



University life at TU Berlin

What is important to know?

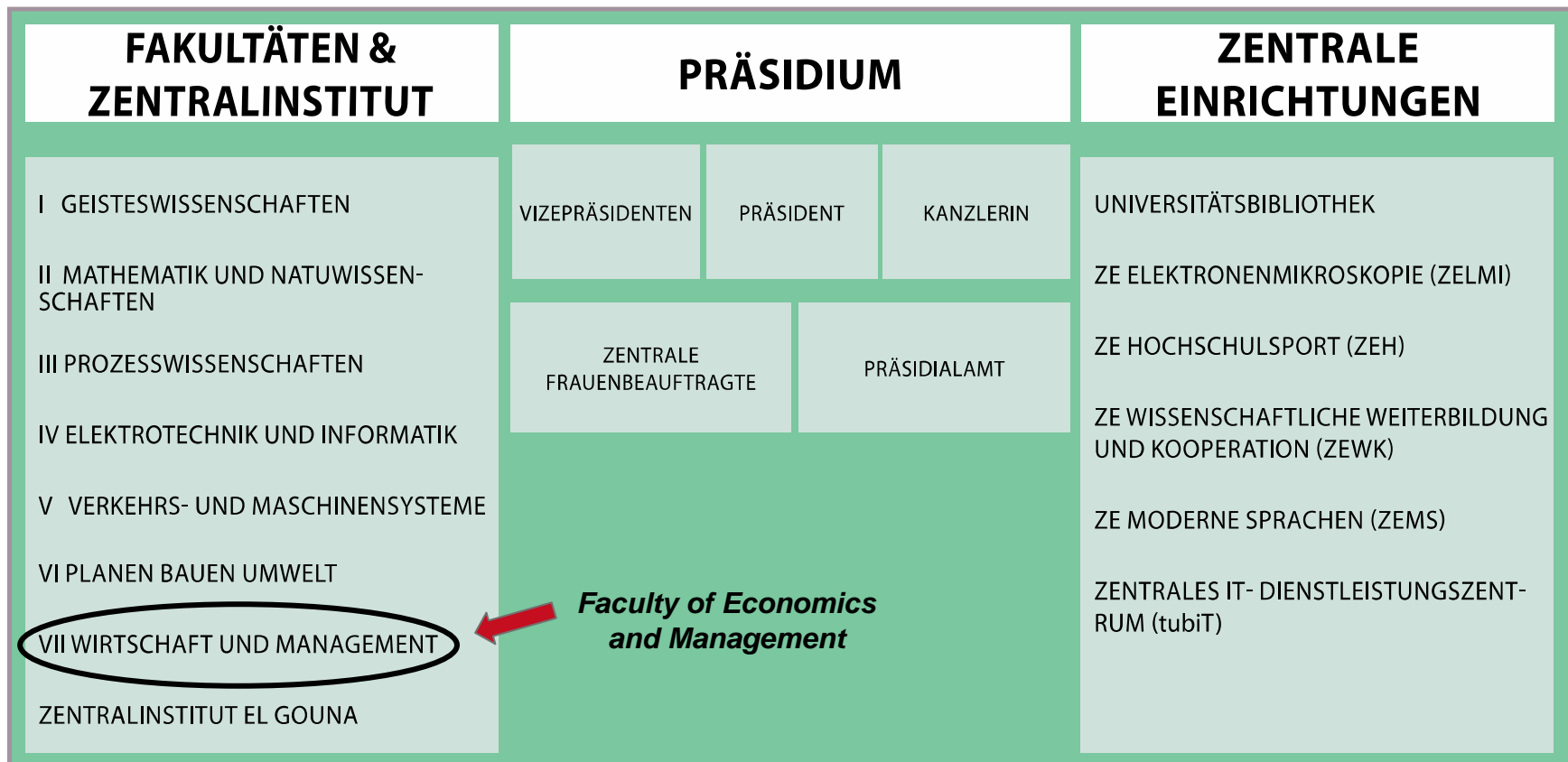


Agenda

- Exams and exam registration
- Online services at TUB
- Non-online services at TUB
- Libraries at TUB
- Other activities at TUB
- Orientation on the campus
- Campus Walk (directly after this session)



Where are we in the university?





Exams

- Exams are mostly at the end of each semester.
- In some cases, there is a second exam date before the new semester begins.

Types of examination:

- Written and oral exams
- „Portfolioprüfung“- composition of written exams, oral exams and/ or assignment
- Master thesis



Exams

Grading scale:

- Range is from 1,0 (best) to 4,0 (passed)
- With a grade of 5,0 you do not pass the exam.
- It is not possible to repeat already passed exams.
- First retest:
 - at the earliest to the next examination date, at the latest after 12 months
- Second retest:
 - usually an oral exam,
 - it has to be passed, if not: exmatriculation



Exams

Exam registration:

- Consider deadlines in each course
- Portfolioprüfungen have to be registered within the first 6 weeks of the semester
- In case of sickness: cancel the exam and submit attestation from a doctor
- Usually exam registration via Qispos (online) but there are exceptions!



Online Services

tubIT Account	Login and several features
ISIS	Central platform for lecture documents, slides and communication for lectures.
QUISPOS	Exam registration, overview of exams, and grades etc.
TUB Email	Quick access 97930- Exchange Email service <ul style="list-style-type: none">• youraccountname@win.tu-berlin.de or• yourname@campus.tu-berlin.de or• You can add it to your Email client
tubCloud	Quick access 131359- TU Berlin intern cloud service to synchronize with personal data, music fotos on several devices.

Detailed information here: „6 Online Services“

https://www.imes.tu-berlin.de/home/current_students/



Which services are not online?

- Exam registration in the examination office with the so-called „yellow sheets“
- Pick up the yellow sheets in the hallway near the examination office
- Fill them out, get a ticket at the examination office and submit the sheet to employees in the office

Tip: plan with enough time, it may be very full



Libraries

- **WiWi Dok or DBWM:** library of our faculty in the main building (see point 5 on the campus plan)
- **VW Library:** central library of the TUB (see „BIB“ on the campus plan)
- Other libraries: e.g. in MA, A, EW building



Other activities

- Student initiatives (FT, ASTA, Bonding, maybe a regular IMES meeting, ...)
- TU sport, gym on the campus, travels organised by the TUB
- ZEMS language centre of the TUB (Attention! Registration is very early, be quick!)
- Many events in student cafés and bars on the campus (WiWi-Cafe, A-Café, Café Shila)

See more here: https://www.tu-berlin.de/menue/service/campus_leben/mensen_cafes/



Where can I find the information I need?

- Please check webpage, FAQs and study regulations **before** you write an email!!
- **General information** regarding all study issues on this web page:
<https://www.imes.tu-berlin.de/home/overview/>
- **Module specific information:** please check the web page of the chair and/ or the course catalogue (<https://www.tu-berlin.de/lstf/home/>)
- Student counseling for applicants:
Meike Siefkes- wm-TB-imes@win.tu-berlin.de
- Organisation and administration of the IMES Master, specific modules of the chair and introduction sessions:
Theodor and Charleen- entrepreneurship-TB-imes@win.tu-berlin.de
- Manager of the IMES programme:
Matthias Mrozewski- matthias.mrozewski@tu-berlin.de