EXAMINATIONS - INFORMATION

STUDENT ORIENTATION PHASE DEGREE PROGRAM “INTERNATIONAL BUSINESS” (M. Sc.)

WINTER TERM 2020 / 21
DEPARTMENT BUSINESS | EXAMINATION BOARD

HAW HAMBURG
Content

01 | EXAM ATTENDANCE

02 | STUDY DESIGN

03 | CONTACT PARTNER
Content

01 | EXAM ATTENDANCE

02 | STUDY DESIGN

03 | CONTACT PARTNER
The number of retake exams is restricted.

- Three attempts per exam (Master-Thesis: two attempts)
- Failure in three exam attempts will result in a final fail / de-registration

<table>
<thead>
<tr>
<th>Examinations</th>
<th>Performances</th>
<th>Forms of exams</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>• Study performances (evaluated as pass / fail)</td>
<td><strong>Test</strong> (T), <strong>Oral examination</strong> (O), <strong>Colloquium</strong> (Coll), <strong>Report</strong> (Rep), <strong>Term paper</strong> (TP), <strong>Laboratory tutorial</strong> (LT), <strong>Project report</strong> (P), <strong>Practical course report</strong> (PracR)</td>
</tr>
<tr>
<td></td>
<td>• Examination performances (marked)</td>
<td></td>
</tr>
</tbody>
</table>
Exam attendance – accurately!

- Compulsory registration for every exam
- Participation without registration: exam is deemed as not taken!

myHAW

- Registration for exams solely in myHAW!
- Registration in EMIL does not replace the exam registration!

TIPP!

- Do not register at the final date of the registration period!
- In the event of any problems: *immediately* (prior to the end of the registration period) inform the Faculty Service Office (FSO)
The examination schedule comprises relevant information.

<table>
<thead>
<tr>
<th>Exam Number &amp; name (module abbreviation)</th>
<th>Examiner</th>
<th>Form of examination*</th>
<th>Start exam** throughout the term</th>
<th>Weight of performance throughout the term</th>
<th>Date test examination sessions</th>
<th>Room test examination sessions</th>
<th>Duration of test examination sessions</th>
<th>Exam weight</th>
<th>Exam weight</th>
<th>Start of registration</th>
<th>End of registration</th>
<th>End of registration **</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td>110 Business intelligence and advanced analytics (BIAD)</td>
<td>Tuschi</td>
<td>TP</td>
<td>2021-11-11</td>
<td>100%</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0%</td>
<td>2020-10-12</td>
<td>2021-01-07</td>
<td>2021-01-07</td>
<td></td>
</tr>
<tr>
<td>120 Corporate Finance (CF)</td>
<td>Decker</td>
<td>TP, Rep, LT</td>
<td>2020-10-22</td>
<td>100%</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0%</td>
<td>2020-10-12</td>
<td>2020-10-18</td>
<td>2020-10-18</td>
<td></td>
</tr>
<tr>
<td>130 Intercultural management and organisational behaviour (ICOM)</td>
<td>Rit</td>
<td>TP, Rep</td>
<td>2020-10-26</td>
<td>100%</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0%</td>
<td>2020-10-12</td>
<td>2020-10-16</td>
<td>2020-10-16</td>
<td></td>
</tr>
<tr>
<td>140 Strategic innovation and technology management (SITM)</td>
<td>Lenschow</td>
<td>Rep, LT</td>
<td>2020-10-26</td>
<td>100%</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0%</td>
<td>2020-10-12</td>
<td>2020-10-22</td>
<td>2020-10-22</td>
<td></td>
</tr>
<tr>
<td>150 International business law (GBL)</td>
<td>Ott</td>
<td>Rep, LT</td>
<td>2020-12-14</td>
<td>100%</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0%</td>
<td>2020-10-12</td>
<td>2020-12-10</td>
<td>2020-12-10</td>
<td></td>
</tr>
<tr>
<td>0000 Master-Thesis (MaTh)</td>
<td>-</td>
<td>MaTh</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>individual registration</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

* T = Test; Rep = Report; TP = Term paper; O = Oral examination; LT = Laboratory tutorial; P = Project work; MaTh = Master-Thesis

** Start exam throughout the term; Start = date of expenditure of the topic of term papers, reports, project works etc; date of test (tests during the semester); beginning of the laboratory tutorial

Please note: Timely registration via myHAW is mandatory! Late registration will not be accepted!
Exam attendance – accurately! Prior to the exam...

1. Make sure that you have a valid HAW account password

2. Make sure that you have a valid TAN list

3. Find out the appropriate registration period (examination schedule)

4. Register for exams in time in myHAW

5. Verify successful registration
Withdrawal from the examination is possible.

Within the cancellation period

Withdrawal by the candidate (myHAW)

After end of de-registration – prior to exam

Withdrawal in response to any legitimate request (e.g. illness), verified in writing by special form and reported to the Faculty Service Office (FSO)
Exam attendance – accurately! During the examination…

### Exam attendance

- …sign the “exam attendance” form prior to the start of the exam
- …students bear the risk of a potential inability to take that examination

### Non-attendance…

… leads to failure of the examination

### Withdrawal during the examination…

- …requires *immediate verification* of the inability to take the exam
- …captures the exam as a whole (also in case of several forms of the examination!)
Content

01 | EXAM ATTENDANCE

02 | STUDY DESIGN

03 | CONTACT PARTNER
Three documents are relevant for academic structure and study curricula.

Examination and study regulations

- General examination and study regulations (APSO-W)
- Degree-programme specific examination and study regulations

Module descriptions

- Completion of the examination and study regulations
- Description of content of courses, learning outcome, responsibilities
- Available on the website of the degree programme
Detailed structure of the program is published in the appropriate curriculum.

<table>
<thead>
<tr>
<th></th>
<th>1st Semester</th>
<th>2nd Semester</th>
<th>3rd Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Business intelligence and advanced analytics</td>
<td>Strategic management and strategic marketing</td>
<td>Master-Thesis</td>
</tr>
<tr>
<td></td>
<td>(6 CP)</td>
<td>(6 CP)</td>
<td>(30 CP)</td>
</tr>
<tr>
<td></td>
<td>Corporate finance</td>
<td>Multinational enterprises and the global economy</td>
<td></td>
</tr>
<tr>
<td></td>
<td>(6 CP)</td>
<td>(6 CP)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Intercultural management and organisational behaviour</td>
<td>Monetary economics</td>
<td></td>
</tr>
<tr>
<td></td>
<td>(6 CP)</td>
<td>(6 CP)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Strategic innovation and technology management</td>
<td>International supply chain management</td>
<td></td>
</tr>
<tr>
<td></td>
<td>(6 CP)</td>
<td>(6 CP)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>International business law</td>
<td>Financial modelling</td>
<td></td>
</tr>
<tr>
<td></td>
<td>(6 CP)</td>
<td>(6 CP)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>30 CP</td>
<td>30 CP</td>
<td>30 CP</td>
</tr>
</tbody>
</table>
Detailed structure of the program is published in the appropriate curriculum.

<table>
<thead>
<tr>
<th>Module name</th>
<th>Semester</th>
<th>CP</th>
<th>Module abbr.</th>
<th>Course</th>
<th>Subject field</th>
<th>ToL (incl. CA if applicable)</th>
<th>WHS</th>
<th>Type of examination</th>
<th>Form of examination (individual or in combination, cf. § 10, section 3, sentence 2, APSO-W)</th>
<th>Group size</th>
</tr>
</thead>
<tbody>
<tr>
<td>Business intelligence and advanced analytics</td>
<td>1</td>
<td>6</td>
<td>BADM</td>
<td>Business intelligence and advanced analytics</td>
<td>Commercial informatics, quantitative methods</td>
<td>TiS with CA</td>
<td>4</td>
<td>EP</td>
<td>T, O, Rep, TP, P, L</td>
<td>24</td>
</tr>
<tr>
<td>Corporate finance</td>
<td>1</td>
<td>6</td>
<td>CF</td>
<td>Corporate finance</td>
<td>International business administration</td>
<td>TiS with CA</td>
<td>4</td>
<td>EP</td>
<td>T, O, Rep, TP, P, L</td>
<td>24</td>
</tr>
<tr>
<td>Intercultural management and organisational behaviour</td>
<td>1</td>
<td>6</td>
<td>COM</td>
<td>Intercultural management and organisational behaviour</td>
<td>Intercultural communication</td>
<td>TiS</td>
<td>4</td>
<td>EP</td>
<td>T, O, Rep, TP, P, L</td>
<td>24</td>
</tr>
<tr>
<td>Strategic innovation and technology management</td>
<td>1</td>
<td>6</td>
<td>SITM</td>
<td>Strategic innovation and technology management</td>
<td>Technology</td>
<td>TiS</td>
<td>4</td>
<td>EP</td>
<td>T, O, Rep, TP, P, L</td>
<td>24</td>
</tr>
</tbody>
</table>
Content

01 | EXAM ATTENDANCE

02 | STUDY DESIGN

03 | CONTACT PARTNER
Communication – responsibilities of students

1. Use your personal HAW mail account & check the inbox regularly!

2. Check the „Ankündigungen“ (website, solely in German) regularly!

3. Maintain your personal data in myHAW!

4. Discover the website of your degree programme and the department!
Compensation of disadvantages in specific situations is possible.

General disadvantages
- Disabled students
- Chronically ill students

Specific life situations
- Maternity protection
- Periods of parental and nursing care leave

- Further information and forms available on the website of the department
- Timely application
- Responsible person: presiding member of the examination board
Examination board

Contact

Presiding member: Prof. Dr. Matthias Thulesius
Deputy: Prof. Dr. Marion Howe

Tasks:
• Organisation of examinations
• Compliance of the provisions of the examination regulations
• Questions & problems regarding examinations
• Recognition of performances
• Compensation of disadvantages
BAföG: responsible persons in the department Business

Contact

BAföG professor: Prof. Dr. Marion Howe
Deputy: Prof. Dr. Matthias Thulesius

Tasks:
• Issuing of certificates of proof of achievement (§ 48 BAföG / “Formblatt 5”)
• NO consultancy!

Consultancy and granting of BAföG assistance:
Studierendenwerk Hamburg
Amt für Ausbildungsförderung (“BAföG-Amt”)
www.studierendenwerk-hamburg.de
Faculty Service Office (‘FSB’) 

- Registration for the examinations, examination plan, examination dates
- Disclosure, especially
  - on admission requirements for individual modules
  - on examination and study regulations
- Verification of student’s inability to take an examination, e.g. in case of illness (including the medical certificate)
- Supervision and maintenance of the performance accounts (myHAW)
- Registration of the Master-Thesis
- Distribution of the Master’s diploma and the certificate of the academic degree
<table>
<thead>
<tr>
<th>Academic Advice</th>
<th>Prof. Dr. Stephan Boll</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Room 9.20</td>
</tr>
<tr>
<td></td>
<td><a href="mailto:stephan.boll@haw-hamburg.de">stephan.boll@haw-hamburg.de</a></td>
</tr>
</tbody>
</table>