

How to use LSF

General Information

- I. Before using LSF, you have to log in with your student account. Therefore you have to activate the array **Login**.



- II. After your login in you can see your start page. There you can find some categories, like **Student's corner**, **Courses**, **Departments**, **Facilities**, **Members** and **My Functions**.



Student's corner

By calling this category you will reach the university sites. There you get all important information about your study.

Courses

In this category you can see your courses catalogue, where you can search your specific courses. If you find the right course you can add it to your personal timetable. Further you can get an overview about current and cancelled courses.

Departments

If you activate this category you will get information about the university structure, as well as the departments and persons, who work there.

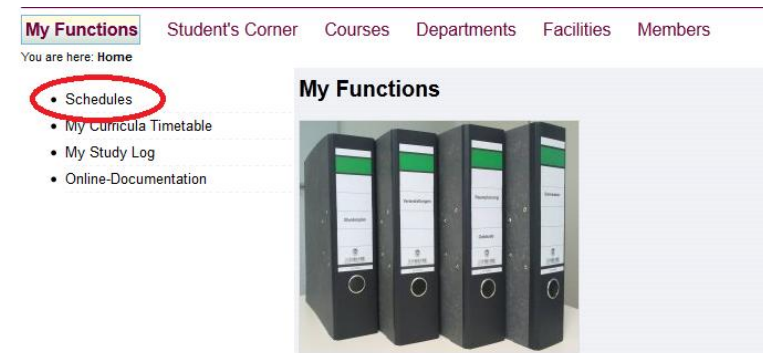
Facilities

In this category you can search specific rooms and departments. Furthermore you can find the room reservation.

Members

If you activate this category you will get the staff list with addresses, phone numbers, functions and departments.

III. Schedules

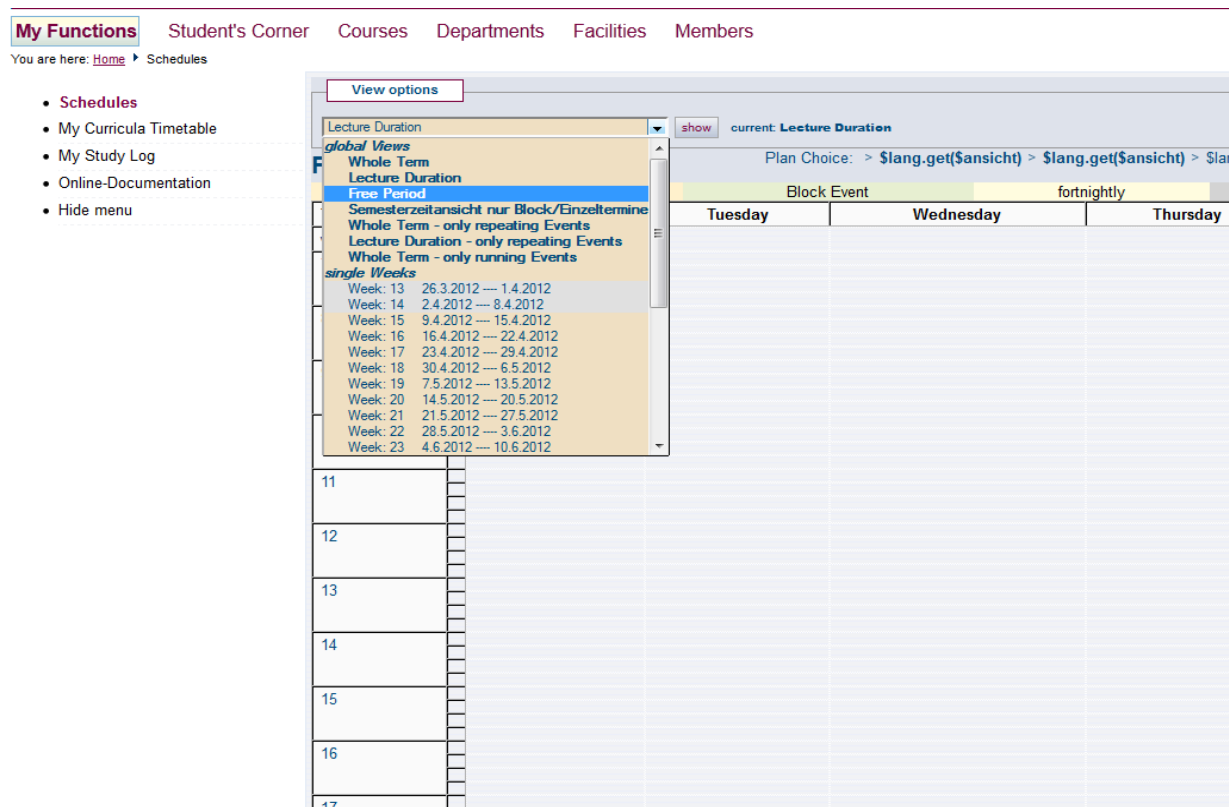


The screenshot shows the 'My Functions' navigation menu. The 'Schedules' option is circled in red. Below the menu, there is a graphic of four binders.

My Functions

- Schedules
- My Curricula Timetable
- My Study Log
- Online-Dokumentation

At your personal timetable you can see all your marked courses. At the beginning it will be empty. To print your timetable, please activate the button Print (PDF).



The screenshot shows the personal timetable interface. The 'View options' dropdown menu is open, showing various view options. The current view is 'Lecture Duration'. The timetable grid shows days of the week (Tuesday, Wednesday, Thursday) and weeks (11-17).

View options

- Lecture Duration
- global Views
- Whole Term
- Lecture Duration
- Free Period
- Semesterzeitsicht nur Block/Einzeltermine
- Whole Term - only repeating Events
- Lecture Duration - only repeating Events
- Whole Term - only running Events
- single Weeks
- Week: 13 26.3.2012 --- 1.4.2012
- Week: 14 2.4.2012 --- 8.4.2012
- Week: 15 9.4.2012 --- 15.4.2012
- Week: 16 16.4.2012 --- 22.4.2012
- Week: 17 23.4.2012 --- 29.4.2012
- Week: 18 30.4.2012 --- 6.5.2012
- Week: 19 7.5.2012 --- 13.5.2012
- Week: 20 14.5.2012 --- 20.5.2012
- Week: 21 21.5.2012 --- 27.5.2012
- Week: 22 28.5.2012 --- 3.6.2012
- Week: 23 4.6.2012 --- 10.6.2012

	Tuesday	Wednesday	Thursday
11			
12			
13			
14			
15			
16			
17			

You can choose different ways to preselect your courses:

Courses → Course Overview → please choose a course, mark preselect and activate the button Schedule preselected

My Functions Student's Corner **Courses** Departments Facilities Members

You are here: [Home](#) ▶ [Courses](#) ▶ [Course Overview](#) ▶ [Schedules](#)

- Schedules
- My Curricula Timetable
- My Study Log
- Online-Dokumentation
- Hide menu

View options

Lecture Duration show curr

Personal Timetable save schedule

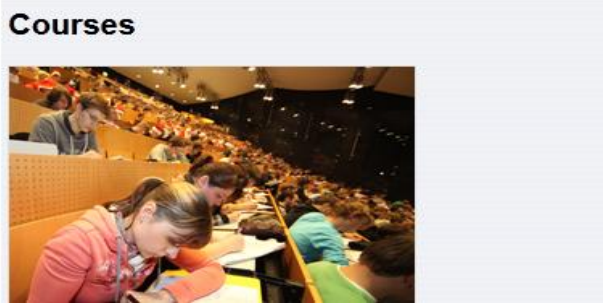
singulary Event

Time	Monday	Tuesda
vnr 7		

My Functions Student's Corner **Courses** Departments Facilities Members

You are here: [Home](#) ▶ [Courses](#)

- Course Overview**
- Search for Lectures
- Curricula Timetable
- Curricula Timetable (List)
- Schedules
- Lectures today
- Lectures cancelled today
- Calendar of events



Then you choose your Faculty and study program. Suppose you study Bachelor in Management and Economics. From the following list you choose your desired course, e.g. Business Forecasting with Prof. Lusk, and click on it.

My Functions Student's Corner **Courses** Departments Facilities Members

You are here: [Home](#) ▶ [Courses](#) ▶ [Course Overview](#)

- Course Overview**
- Search for Lectures
- Curricula Timetable
- Curricula Timetable (List)
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- Hide menu

Course Overview (SoSe 2012)

Courses

Fakultät für Wirtschaftswissenschaft

Lehrveranstaltungen nach Studiengängen

Bachelor Management and Economics

Lecture	Type	Department
Bachelor Thesis Seminar (29993) - 2 SWS Henke Henn Wäscher	Seminar - Seminar	Lehrstuhl BWL, insb. Management Science
Bachelor Thesis Seminar (29993) - 2 SWS Kirstein	Seminar - Seminar	Professur BWL, insb. Economics of Business and Law
Bachelor Thesis Seminar (29993) - 2 SWS Fochmann Mihm Hoffmann Weimann Sass	Seminar - Seminar	Lehrstuhl VWL, insb. Wirtschaftspolitik
Bachelor Thesis Seminar (29993) - 2 SWS Inderfurth Clemens Kleber	Seminar - Seminar	Lehrstuhl BWL, insb. Produktion und Logistik
Bachelor Thesis Seminar (29993) Reichling Kryvko Pesheva	Vorlesung(V) - Lecture	Lehrstuhl BWL, insb. Finanzierung und Banken
Bachelor Thesis Seminar (29993) - 2 SWS Laabsch Ritter Knabe Plum	Seminar - Seminar	Lehrstuhl VWL, insb. Finanzwissenschaft
Bachelor Thesis Seminar (29993) - 2 SWS Gunkel	Seminar - Seminar	Lehrstuhl BWL, insb. Internationales Management
Bachelor Thesis Seminar (29993) - 2 SWS Vogt	Seminar - Seminar	Professur BWL, insb. Empirische Wirtschaftsforschung
Bachelor Thesis Seminar (29993) - 2 SWS Schlägel	Seminar - Seminar	Juniorprofessur International Business
Business Economics (20121) - 2 SWS Kirstein	Blockseminar (BS) - Compact Course	Professur BWL, insb. Economics of Business and Law
Business Forecasting (20613) - 3 SWS Lusk	Vorlesung/Übung (V/U) - Lecture/Tutorial	Lehrstuhl BWL, insb. Internationales Management
Doing Business in China (20615) - 2 SWS Prof. Zhang	Vorlesung(V) - Lecture	Lehrstuhl BWL, insb. Internationales Management
Doing Business in Eastern Europe: Ukraine, Russia, Belarus (20617) - 3 SWS Reshetnyak	Vorlesung/Übung (V/U) - Lecture/Tutorial	Lehrstuhl BWL, insb. Internationales Management
Economic Policy (11071) - 4 SWS Fochmann Weimann Mihm	Vorlesung(V) - Lecture	Lehrstuhl VWL, insb. Wirtschaftspolitik
Financial Accounting (11052) - 2 SWS	Übung (Ü) - Exercise	Lehrstuhl BWL, insb. Unternehmensrechnung

Here you will get all the necessary information about this course. To add it to your timetable you should mark preselect and activate the button Schedule preselected.

My Functions Student's Corner **Courses** Departments Facilities Members

You are here: Home > Courses > Course Overview

- Course Overview
- Search for Lectures
- Curricula Timetable
- Curricula Timetable (List)
- Schedules
- Lectures today
- Lectures cancelled today
- Calendar of events
- Hide menu

Business Forecasting (20613) - Single View

Functions: **Schedule preselected**

Page contents: [Basic Information](#) | [Dates/Times/Location](#) | [Responsible Lecturer](#) | [Curriculae](#) | [Departments](#) | [Contents](#) | [Structure Tree](#)

Basic Information

Term	Sommer 2012	Frequency	every 2nd term
Title of lecture	Business Forecasting (20613)	Language	
Lecture Token		Hours per week in term	3
Type of Course	Vorlesung/Übung (V/Ü) - Lecture/Tutorial	Expected no. of participants	
Module		Max. participants	
Hyperlink		Credits	

Dates/Times/Location: [no name]

	Day	Time	Frequency	Period	Room	Room-plan	Lecturer	Status	Remarks	Cancelled on	Max. participants
	Tue.	11:00 bis 13:00	weekly	from 29.05.2012	G22A-012		Lusk				
	Wed.	11:00 bis 13:00	weekly	from 29.05.2012	G22A-011		Lusk				
	Fri.	09:00 bis 11:00	weekly	from 29.05.2012	G22A-012		Lusk				

Group [no name]: preselect **Schedule preselected**

Responsible Lecturer

Responsible Lecturer Responsibilities
[Lusk, Edward, Prof. Dr.](#)

Another way to preselect your courses is:

My Curricula Timetable

My Functions Student's Corner Courses Departments Facilities Members

You are here: Home

- Schedules
- **My Curricula Timetable**
- My Study Log
- Online-Dokumentation

My Functions



At the menu item My Curricula Timetable you can find a selection of courses for the current semester. You will see every specific required course. Please choose one and mark the array preselect. After that, please activate the button **preselect courses** and you will come back to your personal timetable. Now you can see your current courses.

You are here: [Home](#)

- Course Overview
- Search for Lectures
- **Curricula Timetable**
- Curricula Timetable (List)
- Schedules
- Lectures today
- Lectures cancelled today
- Calendar of events
- Hide menu

View options

Lecture Duration show current: Lecture Duration

Curricula - Timetable preselect Courses Plan Choice: > \$lang.get(\$ansicht) > \$lang.get(\$ansicht) > \$lang.get(\$ansicht) > Print (PDF) Liste der Block- und Einzeltermine (

Management and Economics, Bachelor (82308) , Semester from: 6 , Semester to: 6 singularly Event Block Event fortnightly

Time	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	
vor 7								
7								
8								
9	Bachelor Thesis Seminar (29993) 09:00 - 11:00 (Singular event) at: 23.04.2012 G22A - G22A-004 (20 Plätze) Kirstein <input type="checkbox"/> preselect		International Marketing (20616) 09:00 - 11:00 (weekly) G22A - G22A-217 (40 Plätze) Brennan <input type="checkbox"/> preselect		Introduction to International Management (11040) 09:00 - 11:00 (weekly) Start: 12.4.2012 End: 12.7.2012 G22A - G22A-H2 - Volksbank Hörsaal (148 Plätze) Gunkel <input type="checkbox"/> preselect	Business Forecasting (20613) 09:00 - 11:00 (weekly) Start: 29.05.2012 End: 13.7.2012 G22A - G22A-012 Lusk <input type="checkbox"/> preselect	Doing Business in Eastern Europe: Ukraine, Russia, Belarus (20617) 09:00 - 16:15 (Singular event) at: 14.04.2012 G22A - G22A-122 (40 Plätze) Reshetnyak <input type="checkbox"/> preselect	Doing Business in Eastern Europe: Ukraine, Russia, Belarus (20617) 09:00 - 16:15 (Singular event) at: 22.04.2012 G22A - G22A-122 (40 Plätze) Reshetnyak <input type="checkbox"/> preselect
10				Bachelor Thesis Seminar (29993) 09:00 - 11:00 (Singular event) at: 31.05.2012 G22A - G22A-203 (40 Plätze) Kirstein <input type="checkbox"/> preselect	Bachelor Thesis Seminar (29993) 09:00 - 16:00 (Singular event) at: 08.06.2012 G22B - G22B-103 (30 Plätze) Kirstein <input type="checkbox"/> preselect	Doing Business in Eastern Europe: Ukraine, Russia, Belarus (20617) 09:00 - 16:15 (Singular event) at: 21.04.2012 G22A - G22A-122 (40 Plätze) Reshetnyak <input type="checkbox"/> preselect	Doing Business in China (20615) 11:00 - 19:00 (weekly) Start: 18.06.2012 End: 29.06.2012 G22B - G22B-103 (30 Plätze) Kirstein <input type="checkbox"/> preselect	

Once you have created your personal timetable, you have to save it. Therefore, please activate the button **save schedule**.

you are here: [Home](#) > [Courses](#) > [Course Overview](#)

- **Schedules**
- My Curricula Timetable
- My Study Log
- Online-Dokumentation
- Hide menu

View options

Lecture Duration show current: Lecture Duration

Personal Timetable save schedule Plan Choice: > \$lang.get(\$ansicht) > \$lang.get(\$ansicht) > \$

singularly Event Block Event fortnightly

Time	Monday	Tuesday	Wednesday	Thursday
vor 7				
7				
8				
9				
10				
11		Business Forecasting (20613) 3 SWS Tuesday, 11:00 - 13:00 , weekly Vorlesung/Übung (V/U) - Lecture/Tutorial, Room : G22A-012	Business Forecasting (20613) 3 SWS Wednesday, 11:00 - 13:00 , weekly Vorlesung/Übung (V/U) - Lecture/Tutorial, Room : G22A-011	
12		X	X	
13				

Business Forecasting (20613)
 3 SWS
 Friday, 09:00 - 11:00 ,
 Vorlesung/Übung (V/U)
 G22A-012

The menu item **My Study Log** shows you the specific courses for every semester. So you can choose your individual one. Please activate your favorite course, e.g. Statistics I, and mark the array **preselect**.

- Schedules
- My Curricula Timetable
- **My Study Log**
- Online-Documentation
- Hide menu

My Study Log Summer 2012

2. Study Semester

Lecture

[Englisch, UNlcert III/B, Area Studies \(1\), English speaking countries and cultures](#)

[Englisch, UNlcert III/B, Area Studies \(2\), English speaking countries and cultures](#)

[Englisch, UNlcert III/B, English in Management and Economics \(MANEC\)](#)

[Financial Accounting \(11052\)](#)

[Financial Accounting \(11052\)](#)

[Introduction to Law \(11051\)](#)

[Mathematics II](#)

[Mathematics II \(TU\)](#)

[Mathe-Training](#)

[Statistics I](#)

[Statistics I \(Tutorial\)](#)

4. Study Semester

Lecture

[Englisch, UNlcert IV/B, Modul 1](#)

[Englisch, UNlcert IV/B, Modul 2](#)

[Human Resource Management \(11064\)](#)

[Macroeconomics \(11063\)](#)

After this, please activate the button **Schedule preselected**. You will come back to your personal timetable.

Now if you want to dig for further information of a special lecture or the professor's information, you can turn to **Search for Lectures** (Courses → Search for Lectures). Suppose you need more information about 'Business Forecasting' lecture, summer term 2012.

- Course Overview
- **Search for Lectures**
- Curricula Timetable
- Curricula Timetable (List)
- Schedules
- Lectures today
- Lectures cancelled today
- Calendar of events
- Hide menu

Search for Lectures

View options

Display results: 10 20 30 50
 Sort: Standard Title Teacher

Search criteria

Term

Abbreviation

Type of lecture

Module

Department

Curricula

Teacher

Room

from (time)

to (time)

Weekday

Rhythmus

Language of instruction

By activating the button **Start Search** you will get all the necessary information about the desired lecture. If you want to add the respective lecture to your schedule, mark the array **preselect** and activate the button **Schedule preselected**.

- Course Overview
- Search for Lectures
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- Schedules
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Business Forecasting (20613) - Single View

Functions: [Schedule preselected](#)

Page contents: [Basic Information](#) | [Dates/Times/Location](#) | [Responsible Lecturer](#) | [Curriculae](#) | [Departments](#) | [Contents](#) | [Structure Tree](#)

Basic Information

Term	Sommer 2012	Frequency	every 2nd term
Title of lecture	Business Forecasting (20613)	Language	
Lecture Token		Hours per week in term	3
Type of Course	Vorlesung/Übung (V/Ü) - Lecture/Tutorial	Expected no. of participants	
Module		Max. participants	
Hyperlink		Credits	

Dates/Times/Location: [no name]

	Day	Time	Frequency	Period	Room	Room-plan	Lecturer	Status	Remarks	Cancelled on	Max. participants
	Tue.	11:00 bis 13:00	weekly	from 29.05.2012	G22A-012		Lusk				
	Wed.	11:00 bis 13:00	weekly	from 29.05.2012	G22A-011		Lusk				
	Fri.	09:00 bis 11:00	weekly	from 29.05.2012	G22A-012		Lusk				

Group [no name]: preselect [Schedule preselected](#)

Responsible Lecturer

Responsible Lecturer | Responsibilities

[Lusk, Edward, Prof. Dr.](#)

If you need more information about the responsible lecturer, click on his name, in our case 'Lusk Edward, Prof. Dr.' and you will get all the necessary information about him.

- Course Overview
- Search for Lectures
- Curricula Timetable
- Curricula Timetable (List)
- Schedules
- Lectures today
- Lectures cancelled today
- Calendar of events
- Hide menu

Lusk, Edward, Prof. Dr. - Einzelansicht

Functions:

Page contents: [Basic Information](#) | [Functions](#) | [Zuordnung zu Einrichtungen](#) | [Lecture](#) | [Faculty list](#)

Basic Information

Title / Degree	Prof. Dr.	Memberstatus	Lehrpersonal - Teaching Staff
Last name	Lusk	Talk Time	
First name	Edward	Consultation during semester breaks	
Additional names		State	

Functions

Department	Function	Appendix	from	to
Guest Professors/Academics/Visiting Lecturers (FWW)	Lehrbeauftragte/-r - Visiting Lecturers			
Lehrstuhl BWL, insb. Internationales Management	Lehrbeauftragte/-r - Visiting Lecturers			

Assign to Departments

[Lehrstuhl BWL, insb. Internationales Management](#)
[Faculty of Economics and Management \(FWW\)](#)

Lecture

Lecture	Event	Term
Business Forecasting (20613)	Vorlesung/Übung (V/Ü)	Sommer 2012

Faculty list

Departments	Faculty function
Faculty of Economics and Management (FWW)	Emeritierte Hochschullehr/-innen

If you find that you do not want to take some of the selected lecture anymore, go to your already saved schedule and click on **X** of the desired lecture, then this lecture will disappear from your weekly schedule. Suppose you want to delete 'Marketing Management' from your schedule.

My Functions Student's Corner Courses Departments Facilities Members

You are here: [Home](#) > [My Study Log](#)

- Schedules
- My Curricula Timetable
- My Study Log
- Online-Documentation
- Hide menu

View options

Lecture Duration show current: Lecture Duration

Plan Choice: > \$lang.get(\$ansicht) > \$lang.get(\$ansicht) > \$lang.get(\$ansicht) Pri (PD)

Personal Timetable save schedule

Time	singulary Event	Block Event	fortnightly	Bookings	
	Monday	Tuesday	Wednesday	Thursday	Friday
vor 7					
7					
8					
9					
10					
11	Statistics I 4 SWS English Monday, 11:00 - 13:00 , weekly Vorlesung(V) - Lecture, Room : G03-106 (78 Plätze)			Statistics I 4 SWS English Thursday, 11:00 - 13:00 , weekly Vorlesung(V) - Lecture, Room : G22A-013 (70 Plätze)	
12	<input type="checkbox"/> X			<input type="checkbox"/> X	
13	Marketing Management (11058) 4 SWS Monday, 11:00 - 15:00 , odd weeks Vorlesung/Ubung (V/U) - Lecture/Tutorial, Room : G22A-020 (70 Plätze)				
14	<input type="checkbox"/> X				
15		Marketing Management (11058) 4 SWS Tuesday, 15:00 - 17:00 , weekly Vorlesung/Ubung (V/U) - Lecture/Tutorial, Room : G02-311 (72 Plätze)			
16		<input type="checkbox"/> X			
17					

By clicking on **X**, it will disappear from your schedule.

My Functions Student's Corner Courses Departments Facilities Members

You are here: [Home](#) > [My Study Log](#)

- Schedules
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- Hide menu

View options

Lecture Duration show current: Lecture Duration

Plan Choice: > \$lang.get(\$ansicht) > \$lang.get(\$ansicht) > \$lang.get(\$ansicht) Pri (PD)

Personal Timetable save schedule

Time	singulary Event	Block Event	fortnightly	Bookings	
	Monday	Tuesday	Wednesday	Thursday	Friday
vor 7					
7					
8					
9					
10					
11	Statistics I 4 SWS English Monday, 11:00 - 13:00 , weekly Vorlesung(V) - Lecture, Room : G03-106 (78 Plätze)			Statistics I 4 SWS English Thursday, 11:00 - 13:00 , weekly Vorlesung(V) - Lecture, Room : G22A-013 (70 Plätze)	
12	<input type="checkbox"/> X			<input type="checkbox"/> X	
13					
14					