

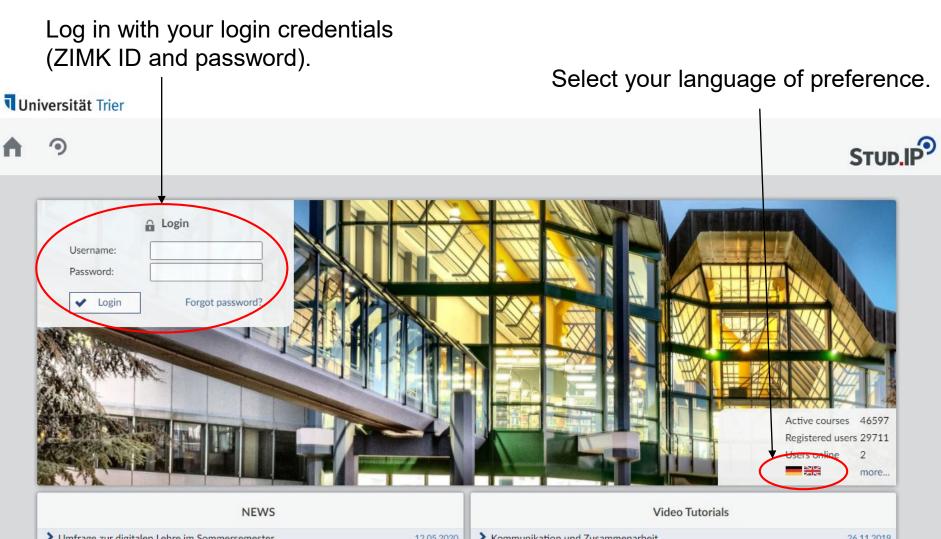
Universität Trier

Working with STUD.IP

You can access Stud.IP via the University's website



1. Open Stud.ip and log in



Limfrage zur digitalen Lehre im Sommersemester

12.05.2020 Kommunikation und Zusammenarheit

2. Start Page

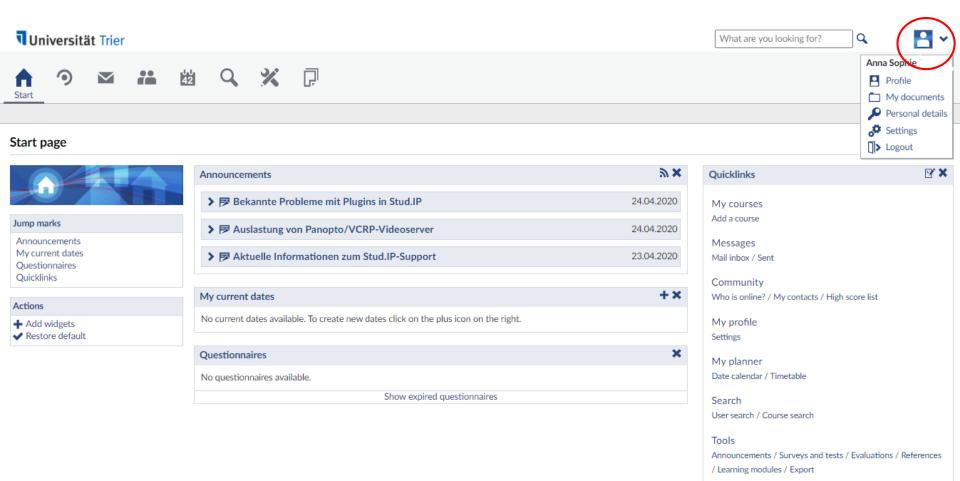
On the start page you will find recent announcements and current dates such as classes, etc.

Universität Trier			What are you looking for?
↑ 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	函 🔍 💥 🖓		
Start page			(?)
	Announcements	<i>س</i> ×	Quicklinks
	▶ 🕫 Bekannte Probleme mit Plugins in Stud.IP	24.04.2020	My courses
Jump marks	► > P Auslastung von Panopto/VCRP-Videoserver	24.04.2020	Add a course
Announcements My current dates Questionnaires	> 🖻 Aktuelle Informationen zum Stud.IP-Support	23.04.2020	Messages Mail inbox / Sent
Quicklinks		+ ×	Community
Actions	My current dates	т •	Who is online? / My contacts / High score list
 ➡ Add widgets ✓ Restore default 	No current dates available. To create new dates click on the plus icon on the right.		My profile Settings
	Questionnaires	×	-
	No questionnaires available.		My planner Date calendar / Timetable
	Show expired questionnaires		Search
			User search / Course search
			Tools Announcements / Surveys and tests / Evaluations / References

/ Learning modules / Export

3.1 My Profile

Click on this button to access your profile, to your personal documents, personal details, to change settings or to log out of Stud.IP.



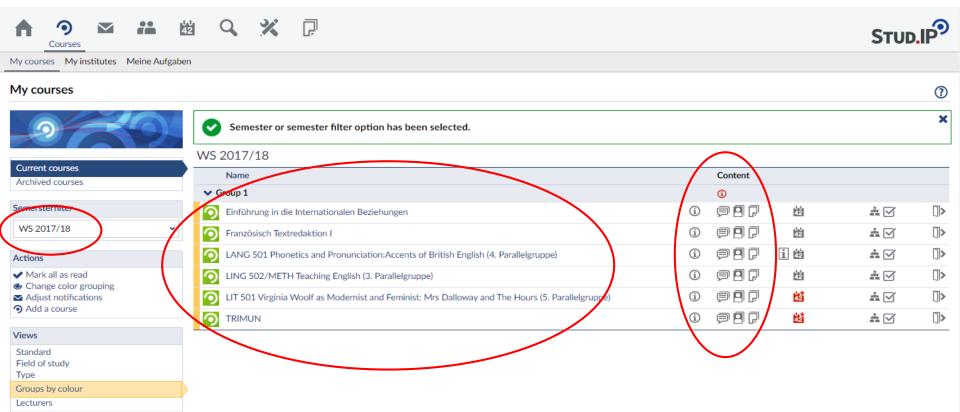
3.2 My Profile

Here you will find general information of your profile. You can add a photo and a little description if you want to. Other users in Stud.IP can access and see your profile just as you can see theirs.

Universität Trier		What are you looking for? Q
A 9 Z # 8	a 🗙 🏋 🖓	STUD.IP
Profile Picture Personal details Settings	Categories My documents Blubber More	
My profile		0
Anna Sophie	General information Mail: s2ansaut@uni-trier.de Where I study: • Romanistik • Anglistik Where I work: • Sachgebiet 1: International Office Status: Tutor	
		+ 33
	No new announcements. To create a new announcement, click +	
	始 Dates	+
Visits: 110 Stud:IP-Score: 4.301 Score: Professional	No current dates available. To create new dates click on the plus icon on the right.	
Actions	⊥ Evaluations	B.
Download vCard	Keine Evaluationen vorhanden. Um neue Umfragen zu erstellen, klicken Sie rechts auf das Bearbeiten-Zeichen.	

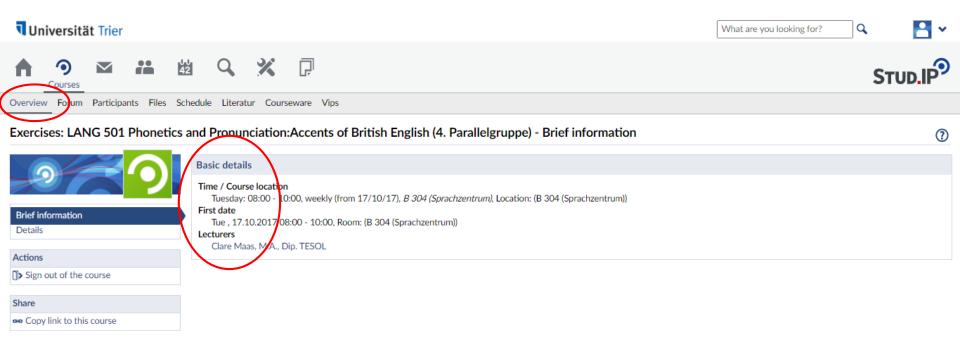
4.1 Courses: My Courses

Click on "Courses" to see your classes that have been imported from PORTA to Stud.IP. After having signed up for a class on PORTA it will appear here shortly. You will only see the classes for the selected semester. You can either click on the class title to see more information on the class or click on one of the buttons under content. If there are any content changes, the button will be marked in red.



4.2 Courses: Overview

Click on the class title to get an overview with basic details on the class such as time, course location, first date and lecturers.



4.3 Courses: Forum

Click on the second button "Forum" under "Courses" to access the class forum (if availbale). Sometimes, teachers and students use this forum to discuss the class content or ask questions.

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Overview Forum Participants Fil	is Schedule Literatur Courseware Vips			
Exercises: LANG 501 Phonetics	and Pronunciation:Accents of British English (4. Parallelgrup	pe) - Forum		(?)
	© Übersicht Allgemein			
Overview	Name of the area:		Postings last answer	
New postings Latest posting Bookmarked postings	 Allgemeine Diskussion Hier ist Raum f ür allgemeine Diskussionen 		0	
Search Search posts Q I Title I Content I Author		Subscribe to the entire forum. Export postings as PDF		
Actions Subscribe to the entire forum. 				
Export				
Export postings as PDF				

4.4 Courses: Participants

You can also find an overview of all participants. This helps you find your fellow class mates' email addresses in case you need to contact them. The same applies for contacting your teacher via email or to sign up for office hours.

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Overview Forum Participants Files Sc	Schedule Literatur Courseware Vips	
Exercises: LANG 501 Phonetics	s and Pronunciation:Accents of British English (4. Parallelgruppe) - Participants	0
	Lecturers	
	Last name, first name	Action
Participants	01 💹 Maas, Clare, M.A., Dip. TESOL	M
Groups	Students	
Actions	Last name, first name	Action
Click here for becoming invisible.	01 🔼	$\mathbf{\Sigma}$
	02 Automatica State Stat	M
	03 Evelyn	$\mathbf{\Sigma}$
	04 Pit	M
	05 🤮 Kathrin	M
	06 Enrico	M
	07 🎦 Britta	

4.5.1 Courses: Files

By clicking on "Files" you will see all files and documents that have been uploaded by your teacher or your class mates. Please check regularly after and before a class if there are any new documents or information. Newly added infomation is usually marked in red.

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Overview Forum Participants Files So	ichedule Literatur	Courseware Vips							
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		: LANG 501 Phonetic	cs and Pronunciation						
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; ‡ Add file	🗆 📩 Stud	dents' Assignments			PORTA - Importbenutzer	04.08.17 04:31			:
Upload files	Download	Move Copy	Delete	Add file					
Add files via drag and drop to this area.									
Views									
Folder view									
All documents									

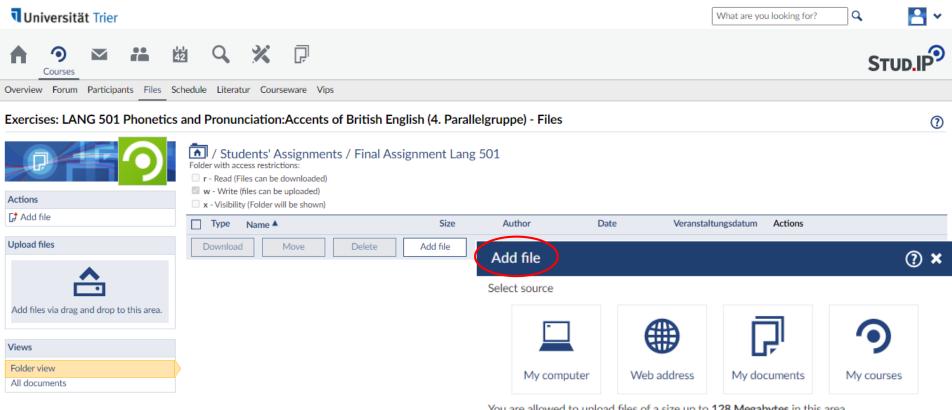
4.5.2 Courses: Adding/Downloading Files

If you click on a folder, you will find more documents and document details. After selecting an item, you can download it. You can also add a file, for instance after having given a presentation, you can upload the presentation.

Universität Trier				W	hat are you looking f	pr? 🔍	- •
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Overview Forum Participants Files Sc	chedule Litera	atur Courseware Vips					
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	Ablage für all	gemeiner Dateiordner gemeine Ordner und Dokumente der Veranstaltung.					
Actions	Туре	Name A	Size	Author	Date	Veranstaltungsdatum	Actions
Add file	□ ₽	02 Unit 2- English short vowels.mp3	11.7 MB	Clare Maas	07.11.17 09:28		•
-		03 Spur 3.mp3	905.9 kB	Clare Maas	06.02.18 08:27		
Upload files		03 Unit 3- Long vowels, dipthongs and triphtongs.mp3	17.2 MB	Clare Maas	14.11.17 08:56		:
	□ ₽	03 Unit 3- Long vowels, dipthongs and triphtongs[1].mp3	17.2 MB	Clare Maas	07.11.17 09:28		:
Add files via drag and drop to this area.	□ ₽	05 Unit 5- Revision.mp3	19.3 MB	Clare Maas	14.11.17 08:57		:
		14 Spur 14.mp3	1.2 MB	Clare Maas	06.02.18 08:27		:
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All documents		29 Spur 29[1].mp3	T IMR	Clare Maas	06.02.18 08:28		:
	Downloa	nd Move Copy Delete Add file					

4.5.3 Courses: Adding/Downloading Files

If you want to add a file, you can select the source first, give your document a title and select the licence.



You are allowed to upload files of a size up to **128 Megabytes** in this area. You are not allowed to upload the file type **exe**!

Close

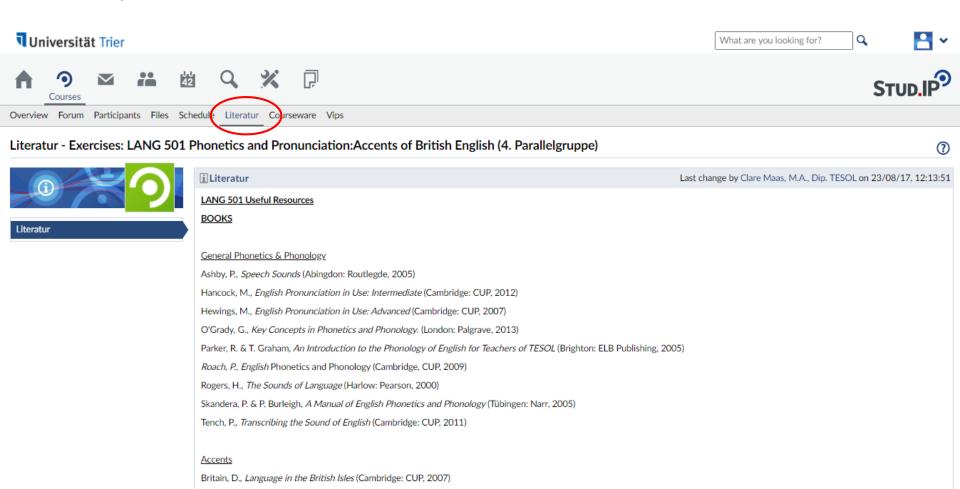
4.6 Courses: Schedule

The course schedule lists all dates, times, and rooms when and where the class will take place.

Universität Trier			[What are you looking for?	. 🖪 v
f 🄊 🛛 🏦 🖞	a 💥 🖓				
Overview Forum Participants Files Sc	hedule iteratur Courseware Vips				
Exercises: LANG 501 Phonetics	and Pronunciation:Accents of British Eng	nglish (4. Parallel	gruppe) Dates		?
	WS 2017/18				
	Time 🔺	Туре	Торіс	Room	
	𝔄 Tue., 17/10/17, 08:00 - 10:00	Meeting		B 304 (Sprachzentrum)	
Dates Topics	D Tue., 24/10/17, 08:00 - 10:00	Meeting		B 304 (Sprachzentrum)	
Topics	O Tue., 07/11/17, 08:00 - 10:00	Meeting		B 304 (Sprachzentrum)	
Actions	O Tue., 14/11/17, 08:00 - 10:00	Meeting		B 304 (Sprachzentrum)	
🕎 Download as .doc file	𝔄 Tue., 21/11/17, 08:00 - 10:00	Meeting		B 304 (Sprachzentrum)	
	𝕲 Tue., 28/11/17, 08:00 - 10:00	Meeting		B 304 (Sprachzentrum)	
	🕑 Tue., 05/12/17, 08:00 - 10:00	Meeting		B 304 (Sprachzentrum)	
	🕑 Tue., 12/12/17, 08:00 - 10:00	Meeting		B 304 (Sprachzentrum)	
	🕑 Tue., 19/12/17, 08:00 - 10:00	Meeting		B 304 (Sprachzentrum)	
	🕑 Tue., 09/01/18, 08:00 - 10:00	Meeting		B 304 (Sprachzentrum)	
	🕑 Tue., 16/01/18, 08:00 - 10:00	Meeting		B 304 (Sprachzentrum)	
	🕑 Tue., 23/01/18, 08:00 - 10:00	Meeting		B 304 (Sprachzentrum)	
	🕑 Tue., 30/01/18, 08:00 - 10:00	Meeting		B 304 (Sprachzentrum)	
	🕑 Tue., 06/02/18, 08:00 - 10:00	Meeting		B 304 (Sprachzentrum)	

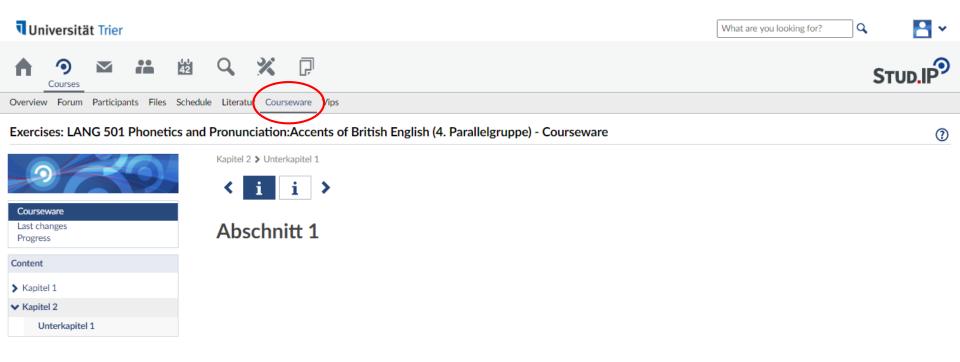
4.7 Courses: Literature

Under "Literature" you may find any academic literature your teacher recommends or asks you to read.



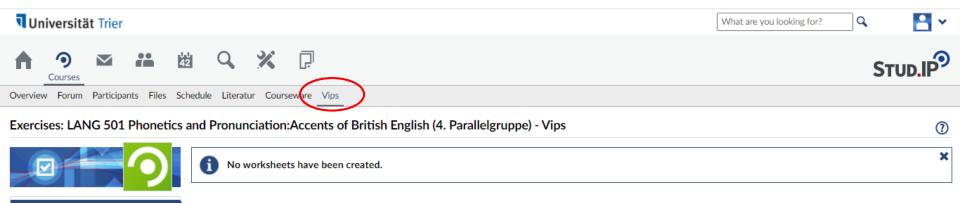
4.8 Courses: Courseware

Courseware offers a virtual learning environment and may include online exercices or modules.



4.9 Courses: Vips

"Vips" (**Vi**rtuelle **P**rüfungs**s**ystem = virtual exam system) may be used for online exams or online exercices.



Worksheets	
Results	
Groups	

5. Messages

The third button on top leads you to your messages. You can either send messages via Stud.IP or your university's email account. However, not all emails you receive in your email account will be available on Stud.IP.

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A	Messages	42 42	Q,	×	Ģ	S	
Messag	25						

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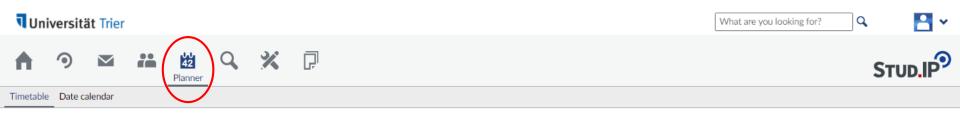
Messages

	Receiv	red mails			
		Subject	Sent	Time	Labels
Received mails		Podcasts on Campus Radio- still trying to reach some of you	Carol Ebbert-Hübner, M.A.	18.02.2020 09:55	
Sent		Podcasts on Campus Radio	Carol Ebbert-Hübner, M.A.	10.02.2020 11:47	
Actions Write new message		[12301406: Französisch Textredaktion II] - évaluation	Monique Paillard, M.A.	30.01.2020 00:34	
Delete selected messages		[11250487: Prüferzulosung Modul 6 - Bildungswissenschaften (4. Parallelgruppe)]	Dr. Benjamin Berend	04.12.2019 12:38	
Search messages Q		[12251158: LANG 1001 Integrated Language Skills for Future Teachers / Übersetzung II (2. Parallelgruppe)]	Anna Maria Duplang	14.08.2019 17:18	
Subject 🗹 Content 🗹 Author		[12251158: LANG 1001 Integrated Language Skills for Future Teachers / Übersetzung II (2. Parallelgruppe)]	Anna Maria Duplang	02.08.2019 11:06	
	□ Ø	Vokabelliste		21.07.2019 13:07	
	□ Ø	Wohin reist Deutschland?		10.07.2019 21:25	

adaskundadidaktike programmas DENM pour info at Augustualla diffusion	Monique Paillard, M.A.	09.07.2019
Landeskundedidaktik: programmes DFJW pour info et éventuelle diffusion	Monique Paillard, M.A.	18:49

6. Planner

A timetable for the semester you have selected can be found under "Planner".



?

My timetable

	My timetable in WS 2017/18								
42	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday		
	08:00	8:00 - 10:00, B 304 (Sprachzentrum)(B 304 (Sprachzentrum))							
Displayed semester WS 2017/18	09:00	12251166 LANG 501 Phonetics and Pronunclation:Accents of British English (4. Parallelgruppe)				9:00 - 12:00, C 9(C 9) 14402822 TRIMUN (Bauer, Bauer, Bauer)			
	10:00 10:00 - 12:00, DM 131(DM 131) 12301403 Französisch Textredaktion I (Berron)	10:00 - 12:00, P 14(P 14) 12251209 LIT 501 Virginia Woolf as Modernist and Feminist: Mrs	10:00 - 12:00, P 2(P 2) ③ 12251184 LING 502/METH Teaching English (3.						
Actions	11:00	Dalloway and The Hours (5. Parallelgruppe) (Windberger)	Parallelgruppe) (Schäfer)						
♂ New entry	12:00	Paraneigruppe, (Windberger)							
Show hidden courses									
	13:00								
Export	44.00				14:00 - 18:00, C 9(C 9)				
🖴 Print view	14:00				14402822 TRIMUN (Bauer, Bauer, Bauer)				
Display size	15:00				-				
 small middle 	16:00			16:00 - 18:00, HS 5(HS 5) 13502201 Einführung in die Internationalen Bezlehungen					
O large	17:00			(Fröhlich, Fröhlich, Fröhlich)	-				
	18:00								

7. Search

You can also seach for classes, teachers, class participants, etc.

Universität Trier	What are you looking for?	
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Courses Archive Persons Institutes R	Resources	
Search for courses		0
Views	Search string [Search for courses Search in	
All	Title, Lecturers, Number	
Teaching Organization Community Study groups (M)OOC.IP - Offene Online-Kurse	Semester SS 2020	
Search options	Search Reset	
Display extended search	Search institutes Search course directory	
Top list:latest courses		
 Fachdidaktik 1: Einführung in die Biologiedidaktik (4. Parallelgruppe) Fachdidaktik (1: Einführung in die Biologiedidaktik (3. Parallelgruppe) Nachschreibeklausur Mediengeschichte (1. Parallelgruppe) Droit commercial et des sociétés [DIGITAL] Ringkolloquium "Das Fach 		

8.1 Signing up for Office Hours

If you want to talk to a teacher outside of class you can sign up for their office hours if your teacher asks you to do so via Stud.IP. First, click on or search for your teacher's name. Remember you can also find their profile page over "Participants" under "Courses".

Universität Trier	sebastian hoffmann	े 🔁 🗸
A 3 ≤ # ± ± < X	Show hints Courses display all	
Start	Lecture: LING 101 V Introduction to Wise Linguistic Studies 1: Basic Concepts of Modern Descriptive Lingu[]	5100.11
Start page	Prof. Dr. Sebastian Hoffmann Seminar: LING 301 Analyzing Sentences (3. WiSe Parallelgruppe) 2020/21	0
Announcements	Prof. Dr. Sebastian Hoffmann	⊠ ×
►> >> Bekannte Probleme mit Plugins in Stud.IP	Lecture: [DIGITAL] LING 101 V Introduction 55 to Linguistic Studies 1: Basic Concepts of 2020 Modern Descrip[]	
Jump marks Announcements	Prof. Dr. Sebastian Holfmann	
My current dates Questionnaires	Persons	
Quicklinks	Prof. Dr. Sebastian Hoffmann hoffmann	
Actions My current dates	Messages display all	ore list
 Add widgets ✓ Restore default 	Image: Selection on the right. Image: Selection on the right. 13/06/18 Image: Selection on the right. Image: Selection on the right. 13/06/18 13/06/18 Image: Selection on the right. Image: Selection on the right. 13/06/18 13/06/18 Image: Selection on the right. Image: Selection on the right. 13/06/18 13/06/18 Image: Selection on the right. Image: Selection on the right. 13/06/18 13/06/18 Image: Selection on the right. Image: Selection on the right. 13/06/18 13/06/18 Image: Selection on the right. Image: Selection on the right. 13/06/18 13/06/18 Image: Selection on the right. Image: Selection on the right. 13/06/18 13/06/18 Image: Selection on the right. Image: Selection on the right. 13/06/18 13/06/18 Image: Selection on the right. Image: Selection on the right. 13/06/18 13/06/18 Image: Selection on the right. Image: Selection on the right. 13/06/18 13/06/18 Image: Selection on the right. Image: Selection on the right. 13/06/18 13/06/18 Image: Selection on the right. <	
Questionnaires	Prof. Dr. Sebastian Hoffmann	
No questionnaires available. Show expired a	[12251196]: LING 803 (Special Topic in 10/06/18 Language History and Change) From 19:51:13 questionnaires Shakespeare to Twitter - L[] []ng. Best regards, Sebastian Hoffmann [] Prof. Dr. Sebastian Hoffmann	
	[12251196] : LING 803 - time for extra 07/06/18 session 07:49:17 [] On. Best regards, Sebastian Hoffmann []	Evaluations / References

8.2 Signing up for Office Hours

Usually, the list of available office hours can be found at the end of the teacher's page on Stud.IP. Click on the button under "Options" for the date that suits you and that is free.

Universität Trier **-** • What are you looking for? Q Office hours list for Prof. Dr. Sebastian Hoffmann Day Time Location Status Person(s) Reasons Options Wednesday, 09.09.2020 09:00 - 09:15 B344 free -1 Prof. Dr. Sebastian Hoffmann B344 Wednesday, 09.09.2020 09:15 - 09:30 free Wednesday, 09.09.2020 09:30 - 09:45 B344 free -1 Wednesday, 09.09.2020 09:45 - 10:00 B344 free --Wednesday, 09.09.2020 -10:00 - 10:15 B344 free -Wednesday, 09.09.2020 10:15 - 10:30 B344 -1 free Wednesday, 09.09.2020 10:30 - 10:45 -B344 free -Wednesday, 09.09.2020 10:45 - 11:00 B344 free -4 -Wednesday, 23.09.2020 09:00 - 09:15 B344 free Wednesday, 23.09.2020 09:15 - 09:30 B344 free -Wednesday, 23.09.2020 09:30 - 09:45 B344 -1 free Visits: 8.444 -2 Wednesday, 23.09.2020 09:45 - 10:00 B344 free Stud.IP-Score: 30.512 Score: Master -Wednesday, 23.09.2020 10:00 - 10:15 B344 free -Actions Wednesday, 23.09.2020 10:15 - 10:30 B344 free -.... Wednesday, 23.09.2020 10:30 - 10:45 -Add to contacts B344 free Create message Wednesday, 23.09.2020 10:45 - 11:00 B344 free Blubber Download vCard Wednesday, 07.10.2020 09:00 - 09:15 B344 free -1 Wednesday, 07.10.2020 09:15 - 09:30 B344 free -Wednesday, 07.10.2020 09:30 - 09:45 B344 free -.... Wednesday, 07.10.2020 -09:45 - 10:00 B344 free