## Finding courses in the ZEuS course catalogue

- 1. Open the ZEuS portal: zeus.uni-konstanz.de
- 2. In the top right corner, you can log into the system (if you already have a valid university account), and change the language:





- 3. Click on Courses
- 4. You now have different possibilities. We recommend to use **Show university course catalog** or **Search for courses**.

#### Show university course catalogue

- 1.) Select "Show university course catalogue"
- 2.) Select the semester:

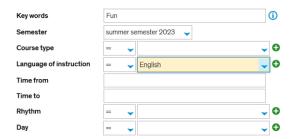
# Show university course catalogue University course catalogue for Summer Semester 2023 Semester Summer Semester 2023

- 3.) You can browse courses by departments. Courses in all levels and all languages will be shown.
- 4.) To find courses offered in English, scroll down and open the Courses taught in English:



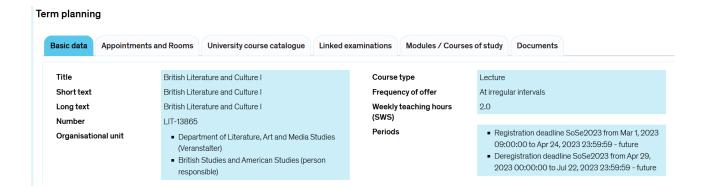
#### Search for courses

1.) You can search for specific courses and browse them by keyword, semester and language:



#### What information does ZEuS give on each specific course?

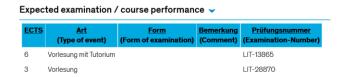
If you click on a course in the course catalog, a lot of helpful information appears:



Basic data gives you a brief overview on the course. You find the title, the course code, the department and unit the course is offered in, as well as the course type (lecture, seminar), the frequency of offer and the weekly teaching hours.

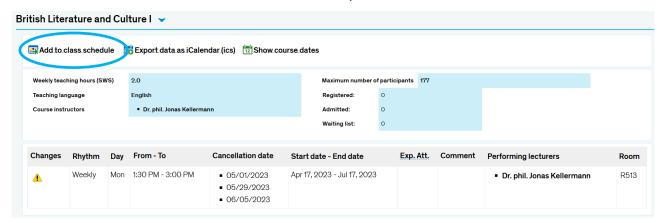
The box **Periods** gives you important information on the registration for the course.

If you scroll down, you find more details on the ECTS and the examination:



In this case, you can obtain either 3 or 6 ECTS.

The tab **Appointments and Rooms** leads you to more information on the course instructor, the time and date of the course, and the room where the course takes place:



Here, you can also **add the course** to your personal **class schedule**.

#### Creating your personal class schedule

Please note that this is just a personal overview for you, not an official registration for courses.

- 1.) You can access your schedule by selecting My studies → Class schedule
- **2.)** On the top, you can select the semester and create a PDF document (for example, to print your schedule).



**3.)** Courses you select into your schedule are updated automatically (if the lecturers enter the data), so if a course is canceled or postponed, it will be changes and noted in the schedule.



### Course selection

#### **General information**

- The course catalogue for each new semester is usually published 1-2 months before the lectures start.
- Exchange students can attend courses of any department and across disciplines.
- However, some courses might require certain qualifications, the number of participants can be limited or a course can be restricted to students of a certain study programme.
- In addition to their field of study, the International Office of the University of Konstanz recommends exchange students to take German courses of the Language Institute (SLI).
- A registration for courses is often not required. Please consult the course description in ZEuS to check
  whether it is necessary to register for a course. Courses with limited numbers of allowed participants will
  generally require a course registration. Please mind the registration deadlines.

#### Checklist - What do I have to do if I want to attend a course?

Ask your home university and your scholarship provider what conditions must be met during your
studies in Konstanz (ECTS credits, course hours per week, etc.).
Check the ZEuS system for the courses you want to attend: https://zeus.uni-konstanz.de/
For any questions, please contact the respective <b>Departmental Exchange Coordinator</b> for detailed
advice on the selected courses.
Contact your home university to check whether the selected courses will be transferred and
recognized (ERASMUS+ students: Learning Agreement).
Consult ZEuS if it is necessary to register for the selected courses and register when required (mind
the registration deadline!). Also mind the target group of the course.
Attend courses and check whether the course suits you or not within the first 2 weeks of classes.
Ask the instructor for information about <b>assessments</b> , <b>grades and credits</b> at the beginning of the class.
Inform the instructor at the beginning of the term and classes about your <b>estimated date of departure</b>
and ascertain whether a separate preliminary examination would be necessary in order to receive the
grades and credits duly.

Please keep in mind that **you might also fail a course**! Considering this, please ensure that you have enough ECTS credits at the end of the semester to fulfil all requirements of your home university and/or your scholarship provider.