Vocabulary you will encounter when searching for courses at LMU Munich

**Finding Courses currently being offered**

The links we have provided on the JYM website will direct you to the main heading or rubric needed to explore courses offered by individual *Fakultäten*, but afterwards you’ll have to continue your exploration on your own, since each *Fakultät* uses different vocabulary to link to current course offerings. Below are words you will encounter as you conduct your search:

Veranstaltungen  
translates literally as “events” but here generally refers to courses offered, guest lectures scheduled, etc.

Veranstaltungensverzeichnis  
directory of courses

Lehrveranstaltungen  
refers more specifically to academic or instructional “events,” aka courses; forms of *Lehrveranstaltungen* include lectures, proseminars, seminars, etc.

Lehrveranstaltungen – aktuelles Semester  
courses currently being offered this semester

aktuelle Lehrveranstaltungen  
courses currently being offered this semester

aktuelles Lehrprogramm  
program of courses currently being offered this semester

Lehre (und Studium)  
teaching (and studies); a general rubric used on websites that leads to information about courses offered, degree requirements, etc.

Lehrangebot  
courses (curriculum) offered by a *Fakultät* and its institutes

Vorlesungen  
lectures (also used generically for courses)

Vorlesungen im WiSe  
lectures offered in the *Wintersemester* (first semester)

Vorlesungen im SoSe  
lectures offered in the *Sommersemester* (second semester)

Vorlesungsverzeichnis  
complete directory of all courses offered (similar to a schedule of classes in the US)

Auszug aus dem Vorlesungsverzeichnis  
an excerpt from the *Vorlesungsverzeichnis* that is relevant to a specific course of study
Finding Courses offered in the past

If you are looking for information about a specific course, and it is not currently being offered, you may be able to find information about it by looking at Vorlesungsverzeichnisse from prior semesters:

Archiv Lehre archived list of courses previously offered
Veranstaltungsarchiv archived list of courses and other events previously offered
Lehrveranstaltungen – vergangenes Semester courses offered last semester

Finding Courses to be offered in the future

A number of Fakultäten are beginning to list courses that will be offered in the near future:

Veranstaltungsübersicht an overview of upcoming courses (e.g. eine Übersicht über die Veranstaltungen der nächsten Semester)
Lehrvorschau a preview of upcoming courses (also Lehrprogrammvorschau)

Types of Courses

We recommend that JYM students look for Proseminar, Propädeutika, or Vorlesungen.

die Vorlesung a large lecture course, perhaps with hundreds of students; this type of course may be appropriate for full-year JYM students who have successfully completed university courses the first semester, or second semester JYM students with advanced language proficiency

das Proseminar a smaller seminar, usually with limited enrollment (this type of course would be appropriate for JYM students)

Propädeutika introductory courses as preparation for studying a particular subject (this type of course would be appropriate for JYM students)

Einführung literally “introduction,” however not to be confused with survey courses in the US; these can be very rigorous courses and may not appropriate for JYM students
<table>
<thead>
<tr>
<th>Term</th>
<th>Description</th>
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<tbody>
<tr>
<td>Grundkurs</td>
<td>a foundational course specific to a course of study; these can be very rigorous courses and may not appropriate for JYM students</td>
</tr>
<tr>
<td>das Hauptseminar</td>
<td>a graduate-level seminar, restricted to students working toward the M.A. or Dr. phil. degree (except on rare occasions, JYM students are not eligible)</td>
</tr>
<tr>
<td>die Übung</td>
<td>translates literally as an “exercise”; Übungen may be stand-alone courses, or they may be required supplementary courses that are held in conjunction with a lecture, e.g. In der Übung werden Aufgaben und Fallbeispiele zu den in der Vorlesung behandelten Themen gerechnet und diskutiert.</td>
</tr>
<tr>
<td>Pflichtveranstaltung</td>
<td>a required course for students pursuing a particular degree</td>
</tr>
<tr>
<td>Blockveranstaltung</td>
<td>a unique experience: an intensive course that meets for extended hours over a short period of time, rather than meeting regularly over the course of the entire semester; the class may take place over the course of two weeks, one week, or even a long weekend; for the extremely self-motivated and independently-minded student only</td>
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**Level of Courses**

Courses that are designated as part of the bachelor’s curriculum or at the *Grundstudium* level would be most appropriate for JYM students.

<table>
<thead>
<tr>
<th>Term</th>
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<tr>
<td>Studiengang</td>
<td>a course of study that leads towards a specific degree</td>
</tr>
<tr>
<td>Bachelor-Studiengang</td>
<td>refers to courses for student pursuing a bachelor’s degree</td>
</tr>
<tr>
<td>Lehrangebot Bachelor</td>
<td>refers to the curriculum for student pursuing a bachelor’s degree</td>
</tr>
<tr>
<td>Grundstudium (GS)</td>
<td>basic or fundamental studies (<em>vs</em> <em>Hauptstudium</em>, advanced or specialized studies); since the introduction of bachelors degrees <em>Grundstudium</em> is sometimes referred to as undergraduate studies, although the term is being eliminated altogether within some disciplines; in general, courses at the <em>Grundstudium</em> level are appropriate for JYM students</td>
</tr>
<tr>
<td>Masterveranstaltung</td>
<td>only for students pursuing a Masters degree</td>
</tr>
</tbody>
</table>
**Course Information**

The amount of information about any given course will vary from instructor to instructor; the kind of detailed syllabi common at US colleges and universities is not very common at German universities, although that is beginning to change.

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<tr>
<td>die Gliederung</td>
<td>an outline, e.g. of material to be covered in a course</td>
</tr>
<tr>
<td>Notizen</td>
<td>notes, e.g. lecture notes</td>
</tr>
<tr>
<td>das Handout</td>
<td>a handout, but created according to a specific form</td>
</tr>
<tr>
<td>Studienmaterialien</td>
<td>course material, e.g. <em>eine Litratuurliste</em> of books you should read</td>
</tr>
<tr>
<td>das Literaturverzeichnis</td>
<td>bibliography</td>
</tr>
<tr>
<td>Textgrundlage</td>
<td>main text(s) upon which the course is based</td>
</tr>
<tr>
<td>Zum Einlesen</td>
<td>readings that introduce you to the course topic</td>
</tr>
<tr>
<td>Empfohlene Lektüren</td>
<td>recommended reading</td>
</tr>
<tr>
<td>Zur Orientierung:</td>
<td>suggested readings for a general orientation to the course</td>
</tr>
<tr>
<td>Literatur zur Vorbereitung</td>
<td>literature that prepares you for the course</td>
</tr>
<tr>
<td>Eine Lektüreliste folgt nach Anmeldung.</td>
<td>a reading list will be available after you register</td>
</tr>
<tr>
<td>Für einen ersten Einstieg ins Thema wird empfohlen:</td>
<td>the following are recommended as an introduction to the course topic</td>
</tr>
<tr>
<td>Unterlagen (Lehrunterlagen) zur Veranstaltung</td>
<td>course materials, e.g. to be downloaded</td>
</tr>
<tr>
<td>Wissenschaftliches Arbeiten</td>
<td>required standards expected for academic work</td>
</tr>
<tr>
<td>Formvorschriften</td>
<td>required formal standards for writing scholarly work, e.g. guidelines about organization, documenting sources, citations, bibliography, etc.; similar to, but also quite different from those used in the US; style guidelines may differ from discipline to discipline (e.g. just as the <em>MLA Style Manual</em> is different from the <em>Style Manual for Political Science</em>, the <em>ASA Style Guide</em>, or the <em>Chicago Manual of Style</em>).</td>
</tr>
<tr>
<td>die Klausur</td>
<td>a written examination</td>
</tr>
<tr>
<td>das Referat</td>
<td>an oral presentation, accompanied by the submission of the report in written form according to specific formatting standards</td>
</tr>
<tr>
<td>eine mündliche Prüfung</td>
<td>an oral examination</td>
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Registering for Courses

Once you arrive in Munich for Orientation, you will begin to register for your courses. LMU Munich is implementing an online centralized registration process, but it is still a work-in-progress. Until that has been completed, you will encounter a wide range of registration procedures:

Voraussetzung
pre-requisite, e.g. some Proseminare may require that students first attend a required lecture course

Anmeldung erforderlich.
registration is required

Die Anmeldung erfolgt

to register for this course, email the instructor at . . .

Die Anmeldung erfolgt direkt
you can register with the instructor on the first day of class
bei der Dozentin in der ersten Unterrichtsstunde.

Anmeldemodalitäten: per e-mail...
registration instructions: per email . . .

Anmeldemodalitäten:
(registration instructions: (given) on the first day of class
in der ersten Sitzung

Anmeldemodalitäten:
registration instructions: register by email and give a short reason
Anmeldung per E-mail
why you wish to take the course
mit kurzer Begründung

Näheres zum Anmeldeverfahren
details about how to register can be found at . . .
entnehmen Sie unter . . .

keine Anmeldepflicht
registration is not required

Teilnehmerbegrenzung
the number of participants (i.e. enrollment) is limited

Die Teilnahme an den Übungen
participation (i.e. enrollment) in the Übungen is required
ist verpflichtend.

keine Belegpflicht
not a required course

Verbs

sich anmelden
to register (for a course)
herunterladen
to download
teilnehmen + an
literally “to participate” in a course (e.g. an einer Veranstaltung teilnehmen; am Proseminar teilnehmen)
eine Vorlesung besuchen
literally “to visit” a lecture
Announcements

Bemerkung    notice
Wichtige Ankündigung  important announcement
Achtung! Die Vorlesung entfällt!  Attention - the lecture has been cancelled
Die Veranstaltung ist belegt!  the course is full
Zeit und Raum haben sich geändert!  time and room have changed
Der Raum hat sich geändert!  room has changed
das Schwarze Brett  bulletin board, e.g. *Wegen eventueller Änderungen bitte bei Semesterbeginn das Schwarze Brett in der (street address of the department) konsultieren.*

Abbreviations

ECTS:  a standard of credit points awarded academic work in higher European Credit Transfer System education that has been developed and agreed to by 46 European countries, making it possible to compare work required and student performance leading to the fulfillment of degree requirements within Europe; not the same as the credit system used in US higher education

GS: Grundstudium  basic or fundamental studies; undergraduate studies

LP: Leistungspunkte  the German equivalent of ECTS Credit Points (*Kreditpunkte*); not the same as the credit system used in US higher education

PO: Prüfungsordnungen  regulations governing the examinations given to fulfill degree requirements, and provide the basis for regulating university studies in general; JYM students do not need to be concerned with this, since they are not degree-seeking students at LMU Munich

SWS: Semesterwochenstunden  refers to the number of hours per week that a course meets