

# How to sign up for modules and courses using the Campus Net Webportal

# Organizing my studies using CampusNet

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# 1. General remarks regarding the module and course registration with CampusNet

- CampusNet does **not** cross-check **time conflicts** when you register for your courses. We strongly recommend you check the schedule when you are done signing up for courses and double check if you accidentally signed up for classes which take place at the same time.
- **Most Seminars, Exercises, Workshops etc.** only allow a **limited number of participants** in order to ensure a balanced distribution of participants. Registration for these classes is based on a *first-come-first-served* allocation.

## 2. Module and Course registration step-by-step

### a) *Orientating yourself using the study plan*

1. Use the correct study plan which is valid for your study course and year of enrollment in order to get an overview of modules and courses you need to sign up for.
  - *The example is a student who will be in his/her 1<sup>st</sup> semester of the Master Psychology program.*

		Areas of study							
Sem	CP	I Theoretical Psychoanalysis, Epistemology, and Subject Theory	II Social Psychology	III Developmental Theory, Developmental Pathology, and Disorder Studies	IV Diagnostics, Intervention		V Application-oriented Research Methods		
1	24	<b>Module 1</b> History of Science of Psychoanalysis in the Context of Establishing Psychology as a Science – 6 CP	<b>Module 2</b> Social Psychology Studies – 6 CP	<b>Module 3</b> Developmental Psychology – 6 CP	<b>Module 4</b> Mental Disorders – 15 CP	<b>Module 5</b> Psychological Diagnostics – 9 CP		<b>Module 6</b> Intervention – 9 CP	<b>Module 7</b> Research Methods – 12 CP
		<b>Lecture</b> Object, Knowledge Interests, and Epistemological Methods of Psychology and Psychoanalysis – 2 LPW, 3 CP	<b>Lecture</b> Drive and Emotion, Perception, Thinking and Speaking, Memory – 2 LPW, 3 CP	<b>Lecture</b> Developmental Theories – 2 LPW, 3 CP	<b>Lecture</b> Mental Disorders – 2 LPW, 3 CP <b>Seminar</b> Mental Disorders – 2 LPW, 3 CP	<b>Lecture</b> Psychological Diagnostics – 2 LPW, 3 CP		<b>Lecture</b> Introduction to Psychotherapeutic Intervention – 2 LPW, 3 CP	<b>Lecture</b> Introduction to Research Methods – 2 LPW, 3 CP
2	35	<b>Seminar</b> Object, Knowledge Interests and Epistemological Methods of Psychology and Psychoanalysis – 2 LPW, 3 CP	<b>Lecture</b> Social Psychology and Micro-sociology of Human Interaction – 2 LPW, 3 CP	<b>Seminar</b> Developmental Psychopathology – 2 LPW, 3 CP	<b>Lecture</b> Psychosomatics 2 LPW, 3 CP <b>Seminar</b> Psychobiology of Mental Disorders – 2 LPW, 3 CP	<b>Seminar</b> Psychological Diagnostics – 2 LPW, 3 CP		<b>Seminar</b> Introduction to Psychotherapeutic Intervention – 2 LPW, 3 CP	<b>Seminar</b> Introduction to Research Methods – 2 LPW, 3 CP
					<b>Workshop</b> Psychological Diagnostics – 2 LPW, 3 CP	<b>Seminar</b> Paradigms of Psychotherapeutic Intervention – 2 LPW, 3 CP			<b>Module 12</b> Work Experience

## 2. Module and Course registration step-by-step

### a) *Orientating yourself using the study plan*

2. Please note that all modules are organized in areas of study. You can see the according areas of study in the study plan which is valid for your study course.

➤ *You have to choose the correct area of study first in order to sign up for a module.*

		Areas of study							
Sem	CP	I Theoretical Psychoanalysis, Epistemology, and Subject Theory	II Social Psychology	III Developmental Theory, Developmental Pathology, and Disorder Studies	IV Diagnostics, Intervention		V Application-oriented Research Methods		
1	24	<b>Module 1</b> History of Science of Psychoanalysis in the Context of Establishing Psychology as a Science – 6 CP	<b>Module 2</b> Social Psychology Studies – 6 CP	<b>Module 3</b> Developmental Psychology – 6 CP	<b>Module 4</b> Mental Disorders – 15 CP	<b>Module 5</b> Psychological Diagnostics – 9 CP	<b>Module 6</b> Intervention – 9 CP	<b>Module 7</b> Research Methods – 12 CP	
		<b>Lecture</b> Object, Knowledge Interests, and Epistemological Methods of Psychology and Psychoanalysis – 2 LPW, 3 CP	<b>Lecture</b> Drive and Emotion, Perception, Thinking and Speaking, Memory – 2 LPW, 3 CP	<b>Lecture</b> Developmental Theories – 2 LPW, 3 CP	<b>Lecture</b> Mental Disorders – 2 LPW, 3 CP <b>Seminar</b> Mental Disorders – 2 LPW, 3 CP	<b>Lecture</b> Psychological Diagnostics – 2 LPW, 3 CP	<b>Lecture</b> Introduction to Psychotherapeutic Intervention – 2 LPW, 3 CP	<b>Lecture</b> Introduction to Research Methods – 2 LPW, 3 CP	
2	35	<b>Seminar</b> Object, Knowledge Interests and Epistemological Methods of Psychology and Psychoanalysis – 2 LPW, 3 CP	<b>Lecture</b> Social Psychology and Microsociology of Human Interaction – 2 LPW, 3 CP	<b>Seminar</b> Developmental Psychopathology – 2 LPW, 3 CP	<b>Lecture</b> Psychosomatics 2 LPW, 3 CP <b>Seminar</b> Psychobiology of Mental Disorders – 2 LPW, 3 CP	<b>Seminar</b> Psychological Diagnostics – 2 LPW, 3 CP <b>Workshop</b> Psychological Diagnostics – 2 LPW, 3 CP	<b>Seminar</b> Introduction to Psychotherapeutic Intervention – 2 LPW, 3 CP <b>Seminar</b> Paradigms of Psychotherapeutic Intervention – 2 LPW, 3 CP	<b>Seminar</b> Introduction to Research Methods – 2 LPW, 3 CP	<b>Module 12</b> Work Experience

## 2. Module and Course registration step-by-step

### b) Choosing an area of study

#### 3. Use the menu to navigate to „Registration for modules and courses“

- *The overview lists all areas of study of your study course as well as the „Studium Generale“ (extracurricular course offers)*
- *The example is a Master Psychology student in his first semester.*

#### 4. Click on the area of study for which you wish to sign up for (for modules and courses)

- *In the example the area of study „I. Theroretical Psychoanalysis“ is chosen*

The screenshot shows the 'My CampusNet' interface. On the left is a navigation menu with the following items: 'Registration for modules and courses', 'Registration for modules and courses', 'My Study Course', 'My Study Results', and 'My User Account'. The main content area displays the user's name and registration date: 'Name: student 2022W MAE on: 31.08.2022 on: 10:04'. Below this, the heading 'Registration for modules and courses' is followed by 'MA Psychology (ab WiSe 18/19) >'. A list of modules is shown, with the first item, 'I Theoretical Psychoanalysis, Epistemology and Subject Theory (12 ECTS)', highlighted with a red underline. A red arrow points from the top of the page to the 'My CampusNet' header. Another red arrow points from the 'Registration for modules and courses' menu item to the main heading. A third red arrow points from the 'Registration for modules and courses' menu item to the 'MA Psychology' heading. A fourth red arrow points from the 'MA Psychology' heading to the first module in the list. A callout box on the right contains the text: 'The year of your examination regulation (not the year of your enrollment!)' with a line pointing to the '2022W' part of the user's name.

## 2. Module and Course registration step-by-step


### b) Choosing an area of study

5. You will then see an overview of all modules and their related courses for the chosen area of study.
- *The shown list is shortened in this example for demonstration purposes!*

Name: student 2022W MAE on: 31.08.2022 on: 10:04

#### Registration for modules and courses

MA Psychology (ab WiSe 18/19) > I Theoretical Psychoanalysis, Epistemology and Subject Theory (12 ECTS)

Registration for modules and courses		
Course offering Instructors Time period Registration group Location	Reg. deadl. Max. Reg.part.	
<b>M.01.01</b> History of Science of Psychoanalysis in the Context of Establishing Psychology as a Science (WiSe 2022/23) N.N.	30.09.2022	 Register
K.01.01.S1 Object, Knowledge Interests and Epistemological Methods of Psychology and Psychoanalysis		
<b>K.01.01.S1</b> Object, Knowledge Interests and Epistemological Methods of Psychology and Psychoanalysis Dr. Christian Sell	30.09.2022	

## 2. Module and Course registration step-by-step

### c) Module registration

6. Register for a module by clicking the **Register**-Button and confirm the module selection in the following 3 dialogues (using „Next“ > „Submit“ > „Back to registration“) as shown below:

Name: student 2022W MAE on: 31.08.2022 on: 10:04

#### Registration for modules and courses

MA Psychology (ab WiSe 18/19) > I Theoretical Psychoanalysis, Epistemology and Subject Theory (12 ECTS)

Registration for modules and courses		
Course offering	Instructors	Reg. deadl. Max. Reg.part.
M.01.01 History of Science of Psychoanalysis in the Context of Establishing Psychology as a Science (WiSe 2022/23)	N.N.	30.09.2022
K.01.01.S1 Object, Knowledge Interests and Epistemological Methods of Psychology and Psychoanalysis		
K.01.01.S1 Object, Knowledge Interests and Epistemological Methods of Psychology and Psychoanalysis	Dr. Christian Sell	30.09.2022

Module numbers start with an „M“; course numbers start with a „K“ (for German „Kurs“)

Register

- You have to sign up for the module first, only then the „Register“-Buttons for the accompanying courses will appear.
- If you have a module registration from an earlier semester and the module is still running, you will see the register-buttons for the according courses right away. In this case, you can directly sign up for the courses and skip the module registration.



## 2. Module and Course registration step-by-step

### c) Module registration

#### Module registration

No.	Name
M.01.01	History of Science of Psychoanalysis in the Context of Establishing Psychology as a Science

No.	Name
M.01.01	History of Science of Psychoanalysis in the Context of Establishing Psychology as a Science

 Next

Name: student 2022W MAE on: 31.08.2022 on: 10:04


#### Module registration

**Note:**

Please check the registration data below. Confirm to register.

No.	Name	Exam (Weighting)	Date
M.01.01	History of Science of Psychoanalysis in the Context of Establishing Psychology as a Science	written/oral examination (100%)	Individual arrangement (N.N.)

#### Confirm

 Submit

## 2. Module and Course registration step-by-step

### c) *Module registration*

The module registration has been successful.

#### Module registration

**Note:**

Your registration has been successful.

 Register for associated course offerings  Back to registration


<b>No.</b>	M.01.01		
<b>Name</b>	History of Science of Psychoanalysis in the Context of Establishing Psychology as a Science		
<b>Studies</b>	MA Psychology (ab WiSe 18/19)		
<b>No.</b>	<b>Name</b>	<b>Exam (Weighting)</b>	<b>Date</b>
M.01.01	History of Science of Psychoanalysis in the Context of Establishing Psychology as a Science	written/oral examination (100%)	Individual arrangement (N.N.)



## 2. Module and Course registration step-by-step

### d) Course registration

7. If you want to register for a certain course, use the according Register-Button.
  - Buttons only appear after successful module registration.
8. Confirm your course registration in the following 3 dialogues (Next > Submit > Back to Registration) just like the module registration (Slides 9 and 10).

#### Registration for modules and courses

 The module is associated with course offerings.  
Please register for the associated course offerings or cancel your registration for the module.

Registration for modules and courses		Reg. deadl.	Max.   Reg. part.
Course offering	Instructors		
M.01.01 History of Science of Psychoanalysis in the Context of Establishing Psychology as a Science (WiSe 2022/23)	N.N.	30.09.2022	
K.01.01.S1 Object, Knowledge Interests and Epistemological Methods of Psychology and Psychoanalysis			
K.01.01.S1 Object, Knowledge Interests and Epistemological Methods of Psychology and Psychoanalysis - A	Dr. Christian Sell	30.09.2022	30   - 
K.01.01.S1 Object, Knowledge Interests and Epistemological Methods of Psychology and Psychoanalysis - B	Dr. Aleksandar Dimitrijevic	30.09.2022	30   - 

**This row shows you the name of the course you have to complete according to your study plan. The actual classes which are offered for this course are listed underneath.**

**Some courses have limited capacity.**  
**Max. nr. of participants | registered participants**  
*In this example, the course is open to 30 participants and no one is registered yet.*

**Sometimes you can choose whether you wish to attend group A or B**

# 3. Overview of successful course registration by using the schedule function

- Campus Net can show you all the **modules** you successfully registered for (sorted by semester)
  - Navigate to „My study course“ and „Modules“.

Registration for modules and courses

**My Study Course**

Modules

Courses

Exams

Schedule

My Study Results

My User Account

My CampusNet

Name: student 2022W MAE on: 31.08.2022 on: 10

Modules of student 2022W MAE

Module

Choose a semester

Semester: WiSe 2022/23 Refresh

No.	Name	Module Owner	Credits
M.01.01	History of Science of Psychoanalysis in the Context of Establishing Psychology as a Science	N.N.	6

# 3. Overview of successful course registration by using the schedule function

- Campus Net can show you all the courses you successfully registered for (sorted by semester)
  - Navigate to „My Study Course“ und „Courses“.

The screenshot shows the 'My CampusNet' interface. On the left is a navigation menu with categories: 'Registration for modules and courses', 'My Study Course', 'My Study Results', and 'My User Account'. Under 'My Study Course', there are sub-items: 'Modules', 'Courses' (highlighted with a red box and a red arrow), 'Exams', and 'Schedule'. The main content area shows the user's name and a timestamp, followed by the heading 'Courses of student 2022W MAE'. Below this is a 'Semester selection' section with a dropdown menu set to 'WiSe 2022/23' and a 'Refresh' button. A callout box points to this section with the text: 'Choose the semester you wish to look at and click „Refresh“'. Below the semester selection is an 'Events' table with columns: 'No.', 'Name', 'Time period', 'Credits', and 'Location'. The table contains one row for course 'K.01.01.S1' with the name 'Object, Knowledge Interests and Epistemological Methods of Psychology and Psychoanalysis - A', 'Time tbd', and 'IPU'. A callout box points to the course name with the text: 'By clicking on the name of the course you will receive further information, e.g. appointments, classrooms, course material etc.'

**My CampusNet**

Registration for modules and courses

**My Study Course**

Modules

**Courses**

Exams

Schedule

**My Study Results**

**My User Account**

Name: student 2022W MAE on: 31.08.2022 on: 10:04

**Courses of student 2022W MAE**

**Semester selection**

Choose a semester

Semester: WiSe 2022/23 Refresh

**Events**

No.	Name	Time period	Credits	Location
K.01.01.S1	Object, Knowledge Interests and Epistemological Methods of Psychology and Psychoanalysis - A	Time tbd		IPU

## K.01.01.S1 Object, Knowledge Interests and Epistemological Methods of Psychology and Psychoanalysis - A

### Course offering details

[Messages](#) [Material](#)

Instructors: Dr. Christian Sell

Event type: Seminar

Displayed in timetable as: K.01.01.S1

Course material for the whole course can be found here (if available)

### Class session overview

There are no appointments.

### Instructors

Dr. Christian Sell

Course material for individual class sessions can be found here (if available)

### Literature

### Material for the complete course

There is no material.

### Registration periods

Phase	Block	Start	End registration	End cancellation	Deadline for audit
Anmeldephase 1	Semester	30.08.2022 00:00	30.09.2022 00:00	30.09.2022 00:00	31.03.2023 00:00

### Appointments

Date	From	To	Room	Instructors
There are no appointments.				

Individual course dates will appear here as well as in your schedule.

### Exams in context of modules

Module (start semester)/ Course	Exam	Date	Instructors	Compulsory pass
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# 3. Overview of successful course registration by using the schedule function

- All **courses** which you successfully registered for will appear in your schedule
- To look at your schedule, navigate to „My Study Course“ and „Schedule“
- You can choose between a weekly view or a monthly view.
  - *The schedule allows you as well to check for scheduling conflicts.*
  - *If you do not see any courses in your schedule, double check if you registered for modules and courses.*

The screenshot shows the navigation menu on the left with a red arrow pointing to 'My Study Course' and a red box around the 'Schedule' option. The 'Month' sub-option is highlighted in green. Below the menu are links for 'My Study Results' and 'My User Account'. The main content area displays the schedule for 'student 2022W MAE' on '31.08.2022' at '10:04'. The schedule is for 'October 2022' and is currently set to 'Month' view. The calendar grid shows days of the week and dates from 1 to 30. A course '08:00 - K.01.01.S' is listed for the 17th and 24th of the month.

**Navigation Menu:**

- My Study Course
- Modules
- Courses
- Exams
- Schedule**
  - This Week
  - Month**
  - Schedule Export
- My Study Results
- My User Account

**Schedule Details:**

Name: student 2022W MAE on: 31.08.2022 on: 10:04

Schedule October 2022

October 2022

Today Day Week Working week Month

CW	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
						1	2
39							
40	3	4	5	6	7	8	9
41	10	11	12	13	14	15	16
42	17 08:00 - K.01.01.S	18	19	20	21	22	23
43	24 08:00 - K.01.01.S	25	26	27	28	29	30

# 3. Overview of successful course registration by using the schedule function

Registration for modules and courses

- My Study Course
- Modules
- Courses
- Exams
- Schedule**
- Month
- Schedule Export

My Study Results

My User Account

Name: student 2022W MAE on: 31.08.2022 on: 10:04

### Schedule

Schedule for 17.10. to 23.10.

Today CW 42 17.10.2022 - 23.10.2022 Refresh

Day Week Working week Month Printable version

Time	Mon 17.10.	Tue 18.10.	Wed 19.10.	Thu 20.10.	Fri 21.10.	Sat 22.10.	Sun 23.10.
all-day							
07:00							
07:15							
07:30							
07:45							
08:00							
08:15							
08:30							
08:45							
09:00	08:00 - 10:00 K.01.01.S1						
09:15							
09:30							
09:45							
10:00							
10:15							

Choose the calendar week you wish to look at.

If you click on the orange course number, you will see the full course name