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1. How to add courses in STUD.IP

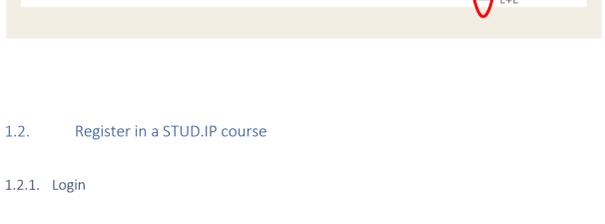
1.1. Find the correct lectures

Go to the [Faculty of Geosciences Homepage](#). Choose "Education" in the header, and "Courses" in the sidebar, below your study program.



Within the "Courses" area you'll find all compulsory and compulsory voting lectures for the summer and winter terms (for the standard period of study you need 30 credit points per semester).

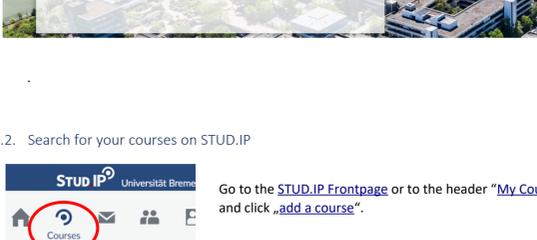
COURSES



1.2. Register in a STUD.IP course

1.2.1. Login

First, login to [STUD.IP of the University of Bremen](#) with your personal username (your university mail-address without @uni-bremen.de) and password (you'll receive both with your enrolment documents).



1.2.2. Search for your courses on STUD.IP

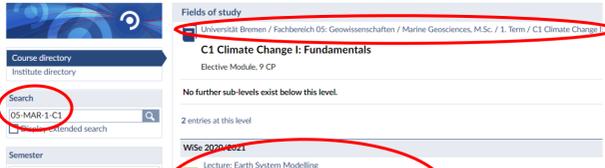


You can either search for your courses by following the "fields of study" possibilities (e.g. Universität Bremen → Fachbereich 05: Geowissenschaften → Marine Geosciences M.Sc. → ...), or by typing the number of your courses directly into the search box.

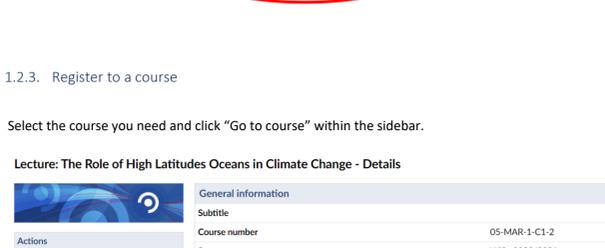
Each course has a specific course number that is given on the [Faculty of Geosciences Homepage](#) (see part Find the correct lectures). You need to scroll down to see your search results.

If the searched course is not listed, check the semester filter. If you're looking already within the right semester term, it is also possible that the course hasn't been created yet.

COURSES

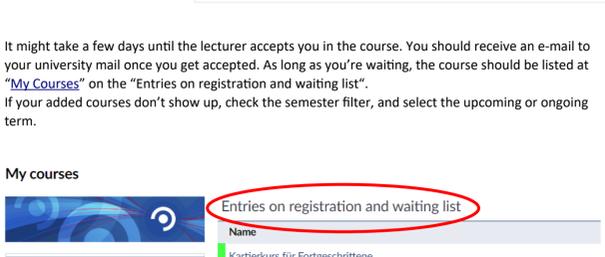


Course directory



1.2.3. Register to a course

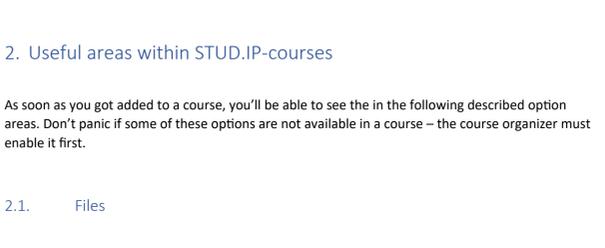
Select the course you need and click "Go to course" within the sidebar.



It might take a few days until the lecturer accepts you in the course. You should receive an e-mail to your university mail once you get accepted. As long as you're waiting, the course should be listed at "My Courses" on the "Entries on registration and waiting list".

If you added courses don't show up, check the semester filter, and select the upcoming or ongoing term.

My courses

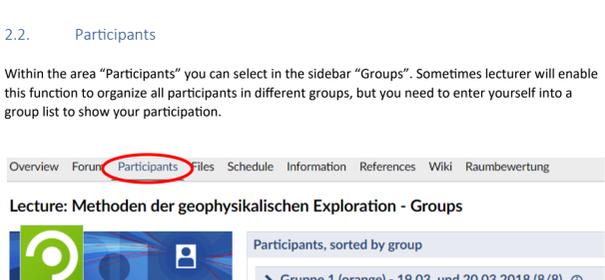


2. Useful areas within STUD.IP-courses

As soon as you got added to a course, you'll be able to see the in the following described option areas. Don't panic if some of these options are not available in a course – the course organizer must enable it first.

2.1. Files

The "Files" area is used in each course to share lecture presentations, exercises, and further needed learning material. Files can be downloaded via a click on the single filename, multiple selection, or the button "download new files".



2.2. Participants

Within the area "Participants" you can select in the sidebar "Groups". Sometimes lecturer will enable this function to organize all participants in different groups, but you need to enter yourself into a group list to show your participation.



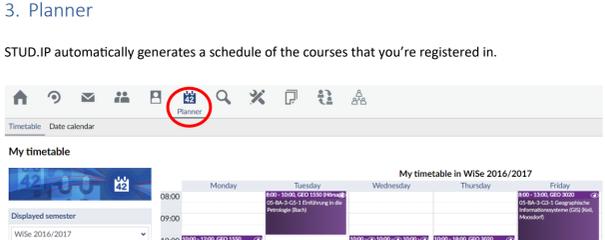
2.3. DoIT!

DoIT! is another area (rarely used though) to share exercises.



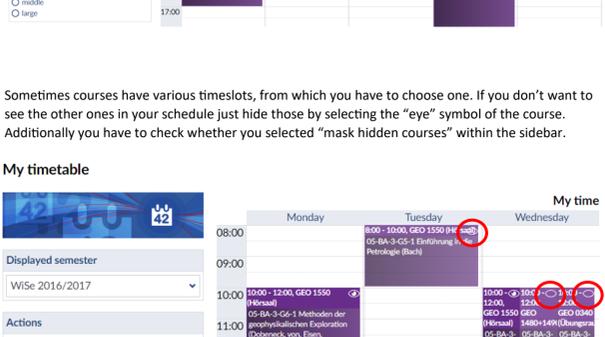
2.4. Meetings

STUD.IP has also available a virtual meeting room named BigBlueButton. You can join meetings just as silent listener without video and audio. And, since virtual teaching is more important and used now, you should have a functioning camera and microphone.



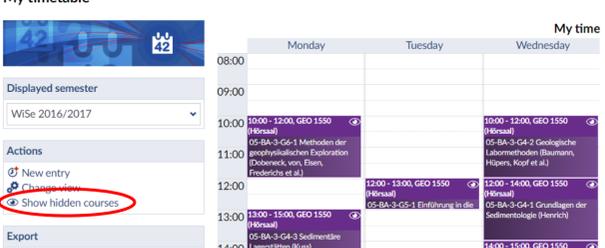
3. Planner

STUD.IP automatically generates a schedule of the courses that you're registered in.



Sometimes courses have various timeslots, from which you have to choose one. If you don't want to see the other ones in your schedule just hide those by selecting the "eye" symbol of the course. Additionally you have to check whether you selected "mask hidden courses" within the sidebar.

My timetable



My timetable

