



Workshop registration – How does it work?

Choose a workshop that you would like to participate in and navigate to the details of the workshop. You have two option to do that:

 a) Click on the link of the workshop on the website of the Graduate Academy: Offers for Doctoral Candidates: <u>Link</u>
 Offers for Postdocs: <u>Link</u>

SKILLS FOR SCIENTIFIC RESEARCH			
Do 8.10.2020	Gute Wissenschaftliche Praxis mit dem Schwerpunkt: Wie schreibe ich mein Laborbuch?		
Do 8.10. bis Do 17.12.2020	Gelassen bleiben im Forschungsalltag: Einführung in die Praxis des achtsamkeitsbasierten Stressmanagements		
Mo, 12.10.2020	Short Workshop Structuring a Research Paper		

OR

b) Click on "View details" of your preferred workshop in the overview of courses in <u>Promovendus</u>:

Courses Contact		
	Course catalog Al course 23 winter semester 2020/2021 Al course 23 winter semester 2020/2021 Al course 23 Al course	
	Search [suche nach Veranstaltungsnummer, Titel, Titel (englisch) Image: Constant	
	Course list First Back 1-5 from 5 Next Last	Items per page 10
	No Course title	Appointments
	7 DFG Kodex - Gute wissenschaftliche Praxis - Deutsch	29-Oct-2020, from 09:00 to 12:30 30-Oct-2020, from 09:00 to 12:30

Please acquaint yourself with the details of the workshop. If you would like to participate in the workshop, you have to **be logged in to Promovendus**. For this purpose, you need a ZIH user account. If you should not have a ZIH login yet, please contact your doctoral office or the Graduate Academy.





Courses	Contact	
	Courses / Writing Papers and Theses	a in the Life and Natural Sciences / Description
	Course Writing Papers and Theses in the Life	and Natural Sciences, Prof. Martin K. Wild
	Log in here to manage your course p	articipation
	Course data	
	Course details <u>Description</u>	
	Description	
	Description (german)	Format: Short Workshop
		Target Audience: Doctoral candidates and Postdocs
		Language: English
		Trainer: Dr. Andreas von der Dunk & Johannes Sperling
		Date: Monday, 20.04.2020 9:00 - 10:30 am
		Location: Graduate Academy, Mommsenstr. 7, seminar room 2

Once you are logged in, please use the button "Register" above the workshop details

Courses	Contact						
		Courses / Writing Papers and These	s in the Life and Natural Sciences / Course details				
		Course Writing Papers and Theses in the Life Bookmark event Register (possible	and Natural Sciences, Prof. Martin K. Wild until 23/11/2020 00:00)				
		Course data Course data Course details Description					
		General data	41				
		Course title (german)	Writing Papers and Theses in the Life and Natural Sciences				
		Course title (english)	Writing Papers and Theses in the Life and Natural Sciences				
		Short caption	-				
		Language	English				
		Trainer	Prof. Martin K. Wild				
		Period	winter semester 2020/2021				
		Course type	Online Workshop				
		Course categories	Science Communication				
		Target audience	PhD Candidates Postdocs				
		Publicly visible	01/08/2020 to 31/03/2021				

The registration for a workshop can only be executed via the button "Register" which will be active until the end of the registration period. As soon as you click the button "Register" and confirm your registration, you will receive an automatic email confirmation. The email also





informs you whether your registration has been accepted of whether you might be on the waiting list. Please note that your registration is binding.

If your registration has been accepted, you will receive an invitation with further details approx. 4 weeks prior to the workshop.

If you are on the waiting list, you will be informed as soon as a place becomes available for you.

<u>Hint</u>: You can also use the button "Bookmark event" – in this case, the workshop will be saved in the list of your courses in "My profile" in your participation record (marked by a "V" for the German word "Veranstaltung"). However, note that in this case you are not yet registered for the workshop.

Overview of your registrations and course details

You can view details about your registrations and the respective status via "My profile" in your participation record (marked by a "V" for the German word "Veranstaltung").

Home My Profile Courses Contact	Philip Dokt	orand / Veranstaltungsteilnehmer-Akte / My Courses		
Philip Doktorand	Cours All cours	e participations		
My Courses Documents	Search Suche n	ach Bezeichnung, Bezeich Q Registered Acceptures participations	ed Rejected Waiting list Bookmarked 🖈	
	No. Course title Period		Participation status	
	12 Test Manuelle Matzvergabe winter Semester 2020/2021 Ang 12 Einführung in das wissenschaftliche Arbeiten: Summer Semester 2020 Akz		Angemeidet	
	12 Schreiben 01/07/2020 to 01/08/2020		Akzeptiert	
	12	Exposé schreiben	01/09/2020 to 04/09/2020	Akzeptiert

You also have the possibility to filter your list of courses. For this purpose, use the search option or the filters in the upper section.

To view all details for a course, such as the date and the description, please click exactly on the field "View course"!

People My Profile Courses Contact						
	Philip Doktorand / Veranstaltungsteilne	ehmer-Akte / My Courses				
Doktorand (239V1)	Course participations					
L D P G A M V	All courses ⑦ ← 12/11/2021 to 12/11/2021 0 / → Archive ⑦					
	All Registered Accepted Rejected	Waiting list 🛛 Bookmarked 🖍				
urses	Search					
ments	þuche nach Bezeichnung, Bezeichnung 🍥 🍳					
	List of course participations					
	No. Course title		Period	Participation status		
	27 Exposé schreiben		01/09/2020 to 04/09/2020	Akzeptiert	View participation details	View course
	21 Schreiben		01/07/2020 to 01/08/2020	Akzeptiert	View participation details	View course
	28 Kopie von Exposé schreiben		29/07/2020 to 31/07/2020	Akzeptiert	View participation details	View course
	7 DFG Kodex - Gute wissenscha	ftliche Praxis - Deutsch	01/04/2021 to 30/09/2021	Akzeptiert	View participation details	View course





You will then find the details under the "Description" tab.

Courses	Contact					
	Courses / Open Access - mehr als eine Fördervorgabe? / Description					
	Course Open Access - mehr als eine Fördervo View my participation details Course data	orgabe?, Michael Wohlgemuth, Capice Thomas, Eloisa Deola Borges				
	Course details <u>Description</u> Appoin	tments				
	Description					
	Description (german)	Datum:				
	Dienstag, 19.03.2020 10:00-11:30 Uhr					
		Ort:				
		Graduiertenakademie, Mommsenstr. 7, Seminarraum 02				
		Beschreibung: Das Thema Open Access erfährt über die Forschungsförderung eine wachsende Bedeutung gerade auch für Doktorant/-innen. Zwei Referent/-innen des Open-Access-Service der SLUB beantworten Nachwuchswissenschaftler/-innen die praktischen Fragen und Fördermöglichkeiten rund um das Thema Open- Access-Publizieren. Konkret aufgegriffen werden folgende Aspekte:				

De-registration from a course

You can de-register from a course (or its waiting list) until the deadline for the de-registration is over. To do so, go to your V-file via the tab "My profile". Then click on "View course" to see the course details.

Hint: You have to click exactly on the writing "View course", otherwise you will get to the "Participation status".

People My Profile Course	People My Profile Courses Contact						
	Philip	Doktorand / Veranstaltungsteilnehmer-Akte / My Cou	irses				
Doktorand (239V1)	Course participations						
L D P G A M V	All courses 🕖 🔶 12/11/2021 to 12/11/2021 💿 🖌 🔸 Archive 🕖						
	All	Registered Accepted Rejected Waiting list Bookman	(ed 🖈				
urses	Searc	h					
ments	Suche nach Bezeichnung, Bezeichnung ()						
	List of course participations						
	No.	Course title		Period	Participation status		
	27	Exposé schreiben		01/09/2020 to 04/09/2020	Akzeptiert	View participation details	View course
	21	Schreiben		01/07/2020 to 01/08/2020	Akzeptiert	View participation details	View course
	28	Kopie von Exposé schreiben		29/07/2020 to 31/07/2020	Akzeptiert	View participation details	View course
	7	DFG Kodex - Gute wissenschaftliche Praxis - Deut	sch	01/04/2021 to 30/09/2021	Akzeptiert	View participation details	View course





By clicking the button "De-register" you complete the deregistration. This button is active until the deadline for de-registration is over.

Courses Cont	act					
	Courses / Exposé schreiben / C	Course details				
	Course	Course				
	Exposé schreiben, Dr. Ulbrich					
	De-register (possible until 01/09/	2020 00:00) View my participation details				
	Course data					
	Course details Description					
	General data					
	Course number	27				
	Course title (german)	Exposé schreiben				
	Course title (english)	Exposé schreiben				
	Short caption	-				
	Language	German				
	Trainer	Dr. Ulbrich				
	Period	01/09/2020 to 04/09/2020				
	Course type	-				
	Course categories	-				
	Target audience	PhD Candidates Postdocs				
	Publicly visible	29/07/2020 to 30/09/2020				

After the deadline, a de-registration is not possible via Promovendus anymore.

<u>Hint:</u> The deadline for cancellation is approximately 4 weeks before the start of the course due to organisational reasons. However, you can cancel your registration up to 10 working days before the event. Please send us an email to <u>graduiertenakademie@tu-dresden.de</u>.