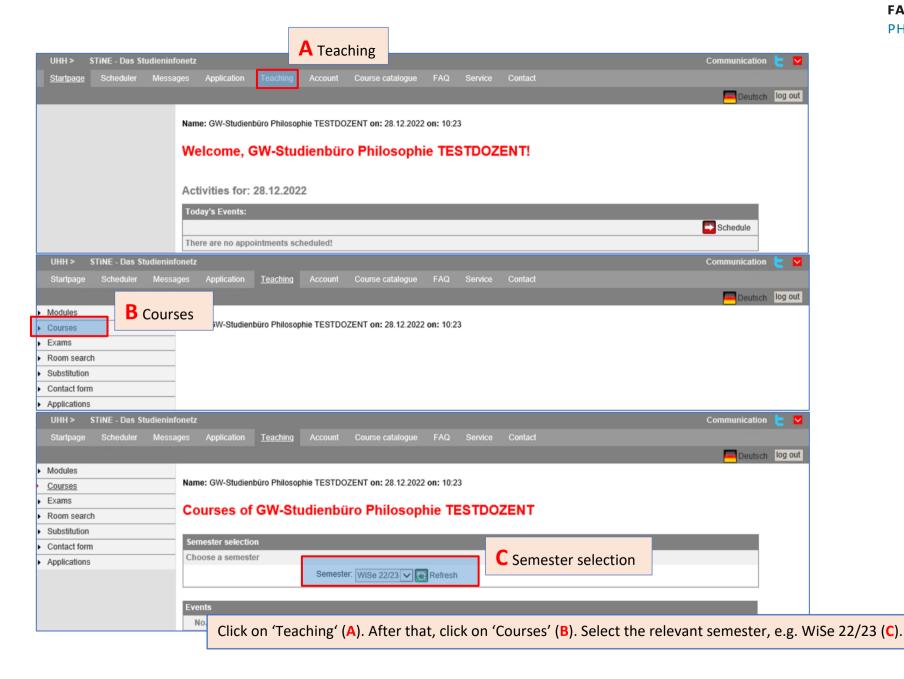
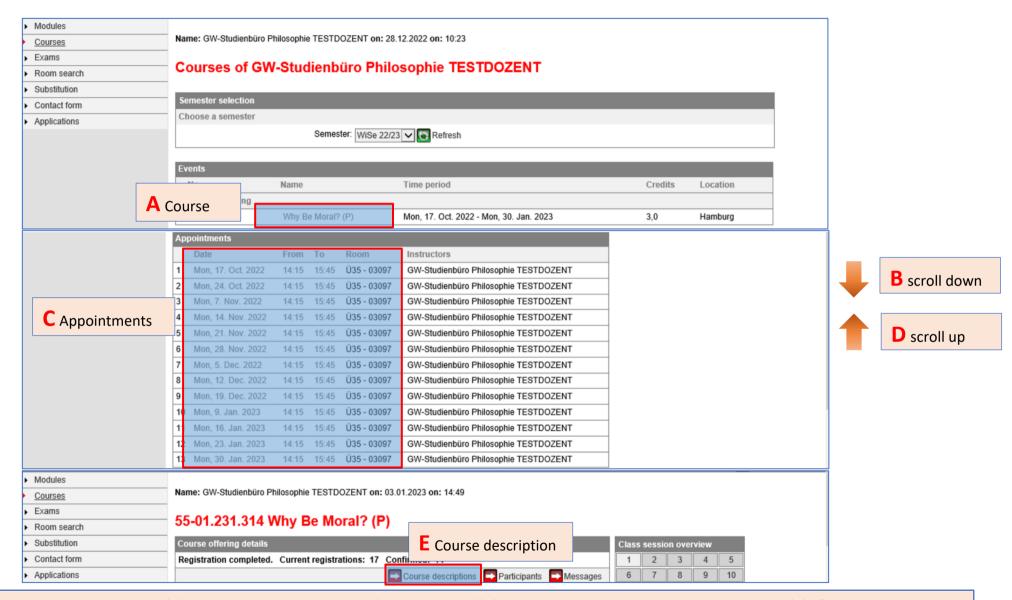


3

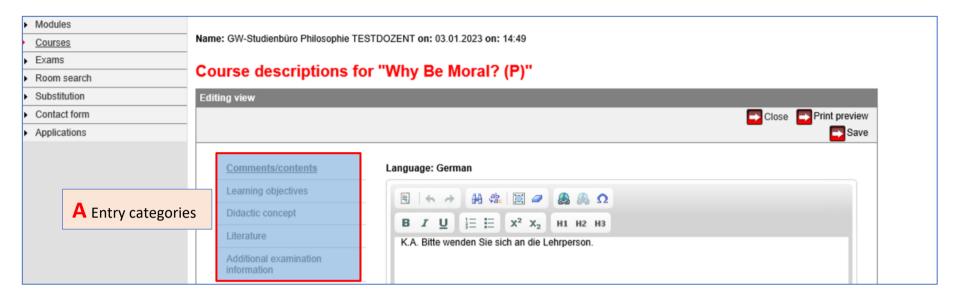


1. Communication a. Log in STINE

FACHBEREICH PHILOSOPHIE

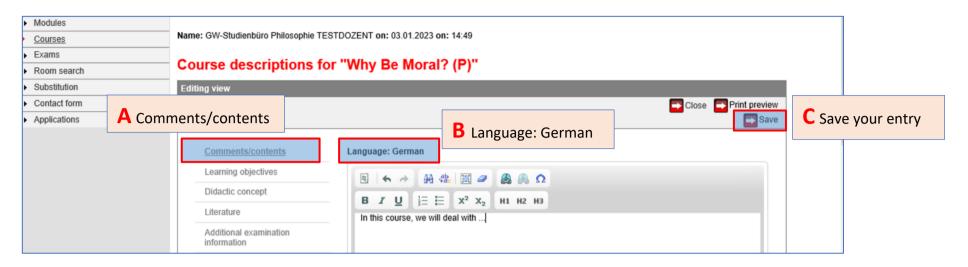


Click on the course title (A). Scroll down until you get to 'Appointments' (B). Check whether the dates and times correct (C). If corrections are needed, please contact the student's office philosophie@uni-hamburg.de. Scroll back up (D) and click on 'course descriptions' (E).

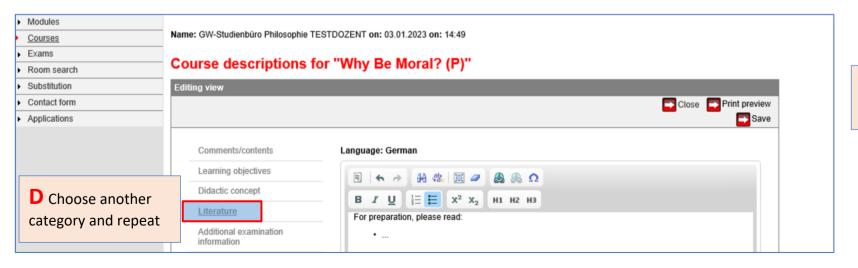


There are five categories in which you can enter course descriptions (A):

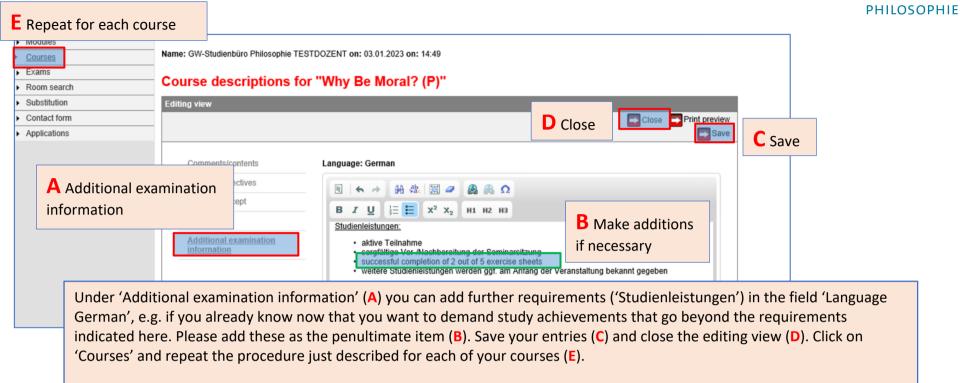
- (i) comments/contents, (ii) learning objectives, (iii) didactic concept, (iv) literature and (v) additional examination information.
 - o Entries under (i) comments/contents and (iv) literature are mandatory.
 - o Entries under (v) additional examination information are optional.
- There are four entry options for each category: German, German Mobile, English, English Mobile.
 - o Entries **must** only be made for *Language: German*.



Click on the category 'comments/contents' (A), enter the course description in the field 'Language: German' (B) and format it as you wish. Save your entry by clicking on the 'Save' button (C). Then go to other categories, e.g. 'literature' and repeat the procedure (D). Repeat for each course (E).



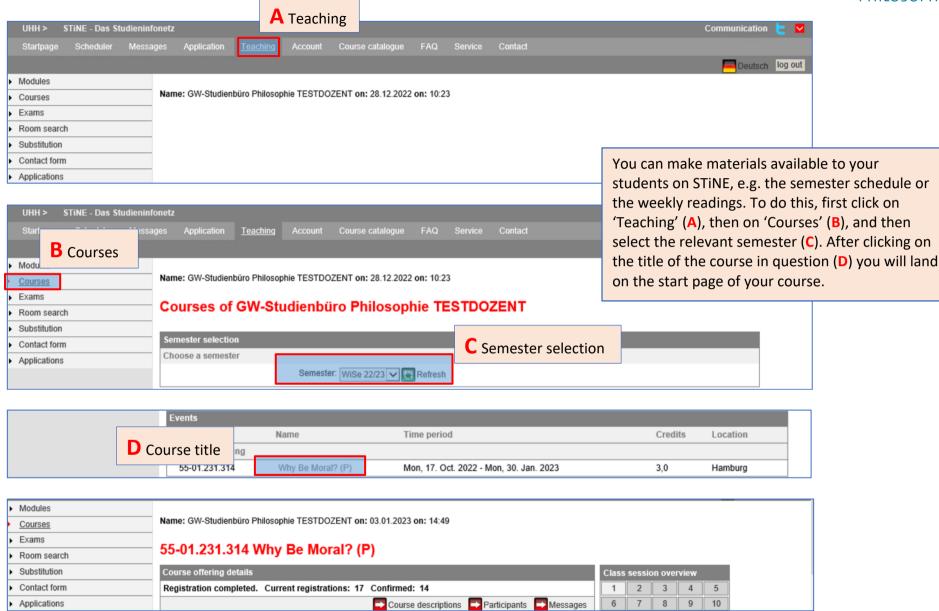
E Repeat for each course

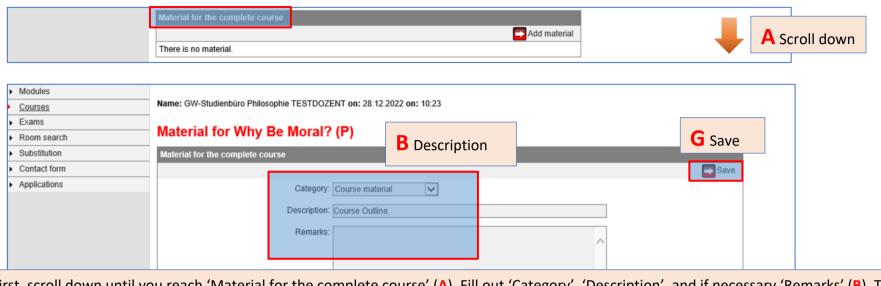


Note 1: If a course is an introductory lecture + tutorial, it appears in the list in 3 versions: as a lecture (final digit: 00X). as an introductory lecture + tutorial ('Einführungsvorlesung + Tutorium', final digit: 10X), and as a Studium Generale course (final digit: 80X). In this case, the entry must be made for each version of the course.

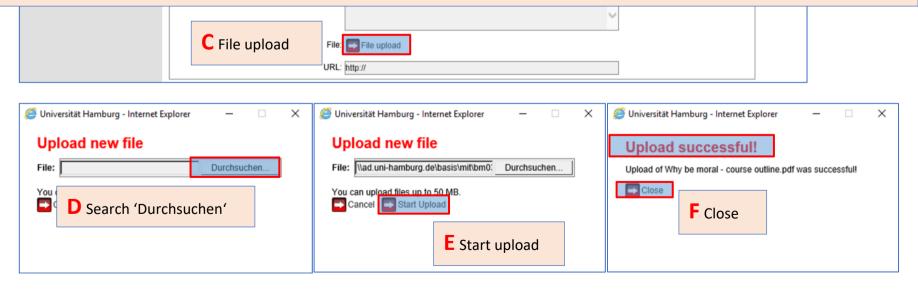
Note 2: If a course is a lecture, it may appear in the list in 2 versions: as a lecture (final digit: 00X), or as a Studium Generale course (final digit: 80X). In this case, the entry must be made for both versions of the course.

Completion: If the entries have been made in all versions of all courses, then please inform the student's office (philosophie@uni-hamburg.de) by email, together with any need for correction regarding the dates.





First, scroll down until you reach 'Material for the complete course' (A). Fill out 'Category', 'Description', and if necessary 'Remarks' (B). To upload a file, click on 'file upload' (C) and search the relevant file on your computer by clicking on 'Durchsuchen' (D). After selecting the file, click on 'Start upload' (E). When you see that the upload was successful, click on 'close' (F) and save your entry (G).



If there are changes in the semester schedule at short notice, e.g., due to illness, you can contact all participants of your course via STINE mail. To do so, repeat the procedure on page 8 to get to the start page of your course.



