

“How To” register for EcoS courses in 6 simple steps.

It is recommended to register during the first registration period (September 9, 10am to September 26, 10am) since during the second registration period only remaining seminar slots can be filled.

1. Log on to **univis** (<http://univis.univie.ac.at>) with your **UserID** and **password** – your UserID consists of an “a + matriculation number” and the password is the one you chose yourself.

## Login

Hilfe <

Um alle Funktionen dieser Anwendung zu nutzen muss JavaScript aktiviert sein. Die Aktivierung von Cookies ist von Vorteil.

UserID: \*

Passwort: \*

OK | Reset

2. Go to **Application to → Courses/Exams...**

**Student Data**

- Personal Data
- Tuition fee/students' union fee
- Printservice
- Survey of studies

**Application to**

- Entrance Examinations
- Complementary Study Programmes
- Courses/Exams**

Account

**Summary of grades**

**Welcome to UNIVISonline!**

See the list on the left-hand side for

Check this space for updates on:

- New applications
- New features
- Maintenance and upgrades

Information on the course registration

...and then to **new registration**.

## My registrations

Help <  
General information about the [registration system \(guide, deadlines etc.\)](#).  
Detailed information on the registration system for degree programme is available at .

Help >

[new registration](#)

**Sommersemester 2013**

East Asian Economy and Society	State	Change status	Next actions
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3. From the drop-down menus at the top right, for **semester** select **Wintersemester 2013** and for **Director of the Studies Programme** select **East Asian Economy and Society**, and click on **search**.

Freetext search

Director of the Studies Programme

Semester

Course/Exam

Kommissionell

[search](#) | [reset](#)

Now you can see all courses offered by our EcoS chair (e.g. Economic Systems in East Asia, East Asian Ethnomarketing) with some basic information about teacher, time, location, available places etc. If you found a course of interest to you, please click on **register**.

LV	150016 (Gruppe 1) SE <b>Economic Systems in East Asia (Gr.1)</b> 2013W Frank, Rüdiger Studienprogrammleitung Ostasienwissenschaften MO wtl von 07.10.2013 bis 27.01.2014 16.15-17.45 Ort: Seminarraum Ostasienwissenschaften 1 UniCampus Hof 5 2I-01-05	Allocate points!	<a href="#">register</a>
	<b>Available places: 25, Free places: 25</b> <b>Pre-registrations: 3, Registered students: 0</b>		


In the same list, you can also find three of the Chinese language groups that are taught in English this semester.

For all the other Chinese language courses choose **Sinologie** as **Director of the Studies Programme** and click on **search**. **Important note:** For the Chinese courses (only!), you do not need to allocate any of your points as successful registration is guaranteed! Please save your points for other EcoS classes.

For Japanese language courses, please choose **Japanologie** as **Director of the Studies Programme** and click on **search**.

Freetext search

Semester

Director of the Studies Programme  

Course/Exam

Kommissionell

[search](#) | [reset](#)

For Korean language courses, please choose **Koreanologie** as **Director of the Studies Programme** and click on **search**.


In any case, after finding the course of your interest click on **register**.

4. You choose the correct **Classification number/Field of study**, which in most cases will be **Wirtschaft und Gesellschaft Ostasiens** (German for East Asian Economy and Society) and the **Module** you want the course to be assigned to [most of the time it is already correct, but you can always refer to the curriculum (<http://ecos.univie.ac.at/for-students/curriculum/>) to double-check]. For instance, if you choose the course Economic Systems in East Asia, you would choose **M2** as appropriate **Module** (see picture).

Classification number/Field of study *		<a href="#">open</a>   <a href="#">clear</a>
A 864 Wirtschaft und Gesellschaft Ostasiens		
Module *		<a href="#">open</a>   <a href="#">clear</a>
7992 M2 - Seminar 2 für das Pflichtmodul Wirtschaft Ostasiens erbrachte Leistung SPL 15 - Ostasienwissenschaften		

After doing this, you click on **next**.

5. Now you are asked to **allocate points** for the course chosen. For many courses that are offered as exercises (VU) or seminars (SE) there is a limited amount of slots, which is why the University of Vienna introduced a “point system” to make for a fair distribution of seminar places. For you this means, the more points you allocate to a certain course, the higher the probability you get in.

Account balance	1100,00	Example!
Points from the last semester	0,00	
allocated points/preference *	<input type="text"/>	

In this system, your successful enrollment is dependent on the points allocated by others. So if there are 25 free places in a seminar, everyone is ranked according to the amount of points s/he allocated. If the 25<sup>th</sup> person allocated 400 points, this is the benchmark and you will only get in if you assigned 401 or more points to that course.

**Example:**

Assuming you want to enroll in three courses (A, B & C) for the coming semester which are all relatively competitive (i.e. demand exceeds supply).

Course A: 300 points – medium chance to get into the course

Course B: 300 points – medium chance to get into the course

Course C: 300 points – medium chance to get into the course

Say you really want to get into course A while less so in courses B & C.

Course A: 600 points – higher chance to get into the course

Course B: 200 points – low-medium chance to get into the course

Course C: 100 points – low chance to get into the course

### Tips and advice for allocating points

- a. Pay attention to the number of available places! If there are 130 available places (e.g. VO Intercultural Negotiation Patterns) you probably do not need to allocate a lot of points to this course, maybe even 1 point is enough.
- b. Check the curriculum! (<http://ecos.univie.ac.at/for-students/curriculum/>) so you know which courses you need to complete during your EcoS master and which are free to choose.
- c. Before the end of the first registration period, check the relation of available places to actual pre-registrations! If there are significantly less people pre-registered than available places, you do not have to allocate a lot of your precious points to that course.
- d. Never leave points unallocated! You may have noticed the entry **Points from the last semester** (see also last picture). Say you allocated 300 points to a particular course but you still did not get in – they are not lost! Instead, these points are now credited to this course for the registration in a coming semester. So if you choose to take the course in one of the next semesters, you will not start with zero points. Important note: This only applies if you **do not de-register** from that course, so you have to stay on the waiting list-

6. After you allocated the points for the specific course, you click on **save**. You are now pre-registered for that course. During the whole registration period, you can change the points allocated according to your personal preference, free places, assumed competitiveness etc. At the end of the first registration period you will get a notification about your enrollment.

Account balance	1100,00
Points from the last semester	0,00
allocated points/preference *	<input type="text" value="600 EXAMPLE"/>

[back](#) | [cancel](#) | [save](#)