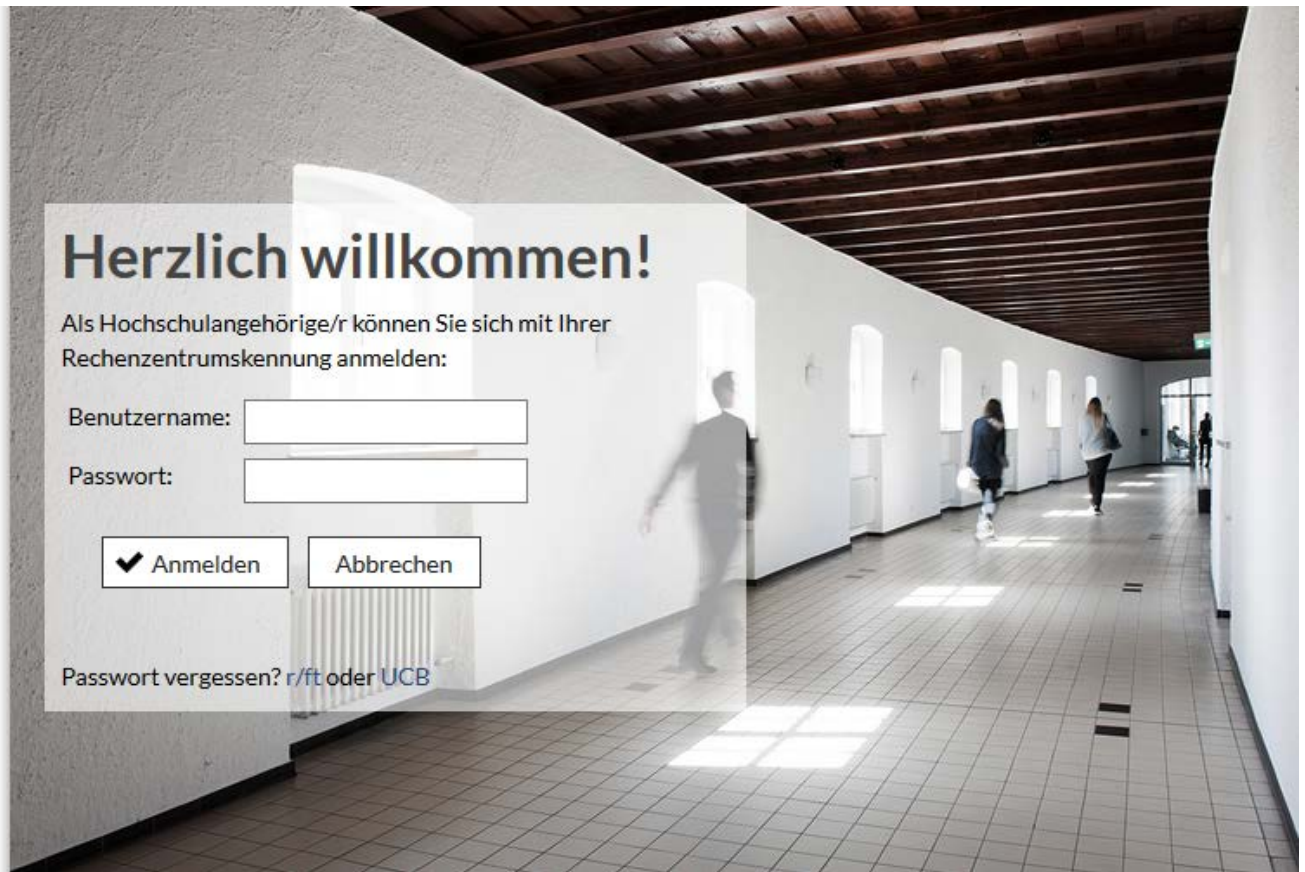


## <https://studip.hochschule-trier.de> – step by step instructions

First of all you have to create a first time user account with the data given by our computer department. You should change your pin as soon as possible.

### • **Login data for student portal Studip:**




### • **Go to your profile / Choose your language**

A screenshot of a user profile page on the Studip portal. The top navigation bar includes icons for Home, Courses, Messages, Community, Profile, Planner, Search, and Tools. The current page is "My profile". Below the navigation, there are tabs for "Profile", "Picture", "User details", "Settings", "Categories", and "More ...". The profile information for Danielle Niederehe is displayed, including her email address (D.Niederehe@hochschule-trier.de) and her workplace (Wirtschaft, Mitarbeiter/innen). Below the profile information, it shows "Visits: 17", "Stud.IP score 258", "Score: Novice", and a "Download vCard" button. At the bottom, there is an "Announcements" section with the message "No new announcements. To create a new announcement, click +".

- **User details – Study details (choose your Course in Trier) - Accept**

are User details Settings Categories More ...



I study the following subjects and in degree programmes:

Field of study	Degree	Versions	Semester of study
You have not selected any course of study.			

Please enter the details as shown on your student ID!

Select out of the following list your subjects, degree programmes and semester of study:

Hinweis: Allen Studiengängen vom Umwelt-Campus ist ein >UCB< vorangestellt worden.

If you want to sign out of a course of study, then mark the respective entries in the table above. Click on **Apply** to save the changes.

Hinweis: Die Eintragung hier ist wichtig, da für manche Veranstaltungen Zugangsbeschränkungen gelten, die über die Studiengangszugehörigkeit geregelt werden.

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My institutions:

**Institute**

You have not allocated yourself to any institute.

Select institutions and add them to your profile.

To associate yourself to an institution, choose it from the list:

To remove your allocation to an institute, mark the respective entry in the table at the left. Click on **Apply** to save the changes.

- **Choose Courses according to your learning agreement**

Profile
Planner
Search
Tools

STUD IP

Settings
Categories
More ...

Helpdesk
Webmail
Logout

---

**Danielle Niederehe**

**Mail:** D.Niederehe@hochschule-trier.de

**Where I work:**

- Wirtschaft
  - Mitarbeiter/innen

- **Open Courses (All information's about the courses, rooms, lecturer...)**

Details

Actions

- Print
- Go to course
- Just pencil in the timetable

### German Economy and Culture

General information	
Semester	WS 2017/18
Current number of participants	2
Home institute	Wirtschaft
Courses type	Lecture in category Teaching
Next appointment	Wed, 18.10.2017 14:00 - 17:10, Room: O 5
Participants	mandatory subject for incoming exchange students only
Pre-requisites	learning agreement
Performance record	exam
SWS	4
ECTS points	5
Dozenten/Dozentinnen	
Achim Görres, M.A., Kathrin Jaszus, Diplom-Volkswirtin, Prof. Dr. Michael Hakenberg, Prof. Dr. Jörg Gutsche, Prof. Dr. Frank Altröck, Prof. Dr. Udo Burchard, Prof. Dr. Matthias Weimann	
Times	
Wednesday: 14:00 - 17:10, weekly (from 18/10/17), Location: O 5, K 2	
Course location	
O 5	Wed., 14:00 - 17:10 (5x)
K 2	Wed., 14:00 - 17:10 (5x)

- **Go to course**

Details

Actions

- Print
- Go to course
- Just pencil in the timetable

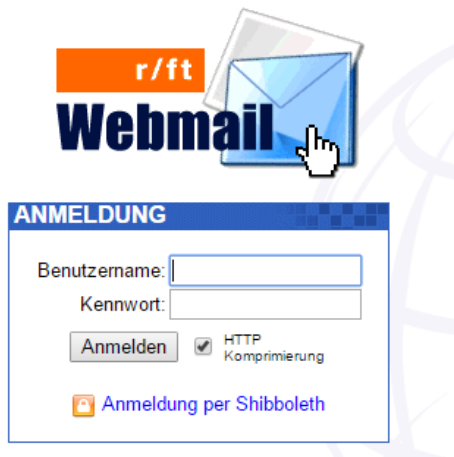
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- **If a wrong course has been registered, please enter and sign out of the course.**

**Webmail (<https://webmail.hochschule-trier.de/>)**

- **Please check your Hochschule-Trier e-mails daily. Please communicate with Hochschule Trier staff using this e-mail exclusively**
- Do not use Stud.IP as E-Mail-Plattform!



**QIS (<https://qis.hochschule-trier.de>) Here you can always view your academic career and**

- Enroll for exams
- View Results of exams
- View and print Certificates (Transcripts of records)
  
- **Please observe deadline for exam registrations!**
- **Exam dates may change!**

- **Advice – use bookmarks for all important pages:**

