Welcome for International Students

MSc International Economics

Faculty of Business Administration and Economics
University of Paderborn
October 1\textsuperscript{st}, 2019
Welcome for International Students

Contact

**Prof. Dr. Stefan Jungblut**

Program Coordinator Master International Economics and Management

Room: Q4.337

Phone: 60 2112

Email: msc-iem@campus.upb.de

Office Hours: Mo, 15:00h-16:00h/by appointment

Office hour by students for students (Ms. Chernyaeva):

Tu, 13:00-14:00h

Room: Q4.334
Welcome for International Students

Contact (Additional)

**Dr. Margarete Redlin**
Deputy Coordinator MSc IEM (margarete.redlin@upb.de)
- course management Transition BA for MSc IEM students
- office hour: Wed, 10:00 - 12:00, Q4.140

**Elisabeth Bloch**
Office for International Affairs (international@campus.upb.de)
- advice and support for international students at Faculty
- office hour: Tue-Thu, 13:30 - 14:30h, Q0.319
Information and welcome meetings

**Welcome Winter Semester 2019/20**

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Location</th>
<th>Activity Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>TUESDAY 01.10.19</strong></td>
<td>9:00-11:00</td>
<td>H4</td>
<td>Welcome and Introduction for Internationals (MSc IEM)</td>
</tr>
<tr>
<td></td>
<td>10:10-11:15</td>
<td>Mensa Forum</td>
<td>Welcome Breakfast</td>
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<tr>
<td></td>
<td>11:30-12:15</td>
<td>A1</td>
<td>General introduction for master students</td>
</tr>
<tr>
<td></td>
<td>12:30-13:30</td>
<td>B2</td>
<td>Specific introduction for MSc IEM students</td>
</tr>
<tr>
<td></td>
<td>13:30</td>
<td>tba</td>
<td>Teamer-program</td>
</tr>
<tr>
<td></td>
<td>15:00</td>
<td>tba</td>
<td>Super-Duper games &amp; fun afternoon</td>
</tr>
<tr>
<td><strong>WEDNESDAY 02.10.19</strong></td>
<td>9:00-10:00</td>
<td>Q4.245</td>
<td>Transition Bachelor Meeting</td>
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<tr>
<td></td>
<td>11:00</td>
<td>tba</td>
<td>Stationes</td>
</tr>
<tr>
<td></td>
<td>14:00</td>
<td>tba</td>
<td>City rally</td>
</tr>
<tr>
<td><strong>THURSDAY 03.10.19</strong></td>
<td>19:00</td>
<td>tba</td>
<td>Bar-hopping</td>
</tr>
</tbody>
</table>

- Information on study organization: Dr. Redlin
- Information on Social Activities: IFEM, first meeting Oct 14th, 2019 in Q4.245 from 1pm-2pm!
Welcome for International Students

Important Offices

• **Office for Academic Affairs** („Studienbüro“, Ms. Emmighausen): Q0.216
  – Organization of studies and academic affairs

• **Examination Office** („Prüfungssekretariat“, Mr. Eichler): C2.322 (MSc)
  („Prüfungssekretariat“, Mr. Andreas): C2.213 (BA)
  – Organization of examinations (if not via PAUL)

• **International Office**
  – Administrative issues
Welcome for International Students

Important Dates - Registration

• Module registration
  – online-registration via PAUL (first and second registration phase)
  – reading courses (for “BA-Transition”) via Mrs. Redlin, Q4.140

• Module deregistration
  – via PAUL until end of second registration phase (Oct. 18th, 2019)

• Examination dates
  – As of end of second registration period until about one month after end of lecture period
  – deregistration possible until one week before first examination
Welcome for International Students

Important Dates - Thesis

• Registration for bachelor’s thesis (BA-Transition only)
  – Via Instructor and PAUL / Examination Office
  – Be aware to keep end of semester as deadline for final submission!

• Registration for master’s thesis (later part of studies)
  – Online via „SharePoint“
  – Once per semester, usually shortly after lecture period
Welcome for International Students

Important Dates - Academic Writing Course

- The **Academic Writing Course** will help you to achieve better results with your thesis and provides information, strategies and practical tools for the preparation and production of a thesis.

<table>
<thead>
<tr>
<th>Data</th>
<th>Time</th>
<th>Topic</th>
<th>Room</th>
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</thead>
<tbody>
<tr>
<td>25.10.2019</td>
<td>10-14 h</td>
<td>Know the rules, set a frame and define the steps: Standards of scientific writing, possibilities of text arrangements and individual accomplishments within the writing process</td>
<td>Q5.245</td>
</tr>
<tr>
<td>08.11.2019</td>
<td>10-12 h</td>
<td>Introduction to literature search</td>
<td>BI 5.103</td>
</tr>
<tr>
<td>22.11.2019</td>
<td>10-14 h</td>
<td>Who says what? Dealing with literature and citation standards to build a proper argumentation</td>
<td>Q5.245</td>
</tr>
<tr>
<td>13.12.2019</td>
<td>10-12 h</td>
<td>Citation management with Citavi</td>
<td>BI 5.103</td>
</tr>
<tr>
<td>20.12.2019</td>
<td>10-14 h</td>
<td>Avoiding loose ends: Steps and criteria of text revision</td>
<td>Q5.245</td>
</tr>
</tbody>
</table>

- Organized in PANDA (Z.EXT.00045 Academic Writing for International Students)
- [https://panda.uni-paderborn.de/course/view.php?id=8773](https://panda.uni-paderborn.de/course/view.php?id=8773)
- Registration by email (international@wiwi-upb.de) with the subject “Academic Writing Course.”
Welcome for International Students

Courses and Examinations

Courses (modules) are listed in the “module catalogue”


... and in “Courses available for exchange students” and on Master’s Webpage

- Types of examinations are listed in „module manual“

- Examination dates are listed on faculty’s webpage
  - “Studies” > “Exam dates” > “Midterms and finals”
Welcome for International Students

https://wiwi.uni-paderborn.de/en/studium/
Welcome for International Students

Important

1. Get familiar with faculty’s webpage (wiwi.upb.de)!
2. Check your (official) e-mail account regularly!
3. Read the examination regularities!
4. Check and follow your study plan!

   Important: Organize your transition phase (if applies). Only one time opportunity to register in master courses in advance to MA enrollment

5. Don’t forget to learn German (attention: registration required)!
6. Support each other! (also attend IFEM)
7. Don’t hesitate to contact Ms. Chernyaeva or Mrs. Redlin for everything else!
Welcome for International Students

International Forum Economics and Management

INTERNATIONAL FORUM ECONOMICS & MANAGEMENT

INVITES GERMAN AND INTERNATIONAL STUDENTS TO JOIN IT

IN WINTER SEMESTER 2019/20

- PRACTICE YOUR ENGLISH WHILE PLAYING KEGELN
- JOIN THE COMPANY VISITS
- TAKE PART IN THE INTERNATIONAL COOKING NIGHT
- LEARN MORE ABOUT OTHER CULTURES DURING WORKSHOPS
- MEET OTHER STUDENTS FROM YOUR ECONOMICS DEPARTMENT

Become a member of IFEM by sending an email: ifem@campus.uni-paderborn.de

JOIN US!

THURSDAY 17 OCTOBER
ROOM Q4.245 | 1 – 2 PM

WELCOME MEETING

INTERNATIONAL FORUM ECONOMICS AND MANAGEMENT
Welcome for International Students

International Forum Economics and Management

Who we are:

- Students of MSc IEM

Which persons do we address:

- Current and international students of master courses, primarily MSc IEM

What is our aim:

- getting in touch with students and professors of different nationalities
  (“Internationalization at home”)
- advancing academically and enjoying joint social activities
Welcome for International Students

International Forum Economics and Management

Contact

E-Mail: ifem@campus.uni-paderborn.de

PANDA: becoming a member of the PANDA-group to follow all our upcoming events

https://panda.uni-paderborn.de/course/view.php?id=3041

Web: MSc IEM page > ‘über den Studiengang’ > IFEM
wiwi.upb.de > “International” > “Internationalization at home”

Are you interested in joining the International Forum? Then come to our very first meeting on 17th October 2019 in Q4.245 from 1pm-2pm!
Welcome for International Students

International Forum Economics and Management

Internationalization at home

Globalization increasingly expects students to have experience of internationalization as part of their academic studies or in a work context. Even without spending time abroad you can gain such crucial experiences while studying at our Faculty simply by taking part in, for example:

- English-taught courses or presentations
- Courses or presentations made by international visiting scholars
- Blended Mobility
- John Molson Case Competition
- European Horizons
- Buddy-program
- Tandem (one-to-one) language exchanges / Language learning strategies for Outgoings
- Mentoring an international student
- Participating in international short-term programs
- Thematic social events organized by international student groups
- The University's International Week
- Participating in excursions organized for international students
- Meetings with the Faculty's Visiting Scholars
- Meetings of international students, e.g. the International Forum Economics and Management (IFEM)

Make a habit of regularly checking the events calendar and the Visiting Scholars webpage to keep yourself informed of the many opportunities at our Faculty.
Welcome for International Students

Schedule of International Student Forum

Schedule of Activities

Schedule Winter Semester 2019/20 - International Forum Economics and Management

<table>
<thead>
<tr>
<th>Date</th>
<th>Name</th>
<th>Meeting place</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>October, 17 (Thu)</td>
<td>Welcome Meeting</td>
<td>Q4.245, UPb</td>
<td>13:00-14:00</td>
</tr>
<tr>
<td>October, 22 (Tue)</td>
<td>Q&amp;A (Study program)</td>
<td>Q4.245, UPb</td>
<td>16:00</td>
</tr>
<tr>
<td>October, 30 (Wed)</td>
<td>Pub Night</td>
<td>The Auld Triangle (Kasseler Mauer 11, Paderborn)</td>
<td>19:30</td>
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<tr>
<td>November, 8 (Fri)</td>
<td>Soest</td>
<td>Paderborn Hbf</td>
<td>16:05</td>
</tr>
<tr>
<td>November, 9 (Sat)</td>
<td>Workshop (Intercultural relationships)</td>
<td>Q4.245, UPb</td>
<td>09:00-13:00</td>
</tr>
<tr>
<td>November, 21 (Thu)</td>
<td>Cooking Night (Culture Night)</td>
<td>Q0.245, UPb</td>
<td>18:30</td>
</tr>
<tr>
<td>December, 5 (Thu)</td>
<td>Kegeln</td>
<td>Königs Keller (Marienstraße 26, Paderborn)</td>
<td>19:00</td>
</tr>
<tr>
<td>December, 18 (Wed)</td>
<td>Company visit (Claas)</td>
<td>Paderborn Hbf</td>
<td>07:00-16:30</td>
</tr>
<tr>
<td>January, 9 (Thu)</td>
<td>Economics Game Night</td>
<td>Q4.245, UPb</td>
<td>18:30</td>
</tr>
<tr>
<td>January, 22 (Wed)</td>
<td>Company visit (Miele)</td>
<td>Paderborn Hbf</td>
<td>08:00-16:00</td>
</tr>
</tbody>
</table>

Join the Welcome Meeting and become a member of IFEM!

- Additionally a guest talk about job searching/internship experience is being planned. Detailed information will be on short notice.
Welcome for International Students

International Student Forum – PANDA page

https://panda.uni-paderborn.de/course/view.php?id=3041

Password: Int.Forum_Ec
Welcome for International Students

Internationaler Kaffeetreff (International café)
Welcome for International Students

Fachschaftsrat Wirtschaftswissenschaften

Skriptenzirkel

Im Skriptenzirkel findet Ihr eine Sammlung von Klausuren sowie Skripten aus Aussement-, Profilierungsphase und dem Masterstudium.

Unser Bestand kann immer mal variieren, unseren „Basisbestand“ findet Ihr weiter unten in einem PDF zusammengefasst.

Der Skriptenzirkel befindet sich in G0 413 (Karte)

Öffnungszeiten unseres Skriptenzirkels:
- geöffnet ab der zweiten Vorlesungswoche und zusätzlich in der ersten vorlesungsfreien Woche
- Mo: 13:00 bis 14:00 Uhr
- Di: 13:00 bis 14:00 Uhr
- Mi: 13:00 bis 14:00 Uhr
- Do: 13:00 bis 14:00 Uhr

Downloads:
Bestandsliste (Stand 15.10.2017)
Hinweise-Skriptenzirkel (Stand 15.10.2017)
Welcome for International Students

Ausländische Studierenden-Vertretung (ASV)

WE ARE ASV

The ASV is a project area of the University of Paderborn, which represents all the international students. We help international students with various problems and promote cultural activities at the university.

WHAT IS THE ROLE OF ASV?

OUR FOCUS

Culture
Consultation
Care
Welcome for International Students

Thank you for listening and have a good start!