**Title Course / Module**

Summer semester/Winter semester 20XX

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| --- | --- | --- |
| Name lecturer 1 | Email address lecturer 1 | Telephone number lecturer 1 |
| Name lecturer 2 | Email address lecturer 2 | Telephone number lecturer 2 |
| … | … | … |

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| Important Information |
| [Space for important information for your students such as dates, deadlines, informational events, etc. This box can also be deleted if you don’t need it.] |

## 1. Scheduling

[Please provide session date information here and note whether the session will be conducted on-site (HS) or digitally synchronous / asynchronous. Please state the topic of the session and, if necessary, make comments on deadlines, literature, etc., which will help students to organize themselves.]

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| No. | Date and Time | Place/ Mode  | Topic | Comments |
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## 2. Location

[Please provide details on:

* physical location (address, link to campus map)
* virtual venue (URL or link).]

## 3. Brief description

[Please provide details on:

* Contents
* Qualification objectives]

## 4. Examinations and Coursework in the Module

[Please provide details on:

* Module examination and weighting
* Coursework and weighting
* Admission requirements, if applicable
* Type of examination (term paper, written exam, etc.)
* Length of the examination
* Examination location (face-to-face or online)
* Evaluation criteria
* Deadlines and dates
* if applicable, information on formal requirements (layout, citation system, etc.)]

## 5. Recommended Reading and Supplementary Material

[Please provide details on:

* Type and scope of required supplementary material (e.g. lecture notes)
* Sources for getting these materials
* Recommended reading.]

## 6. ILIAS

[Please provide details on:

* URL of the associated ILIAS course (can be found at the bottom of the ILIAS page "Link zu dieser Seite:...")
* Notes on the role of the ILIAS course in the course / module
* Information about availability of materials (if applicable, date and how long they will be available)]

## 7. Office hours

|  |  |  |  |
| --- | --- | --- | --- |
| Name lecturer 1 | Responsibilities lecturer 1 | Office hours lecturer 1 | Office/Building (or URL or link) lecturer 1 |
| Name lecturer 2 | Responsibilities lecturer 2 | Office hours lecturer 2 | Office/Building (or URL or link) lecturer 2 |
| … | … | … |  |

[if applicable, further references to preferred communication channels such as an ILIAS forum]