

WELCOME TO VIENNA

At the FHWien der WKW University of
Applied Sciences for Management & Communication



Center for International Education & Mobility (CIEM) | Incoming Students' Information Guide

FH-WIEN.AC.AT



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1. VIENNA AT A GLANCE

Studying at the FHWien der WKW University of Applied Sciences for Management & Communication gives you the unique possibility to acquire expertise in both management and communication in an integrated and practice-based way. Studying in Vienna means also getting to know a fascinating, dynamic city in the heart of Europe.

Famous for its high standard of living, Vienna makes visitors feel right at home almost immediately. Whether you visit a traditional Viennese café, a busy pub, a hip new restaurant or one of the city's numerous parks, Vienna offers almost endless ways of relaxing and enjoying the city.

Visitors will soon recognise Vienna as a **city of contrasts** where the old and the new go hand in hand, but also as a cosmopolitan city which is home to international organisations such as the UN. Vienna has become home to countless people from all over the former Danube monarchy, the influence of which is still visible in the city today.

Active cultural exchange manifests itself especially in the art and **cultural scene** as well as in Vienna's

broad range of culinary offerings. Vienna has become a multicultural, vivid city that offers a lot of cultural, sportive and culinary events during the whole year. In summer the Donauinselfest, Summer Stage and Rathausplatz with its open-air restaurants and outdoor movie-festivals as well as the near hiking regions make Vienna a great place to spend time outside and enjoy the summer. In winter Viennese people enjoy skiing in the near mountainous regions or ice skating at the Rathausplatz. Vienna is especially famous for its christmas markets, the Christkindlmärkte, where people enjoy meeting for a cup of mulled wine or punch.

As the **music capital of the world**, Vienna is known for classical composers such as Mozart, Schubert and Haydn as well as contemporary artists like Falco and our Austropop-musicians. Vienna offers a wide range of today's music events, concerts and is proud of its alternative festival scene.

Studying in Vienna not only provides students with an outstanding and challenging education combined with valuable international experience, but also with the excitement of living in a vibrant European city.

Vienna and its treasures are just waiting to be explored.



2. FHWIEN UNIVERSITY OF APPLIED SCIENCES OF WKW

Our success story dates back to 1994 when the first degree programme Tourism Management commenced. Since 1996 the FHWien der WKW University of Applied Sciences for Management & Communication has been running eight different programmes, gaining respect and trust from business sectors throughout Vienna.

The Bachelor degree programmes (duration 6 semesters) offered by the FHWien der WKW are:

- ◆ Finance, Accounting & Taxation
- ◆ Real Estate
- Journalism & Media Management
- ▶ Content Production & Digital Media Management
- ◆ Corporate Communication
- ◆ Marketing & Sales
- Tourism
- ▶ Human Resources & Knowledge Management
- ◆ Management & Entrepreneurship

The Master degree programmes (duration 4 semesters) offered:

- ◆ Financial Management & Controlling
- ◆ Real Estate Management
- Journalism & New Media
- ▶ Communication Management
- ◆ Marketing & Sales Management
- ◆ Tourism Management
- Organisational & Human Resources Development
- ▶ Entrepreneurship – Executive Management

The FHWien der WKW University of Applied Sciences for Management & Entrepreneurship is one of the leading providers of UAS (University of Applied Sciences) degree programmes for management and communications in Austria. Over 2,600 students are currently enrolled in one of our Bachelor's (BA) or Master's (MA) degree programmes.

In addition to full-time programmes, the FHWien University of Applied Sciences of WKW also offers part-time programmes (evening programmes) which give working professionals the opportunity to earn an academic degree.

We offer a uniquely funded and practice-based education at the highest academic level. We distinguish ourselves from other more conventional forms of university education by paying particular attention to the personal strengths of each individual student and a close cooperation with private enterprises. This enables us to provide our students with a practical relevant education. Our courses are structured in a flexible way in order to be able to evolve and keep up with developments in the business world. We take pride in meeting the demands of today's business needs, thus setting our students on the path towards a successful career. Experts from all fields guarantee nothing less than a first class education for all our students, enabling them to gain first hand practical knowledge at an academic level.

International experience is one of the most important values for our students - irrespective of their age and origin. International experience first of all means the know-how and sensibility in dealing with cultures and attitudes which are different from your own. That is what our students learn when they attend their programmes abroad. That is also what we communicate to our guest students, no matter where they come from – France, Mexico, Russia, the Netherlands, China, Canada, Denmark, Finland, Argentina, the USA or Hungary.

3. THE INTERNATIONAL EDUCATION & MOBILITY TEAM

We warmly welcome you to Vienna and provide a variety of services in order to make your stay as comfortable as possible. For general information, questions and/or wishes: ciem@fh-wien.ac.at

Meet the members of our team!



MS. RICARDA HECHTL, BA MA

Partnership & Mobility Coordinator

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MS. STINE RASMUSSEN, BA MA

Partnership & Mobility Coordinator

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Email: stine.rasmussen@fh-wien.ac.at

We are responsible for both incoming and outgoing student mobility. Our tasks are to correspond with the international coordinators at your home institution and assist you with your academic affairs.

We are trying to help wherever we can, so do not hesitate to contact us as soon as you have any questions or are in need of clarification.



MS. DORIS OBERLEITER, BA

Head of CIEM

Phone: +43 1 476 77 5760

Fax: +43 1 476 77 5704

Email: doris.oberleiter@fh-wien.ac.at

Our **postal address** in Vienna is:

CIEM

Centre for International Education & Mobility

FHWien der WKW

Währinger Gürtel 97

A-1180 Wien



4. WHERE TO FIND US

To make it easy for you to find our campus in Vienna - please see the map below. The FHWien der WKW is located in the 18th district of Vienna, Währinger Gürtel 97.



Since October 2007 all degree programmes of the FHWien der WKW have been relocated to the Währinger Gürtel in Vienna's 18th district.

Better room resources are available at this central location. Modern lecture halls with wireless LAN available in the whole building and a research library bring the university to new dimensions. A specially equipped Book Shop and the newly lined food service reflect the optimal infrastructure at the new location.

The CIEM (Mobility Team) is located in room B105, 1st floor.

By public transport:

Metro U6, tramway 40, 41, 42

Stop: "Währinger Straße/Volksoper"

Bus: 40A - Stop: "Währinger Straße/Volksoper"

By car: We do not really recommend driving in the city. Parking is tight and subject to fees (depending on the district).



Map of the neighbourhood.
(You can find a map of Vienna's metro system in the "Important Links"-section.)

5. ACADEMIC CALENDAR

In general the academic calendar for incoming students is set as follows:

Winter Semester

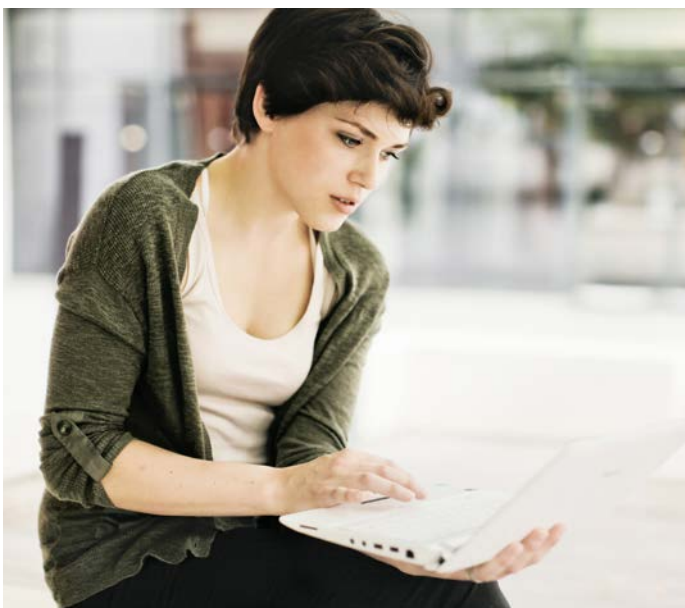
Start: First full week of September
Holidays: Christmas: December 24th – January 6th
End: January 31st

Summer Semester

Start: First full week of February
Holidays: 10 days of Easter Holiday
End: June 30th

During the first week of the semester (September and February) the obligatory **Orientation Week** for incoming students takes place. Through information sessions, a campus tour and personal appointments you will get acquainted with the university facilities, the academic procedures and the study life at FHWien der WKW. Furthermore various events, workshops and teambuilding activities of the Orientation Week give you the possibility to meet the other international students and to get familiar with the Austrian culture.

Please check our website at [International/Mobility](#) for the exact semester dates.



6. PREREQUISITES, APPLICATION PROCESS AND DEADLINES

There are several options for incoming students to study at the FH Wien der WKW. You can either be nominated by your home institution through a bilateral agreement if your home institution is one of our partner universities (Erasmus Agreement for European institutions, Bilateral Agreement for our partner universities overseas) or study at our institution as a freemover student.

Freemover students initially study at an institution which does not collaborate with our institution, therefore tuition fees of EUR 500 per semester will be charged before your arrival in Vienna. The main prerequisite for admission is the “allgemeine Hochschulreife” (general qualification for university entrance). Note, the German “Fachhochschulreife” is not sufficient to be accepted for a semester at our institution.

During the application process, you need to complete the following steps:

- 1) If you are studying at one of our partner universities, you need to be nominated through your home university.
Freemover students mail their personal information (name, date of birth, home institution, field of study, study level) to ciem@fh-wien.ac.at
- 2) You will receive a registration mail with a link that you have to follow. Fill in the online application form and upload a picture of you. Click on the button “Help” at the top to open a guidance sheet.
- 3) Students from partner institutions do not need to send further documents to us.
Freemover students have to send a letter of motivation to ciem@fh-wien.ac.at before the end of the deadline.

Our application deadlines are as follows:

Winter Semester:	May 31st
Summer Semester:	October 31st

After the application deadline an official acceptance email will be sent to all future incoming students.

The number of freemover students that we are able to accept to study at our institution varies slightly each semester. Freemover applicants will receive an answer latest mid of June/November.

In case you are accepted as an exchange student at FH Wien der WKW, the status in your online application will change from “applied” to “accepted”. As soon as you received the updated English Course Guide for the respective semester you need to send your course selection as soon as possible.

The Learning Agreement for Erasmus students will be signed after your arrival in Vienna and as soon as your course registration has been completed.

7. ERASMUS STUDENT NETWORK

The Erasmus Student Network (ESN) was established in 1990 as a politically independent organisation of European students. Its main objective is to support exchange students during their semester abroad. The ESN is present in more than 390 Higher Education Institutions from 36 countries and the network is growing steadily. Each institution has its own ESN section which is run by student volunteers.

Throughout Europe, a large number of student volunteers are committed to helping some 150,000 exchange students. In Austria, the ESN is currently represented at 18 different institutions and each semester the network supports approximately 4,500 exchange students.

The main objectives of the ESN are as follows:

- ◆ to work in the interest of exchange students
- ◆ to promote intercultural exchange and the integration of exchange students
- to represent the needs and expectations of exchange students at the national as well as the international level
- ▶ to provide important information on academic exchange programmes

The ESN Network is also represented at the FH Wien der WKW University of Applied Sciences for Management & Communication and its main activities are:

- ◆ planning events for international students, i.e. City Tours, "Schnitzel-Dinner", Tour in a brewery, Skiing Trips, Weekends in Austrian or Eastern European cities, ...
- ◆ support for incoming students
- organisation of the Buddy Programme
- ▶ communication with the ESN Board and National Representative
- participation in national and international ESN events

The Center for International Education and Mobility will provide all incoming students with the ESN Card (costs: EUR 10,-) after their arrival in Vienna. This card allows ESN members to receive various discounts in specific bars and pubs throughout Vienna. The card is valid for one year from the time of issue.

Whenever you have questions or suggestions for the ESN team, do not hesitate to contact: esn@fh-wien.ac.at.

The ESN-Team is already looking forward to meeting you!



8. OUR BUDDY SYSTEM

A buddy is a student from FHWien der WKW who will help you find your way through Vienna. He/she will furthermore assist you in dealing with “official” business. Your Buddy might be very important, particularly if your German is not that perfect.

A couple of weeks before your arrival you will receive the name and the email address of your buddy to be able to contact him/her directly. Even before your arrival in Vienna you can ask your buddy about everything that comes to your mind regarding your stay in Vienna. Furthermore, your Buddy may give you exclusive insider facts concerning the best clubs, bars, cinemas, theatres, sports events, sightseeing tours or whatever you are interested in.

Please do not ask your Buddies about the selection of courses. This will be handled through the International Education & Mobility Team.

Please note that your buddy does this job voluntarily, so he/she does not have any compulsory tasks to fulfil.

Still, you can arrange with your buddy that he/she

- ◆ picks you up at the airport at the day of your arrival
- ◆ helps you to find your way to your accommodation
- organises your room key in case you live in the students' residence
- ▶ helps you to deal with “official” business during your first days in Vienna

The ESN Team will help you whenever there is a problem with your buddy!



9. ACCOMMODATION IN VIENNA

Accommodation has to be organised by yourself: You can either book a room in one of the **students' residences** (like OeAD, ÖJAB,...) or check the private market for available rooms in a **shared apartment**. Usually exchange students apply for a room in a students' residence since it is the easiest and safest option to organise from another country, especially if your German skills are only basic. There are several organisations providing students' residences in Vienna.

The OeAD Housing Office provides rooms for more than 2000 students in about 30 student residences in Vienna. They vary in rooms' prices, equipment and location. A detailed list of student residences administered by the OeAD can be found on: <http://housing.oead.at/en/accommodation/wien-en>

Close to the FHWien der WKW campus are, for example, the OeAD residences Gasgasse or Sechshauserstraße. Nevertheless, the public transport system in Vienna is really good, and as long as a metro station is near your accommodation you will be fine.

If you are interested in living in one of the students' residences of the OeAD, please apply by using the following link: <http://housing.oead.at/en/applyhere>

The main housing office, where you need to sign your housing contract after arrival, is located in: Ebendorferstraße 7, 1010 Wien.

In case you have any questions please contact: housing@oead.ac.at.

If you are looking for **private accommodation**, we can recommend you the following homepage:

<http://www.jobwohnen.at/?id=198>

(only in German available)

Please note:

- ◆ Apply EARLY - First come, first serve!
- ◆ Read through the rules and regulations carefully!
- When you are asked to enter the name of the contact person please take the name of your mobility coordinator at FHWien der WKW.
- ▶ Students' residences will ask you to transfer a reservation deposit in advance in order to accept your application. It is common in Austria that students have to pay this deposit (usually about 800,- at OeAD) which will be refunded in the end. Also a service fee will be charged that of course won't be refunded.
- ◆ Refer to the "Important Links" section at the end of the folder if you want to get to know the distance between the residence and the FHWien der WKW.
- ◆ Do NOT contact the CIEM regarding your accommodation bookings!

10. COURSES AND TIMETABLES

As an undergraduate student you may choose among all undergraduate programmes offered at the FH Wien der WKW. Students studying on a Master level or a higher Bachelor level are allowed to select courses from our Master programmes as well. In general courses from our degree programmes are held in German, so for some of you the language of instruction will be a restriction. An English Course Guide with a complete list of courses offered in English language will be sent to you via email after you have been accepted. Afterwards you will be asked to send your course selection via email to ciem@fh-wien.ac.at as soon as possible.

You are responsible to decide whether you meet the prerequisites for a course, in terms of language and content. Note, some courses are only available to students with certain prerequisites (e.g. courses from Journalism are usually only available to students majoring in that area). So please be aware of the course content before you select a course!

If you have sufficient German language knowledge please refer to our online info folders of the bachelor degree programmes that you are interested in.

As you are free to mix courses from different programmes and semesters you have to keep in mind that courses are either offered in the summer OR winter semester. Courses from semester 1, 3 and 5 are only offered in the winter semester, courses from semester 2, 4 and 6 are only offered in the summer semester. Make sure to only choose courses from the appropriate semester!

Your selection is still preliminary and may be subject to change as we will finalise your curriculum together with you after your arrival in Vienna. Since there may be time clashes between courses we cannot confirm your course choice beforehand. As there is a minimum attendance of 75% in each course, it is not possible to miss a course too often.

At the beginning of the semester you will have an appointment with the International Education and Mobility Team to confirm your preselected courses. The official Learning Agreement (just for Erasmus students) based on your choice will subsequently be sent to your home university.

You will be allowed to change your courses within the first month of the semester.

On our homepage www.fh-wien.ac.at you will find a link to our Intranet <https://online.fh-wien.ac.at/fhwienonline/webnav.ini> which contains all information about the course offer and course contents. By clicking on the institutes on the left side, you are able to have a look at the course offer - also without a Login-account (further information can be found in the appendix).

International Management Courses

In addition to the courses offered in our degree programs, we offer a variety of courses in the field of International Management. These courses are highly recommended to incoming students, as they are exclusively held in English and taught by national and international experts in the respective field. The focus group of these courses are



our incoming students, but also our regular students are invited to take them as elective courses.

You can find these courses offered by CIEM in our Intranet when selecting the department CIEM and “Lehrveranstaltungen” (further information can be found in the appendix). We keep working on continuously extending our International Management course offer in order to meet the increasing demand for high level courses taught in English.

German Language Course

Though you can survive in Vienna with knowing only English, we want to emphasise the importance of being able to speak and understand German when living in Austria. We highly recommend participating in a German course prior to your arrival in Vienna to improve your language skills.

In addition, a German Language Course is offered right at the FHWien der WKW during the whole semester. Each semester there is a beginner group (level A1) and at least one advanced language course group (B1 and/or B2/C1). These courses will be rewarded with 4 ECTS.

In order to participate in the German language course you need to take a German entry level test prior to your arrival in Vienna. This entry level test will be sent to you several weeks before your semester in Vienna. Based on the results of this test, you will be registered for one of the language course groups (i.e. beginners or higher level). If you have never learned German before, an email of your international coordinator confirming that you do not have any previous knowledge of the German language will be sufficient.

Other language courses

In addition to the German language course, incoming students have the possibility to learn other languages, as for example Chinese, Russian, Spanish or French. Depending on the demand in the respective semester, courses are offered at different levels in each of these languages. We cannot guarantee that the level you need is available. Beginner courses usually start in the winter semester. Language courses are an extra-curricular offer and therefore cost EUR 130 per semester. Language courses are rewarded with 4 ECTS.

10. AFTER YOUR ARRIVAL

Orientation Week

During the Orientation Week (Attendance is obligatory!) we will give you important information on your stay in Vienna, the public transport ticket, official registration, have a Campus Tour, an intercultural workshop and so on. Furthermore you will have a personal appointment at the CIEM in order to finalise your curriculum and timetable. Together with the Erasmus Student Network we will offer various events as part of the Orientation Week - like a Welcome Event, a City Tour as well as further events to get to know the other exchange students.

Official Registration

- **“Meldewesen”**

According to Austrian legislation, everybody who comes to Austria has to register at the authorities within the first three working days after arrival. You will have to fill in a form which will be explained to you during the first day of the Orientation Week. Please do not hesitate to ask your Buddy for help!

Addresses of Registration Service Centres in Vienna
<http://www.wien.gv.at/verwaltung/meldeservice/stellen.html>

- **“Anmeldebescheinigung”**

Students with EU/EEA or Swiss nationality who are staying in Austria for more than three months have to apply for a confirmation of registration within three months of their arrival.

You will receive all relevant information on the official registration during the first day of the Orientation Week.

Tickets for Public Transport

Tickets are available at the “Wiener Linien” shops at different stops or also online. If you want to get a semester ticket you need a study certificate which you will get during the Orientation Week. Reduced semester tickets for students younger than 26 years are available for the winter semester (September – January) and the summer semester (February - June).

- **Semester ticket (“Semesterticket”):** 75 Euros (for students with their main residence in Vienna)

These tickets are valid for all trams, buses and the underground in Vienna.

If you are older than 26 you may buy monthly tickets (45 Euros per month) or an annual ticket (365 Euros for 1 year) with a refund option for the months you are not using.

You will receive all relevant information and necessary documents to buy the semester ticket during the first day of the Orientation Week.

Insurance and Emergency Information

Make sure that you have sufficient insurance coverage for your stay in Vienna BEFORE your arrival to Vienna. Students from EU/EEA-countries should bring their European Health Insurance card with them which can be obtained from their insurance company in their home country. If you have a health insurance in your home country (within Europe) you are generally (!) also insured in Austria. With your e-Card you may consult any medical practitioner in Austria. Students from NON-EU/EEA countries have to show their insurance coverage already at the time of visa application.

Everybody may fall ill sometimes or urgently needs medical advice. To make sure you know what to do in case of emergency, we want to provide you with some important information.

For finding a practitioner in Vienna click on the following link: <http://www.wien.gv.at/gesundheit-soziales/arzt/>

- ◆ The bullet point “Ärzt suche” (search for practitioner) leads you to a search interface. You can make your search more precise by restricting the criteria, e.g. if you are looking for a general practitioner, choose “Allgemeinmedizin”, select English as the “Fremdsprache” (foreign language) if the doctor needs to be able to speak English. Keep in mind that you normally have to arrange an appointment in advance.

- ◆ Under the bullet point “Apotheken (=pharmacies) suchen” or “Apotheken im Stadtplan” you will find the addresses of all pharmacies throughout Vienna. There is also a list of pharmacies with night service (extra night charge on the medication).

For emergency calls, please keep in mind:

Police (Polizei):	133
Ambulance (Rettung):	144
Fire brigade (Feuerwehr):	122
European emergency number	112

Whenever there is an emergency please also contact the International Education & Mobility Team (mobile of Doris Oberleiter: +43 690 40476083).

12. DURING YOUR STAY

Events of the ESN

Our ESN Team will organise several events and journeys to different cities in Austria and in neighbouring countries. These travels will give you the opportunity to get to know different regions in Austria and meet other incoming students as well as regular students of our institution.

Travelling by train

For travelling by train in Austria, we recommend our incoming students under the age of 26 to buy the “Vorteilscard <26” from ÖBB (the Austrian railway company). This reduction card is valid for train travels inside Austria, train tickets are reduced for up to 50% of the initial price. The reduction card costs EUR 19,90 and is valid for one year. If you are planning to travel to other regional capitals like Graz, Salzburg or Innsbruck, it is definitely worth buying the reduction card.

Further information about this reduction card (only available for students younger than 26) can be found here: http://www.oebb.at/pv/de/Servicebox/VORTEILScard/VORTEILScard_26/index.jsp

A second railway company (private) called WESTBAHN offers cheap fares only between Vienna and Salzburg. The price of these tickets is actually the same as the reduced price with the “Vorteilscard <26” from ÖBB. For further information please refer to <https://westbahn.at/en>.

Sports classes for students

The University of Vienna offers a great variety of cheap sports classes for students – from Aerobic to Zen-Meditation. Note, you won't earn ECTS for attending these courses.

You can find further information on the webpage <http://www.univie.ac.at/USI-Wien/index2.htm>

In order to get an overview of the courses that are offered, click on “Kursprogramm” (course programme) and “Kursliste” (course list) on the left side of the website. Courses take place from October–January or March–June. Spots are given on a first come – first serve basis, so some courses are booked out quickly.

For registration, you need your “Inskriptionsbestätigung” (study certificate), fill in an application form and then go to USZ II (Address: Auf der Schmelz 6A, 1150 Wien) during the registration period.

Please note:

During public holidays and every Sunday shops, supermarkets and offices are usually closed in Austria!

13. BEFORE YOU LEAVE VIENNA

Appointment at the CIEM to complete the administrative process

Before you leave Vienna make sure that you arrange an appointment at the Center for International Education & Mobility in order to prepare your Transcript of Records as well as the Confirmation of Stay. We will ask you to fill in an evaluation questionnaire to get some feedback from your side in order to be able to continuously improve the service that we offer to exchange students.

Deregister at the “Meldeamt”

Don't forget to deregister during the last days of your stay. You can do this at every “Meldeamt” (registration office) in Vienna.

Return the room key of the students' residence

As the opening hours of the housing office are limited, keep in mind to return your room key in time!



14. IMPORTANT LINKS

FHWien der WKW University of Applied Sciences for Management & Communication:
www.fh-wien.ac.at

Official web service provided by the Viennese Government: www.wien.gv.at

Useful online **city map** service:
www.wien.gv.at/stadtplan/

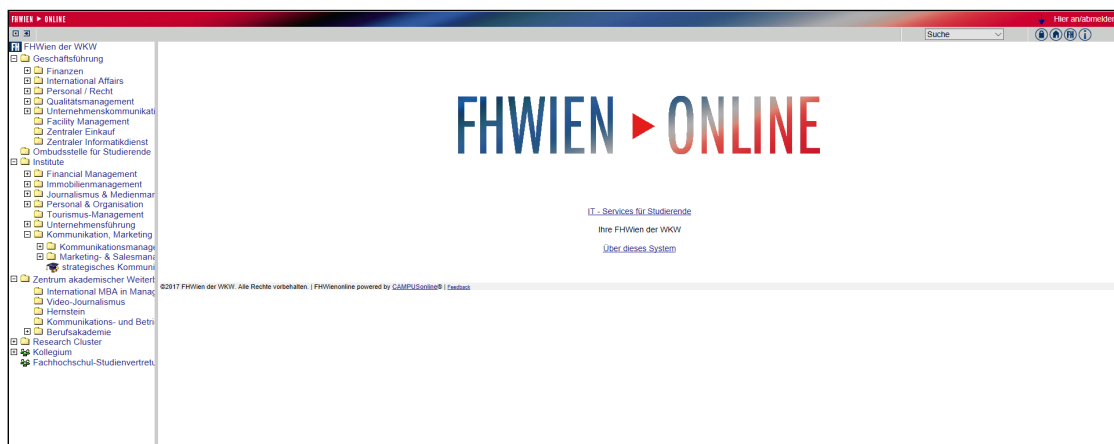
Tourist information (sightseeing, attractions, cultural events, special offers, trips, musicals, events...):
www.wien.info

Website of the public **transport system** in Vienna (there you will also be able to find the fastest public transport connection between two different places in Vienna):
www.wienerlinien.at

15. APPENDIX: COURSE TIMETABLES

The following description helps you to find the course timetables in our Intranet (available one month before the semester starts).

Follow the link <https://online.fh-wien.ac.at/fhwienonline/webnav.ini>

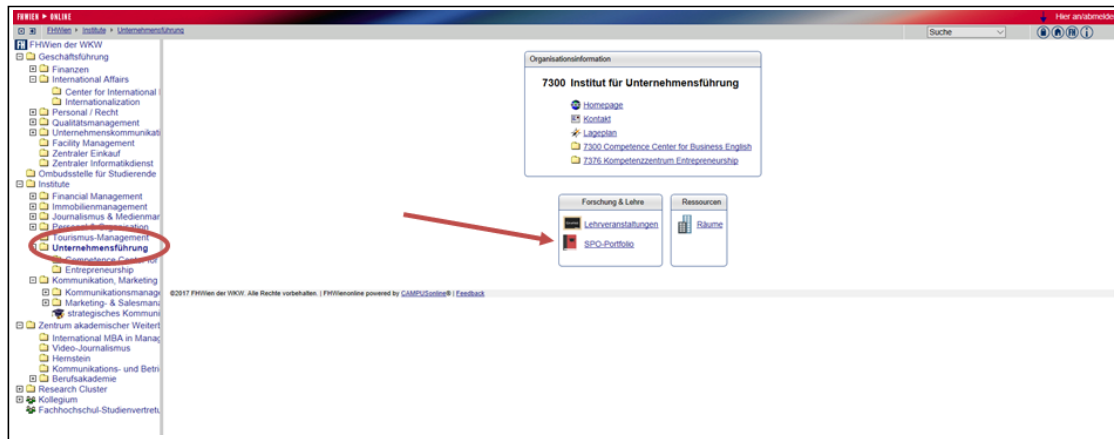
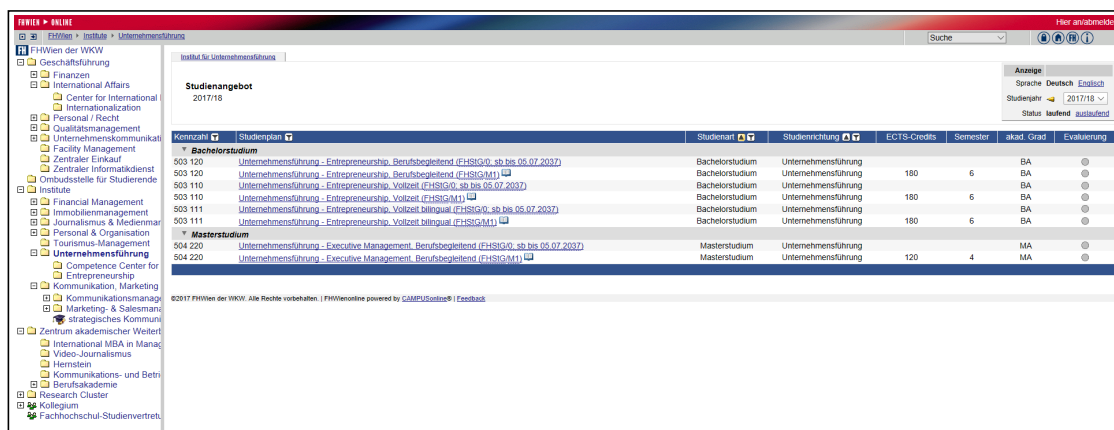


Then select the **institute** you are interested in (with the link you find on the left):

- ◆ Financial Management
- ◆ Immobilienwirtschaft (= Real Estate Management)
- Journalismus & Medienmanagement (= Journalism & Media Management)
- Personal & Organisation (= Human Resources & Knowledge Management)
- ◆ Tourismus-Management (= Tourism Management)
- ◆ Unternehmensführung (= Management & Entrepreneurship)
- Kommunikationsmanagement (= Communication)
- Marketing- & Salesmanagement (= Marketing & Sales)
- ◆ Note: The courses of International Management can be found at

International Affairs - CIEM – Center for International Education and Mobility.

Then click on „**SPO-Portfolio**“, e.g. Unternehmensführung and select a **study programme**

Kurzname	Studienplan	Studienart	Studienrichtung	ECTS-Credits	Semester	akad. Grad	Evaluierung
Bachelorstudium							
503 120	Unternehmensführung - Entrepreneurship, Berufsbegleitend (FHSIGÜ, sb bis 05.07.2037)	Bachelorstudium	Unternehmensführung	180	6	BA	⊕
503 120	Unternehmensführung - Entrepreneurship, Berufsbegleitend (FHSIGÜM1)	Bachelorstudium	Unternehmensführung	180	6	BA	⊕
503 110	Unternehmensführung - Entrepreneurship, Vollzeit (FHSIGÜ, sb bis 05.07.2037)	Bachelorstudium	Unternehmensführung	180	6	BA	⊕
503 111	Unternehmensführung - Entrepreneurship, Vollzeit bilingual (FHSIGÜM1)	Bachelorstudium	Unternehmensführung	180	6	BA	⊕
503 111	Unternehmensführung - Entrepreneurship, Vollzeit bilingual (FHSIGÜ, sb bis 05.07.2037)	Bachelorstudium	Unternehmensführung	180	6	BA	⊕
Masterstudium							
504 220	Unternehmensführung - Executive Management, Berufsbegleitend (FHSIGÜ, sb bis 05.07.2037)	Masterstudium	Unternehmensführung	120	4	MA	⊕
504 220	Unternehmensführung - Executive Management, Berufsbegleitend (FHSIGÜM1)	Masterstudium	Unternehmensführung	120	4	MA	⊕

For **Bachelor Courses**, use the following links:

Financial Management: Finanz-, Rechnungs- & Steuerwesen Vollzeit

Real Estate Management: Immobilienwirtschaft Berufsbegleitend

Journalism & Media Management: Journalismus & Medienmanagement Vollzeit

Human Resources & Knowledge Management: Personal- & Wissensmanagement Berufsbegleitend

Tourism Management: Tourismus-Management Vollzeit

Management & Entrepreneurship: Unternehmensführung Vollzeit

Corporate Communication: Kommunikationswirtschaft Vollzeit

Marketing & Sales: Marketing & Sales Vollzeit

Note: Some programmes run in different program formats (full-time or part-time for example).

Depending on the availability of free spots you will be assigned to different courses. You will find out your schedule during the Orientation Week.

Then select the appropriate semester, e.g. 3rd semester:

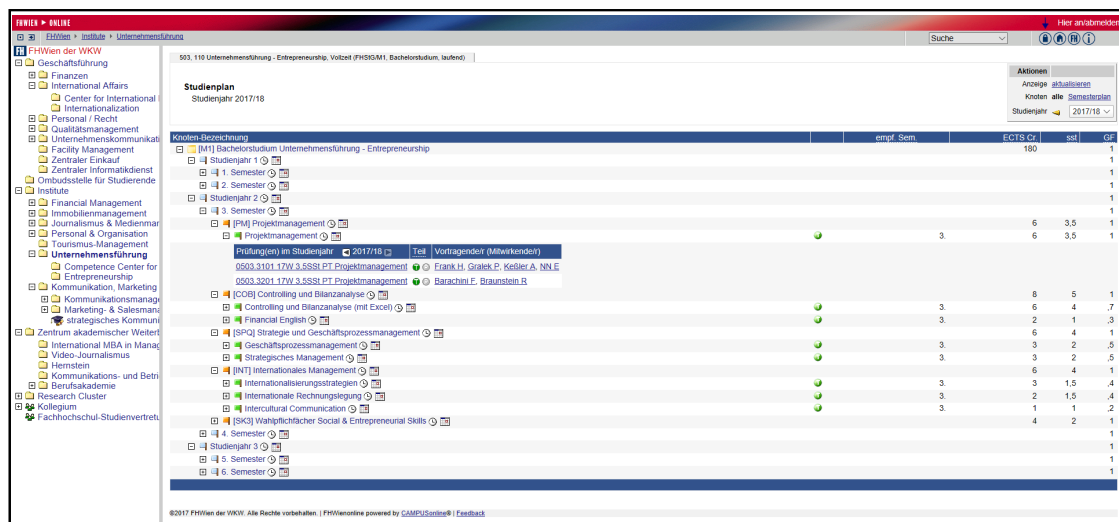


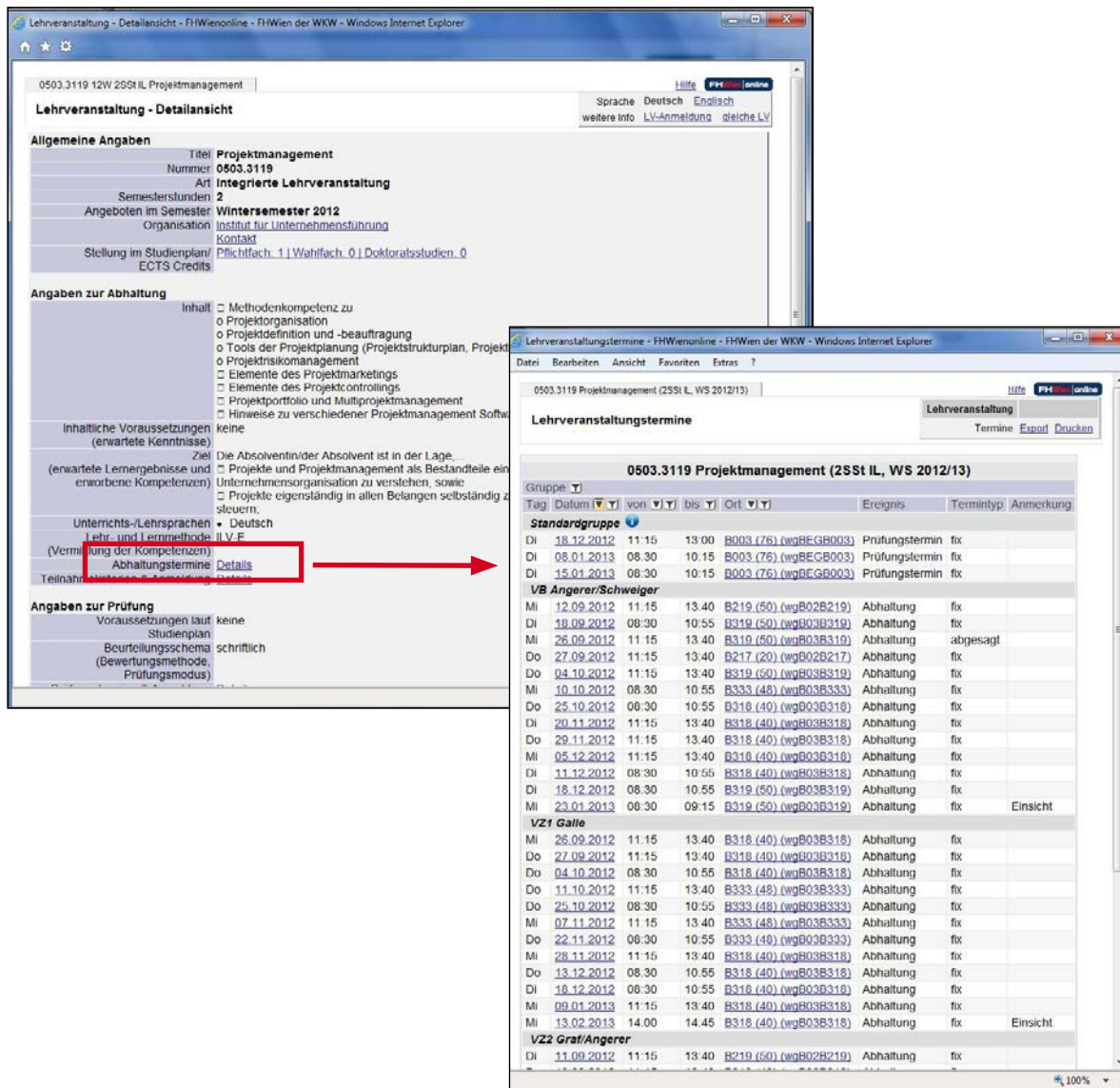
Here, you find the list of the courses offered for example in the third semester.

Not all these courses are held in English (even though the title sounds English). Only the ones listed in the English Course Guide - which will be sent to you via email - are actually taught in English.

For the **winter semester** you can only select courses from **semesters 1, 3 and 5**; for the summer semester you can only select courses from **semesters 2, 4 and 6**. Please switch to English if you feel more comfortable with the English language (you will find the link in the right hand corner).

For the **course content** click on the course title, e.g. *Projektmanagement* and then on **“Abhaltungstermine - Details” (Scheduled dates – Details)** in order to see the schedule of the course.





Lehrveranstaltung - Detailsicht

0503.3119 12W 2StSt IL Projektmanagement

Allgemeine Angaben

Titel: Projektmanagement
 Nummer: 0503.3119
 Art: Integrierte Lehrveranstaltung
 Semesterstunden: 2
 Angeboten im Semester: Wintersemester 2012
 Organisation: Institut für Unternehmensführung
 Stellung im Studienplan/ECTS Credits: Pflichtfach: 1 | Wahlfach: 0 | Doktoratsstudien: 0

Angaben zur Abhaltung

Inhalt: ☐ Methodenkompetenz zu
☐ Projektorganisation
☐ Projektdefinition und -beauftragung
☐ Tools der Projektplanung (Projektstrukturplan, Projekt
☐ Projektrisikomanagement
☐ Elemente des Projektmanagements
☐ Elemente des Projektcontrollings
☐ Projektportfolio und Multiprojektmanagement
☐ Hinweise zu verschiedener Projektmanagement Software

Inhaltliche Voraussetzungen (erwartete Kenntnisse): keine
 Ziel: Die Absolventin/der Absolvent ist in der Lage:
☐ Projekte und Projektmanagement als Bestandteile einer Unternehmensorganisation zu verstehen, sowie
☐ Projekte eigenständig in allen Belangen selbstständig zu steuern.

Unterrichts-/Lehrsprachen: Deutsch
 Lehr- und Lernmethode: IL V.F.
 (Vermittlung der Kompetenzen): Abhaltungstermine **Details**
 Teilnahme: Abhaltungstermine Details

Angaben zur Prüfung

Voraussetzungen laufen: keine
 Studienplan: keine
 Beurteilungsschema: schriftlich
 (Bewertungsmethode, Prüfungsmodus):

Lehrveranstaltungstermine

0503.3119 Projektmanagement (2StSt IL, WS 2012/13)

Gruppe	Tag	Datum	von	bis	Ort	Ereignis	Terminotyp	Anmerkung
Standardgruppe								
Di	18.12.2012	11:15	13:00	B003 (76)	(wgBEGB003)	Prüfungstermin	fix	
Di	08.01.2013	08:30	10:15	B003 (76)	(wgBEGB003)	Prüfungstermin	fix	
Di	15.01.2013	08:30	10:15	B003 (76)	(wgBEGB003)	Prüfungstermin	fix	
VB Angerer/Schweiger								
Mi	12.09.2012	11:15	13:40	B219 (50)	(wgB02B219)	Abhaltung	fix	
Di	18.09.2012	08:30	10:55	B319 (50)	(wgB03B319)	Abhaltung	fix	
Mi	26.09.2012	11:15	13:40	B319 (50)	(wgB03B319)	Abhaltung	abgesagt	
Do	27.09.2012	11:15	13:40	B217 (20)	(wgB02B217)	Abhaltung	fix	
Do	04.10.2012	11:15	13:40	B319 (50)	(wgB03B319)	Abhaltung	fix	
Mi	10.10.2012	08:30	10:55	B333 (48)	(wgB03B333)	Abhaltung	fix	
Do	25.10.2012	08:30	10:55	B318 (40)	(wgB03B318)	Abhaltung	fix	
Do	20.11.2012	11:15	13:40	B318 (40)	(wgB03B318)	Abhaltung	fix	
Do	29.11.2012	11:15	13:40	B318 (40)	(wgB03B318)	Abhaltung	fix	
Mi	05.12.2012	11:15	13:40	B318 (40)	(wgB03B318)	Abhaltung	fix	
Di	11.12.2012	08:30	10:55	B318 (40)	(wgB03B318)	Abhaltung	fix	
Di	18.12.2012	08:30	10:55	B319 (50)	(wgB03B319)	Abhaltung	fix	
Mi	23.01.2013	08:30	09:15	B319 (50)	(wgB03B319)	Abhaltung	fix	Einsicht
VZ1 Galle								
Mi	26.09.2012	11:15	13:40	B318 (40)	(wgB03B318)	Abhaltung	fix	
Do	27.09.2012	11:15	13:40	B318 (40)	(wgB03B318)	Abhaltung	fix	
Do	04.10.2012	08:30	10:55	B318 (40)	(wgB03B318)	Abhaltung	fix	
Do	11.10.2012	11:15	13:40	B333 (48)	(wgB03B333)	Abhaltung	fix	
Do	25.10.2012	08:30	10:55	B333 (48)	(wgB03B333)	Abhaltung	fix	
Mi	07.11.2012	11:15	13:40	B333 (48)	(wgB03B333)	Abhaltung	fix	
Do	22.11.2012	08:30	10:55	B333 (48)	(wgB03B333)	Abhaltung	fix	
Mi	28.11.2012	11:15	13:40	B318 (40)	(wgB03B318)	Abhaltung	fix	
Do	13.12.2012	08:30	10:55	B318 (40)	(wgB03B318)	Abhaltung	fix	
Di	18.12.2012	08:30	10:55	B318 (40)	(wgB03B318)	Abhaltung	fix	
Mi	09.01.2013	11:15	13:40	B318 (40)	(wgB03B318)	Abhaltung	fix	
Mi	13.02.2013	14:00	14:45	B318 (40)	(wgB03B318)	Abhaltung	fix	Einsicht
VZ2 Graf/Angerer								
Di	11.09.2012	11:15	13:40	B219 (50)	(wgB02B219)	Abhaltung	fix	

As you can see here, there are 3 groups offered in Projektmanagement - the „VB“ group is the English group, the „VZ 1“ and „VZ 2“ groups are held in German language. „Abhaltung“ means that the course will take place on that specific day, „Prüfung (geplant)“ or „Prüfungstermin“ means that the exam will take place then.

A „VB“ group only exists at the Institute Entrepreneurship, at other institutes you will find the course held in English in the regular group.