

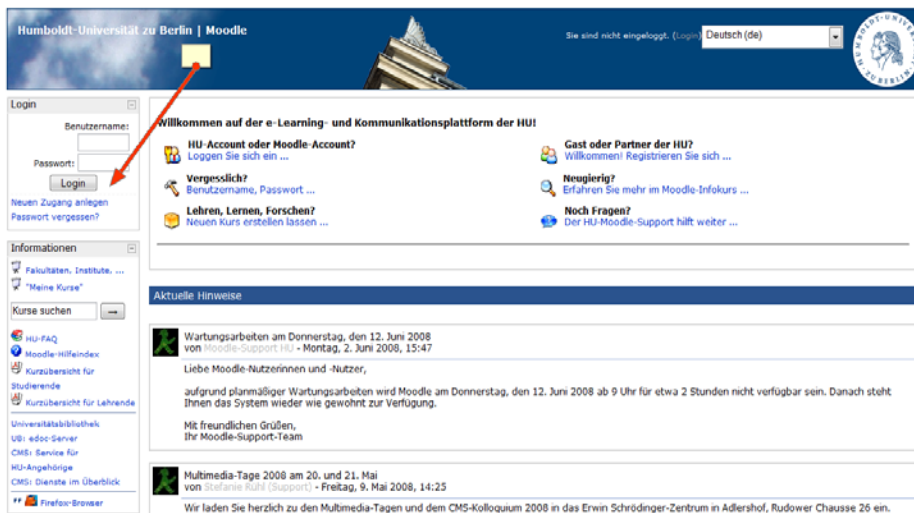


12. September 2016

- Instructions on how to use the Course Management System Moodle -

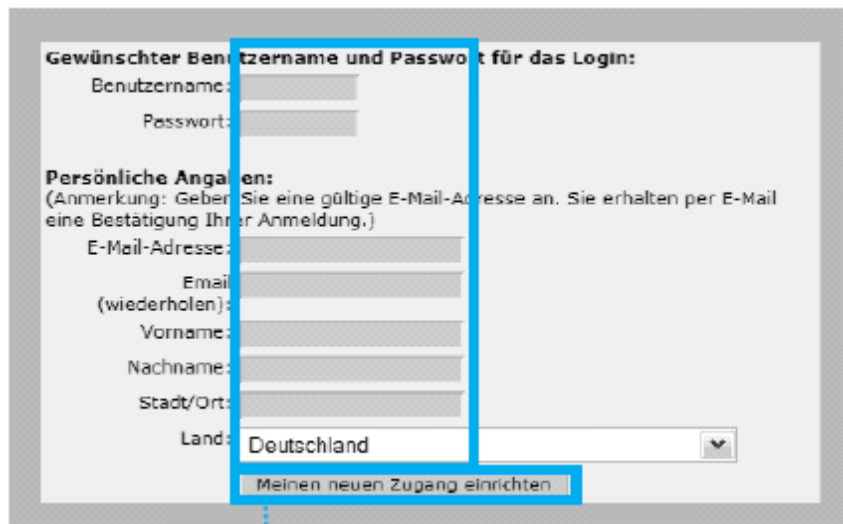
1. Enter the Moodle page address:

<http://www.hu-berlin.de/moodle> and switch the websites´ language into English (upper right corner saying “Deutsch (de)” next to the University Icon)



2. Create a new account to login..

Then select „create a new account!“ in the upper left corner (red arrow) and fill in your personal ID:



3. You will receive an e-Mail

Select the containing link to activate your account.

The link in the e-Mail will open the browser with your Moodle-account

4. Select the course (workshop, seminar)

Enter your course by copying the following course title:

Theory, Analysis and Empirical Study of Institutions and Organisations

*And paste it in the box on the right side "searching for a course"
(<https://moodle.hu-berlin.de/course/view.php?id=72384>)*

Here you will be asked to enter the required access key

Access key: phdreg16

How to access Moodle with your new account:

just enter the adress

<http://lms.hu-berlin.de/moodle/>

and login with your username and your password

What you will find in Moodle:

- Timetable for the Colloquium
- possibility to communicate messages and news to other participants
- lecture slides
- literature, research papers and comments

Any questions left?

Contact:

Ines Jeworski

i.jeworski@hu-berlin.de