



Student registration process

You log in here with your university ID and password:

https://service.uni-muenster.de/go

To book courses and register for examinations and coursework, go to the online course catalogue (click on "Course catalogue")

Note: You can change the language in a selection field at the top right after logging in.

Services Campus M	Management Camp	us Management						
Campus map University of Münster	Card management Locking-system							
X								
Campus Manageme	nt							
Requests	Semester tickets							
F								
Campus Manageme	nt							
Module overview	Semester tickets	Requests	Online course cata- logue	Course timetable	Room reservation overview	Theses (registration)	Examinations and coursework	Provisional ToR
ē					Ē	Ĩ	J	€: :::
FAQ for students	Platzanfrage Kein Verfahren							

Figure 1: Fiori Interface

You then click through your degree programme structure to the module you want to take.



Figure 2: Study Sections

Please note that elective modules can be organised in different sections. Select the desired section.

_		
√ N	.Sc. Business Development	6ð Details
~	Master Business Development	6ð Details
~	Master Business Development PO 2023	
	Electives	
	Strategic Management Accounting	6ð Details
	Performance Management & Strategy Execution	6ð Details
	Advanced International Accounting	6ð Details
	From Data to Insights: Driving Corporate Performance	6ð Details
	Advanced Accounting on Specific Topics I	6ð Details
	Advanced Accounting on Specific Topics II	6ð Details
	Introduction to Advanced Finance	6ð Details
	Behavloral Finance	6ð Details
	Derivatives I	6ð Details
	Advanced Corporate Finance	6ð Details
	Advanced Sustainable Finance	6ð Details
	Asset Pricing	6ð Details
	Entrepreneurial Finance	6ð Details
	Mergers & Acquisitions	6ð Details
	Empirical Lab 1	6ð Details
	Empirical Lab II	6ð Details
	Advanced Finance on Specific Topics I	6ð Details
	Advanced Finance on Specific Topics II	6ð Details
	Market- and Resource-Based View of Strategy	6ð Details
	Technology and Innovation Strategy	6ð Details
	Selected Topics on Management I	6ð Details
	Selected Topics on Management II	6ð Details
	Advanced Market Research	6ð Details

Figure 3: Modules from the Electives section

Click on 'Details' to access the module.

Here you will find the tabs

- General description
- Courses
- Examinations and Grades





- Organisation
- Part of

Sales Management 6 LP MAY39234000 General description Courses Examinations and grades V Organisation Part of	Print [Modules overview]
General information	Grading scale: Zehntetskala (anderer Text)

Figure 4: Access module

In order to complete a module in full, you must first book all the necessary courses and then register for and pass the necessary examinations and coursework.

Booking the courses:

Click on the Courses tab. This will take you to the courses offered within the module.

Sales Mana	gement								Print	Modules overview
6 LP MAF39234200	10									
General description	n Courses Examinations	and grades 🗸 Organis	sation Part of							
									Search	Q
✓ Course0	GroupName									
Course	Type of course	Credit	Time	Room	Instructors	Registration procedure	Registration deadline	Participation	Earmark	
Sales Manag	ement Lecture	1	from 28.11., Tu 14:00-16:00, Th 10:00-12:00, Fr 08:00-12:00, Exception: 19:12., 14:00-16:00	see details	Victoria Kramer Tim Kalwey		26.06.2023 - 31.03.2024	Book	*	
✓ Course0	GroupName									
Course	Type of course	Credit	Time	Room	Instructors	Registration procedure	Registration deadline	Participation	Earmark	
Tutorial on Sa Management	ales Exercise	1	E-learning		Victoria Kramer Tim Kalwey		26.06.2023 - 31.03.2024	Book	*	

Figure 5: Courses of the module

Usually, our modules consist of two parts - a lecture and an exercise. You must book both parts, i.e. the desired course in the Participation column for both the lecture and the exercise. If the booking was successful, you will immediately receive a success message. The corresponding courses can now only be De-registered as long as no examination has been registered for this course.





Prüfungsamt

Sales Managemen	ıt								Print	Modules overvie
6 LP MAF392342000										
General description Cour	rses Examinations and	d grades \vee 🛛 Organisa	tion Part of							
									Search	C
 CourseGroupNa 	ame									
Course	Type of course	Credit	Time	Room	Instructors	Registration procedure	Registration deadline	Participation	Earmark	
Sales Management	Lecture	1	from 28.11., Tu 14:00-16:00, Th 10:00-12:00, Fr 08:00-12:00, Exception: 19:12., 14:00-16:00	see details	Victoria Kramer Tim Kalwey		26.06.2023 - 31.03.2024	De-register	*	
✓ CourseGroupNa	ime									
Course	Type of course	Credit	Time	Room	Instructors	Registration procedure	Registration deadline	Participation	Earmark	
Tutorial on Sales Management	Exercise	1	E-learning		Victoria Kramer Tim Kalwey		26.06.2023 - 31.03.2024	Book	*	

Figure 6: Course booked

Registration for an examination or coursework:

Clicking on the "Examinations and Grades" tab takes you to an overview page of the Examinations and Coursework to be completed.

Sales Manage	ement										,	Print Module	es overview
6 LP MAF392342000	6 LP MAY39224000												
General description Courses Examinations and grades V Organisation Part of													
DEGREE-RELEV	DEGREE-RELEVANT EXAMINATIONS												
											Search		Q My
 Course Ex 	amination - Sales Ma	anagement											
Part of a modu	le Course	Category	Registration deadline	De-registration deadline	Credit	Type of examina- tion	Examiner	Date	Room	Status	Registration for an examination	Earmark	
Sales Managem	ent												
	Sales Management		23.10.2023 - 19.12.2023	23.10.2023 - 09.01.2024	2.5	written examina- tion	Victoria Kramer			Not booked	Register	\$	
✓ Course Ex	amination - Tutorial	on Sales Manager	nent										
Part of a modu	le Course	Category	Registration deadline	De-registration deadline	Credit	Type of examina- tion	Examiner	Date	Room	Status	Registration for an examination	Earmark	
Tutorial on Sale	s Management												
	Tutorial on Sales Management		23.10.2023 - 19.12.2023	23.10.2023 - 09.01.2024	1.5	group work	Victoria Kramer			Not booked	Register	\$	
REQUIRED COU	RSEWORK												
											Search		O My
Only degree-relevant examinations can be completed in this module.													

Figure 7: Registration without booked course

Here you will find a list of all examinations to be taken in the upper section and all coursework in the lower section of the page. In addition, you will be shown the data for the examinations and coursework (i.e. category, registration and de-registration deadlines, CP, date, time, room, type of examination, examiner) if already stored.

By clicking on the Register button, you can register the desired examination and/or coursework.

Please note: Examinations relating to courses (examination for 'Course in selected module') can only be registered for if the courses have been booked in advance (participation status: booked). In the following illustration, the Sales Management course is booked and the tutorial is not. You can therefore register for the exam for Sales Management Universität Münster



Wirtschaftswissenschaftliche Fakultät

Prüfungsamt

Sales Manager	nent										P	rint Modules	overview
6 LP MAF392342000													
General description	Courses Examination	ons and grades $$	Organisation Part	of									
DEGREE-RELEVAI	NT EXAMINATIONS												
											Search		Q, My
 Course Exa 	mination - Sales Ma	nagement											
Part of a module	Course	Category	Registration deadline	De-registration deadline	Credit	Type of examina- tion	Examiner	Date	Room	Status	Registration for an examination	Earmark	
Sales Managemer	at .												
	Sales Management		23.10.2023 - 19.12.2023	23.10.2023 - 09.01.2024	2.5	written examina- tion	Victoria Kramer			Booked	Register	*	
 Course Exa 	mination - Tutorial o	n Sales Managem	ent										
Part of a module	Course	Category	Registration deadline	De-registration deadline	Credit	Type of examina- tion	Examiner	Date	Room	Status	Registration for an examination	Earmark	
Tutorial on Sales M	lanagement												
	Tutorial on Sales Management		23.10.2023 - 19.12.2023	23.10.2023 - 09.01.2024	1.5	group work	Victoria Kramer			Not booked	Register	*	
REQUIRED COUR	SEWORK												
				Onl	y degree-relevant ex	aminations can be com	pleted in this module				Search		Q My

Figure 8: Registration with booked course

When you click on the Log in button, a message appears that must be confirmed:

		Important Information		
	Important information on the electer examinations	ctronic registration and de-registrat	ion process for degree-relevant coursework and	
ion c	(Please confirm at the end of the page that you have to be entitled to register via the web-based self-service wish to register for degree-relevant coursework and e you wish to de-register, please use the SLcM portal. F details, please see the website of your Examinations (examinations. For more details, please also see the su Withdrawal for such a valid reason means that the stu means that the examination is graded as a fail (5.0).	read the information given on this page by clicking on the e platform SLcM. In addition, all requirements listed in th xaminations. During the registration phase, you can de-ro lease note that for final module examinations there may Office. In some degree programmes, there may also be d ebsite of your Examinations Office. After the registration dent is treated as if he/she had not registered for the exa	e button Accept.) You must be enrolled at the University of Münster in order the examination regulations for your degree programme must be met if you egister from coursework and examinations without having to state a reason. If be other deadlines and procedures to register for and de-register. For more ifferent registration and de-registration deadlines for other coursework and phase, you may only withdraw from an examination for a serious reason. miniation in question at all. Withdrawal without a valid reason, however,	tus
23 - 1	Please keep in mind that a withdrawal for a valid reas notified at the latest on the working day following the latest.	on will only be accepted if it is applied for immediately (examination and proof of the serious reason has to be p	as quickly as possible). This means that the Examinations Office has to be rovided three working days after the degree-relevant examination at the	oked
	If you could not take the examination due to illness, y Office by phone, this medical certificate may only be s delay (e.g. because you were hospitalised and uncon dated on the day of the examination at the latest or, if	ou have to submit a medical certificate (ärztliches Attest; submitted later than three working days after the degree- scious). If you send the medical certificate by post, the d a valid reason is stated, one day after the missed exami) to the Examinations Office. If you do not initially inform the Examinations relevant examination if you can prove that you were not responsible for the ate of the postmark must be clearly legible. The medical certificate must be ination.	l
ion c	Please note: Lecturers and examiners cannot register semester for all examinations you wish to take before or enter grades for that semester either. This is also th Only examinations and coursework for which you	or de-register you for examinations after the registration the registration phase ends. If you fail to register for exa le case for past semesters and for hardship cases in past registered can be processed I If you do not register i	phase has ended. Therefore it is absolutely necessary that you register each minations or coursework in time, the Examinations Office cannot register you t semesters. n time, you will have to re-take the examination or coursework.	tus
23 - 1	You may not forward your password to third parties. P	lease change your password as soon as you have receiv	red your personalised login details.	bod
	Please note: You can only continue after having clicke	d on the button "Accept". To continue, please left-click o	n "Next" and proceed by selecting the category required.	
	University of Münster			
I	on behalf of the Examinations Office I	on behalf of the Examinations Office for Mathematics and the Natural Sciences	on behalf of the Examinations Examination Board of the School of Business and Economics	
	Dr. Maria Wernsmann	Dr. Bettina Hiller	Maik Rösler	
	By clicking on the button "Accept", you confirm administration.	that you have read the above information and agree to t	he electronic storage of your data for the purposes of examination	





By checking the checkbox and clicking on Confirm, the registration is completed.

The examination now appears as registered, i.e. it can only be de-registered:

Sales Mar	nagement												Print	Adules overview
6 LP MAF39234	2000													
General descrip	tion Courses E	aminations and grades $~~$	Organisation Part of											
DEGREE-RE	LEVANT EXAMINA	TIONS												
												Search		Q, My
 Cours 	e Examination - Sa	les Management												
Part of a r	nodule Course	Category	Registration deadline	De-registration deadline	Credit		Type of examination	Examiner	Date	Room	Status	Registration for an ex- amination	Earmark	
Sales Man	agement													
	Sales Manage	ment	23.10.2023 - 19.12.2023	23.10.2023 - 09.01.2024	2.5		written examination	Victoria Kramer			Booked	De-register	×	
✓ Cours	e Examination - Tu	torial on Sales Manage	ement											
Part of a r	nodule Course	Category	Registration deadline	De-registration deadline	Credit		Type of examination	Examiner	Date	Room	Status	Registration for an ex- amination	Earmark	
Tutorial on	Sales Management													
	Tutorial on Sa Management	les	23.10.2023 - 19.12.2023	23.10.2023 - 09.01.2024	1.5		group work	Victoria Kramer			Not booked	Register	×	
REQUIRED	COURSEWORK													
	Star												Q, My	
						Only degre	ee-relevant examinations can	be completed in this m	odule.					

Figure 10: Successful registration

Final module examinations can also be registered for without a booked course. However, the module will not be completed if the course is not booked, even if the examination is passed. Below you can see a registered final module examination and the participation status 'not required'.

Go-to-Market and Business Development (Modules overview)												
General description Courses Examinations and grades V Organisation Part of												
DEGREE-RELEVANT EXAMINATIONS												
										Search		Q My
✓ Final Module Examination												
Part of a module Course	Category	Registration deadline	De-registration deadline	Credit	Type of examina- tion	Examiner	Date	Room	Status	Registration for an examination	Earmark	
		23.10.2023 - 19.12.2023	23.10.2023 - 09.01.2024	4	written summary	Nico Schauerte			Not required	De-register	\$	
REQUIRED COURSEWORK												
Only degree-relevant examinations can be completed in this module.												Q My

Figure 11: Registration of a final module examination