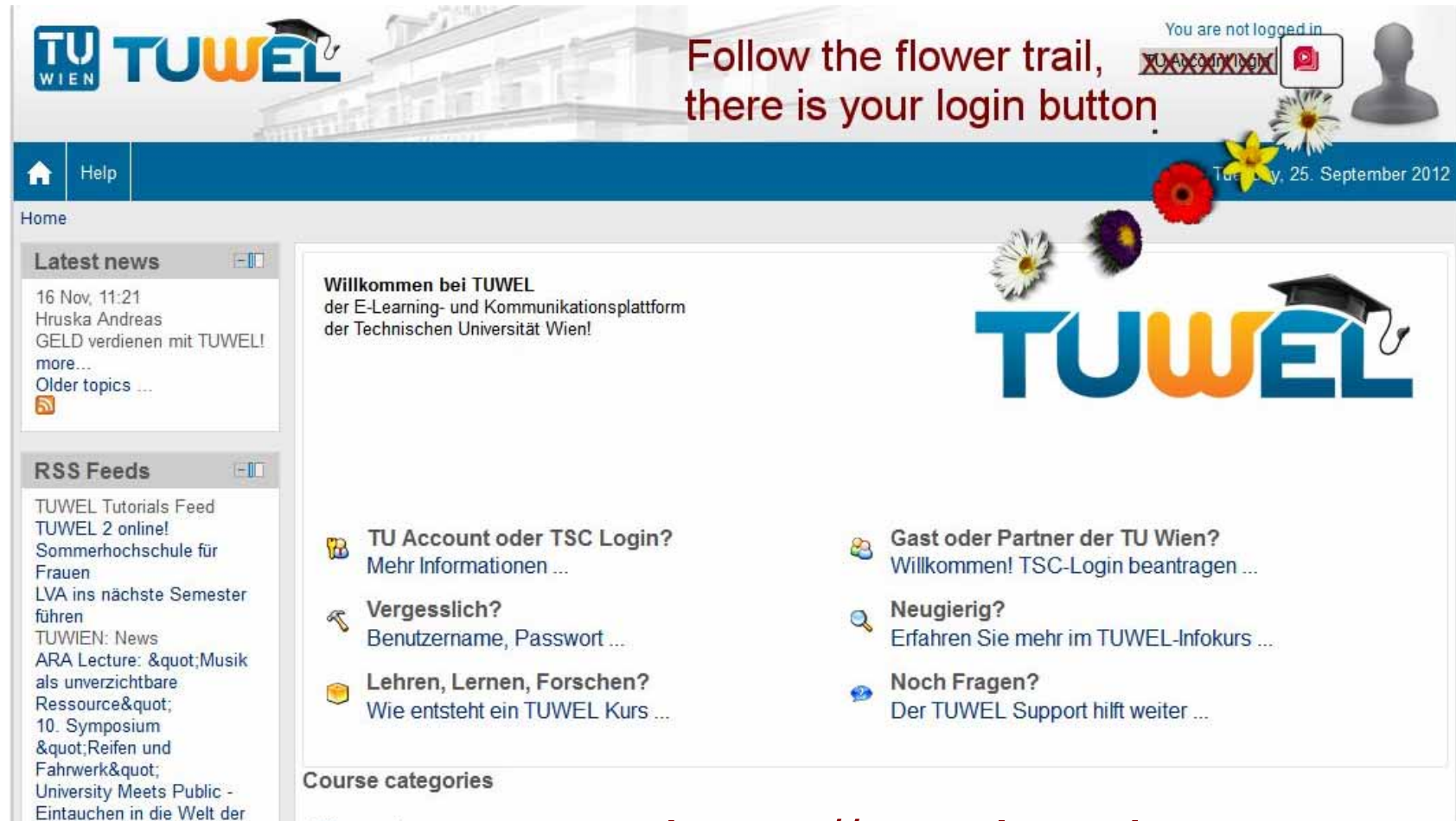


# Step-by-Step Guide

TUWEL Moodle at VUT for non VUT students & academics



The screenshot shows the TUWEL Moodle homepage. At the top left is the TUWIEN TUWEL logo. In the top right, there is a navigation area with a home icon, a 'Help' link, and a date 'Tuesday, 25. September 2012'. A red text overlay reads 'Follow the flower trail, there is your login button' with a red arrow pointing to a 'TU Account Login' button. The main content area features a welcome message: 'Willkommen bei TUWEL der E-Learning- und Kommunikationsplattform der Technischen Universität Wien!'. Below this are three columns of links: 'TU Account oder TSC Login?', 'Vergesslich?', 'Lehren, Lernen, Forschen?', 'Gast oder Partner der TU Wien?', 'Neugierig?', and 'Noch Fragen?'. The left sidebar contains 'Latest news' and 'RSS Feeds' sections.

**Follow the flower trail, there is your login button**

You are not logged in

TU Account Login

Home Help Tuesday, 25. September 2012

Home

**Latest news**

16 Nov, 11:21  
Hruska Andreas  
GELD verdienen mit TUWEL!  
more...  
Older topics ...

**RSS Feeds**

TUWEL Tutorials Feed  
TUWEL 2 online!  
Sommerhochschule für Frauen  
LVA ins nächste Semester führen  
TUWIEN: News  
ARA Lecture: "Musik als unverzichtbare Ressource"  
10. Symposium "Reifen und Fahrwerk"  
University Meets Public - Eintauchen in die Welt der

**Willkommen bei TUWEL**  
der E-Learning- und Kommunikationsplattform  
der Technischen Universität Wien!

**TU Account oder TSC Login?**  
Mehr Informationen ...

**Vergesslich?**  
Benutzername, Passwort ...

**Lehren, Lernen, Forschen?**  
Wie entsteht ein TUWEL Kurs ...

**Gast oder Partner der TU Wien?**  
Willkommen! TSC-Login beantragen ...

**Neugierig?**  
Erfahren Sie mehr im TUWEL-Infokurs ...

**Noch Fragen?**  
Der TUWEL Support hilft weiter ...

**Course categories**

<https://tuwel.tuwien.ac.at>



## Zustimmungserklärung

### Benutzungsordnung für die E-Learning-Services der TU Wien

#### 1. Vorbemerkung, Begriffsdefinitionen

- a. Betreiberin:  
Die Technische Universität Wien (kurz TU Wien) betreibt unter der URL "https://tuwel.tuwien.ac.at/" eine Lernplattform, basierend auf einer geschlossenen Nutzergruppe, geschützt durch Benutzername und Passwort, mit der Bezeichnung "TUWEL" (TU Wien E-Learning). Hierbei handelt es sich um ein freiwilliges Zusatzangebot seitens der TU Wien für ihre Angehörigen, auf dessen Nutzung keinerlei Rechtsanspruch besteht.
- b. Nutzer/innen:  
Als Nutzer/innen werden Angehörige (Studierende, Lehrende, Mitarbeiter/innen) der TU Wien verstanden, die über einen gültigen Zugang zu den EDV-Services der TU Wien bzw. über ein gültiges TU-Passwort verfügen und somit nutzungsberechtigt sind.
- c. Die vorliegende Benutzungsordnung wurde von der TU Wien geschaffen und gilt zwischen dem/der einzelnen Nutzer/in und der TU Wien als vereinbart.
- d. TUWEL dient zur Unterstützung der universitären Lehre in elektronischer Form (Stichwort: E-Learning) und der kollaborativen Zusammenarbeit von Nutzer/inne/n.
- e. Auf der TUWEL Lernplattform werden Lehrmaterialien bereitgehalten, zu denen die TU Wien den Nutzer/inne/n bei Einhaltung der vorliegenden Benutzungsordnung Zugang gewährt.
- f. Es liegt in der Verantwortung der Nutzer/innen, sich mit der Benutzungsordnung von TUWEL vertraut zu machen.

First you have to accept the conditions, they are in German ...

## Zustimmungserklärung

Nutzungsberechtigung führen.

### 13. Salvatorische Klausel

Sofern Teile oder einzelne Formulierungen dieses Textes der geltenden Rechtslage nicht, nicht mehr oder nicht vollständig entsprechen sollten, bleiben die übrigen Teile des Dokumentes in ihrem Inhalt und ihrer Gültigkeit davon unberührt.

Wien, im April 2008

#### Das Rektorat der TU Wien

Technische Universität Wien  
Karlsplatz 13  
A-1040 Wien  
Tel. +43/(0)1/58801-0

Für Rückfragen zu dieser Benutzerordnung wenden Sie sich bitte an:  
TU Wien, E-Learning Zentrum (E0152), Gusshausstraße 28, 1040 Wien  
[info@elearning.tuwien.ac.at](mailto:info@elearning.tuwien.ac.at)

Beschluss des Rektorats vom 25. März 2008

Lesen Sie diese Zustimmungserklärung sorgfältig. Sie müssen erst zustimmen, um diese Website weiter nutzen zu können. Stimmen Sie zu?

... but you can trust this and scroll down and click on JA



TUWEL

Diese Seite anpassen

### Navigation

#### TUWEL

- Website-Start
- ▶ TUWEL
- ▶ Mein Profil
- ▶ Kurse

### Einstellungen

- ▶ Mein Profil

### RSS Feeds

- TUWEL Tutorials Feed
- TUWEL 2 online!
- Sommerhochschule für Frauen
- LVA ins nächste Semester führen
- TUWIEN: News
- Erster Absolvent der Vienna PhD School of Informatics

### Semesterübersicht

Keine Kursinformationen

This is where you reach after that. Your menu is in German ! *Not so good yet*

The screenshot shows the TUWEL website interface. At the top left is the TUWIEN logo. At the top right, it says "You are logged in as Sana Johana" with a "Logout" button and a user profile icon. Below this is a blue navigation bar with a home icon, "Meine Kurse", "Kalender", "Profil", and "Hilfe". The date "Mittwoch, 26. September 2012" is displayed on the right. A "Diese Seite anpassen" button is in the top right corner. On the left, there are three main sections: "Navigation" with links for "TUWEL", "Website-Start", "TUWEL", "Mein Profil", and "Kurse"; "Einstellungen" with a link for "Mein Profil"; and "RSS Feeds" with several feed titles. A dropdown menu is open under "Profil", listing "Profil bearbeiten" (highlighted in red), "Passwort & E-Mail ändern (TISS)", "TISS Cockpit", "Englisch", and "Volle Breite nutzen".

So go to PROFIL and click on PROFIL BEARBEITEN  
– it is the read part in the screenshot.

Home My courses Calendar Profile Help Wednesday, 26. September 2012

TUWEL > My profile settings > Edit profile

### Settings

- My profile settings
  - Edit profile**
  - Change password
  - Security keys
  - Messaging
  - Blogs

#### General

Surname\* Sana

First name\* Johana

Email address\* johana8717@gmail.com

Email display Allow only other course members to see my email address

Email format Pretty HTML format

Email charset Site (ISO-8859-1)

Email digest type No digest (single email per forum post)

Forum auto-subscribe Yes: when I post, subscribe me to that forum

Forum tracking No: don't keep track of posts I have seen

When editing text Use HTML editor (some browsers only)

AJAX and Javascript No: use basic web features

Screen reader ? No

City/town\* Wien

Select a country\* Austria

Timezone Europe/Vienna

Preferred language English (en)

Description ? Deutsch (de)  
English (en)

Font size Paragraph

Now you are in your PROFIL and can change the language to English (en)  
– see the field **BEVORZUGTE SPRACHE**



### Settings

- ▼ My profile settings
  - Edit profile
  - Change password
  - Security keys
  - Messaging
  - ▶ Blogs

### Sana Johana



Country: Austria  
City/town: Wien  
Email address: johana8717@gmail.com

You are still in your PROFIL and your language changed to English  
– Great !!



Customise this page

- TUWEL All my courses
- Course overview
- Search courses

TUWEL

- Site home
- TUWEL
- My profile
- Courses

Search courses

Semester overview

No course information to show.

Settings

- My profile settings

RSS Feeds

- TUWEL Tutorials Feed
- TUWEL 2 online!
- Sommerhochschule für Frauen
- LVA ins nächste Semester führen
- TUWIEN: News
- Erster Absolvent der Vienna PhD School of Informatics

You can now go to Search Courses ...





Settings

▶ My profile settings

Search courses:

You can search for multiple words at once.

word : find any match of this word within the text.

+word : only exact matching words will be found.

-word : don't include results containing this word.

Type *Creativity Engineering* into the search field ...

**015.100 Creativity Engineering (VO 2,0)  
2009W**

LVA-Leiter/in: Jerlich Jutta  
LVA-Leiter/in: Ostad-Ahmad-Ghorabi Hesamedin

2009W - Detailinformationen und Anmeldung in TUWIS++

Category: Administration & Services / E0152 - Teaching Support Center / Archiv

**015.100 Creativity Engineering (VO 2,0)  
2010W**

LVA-Leiter/in: Jerlich Jutta  
LVA-Leiter/in: Ostad-Ahmad-Ghorabi Hesamedin

2010w - Detailinformationen und Anmeldung in TISS

Category: Administration & Services / E0152 - Teaching Support Center



**015.100 Creativity Engineering (VO 2,0)  
2012W**

LVA-Leiter/in: Jerlich Jutta  
LVA-Leiter/in: Smith David

[Click to enter this course](#)

This course gives you an opportunity to learn about certain topics related to creativity and innovation, allows you to practice to present yourself and your ideas, get to know other people who you would like to work with and actually work in a team established to spend time thinking about implementing an idea.

Category: Administration & Services / E0152 - Teaching Support Center



**015.100 Creativity Engineering  
WS2011**

LVA-Leiter/in: Jerlich Jutta  
LVA-Leiter/in: Smith David

2011w - Detailinformationen und Anmeldung in TISS

Category: Administration & Services / E0151 - International Office



**Creativity Engineering Summer**

Creativity Engineering Summer School 2011

And choose the Course from the current semester ...



### Navigation +

#### 015.100-2012W

▫ Participants

▾ Activities

▫ Assignments

▫ Forums

▫ Resources

▶ General

▶ Topic 1

▶ Topic 2

▶ Topic 8

▫ [Link to TISS Lecture](#)

### Settings

▾ Course administration

▫ **Enrol me in this course**

▶ My profile settings

Enrol me in this course

### Topic outline

Welcome to **CREATIVITY ENGINEERING !**

*We expect active and motivated participation;  
team work and respect for each other  
to have an excellent project result from each group work  
that you will remember much beyond this course.*



Use these two forums for administrative questions about  
course schedule, group work, assignments, forms and tasks here

▫ NEWS

▫ ADMIN forum - FAQ Course Schedule



### Recent activity

Activity since Monday, 24  
September 2012, 07:56 AM  
[Full report of recent activity...](#)

**New users:**

Reinharter Manuela

**Course updates:**

Added URL:

[What is a S W O T Analysis](#)

Added File:

[Business Model Canvas](#)

Added URL:

[What is a Business Modell \( Canvas \) ?](#)

Added URL:

[Business Plan](#)

Deleted File

Added URL:

Now in the Course please look at your settings in the left menu bar  
and click on **ENROL ME IN THE COURSE**



Navigation +

▼ 015.100-2012W

▫ Participants

▼ Activities

📁 Assignments

🗣️ Forums

📁 Resources

▶ General

▶ Topic 1

▶ Topic 2

▶ Topic 8

▫ [Link to TISS Lecture](#)

Settings

▼ Course administration

📖 **Enrol me in this course**

▶ My profile settings

### Enrolment options

You have to be registered and confirmed in TISS for this course! [\[\[here\]\]](#).

#### Self enrolment (Student/in)

No enrolment key required.

**Enrol me**

Now in the will tell you that you need to be registered ....  
... disregard this setting and click on the **ENROL ME** button

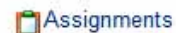


### Navigation +

#### ▼ 015.100-2012W

##### ▶ Participants

##### ▼ Activities



##### ▶ General

##### ▶ Topic 1

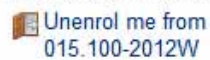
##### ▶ Topic 2

##### ▶ Topic 8

▫ [Link to TISS Lecture](#)

### Settings

#### ▼ Course administration



##### ▶ My profile settings

### Topic outline

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NEWS



ADMIN forum - FAQ Course Schedule



### Important dates

### Recent activity

Activity since Monday, 24  
September 2012, 07:58 AM  
[Full report of recent activity...](#)

#### New users:

[Reinharter Manuela](#)

#### Course updates:

Added URL:

[What is a S W O T Analysis](#)

Added File:

[Business Model Canvas](#)

Added URL:

[What is a Business Modell \( Canvas \) ?](#)

Added URL:

[Business Plan](#)

Deleted File

Added URL:

[Innovation management in  
Companies](#)

Now you reached your goal and are in the Course, enrol and registered and ready to get active

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Next time you log in you will already see the Course listed  
and can get in from there.

**HAVE FUN, ENJOY LEARNING AND SUPPORTING OTHERS TO DO SO AS WELL**