Studying in Germany
Studying at the University of Bonn
WHAT ARE WE TALKING ABOUT TODAY?

1. ‘STUDY CULTURE’
2. ORGANIZING YOUR STUDIES
3. COUNSELING & SERVICE
‘STUDY CULTURE’
Interactive education system

- Active learning attitude expected
- High level of autonomy & self-reliant studying expected
Research skills

• Critical selection, analysis & presentation of information

• Assessment of trustworthiness & relevance of sources (Internet sources in particular)

• Importance of transdisciplinarity
Time management

- Daily / weekly workload not controlled by anyone
- Time management = one key factor for studying successfully
- Workshop on time management ("Zeitmanagement")
  → e. g. offered by the Central Study Advisory and Counseling Service ("Zentrale Studienberatung")
  → uni-bonn.de/study-advisory-service
  → “Workshops and Coachings”
‘STUDY CULTURE’

Improving digital studies

uni-bonn.de/besser-digital-studieren

uni-bonn.de/be-empowered

Be EmPOWERed!


Wir haben für euch kostenlose (digitale) Angebote der Uni Bonn und anderer Anbieter*innen zusammengestellt, die euch genau diese Kompetenzen vermitteln. Unsere Selbstlernangebote und Trainings liegen in den Bereichen:

- #SkillPOWER (u.a. Zeitmanagement, Lernstrategien, Studienorganisation)
- #HealthPOWER (u.a. Gesund studieren, Entspannung, Selbstreflexion)
- #SocialPOWER (u.a. Austausch, Zusammenarbeit, Studienkibon)
- #FuturePOWER (u.a. Entscheidungen treffen, Selbstreflexion, Studienzweifel, Übergang Bachelor – Master / Beruf)
‘STUDY CULTURE’

Attendance & active participation

• No *universal* compulsory attendance

• Attendance regulations announced in online course catalogue “BASIS” → [basis.uni-bonn.de](http://basis.uni-bonn.de)
Attendance & active participation

• ‘Qualification goal’ of a class often believed to be hardly achievable without regular attendance & active participation!

• Aim: Development of key skills
  → essential skills for future job
  → development of key skills requires a high level of (inter)activity
Getting in touch with teachers/ instructors

- Via consultation hours (currently via phone or Zoom)
- Urgent questions can usually be asked after (or during) class

Check out departmental website(s) for contact information!
ORGANIZING YOUR STUDIES
“Vorlesung”/ “Plenum” | Lecture

• Presentation of a particular topic

• Larger audience

• Little to no interaction between students and instructor

• Autonomous revision of lectures expected
“Seminar” | Seminar

- Discussion on a specific topic led by instructor
- Limited number of participants
- Discussions & active participation expected
“Übung”/ “Tutorium” | Tutorial

- Training skills in preparation for an exam
- Intensive discussion & teamwork
- Practicing subject matters taught in lecture / seminar
s.t. ("sine tempore") = without time = **at the stated time**

c.t. ("cum tempore") = with time = **15 minutes later**

*Akademisches Viertel* = “academic quarter of an hour”

→ Example:
10 s.t. = 10 a.m.
10 c.t. = 10:15 a.m.

→ Check course announcements in BASIS (online course catalogue)!
German grading scale

- 1.0 - 1.5 = “very good”
- 1.6 - 2.5 = “good”
- 2.6 - 3.5 = “satisfactory”
- 3.6 - 4.0 = “sufficient”
- 4.1 - 5.0 = “fail”
Getting to know your degree program
(structure, possible focus areas, ...)

• “Studien(verlaufs)pläne“ (study schedules)
• module guides
• examination regulations

→ Website of your degree program on
uni-bonn.de/degree-programs
= Your personal Uni Bonn account

Generated automatically after enrollment and payment of semester fee

**Included in letter with your student ID**
→ 1st page, top right corner (next to your postal address)
→ + automatically generated password

**Activation** and personal password via identity management GOsa² → gosa.gosa.uni-bonn.de

Access to all central digital services
→ personal uni email account, BASIS, eCampus, Sciebo cloud, ...

→ hrz.uni-bonn.de/en/services → Identity management → Uni-ID
Your Uni-ID = your personal Uni Bonn email address!

→ Uni-ID@uni-bonn.de

→ To be used as soon as your Uni-ID has been activated: mail.uni-bonn.de

Tipp: Email aliases

→ via gosa.gosa.uni-bonn.de → Mail
→ enter aliases (“Mail-Alias 1/2”) → OK

→ hrz.uni-bonn.de/en/services → email

The HRZ IT help desk is happy to help you!

+49 (0)228 73 2751  
info-hrz@uni-bonn.de
1. **Course registration within registration period**
   → With Uni-ID: via BASIS
   → Without Uni-ID: Contact instructor or subject-specific study advisor
   → Registration can be withdrawn ➔ Mind the ‘withdrawal period’ 😊

2. **Exam registration**
   → Uni-ID required for registration via BASIS
   → No automatic or compulsory exam registration
   → Registration can be withdrawn ➔ Mind the ‘withdrawal period’ 😊
People who may help you (register):

- Your “Fachstudienberatung” (subject-specific study advisor) [uni-bonn.de/fachstudienberatung](uni-bonn.de/fachstudienberatung)
- Your teacher/instructor
- Other contact persons
- BASIS support & FAQ [basis-support.uni-bonn.de](basis-support.uni-bonn.de)
### Business Communication - Single View

<table>
<thead>
<tr>
<th>Nr.</th>
<th>556002401</th>
<th>Seminar</th>
<th>WiSe 2021/22</th>
<th>2.0 Hours per week in term</th>
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</thead>
<tbody>
<tr>
<td>Language</td>
<td>English</td>
<td>Präsenz/digital</td>
<td>digital Event</td>
<td>Curricula: kein Abschluss, Pool I. Anglistik, kein Abschluss, Pool Institut VI.</td>
</tr>
<tr>
<td>Dozent</td>
<td>Nadya Izzaamioune</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Dates/Times/Location:**

<table>
<thead>
<tr>
<th>Day</th>
<th>Time</th>
<th>Room</th>
<th>Lecturer</th>
<th>Max</th>
<th>Remarks</th>
<th>Duration</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wed.</td>
<td>18 (c.t.) to 20 woch</td>
<td></td>
<td></td>
<td>25</td>
<td></td>
<td>13.10.2021 bis 02.02.2022</td>
</tr>
</tbody>
</table>

**Application period:**

1. Belegungsphase Phil.Fak.: 23.08.2021 - 01.09.2021
2. Belegungsphase Phil.Fak.: 06.09.2021 - 15.09.2021
3. Nachbelegungsphase Phil.Fak.: 25.10.2021 - 02.11.2021

**Remarks:**

Applied linguistics and business communication studies create a field for researching the use of language in business and verbal specifics of business communication which is Business Linguistics. This course is designed to give students a comprehensive view of communication within the business context. Our focus is the language use at the workplace. Students will deal with business issues from a scientific and linguistic perspective. In this class, we will have the chance to work on case studies and previous linguistic research related to business in order to enhance the critical thinking and discourse analysis skills. Topics like BELF (Business English Lingua Franca) for example will be tackled.

This class will be taught online.

**Description:**

As requirements for this course, the student is expected to make an individual/group presentation and an individual term paper proposal which will be presented during the last two teaching weeks of the term.

**Exams / Modules:**

- 556102401 Applied Linguistics S
- 508112101 Appl. Ling S
- 506113701 Applied Linguistics S

**Department:**

Institut für Anglistik, Amerikanistik und Keltologie
• Electronic teaching and learning management system

• Additional to online course catalogue BASIS

• Upload of course material

• Communication tool between teachers and students
ORGANIZING YOUR STUDIES – SCIEBO (CAMPUS CLOUD)

→ hrz.uni-bonn.de/en/for-students
COUNSELING & SERVICE

Reach out!
Zentrale Studienberatung – “ZSB”
(Central Study Advisory and Counseling Service)
Individual. confidential. Unbiased

• **We are happy ...**
  ... to answer all your questions around studying
  ... to refer you to the right contact for your inquiry

• **Workshops & coaching** (in German)
  → Time Management (= “Zeitmanagement”)
  → Successfully Mastering Exams (= “Prüfungen erfolgreich meistern”)
  → Learning Strategies (= “Lernstrategien & Co”)

→ uni-bonn.de/study-advisory-service
COUNSELING & SERVICE

TACKLING PROBLEMS, FINDING WAYS FORWARD.

Psychological Counseling

In personal meetings, you can obtain counseling — including preventive advice — regarding psychological concerns, insecurities or problems that can have a negative impact on your quality of life or academic success. Our counselors will help you develop new perspectives, your own constructive solutions and strategies to tackle challenges. If needed, we can also advise you on finding therapy and/or put you in touch with someone who will be able to help. In addition, you can take advantage of our group sessions, which focus on specific issues and target groups.

Our counselors

Dipl.-Psych. Claudia Kerp, (PP)
pb-zsb@uni-bonn.de
2.217
Quantiusstraße 1
53115 Bonn, Germany

Laura Neufeldt, M.Sc. (PiA)
pb-zsb@uni-bonn.de
2.218
Quantiusstraße 1
53115 Bonn, Germany

Dipl.-Psych. Anne Zilligen (PP)
pb-zsb@uni-bonn.de
2.216
Quantiusstraße 1
53115 Bonn, Germany

Further counseling services and emergency contacts

You can find a selection of the counseling services and institutions available in Bonn in several places, including our Psychosocial Counseling flyer.
Fachstudienberatung
(subject-specific study advisors)

Subject-specific advice & information

→ your course of studies, choice of focus areas, ...

→ your individual class schedule

→ coordinating more than one subject/ degree program

uni-bonn.de/fachstudienberatung
Fachschaften
(Departmental student councils)

• Representing student interests of a certain degree program

• Connecting co-students, providing orientation

• Contact & advice for new students

uni-bonn.de/fachschaften
Allgemeiner Studierendenausschuss “AStA” (General Students’ Committee)

- Social services / counseling
- i.a. international student affairs
- AStA shop
- ... and much more

asta-bonn.de
International support group “NO WORRIES!“

• Organized by the AStA and the International Office

• Opportunity to meet (online) peer-to-peer in a relaxed and informal setting

• Opportunity to talk about issues and problems regarding student life and get (and give) advice

international@asta.uni-bonn.de
Career Service

- Focusing on transition from student life to professional life
- Seminars on career orientation and career entry planning (job application, job interviews, etc.)
- Consultation hours usually once a week (advice on job orientation and job entry)
- In German - B2 level recommended

uni-bonn.de/careerservice
Planning your career in Germany?

iStart

We offer for international students:

- Intensive Career Program
- Events for all international students
- Grammar correction of job applications
- Information about career entry

+ much more support!

More info: [www.uni-bonn.de/istart](http://www.uni-bonn.de/istart)
E-Mail: start@uni-bonn.de

Info session on iStart:
April 1, 12:00 – 12:30 pm

Financed by  
DAAD  

Pictures sources: Freepik, iconior, Eucalyp, Smashicons by https://www.flaticon.com
Gleichstellungsbeauftragte & team
(University gender equality commissioner & team)

• Support students and employees in matters of equality

• Counseling in case of discrimination and harassment

gleichstellung.uni-bonn.de/en
Writing term papers & other academic texts

• Schreibberatung (Writing Consultation)

studierendenwerk-bonn.de/en/counselling-social-affairs/writing-consultation/

• Ask your Fachstudienberatung (subject-specific study advisor) about contact persons (e.g. tutors) at the department offering guidance and help
Literature divided into

→ main library

→ departmental libraries
Departmental libraries

- *Specific* literature
- Free of charge
- ‘Offline use’ and ‘online use’
Universitäts- und Landesbibliothek ("ULB")
(Main library | University and State Library)

- Very broad body of literature
  → focus: social sciences and humanities, law and economics, theology, psychology
- Free of charge
- ‘Offline use’ and ‘online use’

Abteilungsbibliothek MNL
(MNL branch library)

- Focus: medicine, natural sciences, agriculture
- Free of charge
- ‘Offline use’ and ‘online use’
How to use the library

- Registration
- Book loan
- Video “Using the ULB during COVID-19“ (English subtitles)
- FAQs for new students

ulb.uni-bonn.de/en/information-for/first-semester-students
Guided library tours in **German**:

**Main library (ULB)**
April 5 + April 7, 2 pm
Meeting point: entrance hall

**Main library (ULB)**
April 6, 2pm

**MNL branch library**
April 5, 11 am
April 7, 2 pm

**MNL branch library**
April 6, 2pm

→ **Registration via** [schulung@ulb.uni-bonn.de](mailto:schulung@ulb.uni-bonn.de)

(Digital) guided library tours in **English**
→ Individual booking via [schulung@ulb.uni-bonn.de](mailto:schulung@ulb.uni-bonn.de)
WEB PORTAL “STARTING YOUR STUDIES”
UNI-BONN.DE/STARTING-YOUR-STUDIES

Organizing your studies
Navigating the formalities, settling into university life, planning the start to your studies – you will find tips on ideal organization of your studies and additional information and advice here.

Counseling & service
You still have questions but don’t know who to ask? This overview will help you navigate key topics and contacts.

University life
Your studies have started, and now it’s time to discover your lovely new university city on the Rhine. Comprehensive information about university life can be found in this section.

International Study Programs in Bonn
You are an international undergraduate, postgraduate or doctoral student interested in studying at the University of Bonn? International Study Programs in Bonn can provide support and advice. Our pages contain information on the various programs and formalities involved with studying for an undergraduate, postgraduate or doctoral degree at the University of Bonn.

Study and Internship Abroad
There are many ways to make a stay abroad part of your studies: through spending a semester abroad in Helsinki, doing an internship in Chile or carrying out research for a thesis in Africa. International Outbound Mobility advises and supports you in your individual plans, while of course bearing in mind the current restrictions.

Go to Portal for International Students
Study and internships abroad
GUIDE FOR INTERNATIONAL STUDENTS +
“STUDIENKOMPASS 2021-22” (IN GERMAN)

Downloads:
→ uni-bonn.de/en/international/campus-international/welcome-days/incoming-guide_en.pdf
→ uni-bonn.de/starting-your-studies → “Studienkompass”

Get your personal printed copies at the “Infobox for studies“! 😊
→ Poppelsdorfer Allee 49
NEXT EVENTS – ONE TIME

Digital Services at the University
March 25 from 11 am - 12 pm

iStart Career Program for International Students
April 1 from 12-12:30 pm

German Courses by the International Office
April 5 from 12-12:30 pm

Welcome event for all new students and doctoral students from abroad
April 4 from 5 pm onwards

Info event for Erasmus students
April 5 from 4-5 pm

Info event “Free-Time Activities” and Bar Hopping
April 8 from 5 pm onwards

uni-bonn.de/welcomedays
Q&A sessions
- March 28 from 3-4 pm
- April 5 from 4-5 pm
- April 7 from 4-5 pm

WhatsApp-Consultation
April 1 + April 4-8
daily from 10-11 am and
from 2-3pm

Distribution of Welcome Folders
- April 4 from 4-5 pm
- April 5-7 from 9 am-12 pm + from 2-5 pm
- April 8 from 4-5 pm

uni-bonn.de/welcomedays
ANY QUESTIONS?
THANK YOU FOR YOUR ATTENTION!
HAVE A GREAT TIME IN BONN!