

Instruction manual for course registration with the ZEMS moodle portal

1. All ZEMS courses are bookable via our homepage: <https://www.tu.berlin/zems/studium-lehre>
2. First select the language you wish to learn.
3. Once the booking has started, the course page shows the button: „Jetzt buchen / Book now“ :

Course Contents Levels B1, B2, C1

- German for everyday life in university and at work
- Skills for communication with faculty members
- Discussions and presentations, applications
- Letters and e-mails
- Regional studies, Berlin, news

To receive ECTS and/or a certificate, you have to

- regularly attend the course (at least 80 percent) and
- pass the continuous assessment.

Verföhrungsprüfung: oral exam (50%), written tests (50%)

1 SWS + self-study, 6 ECTS

| LV | Tag / Zeit / Ort / Zeitraum | Leitung | Gebühr | Buchung |
|-----|--|-------------------|--------------------------|------------------------------|
| 040 | Di 18:30-20:00 ONLINE 25.10.22-14.02.23 Do 18:30-20:00 ONLINE 27.10.22-16.02.23 | Johanna Bräutigam | 275.00 / 275.00 / 275.00 | jetzt buchen |

4. If the language of your browser is anything else but German you will be guided through the booking in English.

ZEMS-Moodle

Willkommen im Moodle der ZEMS

Sie können sich auf dieser Website zu den **Sprachkursen anmelden** und die Unterrichtsmaterialien einsehen.

Studierende und Mitarbeitende der TU Berlin können sich über den Button **TU-Login** anmelden.

Search courses

Course categories

- Verwaltung (11)
- Intensivkurse
- Russisch
- Chinesisch

Platform-Login

TU Login

Login for temporary ZEMS-Moodle accounts

Username

Password

☐ Remember username

Log in

Create new account
Lost password?

Expand all

5. If you already do have a TU account, please continue by clicking on TU-LOGIN. If not, please click on „Create new account“. The following window will open

New account

Username

The password must have at least 8 characters, at least 1 digit(s), at least 1 lower case letter(s)

Password

Email address

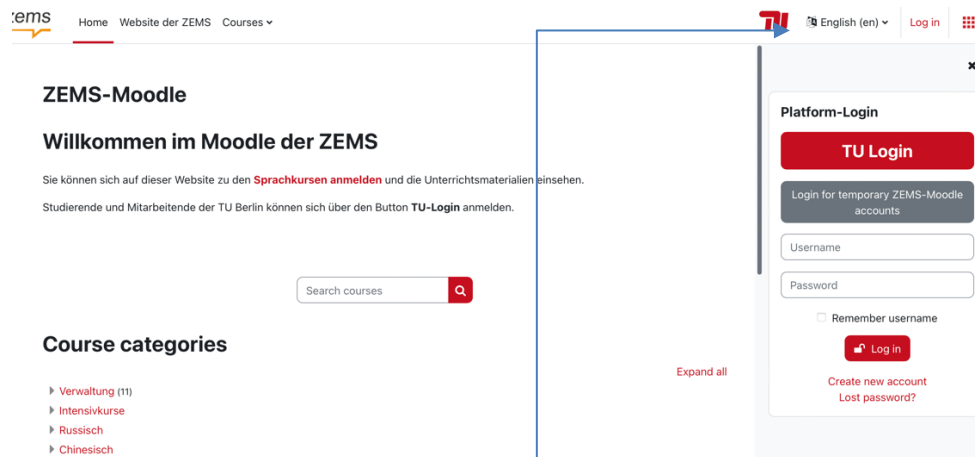
Email (again)

First name

Last name

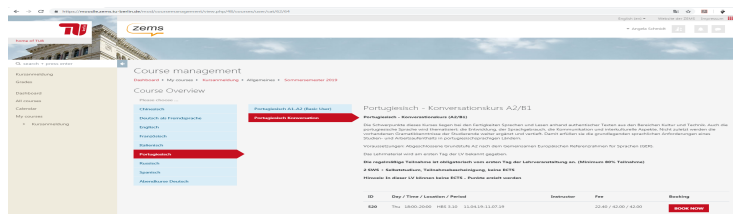
Please choose a username and a password and enter a valid email address. The password must consist of at least 8 characters, must contain 1 number and 1 lowercase letter. Please note that this account will be your ZEMS moodle account also in the future. **Make sure to save the login data, as you will need it for all further learning and administrative processes.**

6. Check the email address you registered with and confirm the link in the mail you've got.
7. Now you are logged into ZEMS moodle course platform.



You can change the language of the platform here:

8. Click on „Kursanmeldung“ and choose the relevant semester, the language you want to learn and the course:



9. Click on „Book now“. Next, enter your information and your “status”. Important: Only the evening courses may be booked by non students. For all other courses, select the student status and proceed.

If you own a German bank account, enter your bank details. If you do not own a German bank account, select the button “I do not own a German bank account”. You will receive an email with instructions on how to process your payment.

Once you have entered your information, agree to the terms and conditions and click the button: “book this course now”.

10. You will then receive a confirmation of your successful booking, on screen and by mail.
11. You are registered – enjoy learning at ZEMS!
12. Your language learning platform is always reachable at moodle.zems.tu-berlin.de