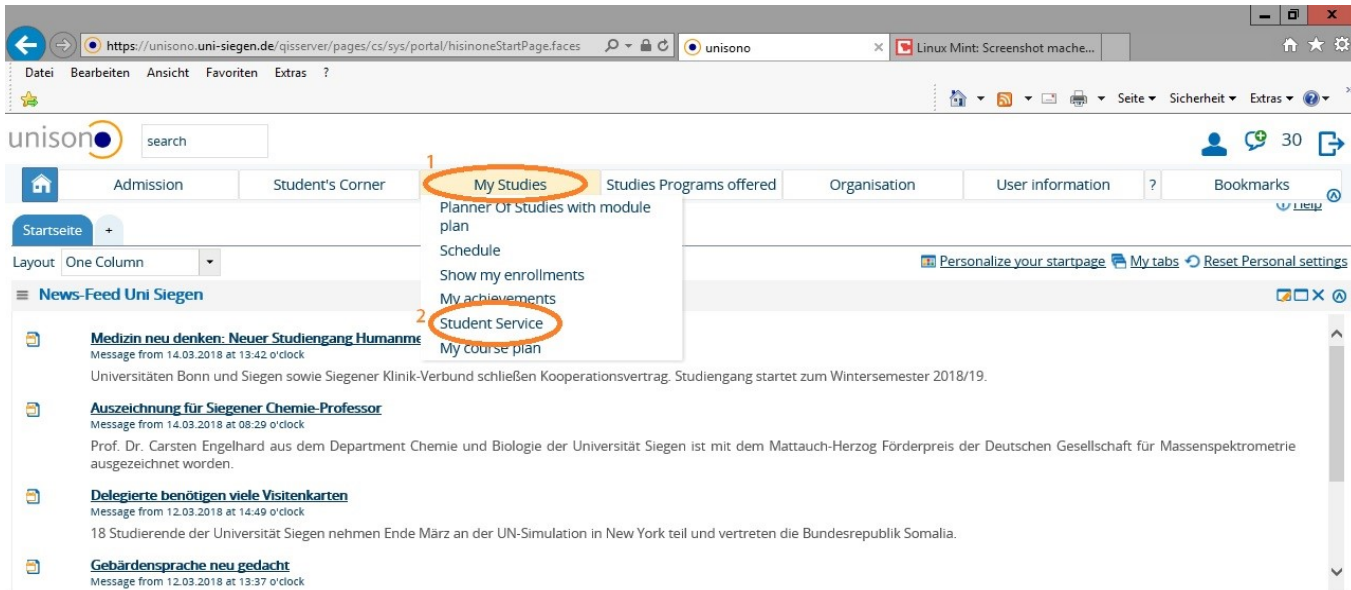
**Bescheinigungen**

 Studienbescheinigung [PDF]  
 Studienbescheinigung (klein) [PDF] ←  
 Studienbescheinigung nach §9 BAföG [PDF]  
 Studienbescheinigung nach §9 BAföG mit Verifikation [PDF]  
 Studienverlaufsbescheinigungen Uni Siegen [PDF]

**Bescheinigungen für Noten und Prüfungen**

 **Leistungsübersicht [PDF]**

# Certificate of study



The screenshot shows the web interface of the University of Siegen's 'unisono' portal. The browser address bar displays the URL <https://unisono.uni-siegen.de/qisserver/pages/cs/sys/portal/hisnoneStartPage.faces>. The page features a navigation bar with tabs: Admission, Student's Corner, My Studies, Studies Programs offered, Organisation, User information, and Bookmarks. The 'My Studies' tab is selected and circled in red, with a red '1' next to it. A dropdown menu is visible under 'My Studies', listing options: Planner Of Studies with module plan, Schedule, Show my enrollments, My achievements, Student Service, and My course plan. The 'Student Service' option is circled in red, with a red '2' next to it. Below the navigation bar, there is a 'News-Feed Uni Siegen' section with several news items, including 'Medizin neu denken: Neuer Studiengang Humanmedizin', 'Auszeichnung für Siegenger Chemie-Professor', 'Delegierte benötigen viele Visitenkarten', and 'Gebärdensprache neu gedacht'.

unisono search

Admission Student's Corner **My Studies** Studies Programs offered Organisation User information ? Bookmarks

Startseite +

Layout One Column

News-Feed Uni Siegen

**Medizin neu denken: Neuer Studiengang Humanmedizin**  
Message from 14.03.2018 at 13:42 o'clock  
Universitäten Bonn und Siegen sowie Siegenger Klinik-Verbund schließen Kooperationsvertrag. Studiengang startet zum Wintersemester 2018/19.

**Auszeichnung für Siegenger Chemie-Professor**  
Message from 14.03.2018 at 08:29 o'clock  
Prof. Dr. Carsten Engelhard aus dem Department Chemie und Biologie der Universität Siegen ist mit dem Mattauch-Herzog Förderpreis der Deutschen Gesellschaft für Massenspektrometrie ausgezeichnet worden.

**Delegierte benötigen viele Visitenkarten**  
Message from 12.03.2018 at 14:49 o'clock  
18 Studierende der Universität Siegen nehmen Ende März an der UN-Simulation in New York teil und vertreten die Bundesrepublik Somalia.

**Gebärdensprache neu gedacht**  
Message from 12.03.2018 at 13:37 o'clock

# You are not alone!

- Please visit the “Erstsemestereinführung” (ESE) of your faculty or get in touch with your student advisor!

<https://www.uni-siegen.de/zsb/anfaenger/studienstart.html.en?lang=en>

- If you have questions, please contact your faculty/ the student representatives of your course of studies.

- Information can be found here

<https://www.uni-siegen.de/zsb/anfaenger/studienstart.html.en?lang=en>

→ Information on your student email account, information on pre-courses, information on ESE, unisono video tutorial



## What?

- Online Learning Platform
- Log into your digital classroom
- Organization of courses
- Syllabus and important documents to prepare (literature, obtaining credit points...) and to learn (transcripts, etc.)
- Options for examinations (upload assignments, take tests...)
- Communication with other students
- Possibility to ask questions





Uni Siegen - E-Learning (Moodle)



Startseite

Kursbereiche

- Fakultät I
- Fakultät II
- Fakultät III
- Fakultät IV
- Fakultät V
- Zentrum für Lehrerbildung und Bildungsforschung (ZLB)
- Referat
- Studierendenservice
- Zentrale Wissenschaftliche Einrichtungen
- Serviceeinrichtungen
- Sonstige hochschulinterne und -nahe Einrichtungen
- Zentrale Organe, Gremien ...
- Zentrale

Willkommen beim Lernmanagementsystem  

Das Zentrum für Informations- und Medientechnologie (ZIMT) der Universität Siegen bietet mit dem Lernmanagementsystem Moodle die Möglichkeit, Lehrveranstaltungen webbasiert zu unterstützen, d.h. virtuelle Kursräume können begleitend zur Präsenzhilfe eingesetzt werden.

**Erste Schritte für Lehrende**

Um in **moodle** Kurse erstellen zu können, beantragen Sie Ihre Erstellerrechte über den Link "Kursantragsformular für Lehrende" (s. auch rechts im Block "Informationen"). Ebenfalls in diesem Block ist das PDF "Kurz Einführung für Lehrende" mit Anleitungen zum Erstellen erster Kurse verfügbar.

Als Kursersteller\*in werden Sie in den Kurs „moodle-Portal für Lehrende“ a finden Sie aktuelle Informationen, Tipps & Tricks und FAQs rund um moodle

*First steps as a teacher*

*In order to create courses in moodle, you need to apply for your creator r "Kursantragsformular für Lehrende" (i.e. "Course application form for tea*

**LOGIN**

**Neue Ankündigungen**

7. Mai, 10:54  
Jörg Sprügel  
Wartungsarbeiten  
(08.05.2020)  
5. Mai, 14:19  
Jörg Sprügel

<https://moodle.uni-siegen.de/>



CAS-Login  
Zentraler Login der Universität Siegen  
JA-SIG Central Authentication Service

**Bitte geben Sie Ihren Benutzernamen und Ihr Passwort ein.**

Benutzername:

Passwort:

☐ Ich möchte gewarnt werden, bevor ich mich in einen anderen Bereich einlogge.

**ANMELDEN** **LÖSCHEN**

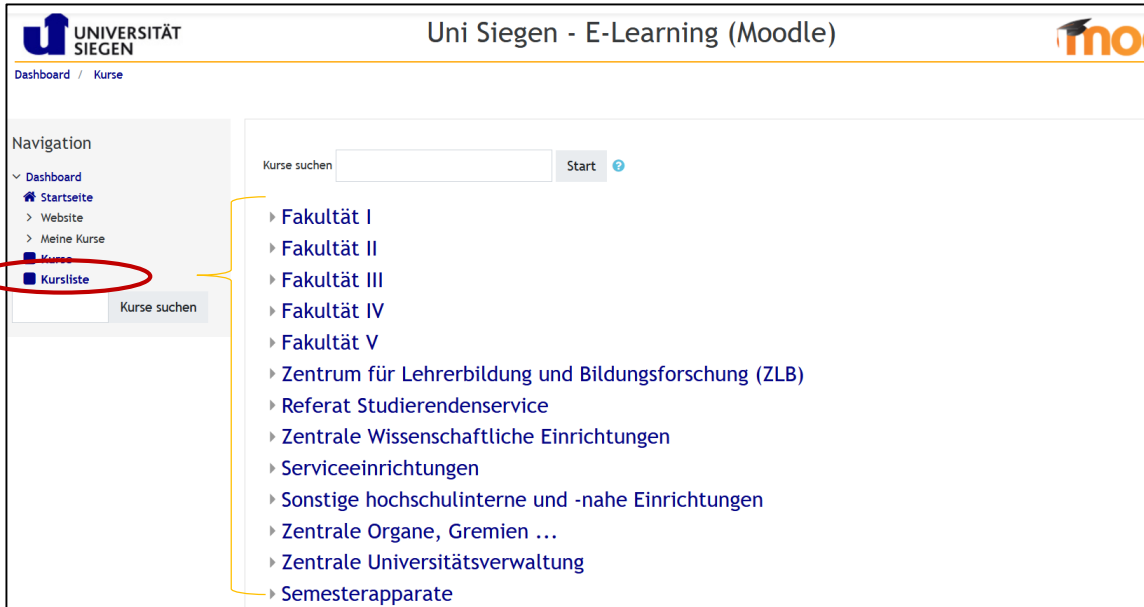
# Find your courses and log in

- Once the semester starts you'll find your courses on moodle.
- Lecturers usually will give you a password in the first class and tell you the name of the course on moodle.
- If there are several search results take the most recent one.

The image shows a screenshot of the Moodle interface at the University of Siegen. On the left, the 'Navigation' sidebar has 'Kursliste' (Course List) highlighted with a red circle. A blue arrow points from this link to the search results page on the right. The search results page, titled 'Uni Siegen - E-Learning (Moodle)', shows 'Suchergebnisse: 2' (Search results: 2). The first result is 'Recent Advances in Machine Learning' by Dozent/in: Otmar Loffeld. The course description is visible on the right side of the results page.

# Find your courses and log in

- Alternatively you can also find your courses by searching in the list of courses.

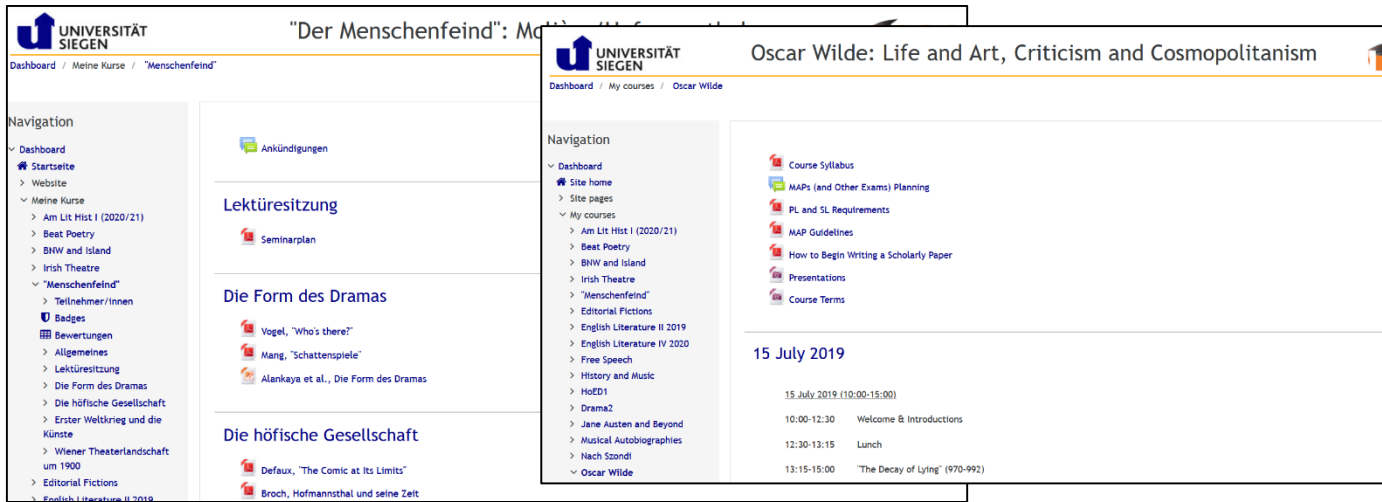


The screenshot displays the 'Uni Siegen - E-Learning (Moodle)' interface. On the left, a 'Navigation' sidebar contains a tree view with 'Dashboard' expanded, showing 'Startseite', 'Website', 'Meine Kurse', 'Kurse', and 'Kursliste'. The 'Kursliste' item is highlighted with a red circle. A yellow bracket connects this item to a list of course categories on the right. At the top of the main content area, there is a search bar labeled 'Kurse suchen' with a 'Start' button. The search results list the following categories:

- › Fakultät I
- › Fakultät II
- › Fakultät III
- › Fakultät IV
- › Fakultät V
- › Zentrum für Lehrerbildung und Bildungsforschung (ZLB)
- › Referat Studierendenservice
- › Zentrale Wissenschaftliche Einrichtungen
- › Serviceeinrichtungen
- › Sonstige hochschulinterne und -nahe Einrichtungen
- › Zentrale Organe, Gremien ...
- › Zentrale Universitätsverwaltung
- › Semesterapparate

# Course Organisation

- Once you are logged into the course you'll get an overview.
- Here you'll find the syllabus, important information and documents.
- This may look differently, depending on your lecturer.



The left screenshot shows the course page for "Der Menschenfeind": Mo... with a navigation menu on the left and a list of lecture topics on the right. The right screenshot shows the course page for "Oscar Wilde: Life and Art, Criticism and Cosmopolitanism" with a navigation menu on the left and a list of lecture topics on the right.

**Left Screenshot: "Der Menschenfeind": Mo...**

Dashboard / Meine Kurse / "Menschenfeind"

Navigation

- Dashboard
- Startseite
- Website
- Meine Kurse
  - Am Lit Hist I (2020/21)
  - Beat Poetry
  - BNW and Island
  - Irish Theatre
  - "Menschenfeind"
    - Teilnehmer/Innen
    - Badges
    - Bewertungen
      - Allgemeines
      - Lektüresitzung
      - Die Form des Dramas
      - Die höfische Gesellschaft
      - Erster Weltkrieg und die Künste
      - Wiener Theaterlandschaft um 1900
      - Editorial Fictions
      - English Literature II 2019

Ankündigungen

Lektüresitzung

- Seminarplan

Die Form des Dramas

- Vogel, "Who's there?"
- Mang, "Schattenspiele"
- Alankaya et al., Die Form des Dramas

Die höfische Gesellschaft

- Defaux, "The Comic at Its Limits"
- Broch, Hofmannsthal und seine Zeit

**Right Screenshot: Oscar Wilde: Life and Art, Criticism and Cosmopolitanism**

Dashboard / My courses / Oscar Wilde

Navigation

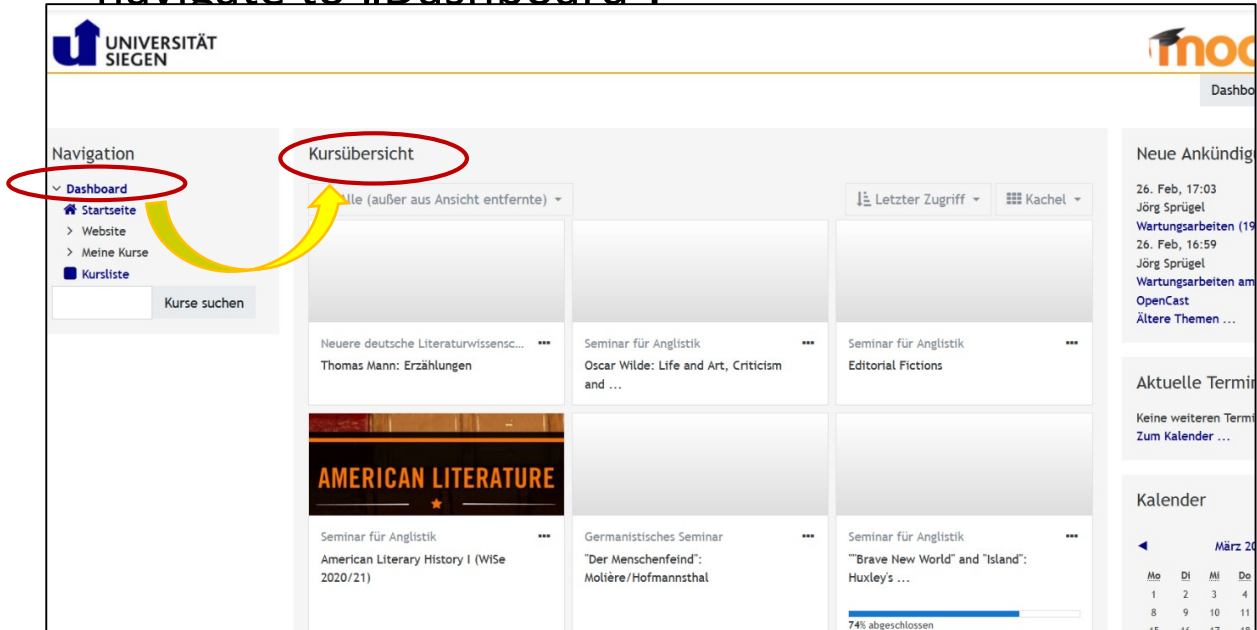
- Dashboard
- Site home
- Site pages
- My courses
  - Am Lit Hist I (2020/21)
  - Beat Poetry
  - BNW and Island
  - Irish Theatre
  - "Menschenfeind"
  - Editorial Fictions
  - English Literature II 2019
  - English Literature IV 2020
  - Free Speech
  - History and Music
  - HotD1
  - Drama2
  - Jane Austen and Beyond
  - Musical Autobiographies
  - Nach Szondi
  - Oscar Wilde

- Course Syllabus
- MAPs (and Other Exams) Planning
- PL and SL Requirements
- MAP Guidelines
- How to Begin Writing a Scholarly Paper
- Presentations
- Course Terms

15 July 2019

15 July 2019 (10:00-15:00)	
10:00-12:30	Welcome & Introductions
12:30-13:15	Lunch
13:15-15:00	"The Decay of Lying" (190-192)

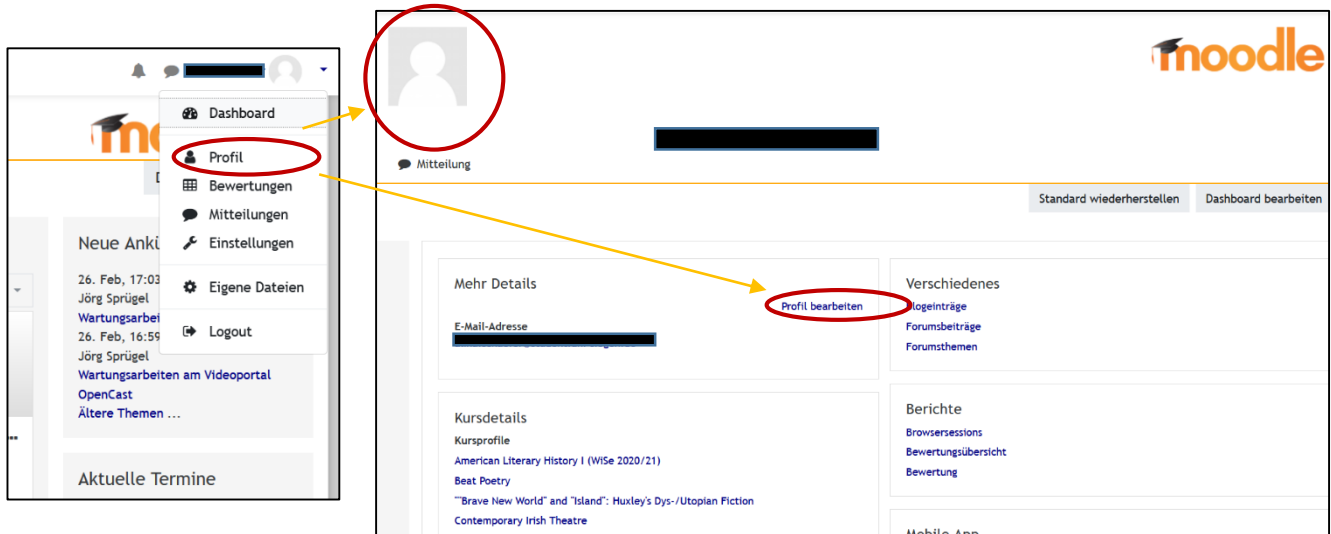
➤ To see an overview of all your courses simply navigate to „Dashboard“.



The screenshot displays the University of Siegen's dashboard. On the left, the 'Navigation' menu is visible, with 'Dashboard' highlighted by a red circle and a yellow arrow pointing to 'Kursübersicht', which is also circled in red. The main content area shows a grid of course cards, including 'Neuere deutsche Literaturwissenc...', 'Seminar für Anglistik', and 'AMERICAN LITERATURE'. The right sidebar contains sections for 'Neue Ankündig...', 'Aktuelle Termin...', and 'Kalender'.


# Personal Profile

- You can complete your personal profile so lecturers and students can get to know you. This is not mandatory.



# Overview moodle and Unisono

Why are there two different, yet important platforms?

Unisono	moodle
<ul style="list-style-type: none"><li>• Choose courses and register.</li></ul> <p> You can only participate in courses if you register for them via Unisono before the semester starts!</p> <ul style="list-style-type: none"><li>• Schedule and organizational matters</li><li>• Login with matriculation number</li></ul>	<ul style="list-style-type: none"><li>• Find the courses you have been accepted in.</li></ul> <p>Admissions do NOT happen via moodle!</p> <ul style="list-style-type: none"><li>• Learning &amp; Course Management</li><li>• Login with g-number</li></ul>



- student email account
- WiFi
- moodle
- sciebo
- lending of devices & Mediathek
- and more



Email: [support@zimt.uni-siegen.de](mailto:support@zimt.uni-siegen.de)

Phone: +49 (0) 271 740 4777

Room: H-D 2203

All information: <https://www.zimt.uni-siegen.de/>

# Student email account



- Activation at ZIMT or online (unisono)
- **Important:**
  - ✓ **Check your email account regularly.**
  - ✓ Docents use this email address for all their communication.
  - ✓ University Siegen sends important information to this address (like reminders for your semester fee, information on bus transportation...).

# Copying, scanning and printing

- AStA-Shop at AR Campus (you pay cash)
- Libraries
- ➔ For printing and copying in the library and the PC pools, you will need to purchase a copy card in the library or at ZIMT office.  
US Library has a different (card) systems as the other libraries.
- Copy Shops in Siegen/ Siegen-Weidenau



- Different departments at different campuses
- Information: <https://www.ub.uni-siegen.de/index.php?id=1&L=1>

Request for the library card or activation of your USi-Card:

- Fill in and sign form: <https://www.ub.uni-siegen.de/en/library-card-and-usicard/>
  - copy of your passport
  - and confirmation of studies
  - Confirmation of registration in town
  - via email to: [benutzung@ub.uni-siegen.de](mailto:benutzung@ub.uni-siegen.de).
- Or go to main library at Adolf-Reichwein.
- You'll be contacted per email as soon as the card is ready and can be picked up (Campus Adolf Reichwein) or is activated -> please bring your passport

- With the VPN client you can connect to the university network from outside.
- Information regarding download of the VPN client:  
[https://www.zimt.uni-siegen.de/dienste/netzwerk/vpn/software\\_anleitungen.html.en?lang=en](https://www.zimt.uni-siegen.de/dienste/netzwerk/vpn/software_anleitungen.html.en?lang=en)



If the VPN is activated you have access to all [e-resources](#) of the library of the University of Siegen.

- Orientation in the library is not very easy.
- You should definitely take a training course.
- Training offers and dates (at the moment about zoom):  
<https://www.ub.uni-siegen.de/index.php?id=schulungen&L=1>
- Tutorials: [https://www.ub.uni-siegen.de/index.php?id=750&L=%24%7B\\_hash\\_%7Dc2622](https://www.ub.uni-siegen.de/index.php?id=750&L=%24%7B_hash_%7Dc2622)
- **Digital visit of the library for international students on Thursday, March 24, at 11.30 a.m.!!**

# Dozent= „Lehrer“ an der Uni

University Degree (e.  
g. Bachelor, Master,  
Magister or Diplom)

Doctor

Professor

addressed (esp. in  
written  
communication)  
with title „Herr  
Professor  
Burkhardt“)

Docents

→ not every docent  
is a professor

# How to communicate with docents?

- Important: Report when you have questions or problems.
- Most docents have office hours. Information on them can be found on the docent's homepage.

But:

- Usually docents **do not** work on weekends or late at night.
- It is very likely that docents do not answer immediately, please leave enough time and do not contact them more often.
- Always be **polite!**
- **Docents are not responsible for your studies.**



# How to communicate with docents?

- Always talk to docents formally; in German use the word „Sie“ unless they offer you „Du“ (which basically never happens.)
- **E-Mail to docents**
  - ✓ **Polite address.**  
„Sehr geehrte\*r Frau/ Herr Professor\*in ...“
  - ✓ **Be concise.**  
Explain briefly but politely what your concern is and how he / she may help you.
  - ✓ **Specify information on you.**  
Matriculation number, which course at what day and what time, which semester, what do you study.
  - ✓ **Use a polite conclusion such as:**  
„Vielen Dank im Voraus für Ihre Antwort“  
Mit freundlichen Grüßen  
-your name\_

# How to behave corre -a short quiz-



# How to behave correctly

Course starts at 10am (c. t.). I arrive...

- a) ... at 9.55am
- b) ... at 10.10am
- c) .. at 10.30am

# How to behave correctly

Even though you tried to be on time, you are 10 min late. What do you do?

- a) I knock and apologize loud and clearly.
- b) I skip the course.
- c) I enter the room quietly and sit down on the nearest available seat.

# How to behave correctly

You are supposed to have an presentation with fellow students who you do not know.

- a) I prepare my part independently and bring it with me on the day of the presentation.
- b) I contact my fellow students and we work on the presentation together.
- c) I do not want to have a presentation with them, therefore I just do not show up for the presentation.

# How to behave correctly

You do not understand something your docent just said.

- a) I raise my hand and ask, or I report to my docent after the course.
- b) I try to understand it at home.
- c) I get frustrated, put my head on the table and fall asleep

# How to behave correctly

You are supposed to have a presentation in a few weeks. What do you do?

- a) I wait until my docent gives me the necessary information.
- b) On the day before the presentation, I copy some information from the internet.
- c) I independently search for literature and other sources and contact my docent ahead of time.

# How to behave correctly

You have to write a term paper.

- a) I search in the internet for good information and copy it myself or maybe change it a little.
- b) I search the internet and in the library for literature, write down my ideas and write my own text.
- c) I just use the term paper of my friend.



# How to behave correctly

You have to hand in a term paper in two weeks but you already know that you can not finish it in time.

- a) I immediately contact my docent, explain my situation and ask politely if it was possible to postpone the deadline.
- b) I just hand in the paper two weeks late. It will be okay.
- c) I write to my docent the night before the deadline that my cat died and I can only hand in my paper in two weeks.

➤ **Honesty and Fairness**

Be honest towards yourself, to your fellow students and to your docents. In Germany, honesty is very important. Admit when you have made a mistake.

➤ **Presence/ Independence/ Self-motivation**

You chose this study – so please regularly attend and participate. This is the only way to go ahead. Ask your fellow students for help. If there are any problems report them, e. g. ask docents or us, the staff of ISA.

➤ **Punctuality**

Please be on time for your lectures/ seminars. If you do arrive late enter quietly and sit down.

➤ **Respect and tolerance**

Respect values, opinions and abilities of others.

# How to improve my German?

- Try to meet and talk to many people and find friends (you will get more tips on this topic this afternoon).
- **Register for German courses at the Language Centre (see next page).**
- Join a tandem/ buddy program, e. g. at the Language Centre.
- Watch German movies (e.g. movies you already know).
- Read German books, magazines, newspapers.
- Find hobbies where you get in touch with people.
- Don't give up! 😊





- Numerous offers of German courses
- Registration via unisono lectures → show university course catalogue → Additional Course Offers → Language Center (Sprachzentrum) Courses → General Language Courses
- Please take part in the placement test!

- Niveau A1
  - Niveau A2
  - Niveau B1
  - Niveau B2
- Niveau A1
  - Deutsch 1 - Zielstufe A1.1
  - Deutsch 2 - Zielstufe A1.2
- Niveau A2
  - Deutsch 3 - Zielstufe A2.1
  - Deutsch 4 - Zielstufe A2.2
- Niveau B1
  - Deutsch 5 - Zielstufe B1.1
  - Deutsch 6 - Zielstufe B1.2
  - Deutsch 6+ - Zielstufe B1+
- Niveau B2
  - Deutsch 7 - Zielstufe B2.1
  - Deutsch 8 - Zielstufe B2.2
- Niveau C1
  - Deutsch 9 - Zielstufe C1, Teil A
- Sonstige
  - Deutsch - Wortschatz und Konversation A2
  - Deutsch - Grammatikkurs
  - Deutsch - Grammatik aktiv (Niveau B2/C1)
  - Deutsch - Aussprachetraining / German pronunciation training
  - Deutsch für den Beruf
  - Wirtschaftsdeutsch, Niveau B2
  - Deutsch Schreibkompetenz: Wissenschaftliches Schreiben im Stu...

# Where do I find help?

- **Docents** (regarding the course)
- **fellow students**
- **study consultation** (for the organisation of your studies and questions, usually at every faculty)  
<http://www.uni-siegen.de/zsb/studierende/fachstudienberatung.html?m=e>
- **Student Representatives (Fachschaften)** (students that invest in your field of study)  
<https://www.asta.uni-siegen.de/index.php/studis/fachschaften/>
- **General Student Council (AStA)** (elected student representatives at Uni Siegen)  
<https://www.asta.uni-siegen.de/>



# Where do I find help?

➤ **Department International Student Affairs (ISA)**

<http://www.uni-siegen.de/isa/ansprechpartner/?lang=de>

➤ **Department STARTING**

<https://www.uni-siegen.de/starting/>

➤ **Psychological counselling**

<http://www.uni-siegen.de/zsb/psychologische/>

**Please contact us if you have  
any questions or problems!**

