

Join a course

Students join an ILIAS-course



Supportstelle für ICT-gestützte Lehre und Forschung
Hochschulstrasse 6
3012 Bern

<http://www.ilub.unibe.ch>
info@ilub.unibe.ch

Stand: 19. Juli 2019



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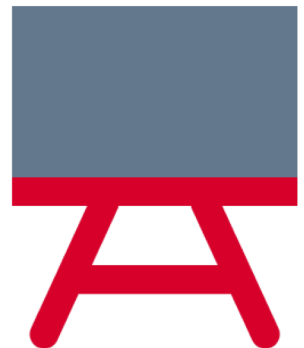
<http://creativecommons.org/licenses/by-nc-sa/2.5/>

- by: Namensnennung
- nc: Nicht-Kommerziell
- sa: Weitergabe unter gleichen Bedingungen

Content

These instructions inform you how to log in to ILIAS and how to find and join a course.

- 1. Login**
- 2. Choose your language**
- 3. Personal Starting Point**
- 4. Settings and Personal Profile**
- 5. Overview to join a course**
- 6. Which option was chosen for joining an ILIAS course?**
 - a) Option 2: Register in CTS**
 - b) Option 3: Join a course in ILIAS**



1. Login

- (1) Go to www.ilias.unibe.ch
- (2) Choose «Universität Bern» (your home organisation) and click on «Anmelden».
- (3) Login with your Campus Account (username and password).
- (4) Accept the User Agreement (Nutzungsvereinbarung) if you log in for the first time.

www.ilias.unibe.ch

1

Anmelden über:



u^b Universität Bern

2

Anmelden

User Agreement

SWITCHaai

u^b

UNIVERSITÄT
BERN

You are about to access the service:

UniBE, ILIAS Server

Username

Username

3

Password

Password

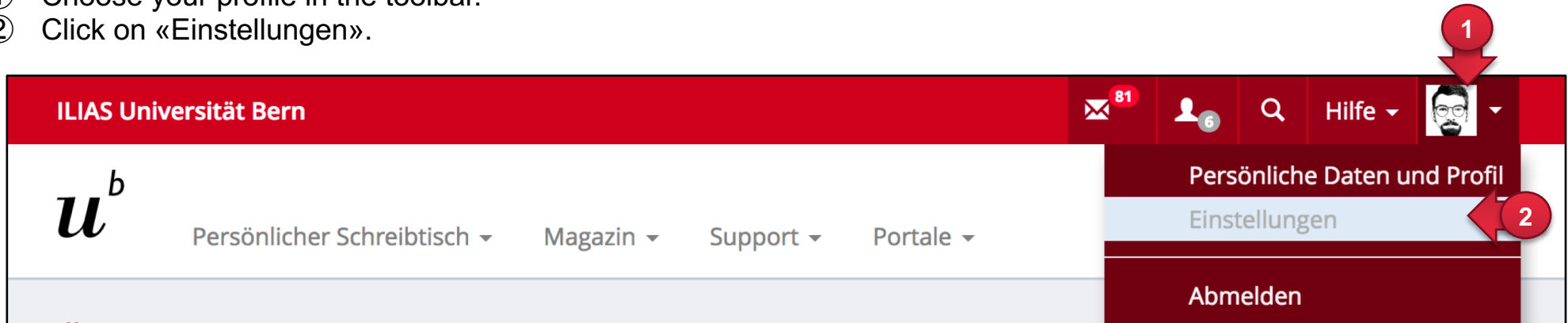
Clear prior granting of permission for release of your information to this service.

Login

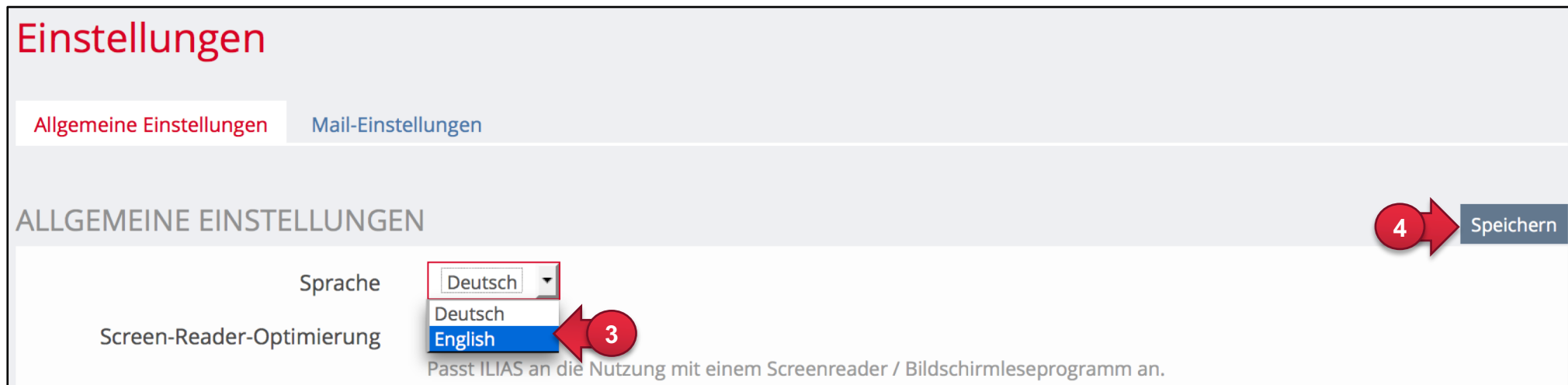
> [Forgot your password?](#) > [To create a new password now, go to](#)
> [Need Help?](#)

2. Choose your language

- ① Choose your profile in the toolbar.
- ② Click on «Einstellungen».



- ③ Choose «Sprache» and click on «English».
- ④ Then click on «Speichern».



3. Personal Starting Point

You are now on your personal start page. Normally you will see the ILIAS calendar. If you are a Unibe employee, you will see the "Overview" with all your course memberships.

You can choose between the two views via **"Personal Desktop" > "Overview" or "Calendar"**.

The screenshot displays the ILIAS interface for Universität Bern. At the top, the navigation bar includes the university logo, a 'PERSONAL DESKTOP' dropdown menu, and a 'REPOSITORY' dropdown. The 'PERSONAL DESKTOP' menu is open, showing 'Overview' and 'Calendar' options. A red circle highlights the 'Overview' option, with a red arrow pointing to the 'Overview' view below. Another red arrow points from the 'Calendar' option to the 'Calendar' view below. The 'Calendar' view shows a weekly agenda for the week of September 16-22, 2019, with events such as 'Einführungsveranstaltung' and 'Vorlesung'. The 'Overview' view shows a list of selected items, including 'Einführungskurs ILIAS', 'Fachstelle Risikomanagement', and 'Fortgeschrittenenkurs ILIAS'.

ILIAS Universität Bern

PERSONAL DESKTOP | **REPOSITORY**

Overview
Calendar

Calendar

Agenda | Consultation Hours | Manage Calendars | Settings

Today | Day | Week | Month | List | Create Appointment | Download Files

WEEK 38, 16. SEP 2019 - 22. SEP 2019

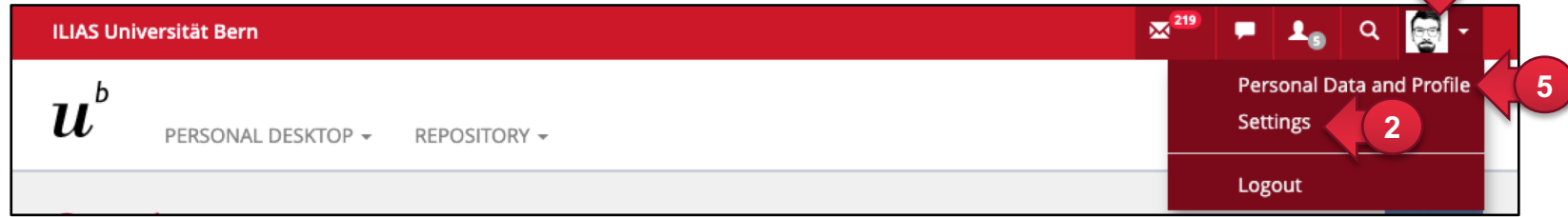
Time	Mo 16.	Tu 17.	We 18.	Th 19.	Fr 20.	Sa 21.	Su 22.
08:00	08:15 Einführungsvera	08:30 Tutorium			08:30 Vorlesung		
10:00			10:30 Vorlesung				
12:00			12:30 Praktikum				

Overview

Selected Items

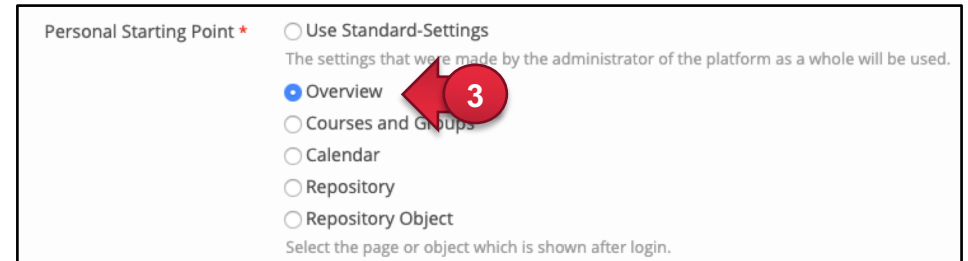
- Einführungskurs ILIAS
- Fachstelle Risikomanagement
- Fortgeschrittenenkurs ILIAS
- Humanmedizin (Vorbereitung Studmed Ablösung)
- Institut für Sozial- und Präventivmedizin (ISPM) und Clinical Trial Unit (CTU)
- Wissenschaftliches Schreiben Consumer Behavior
- 1234-HS2015-0 Testkurs Anleitungen
- 2019FS: Medical Humanities
- 430162-FS2017-0: LV6: Homer, Ilias
- Alles neu mit ILIAS 5.3

4. Settings and Personal Profile



Settings > Changing the Personal Starting Point

- (1) Click on your profile
- (2) Select "Settings"
- (3) Scroll to the "Personal Starting Point" section and select the page you want to see after logging in or clicking on the Unibe logo.



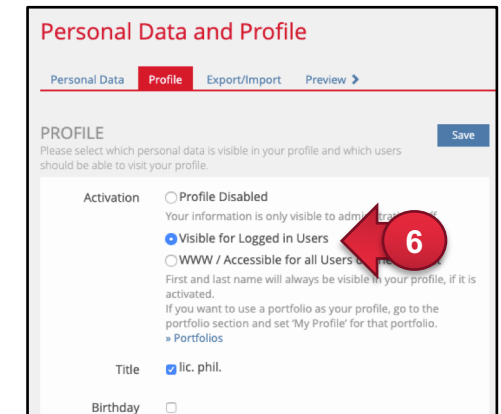
Settings > Chat Settings

- (4) Activate "Allow On-Screen Chat Conversations" if you want to exchange information with others from your courses and groups via the ILIAS chat.



Personal Data and Profile > Own Profile

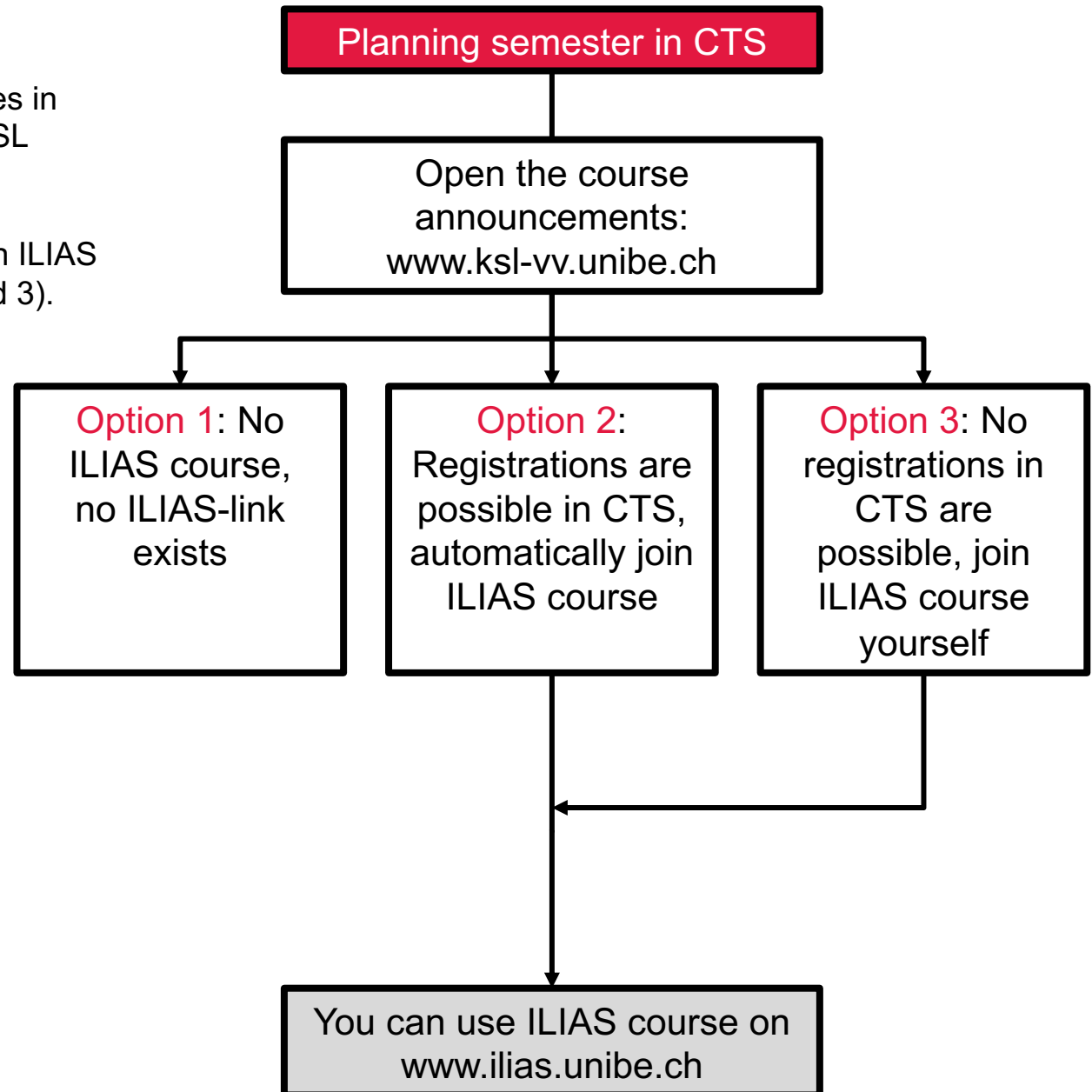
- (5) Under "Personal data and profile" you can enter information about yourself.
- (6) Here you can make your profile visible to others.



5. Overview to join a course

In general you plan and organise your studies in CTS (Core Teaching System, in german «KSL Kernsystem Lehre»).

Register for a course and accordingly join an ILIAS course is possible in two ways (Option 2 and 3).



6. Which option was chosen for joining an ILIAS course?

In most case you can assign yourself to a course over «Core Teaching System (CTS)»: www.ksl.unibe.ch

There are two options you will see on the short form of a course announcement in CTS:


- ILIAS: Go to ILIAS-course. Registration are transmitted from CTS to ILIAS (no admission in ILIAS possible).* You have to registration in CTS. For more instructions, please consult help information in CTS.
- ILIAS: Go to ILIAS-course. No registration/deregistration in CTS (Admission in ILIAS possible).* For more instructions, you can follow the steps on the next pages.

415284-HS2015-0-Deutsche Grammatik C1/C2 (Announced)

[Detailed view](#) [Print](#)

Root number	415284
Semester	HS2015
Type of course	Course
Allocation to subject	Deutsch als Fremdsprache
Type of exam	Written exam
Title	Deutsche Grammatik C1/C2
Description	<ul style="list-style-type: none">• Beginn: Dienstag, 22.09.2015• 2 Stunden pro Woche / 2 ECTS-Punkte• Leistungsnachweis: 2-stündige schriftliche Abschlussprüfung• Zeitaufwand ausserhalb des Kurses: ca. 2 Stunden pro Woche. <p>Die Beschäftigung mit Grammatik auf C1/C2-Niveau steht im Vordergrund. Für jede Sitzung ist möglichst ein neues Thema vorgesehen. Ich berücksichtige aber vorwiegend Ihre Bedürfnisse.</p>
ILIAS-Link (Learning resource for course)	ILIAS Go to ILIAS-course. Registrations are transmitted from CTS to (no admission in ILIAS possible).
Link to another web site	
Lecturers	
ECTS	2
Recognition as optional course possible	Yes
Grading	1 to 6
Dates	Tuesday 14:15-15:45 Weekly
Rooms	Seminarraum 208, Hauptgebäude, Hochschulstrasse 4

Students please consult the detailed view for complete information on dates and rooms.




415260-HS2015-0-German as a Foreign Language Beginners (A1.1) (Announced)

[Detailed view](#) [Print](#)

Root number	415260
Semester	HS2015
Type of course	Course
Allocation to subject	Deutsch als Fremdsprache
Type of exam	not defined
Title	German as a Foreign Language Beginners (A1.1)
Description	In this course, reading, listening, speaking and writing skills up to the level of A1.1 will be trained systematically.
ILIAS-Link (Learning resource for course)	ILIAS Go to ILIAS-course. No registration/deregistration in CTS (Admission in ILIAS possible).
Link to another web site	
Lecturers	Nadine Finsterwald, German as a Foreign Language
ECTS	4
Recognition as optional course possible	No
Grading	1 to 6
Dates	Tuesday 08:15-09:45 Weekly Thursday 08:15-09:45 Weekly
Rooms	Seminarraum 115, Hauptgebäude, Hochschulstrasse 4 Seminarraum 208, Hauptgebäude, Hochschulstrasse 4

Students please consult the detailed view for complete information on dates and rooms.



6a. Option 2: Register in CTS

Search for the course announcement in CTS.

- (1) Add the course in to your planning view.
- (2) Click on «Students» and then «Planning view».
- (3) Click on the violet dropdown and choose «Sign in/off».
- (4) Click on «Request for a place» for «Course».

German English
Version: 3.7.0.4 Manual (parts in German) Video instruction User: Tamara Anderhub Logout

Home > List of courses >

Course

List of courses Field description

Choose search mode

Mode of search: Simple search Advanced search Tree search

Simple search

Search tips?

Current and future semester (from FS2016)

Courses

Number of located courses: 1

Root number	Semester	SN	Type	Subject	Title	ECTS	Lecturer	Time pattern	Language	Action
408688	FS2016	0	Assessment	Law	Strafrecht II: StGB Besonderer Teil 1 (Minor-Studierende ab 2014)	6	Dr. Jann Schaub, Dr. Cathrine Julia Konopatsch		DE	Short form Details Add to planning view

Video instruction Key Search course
clipboard

[Back to "My studies"](#) [Logout](#)

Tamara Anderhub (11-202-967)

No comments

All blocks are currently displayed

Status: On schedule
 Request for a place
 Signed in
 With grade
 Partial results

Semester:

Sem.	Rt.No.	Course	(by block)	ECTS	
FS16	26489	Applied Data Analysis	3	OC	0
FS16	5162	Arbeitsrecht I	5	AD	0
FS16	102186	Finite Element Analysis I	3	PL	0
FS16	102190	Introduction to Medical...	3	PL	0
FS16	5098	Migration Law I	5	AD	0
FS16	103598	Modeling and Simulation	3	PL	0
FS16	5111	Private International L...	10	AD	0
FS16	101360	Rechtspsychologie	5	AD	0
FS16	912	Social Psychology I	3	PL	0

Video instruction Key Search course
clipboard

[Back to "My studies"](#) [Logout](#)

Tamara Anderhub (11-202-967)

No comments

All blocks are currently displayed

Status: On schedule
 Request for a place
 Signed in
 With grade
 Partial results

Semester:

Sem.	Rt.No.	Course	(by block)	ECTS	
FS16	26489	Applied Data Analysis	3	OC	0
FS16	5162	Arbeitsrecht I	5	AD	0
FS16	102186	Finite Element Analysis I	3	PL	0
FS16	102190	Introduction to Medical...	3	PL	0
FS16	5098	Migration Law I	5	AD	0
FS16	103598	Modeling and Simulation	3	PL	0
FS16	5111	Private International L...	10	AD	0
FS16	101360	Rechtspsychologie	5	AD	0
FS16	912	Social Psychology I	3	PL	0

Registration

26489-FS2016-0-Applied Data Analysis

Capacity and preconditions

Lecturers:
 Number of seats for course:
 Number of seats for examination:
 Admission requirements for course:

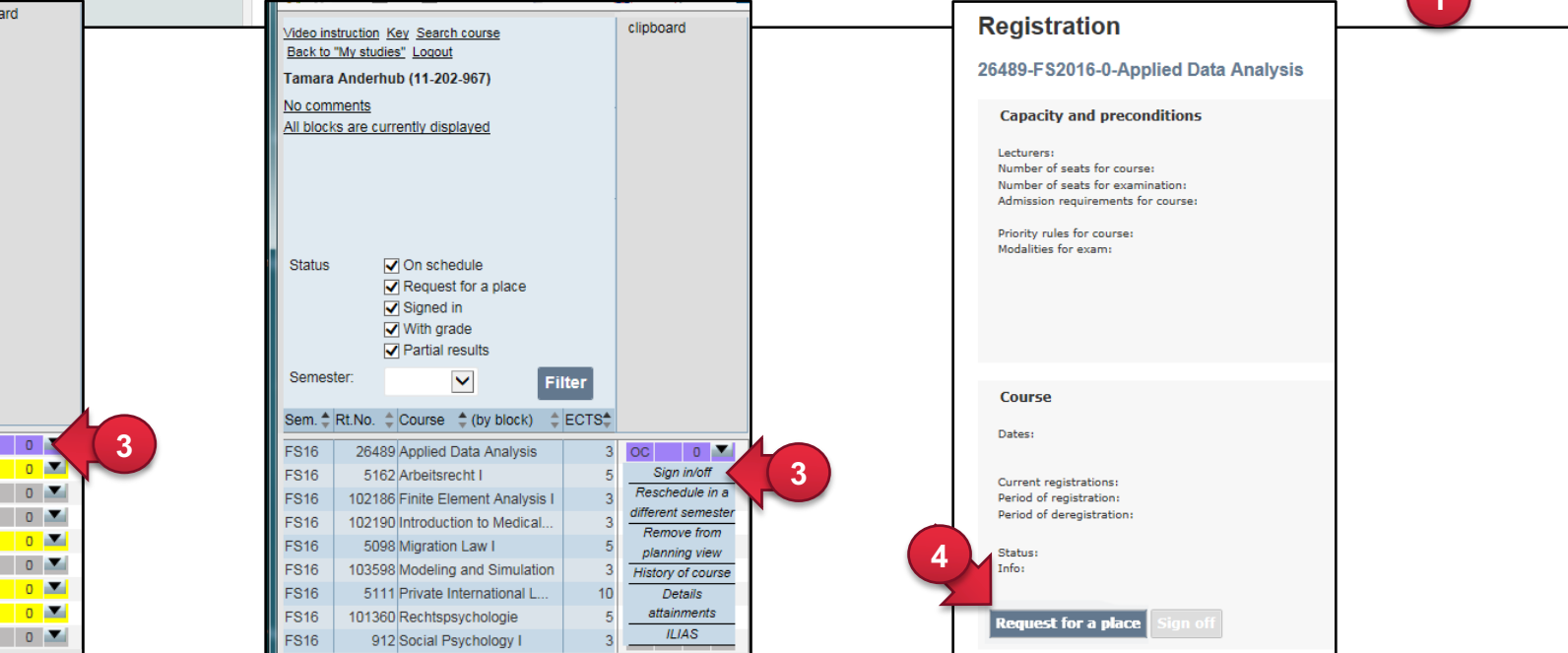
Priority rules for course:
 Modalities for exam:

Course

Dates:

Current registrations:
 Period of registration:
 Period of deregistration:

Status:
 Info:



6b. Option 3: Join a course in ILIAS

- (1) In CTS course announcement click on the link «ILIAS». You will be redirected to ILIAS.

The screenshot shows the ILIAS course registration process. On the left, a course announcement for '414663-HS2015-0-Testkurs ILI' is displayed. A red arrow labeled '1' points to the 'ILIAS-Link (Learning resource for course)' field, which contains the text 'ILIAS Go to ILIAS-course. No registration/deregistration in CTS (Admission in ILIAS possible)'. A red arrow labeled '2' points to the 'Anmelden über:' dropdown menu, which is set to 'u^b Universität Bern'. A red arrow labeled '3' points to the 'Anmelden' button. Another red arrow labeled '3' points to the 'Join' button in the 'COURSE REGISTRATION' section, which is partially obscured by a password input field. The 'COURSE REGISTRATION' section shows 'Registration Period: Unlimited' and 'Registration Type: Join with Course Password'. The 'Join' button is located at the bottom right of the registration form.

- (2) Log in with your campus account.
- (3) In general you need to type a course password and click on «Join». From now on, you got access to the course materials.

NOTE: You get the course password from the course administration. It depends on your institute when you get this password. You can join the course not until the course is set «online». Often this happens just at semester beginning.