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Based on § 19 par. 2 S. 1, § 22 par. 2 S. 1, § 23 par. 1 S. 2 and § 72 par. 2 S. 1 Nr. 1 of the Higher Education Act of Brandenburg of 28 April 2014 (GVBl. I/14, Nr. 18), amended by article 2 of that Act of 01 July 2015 (GVBl. I/15, Nr. 18) in connection with § 1 par.1 of the Regulation on the design of examination regulations to ensure the equivalence of studies, examinations and qualifications (University Examination Regulation – HSPV) of 04 March 2015 (GVBl.II/15, Nr.12) in connection with § 13 par. 5 Nr. 1 of the Basic order of the European University Viadrina Frankfurt (Oder) of 28 January 2015 (Official notice of the European University Viadrina Frankfurt (Oder), Nr. 01/2015, S. 1), last amended by amendment statute 27 January 2016 (Official notice of the European University Viadrina Frankfurt (Oder), Nr. 01/2016, S. 1) in connection with § 1 par. 2 of the Study and Examination Regulations for Bachelor and Master programs (SER) revised version of 27 January 2016 (Official notice of the European University Viadrina Frankfurt (Oder), Nr. 01/2016, S. 3), amended by statute of 02 November 2016 (Official notice of the European University Viadrina Frankfurt (Oder), Nr. 1/2017, S. 1), the faculty councils of the Faculty of Law, the Faculty of Social and Cultural Sciences, and the Faculty of Business Administration and Economics of the European University Viadrina Frankfurt (Oder) issue the following regulations:¹

Study and examination regulations for the academic Master program Master of Digital Entrepreneurship (Master of Arts)

of 15 January 2020

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§ 1 Applicability (on § 1 SER)

The regulations of the Study and Examination Regulations for Bachelor and Master programs (SER) at the European University Viadrina Frankfurt (Oder) of 27 January 2016, last amended

¹ Authorized by the president by decree of 29 January 2020.

with statute of 2nd November 2016, are amended and outlined for the Master program Master of Digital Entrepreneurship at the Europa-Universität Viadrina Frankfurt (Oder) as well as the Master degree at the Adam-Mickiewicz-Universität Poznań after 1 par. 2 SER as follows.

§ 2

Aims of the program (on § 1 par.2 S.2 Nr. 1 SER)

- (1) ¹The course aims to enable students to analyze the challenges and prospects of the developing digital European society and to develop concrete design ideas to this effect. ²In the master exam, students are to demonstrate knowledge that allows an interdisciplinary view on cultural, economic, and legal developments of the digital European society. ³In a master thesis, students prove their ability to explore a specified issue scientifically in a given time period.
- (2) ¹Lectures are held in English. Lectures and seminars in other languages can be recognized in elective modules.

§ 3

Degree (on § 1 par. 2 S. 2 Nr. 2 and § 2 Abs. 2 SER)

- (1) At successful completion of the master's program the academic dual degree of „Master of Arts“ (M.A.) of the European University Viadrina Frankfurt (Oder) as well as „Magister“ of the Adam-Mickiewicz-University Poznań are acquired.
- (2) The degrees can only be earned in the framework of this dual program.

§ 4

Start of program (on § 1 par. 2 S. 2 Nr. 5, § 5 par. 2 S. 2 SER)

- (1) The program commences in winter term of each year.
- (2) The course schedule, which is integrated as amendment to the SER at hand, offers orientation for synchronized studies.

§ 5

Standard period of study and structure of program (on § 1 par. 2 S. 2 Nr. 6, § 4 par. 2, § 5 par 1 S. 2 to 4 and § 7 SER)

- (1) ¹The standard period of study comprises four semesters. ²Required course work is 120 ECTS credits. This course is a consecutive, project-orientated master's program. ³The structure of the program, the allocation of ECTS credits and the workload as well as the weighting of grades are shown in the following module table:

Module	ECTS	Compulsory attendance	On-campus study	Self-study	Performance record	Total effort	Weight total grade
A1 Digital Law and Ethics	6	4	60 hours	120 hours	based on module	180 hours	75%
A2 Sociology of Technology and Digital Society	6	4	60 hours	120 hours	based on module	180 hours	
A3 Management Theories in the Digital World	6	4	60 hours	120 hours	based on module	180 hours	
A4 Computer Science in Management	6	4	60 hours	120 hours	based on module	180 hours	
A5 Human Resource Management	6	4	60 hours	120 hours	based on module	180 hours	
B1 Project Management	6	3	45 hours	135 hours	based on module	180 hours	
B2 Technical skills	6	3	45 hours	135 hours	based on module	180 hours	
B3 Entrepreneurship in Action	6	3-4	45-60 hours	120-135 hours	based on module	180 hours	
B4 Digital Business and Commercial Law	6	3	45 hours	135 hours	based on module	180 hours	
C Individual specialization	18	4-5	180-225 hours	315-360 hours	based on module	540 hours	
D Practical module	12	2	30 hours	330 hours	based on module	360 hours	
E Individual Project	15	2	30 hours	420 hours	based on module	450 hours	
F Concluding module	4	6	60 hours	60 hours	Preparatory colloquium	630 hours	not graded
	15			450 hours	Master thesis		20%
	2			60 hours	Final colloquium		5%
Totals	120	48	840	2760		3600	100%

⁴On-campus study comprises a minimum of 800 hours with a maximum scope of self-study of 3000 hours. Further information on lectures, in particular methods of lecture, requirements for participation as well as type of and scope of performance records can be found in the module catalog (see attachment 1 to this SER).

- (2) The program consists of 6 modules:
- Core modules (A1-5)
 - Competency modules (B 1-4)
 - Elective compulsory modules (C 1-2)
 - Practical module (D)
 - Project module (E)
 - Concluding Module: Master thesis (MA) (F)
- (3) Five core modules (A-modules) have to be successfully completed, with 6 ECTS credits awarded in each module A1-A5.
- (4) ¹Four competency modules have to be successfully completed, with 6 ECTS credits awarded in each module B1 - B4 according to publication in the course catalog. ²If necessary, prior knowledge has to be proven for specific classes. ³Students without a first university degree in Economic sciences or a related subject can have bachelor courses approved as master modules. Recognition of modules or attendance of the same or a content-related module twice is not permitted.
- (5) ¹Within the module 'Individual consolidation and specialization' (C) one further course from module B2 is compulsory. ²The remaining 12 ECTS can be earned through one of the following options, totaling 18 ECTS in combination:
- a) C1 Scientific-technical consolidation:
- Selected courses from modules A and B according to publication in the course catalog,
 - Selected Master courses and modules of the Faculty of Law, the Faculty of Social and Cultural Sciences and the Faculty of Business Administration and Economics of the Europa-Universität Viadrina Frankfurt (Oder) as well as the Adam-Mickiewicz-University Poznań according to publication in the course catalog (individual courses can be restricted).
- b) C2 consolidation of practice-oriented skills and knowledge:
- Graded foreign language exams after § 7 par. 5, comprising up to 12 ECTS,
 - Selected courses from modules A and B according to publication in the course catalog,
 - Selected Master courses and modules of the Faculty of Law, the Faculty of Social and Cultural Sciences and the Faculty of Business Administration and Economics of the European University Viadrina Frankfurt (Oder) as well as the Adam-Mickiewicz-University Poznań according to publication in the course catalog (individual courses can be restricted).
- (6) ¹12 ECTS credits can be earned in the practical module (D). ²There is a choice of a 10-week full-time work placement (see Guideline for work placements, attachment 3) or a 10-week group project. ³The work placement should be qualifying for profession and bear reference to digital society. ⁴The group project should be realized with partner organizations of the Frankfurt (Oder) or Słubice (Poland) communities. ⁵In case of shorter work placements (after Guideline for work placements, attachment 3), workshops of the business start-up center can be recognized, with 30 hours corresponding to one ECTS credit. ⁶The program director and the Career Center provide support in finding a suitable work placement, locally as well as abroad. ⁷Further details are provided by the Guideline for work placements, applicable to the Master of Digital Entrepreneurship (attachment 3). ⁸The examination board decides on recognition. ⁹Performance is graded with pass/fail. ¹⁰The work placement or group project is supervised by an internal mentor, see § 13.

- (7) ¹15 ECTS credits are awarded in the individual project module at successful completion of the individual project. ²The individual project realizes an innovative entrepreneurial scheme aiming at providing solutions for the digital society and digital transformation, which contributes to solving collective problems and serves public interest. ³Students assemble a team (from university and associated context) and provide goal-oriented instruction. ⁴The projects can be profit-oriented, non-profit or a combination of both and involve the launch of a business/start-up or other organization. ⁵Students realize their project under the supervision of an internal as well as an external mentor.
- (8) 21 ECTS credits are awarded for the master thesis including its written part, and for colloquia.

§ 6

Examination board (on § 9, esp.par.1 S. 3 SER)

- (1) ¹An examination board is formed for the organization and conduct of exams which are taken responsibility for by the European University Viadrina Frankfurt (Oder). ²The Adam-Mickiewicz-University Poznań organizes and conducts the exams it has taken responsibility for.
- (2) ¹The examination board consists of three university lecturers, one research assistant as well as one student representative and one non-academic member of staff. ²The Adam-Mickiewicz-University Poznań assigns one professorial representative to the examination board. ³Staff members of the European New School, the Collegium Polonicum as well as the European University Viadrina Frankfurt (Oder) who are officially involved in examination matters can be consulted in meetings of the examination board.

§ 7

Methods of teaching and examinations, authorized examiners and organization of exams (on § 4, § 7, § 10 par. 3 S. 2, § 11, § 13, §§ 14 to 16, § 17 par. 3, § 18 S. 3 and 4, § 23 par. 7 SER)

- (1) ¹Within the framework of the program the following possible methods of teaching are provided:
- Seminars
 - Colloquia
 - Associated mentoring
 - Project and practical seminars
 - Lectures
 - Exercises
 - Work groups
 - Internships
 - Language courses
 - Group and individual projects
 - Digital workshops
 - Blended/e-learning (incl. webinars, e-portfolios, flipped classroom)
 - Online courses

²Proof of at least one individual achievement graded 'D/sufficient' is required for successful completion of all forms of records of achievement acquired during studies listed below.

- (2) ¹The university lecturer responsible for the module announces the criteria for course assessment at the start of the module. Eligibility for exams can depend on successful participation in exercises or other academic performances.
- (3) The performance record of a module contains the name of the particular module as well as the achieved grade.
- (4) ¹45 of the 120 required ECTS credits that are necessary for successful completion of the program have to be earned at the European University Viadrina Frankfurt (Oder) as well as 45 ECTS credits in courses at the Adam-Mickiewicz-University Poznań. ²Students are supported by the program director and the International Student Office in organizing a voluntary stay abroad.
- (5) ¹After § 4 par.2 SER, qualifying aims as well as methods of teaching and examinations, including the required performance records are specified in the module catalog. ²Exam performances can be successfully completed in form of performance records specified in the following paragraphs. ³If a module consists of several graded individual performances, weighting of the individual grades is based on the number of ECTS credits, to calculate the total grade for this module.
- (6) ¹The following criteria determine the number of ECTS credits for a performance record in a course:
 - (a) 3 ECTS credits are awarded for one of the following performances:
 - Report or Presentation
 - Essay comprising 4 pages
 - (b) 6 ECTS credits are awarded for one of the following performances:
 - One seminar paper comprising 12 pages
 - Several essays totaling 12 pages
 - Written exam (90 – 120 minutes)
 - Oral exam (20 minutes)
 - Conducting and public presentation of a final practical task, individually or in team
 - (c) 9 ECTS credits are awarded for:
 - Seminar paper comprising 25 pages
 - (d) The examination method is determined by the respective lecturer for all courses of the Faculty of Law and the Faculty of Social and Cultural Sciences, listed in the module catalog.
 - (e) For all courses listed in the module catalog in the Faculty of Business Administration and Economics ECTS credits are awarded as follows:
 - Written exam (120 min)
 - Oral exam (approx. 20 min)
 - One home assignment (e.g. seminar paper)
 - Written paper (90 minutes) and one home assignment
 - Oral exam (15 min) and one home assignment
 - Written exam in MPC format are permissible. The candidate answers questions in written form under supervision, selecting the appropriate answers supplied with

the questions. Exam questions have to facilitate reliable exam results. Permissible answers have to be determined when questions are compiled as well as the pass mark/required score. Should individual questions prove not to render reliable results, they are to be disregarded in determining the exam result. In this case the pass mark is to be adjusted. This adjustment must not affect the candidate's final result. The exam is considered passed when the candidate has reached the minimum percentage announced prior to the exam (pass mark). Deducting points for incorrect answers of the candidate is not permissible. Evaluation of MPC exams can be conducted as automated evaluation. In case MPC questions constitute only one part of the exam, regulations in this paragraph are to be applied accordingly.

- (7) ¹A maximum of 9 ECTS points can be awarded in one individual course. ²Performance records for foreign language proficiency have to be produced after enrollment in the program. ³Requirements for language exams are specified in the current exam regulations for language acquisition as part of the course, at the language center of the European University Viadrina Frankfurt (Oder).
- (8) ¹Furthermore it is possible to acquire a performance record for foreign languages in module C as follows:
- ²6 ECTS credits for:
- a language exam in a modern language (except English, after admission regulations for this program), resulting in UNIcert Basis or A2 Level of the CEFR. Recognition of other types of language certificates is decided upon by the examination board.
- ³6 ECTS credits for:
- a language exam in a modern language (except English, after admission regulations for this program), resulting in UNIcert I or B1 Level of the CEFR. Recognition of other types of language certificates is decided upon by the examination board.
- ⁴12 ECTS credits for (based on UNIcert I or B1 Level of the CEFR):
- a language exam in a modern language (except English after admission regulations for this program), resulting in UNIcert II or Level B2 of the CEFR. Recognition of other types of language certificates is decided upon by the examination board.
- ⁵12 ECTS credits for:
- a language exam in a modern language (except English, after admission regulations for this program), resulting in UNIcert III or Level C1 of the CEFR. Recognition of other types of language certificates is decided upon by the examination board.
- (9) ¹Authorized examiners can only be persons who have successfully completed the disputation of the doctoral examination in one of the subjects listed in the subject catalog of the European University Viadrina Frankfurt (Oder) and who fulfil the requirements of §21 par. 5 Higher Education Act of Brandenburg in connection with § 11 par. 1 S. 1 and 2 SER. ²Regulations for authorization to assess the master thesis and the final colloquium in § 17 par.3 as well as §18 S. 3 and 4 SER, take precedence over this regulation. ³Persons who fulfil the requirements after § 11 par.3 SER can be appointed associate examiners for oral exams after § 15 2 SER; the examination board is entitled to bestow competency upon its head or deputy by board decision.
- (10) ¹As a rule, examinations in associated courses are conducted by the lecturers who teach the particular course and who fulfil the requirements after § 6 par.9 S. 1 for written and § 6 par.9 s.1 and 3 for oral exams; in case of 2nd retaking an exam, the examination board

appoints a second examiner who fulfils the requirements after § 6 par.9 S.1. ²The examination board is entitled to bestow competency for appointment upon its head or deputy by board decision after par.10 S.1 half sentence 2.

§ 8

(on § 10 par.3 S.2 and § 12 SER)

Recognition of study periods, academic achievements and exams as well as approval of knowledge and skills acquired in extracurricular activities

- (1) Recognition of study periods, academic achievements and exams as well as approval of knowledge and skills acquired in extracurricular activities is specified in § 12 SER.
- (2) ¹The applicant is required to submit the necessary information about achievements they wish to have recognized. ²Approval and recognition is granted after validation of the submitted documents. ³Should recognition of achievements after § 12 par. 1 S.1 SER be denied by the examination board, the applicant has the possibility to submit a written application to the examination board for assessment for approval, if the applicant is able to prove having acquired his knowledge and skills elsewhere. ⁴ Assessment for approval is conducted by a university lecturer of the European University Viadrina Frankfurt (Oder) or the Adam-Mickiewicz-University Poznań, who has been appointed by the examination board; the examination board is entitled to bestow competency upon its head or deputy by board decision. ⁵The exam method of the assessment for approval is determined by the examination board in collusion with the university lecturer after § 23 par.5 S.1, par.6 S. 1 SER, taking into account the required qualifying aims for the respective module and the range of exam methods listed in the study and exam regulations at hand.
- (3) ¹On passing the exam with at least 'D/sufficient', the achievement will be approved. ²On failure the student is to be informed of non-recognition as decided by the examination board after § 12 par. 6 S. 1 SER, grounds for non-recognition are to be explained.

§ 9

Mandatory course guidance

(on § 1 par.2 S.2 Nr.8, § 3 par.3 and § 6 SER)

- (1) ¹If students have not earned the 120 ECTS credits necessary for successful completion of the program, including the final exam, by the end of the eighth semester and had them recognized by the examination office, they are required after §§ 21 par.2 S.3 and 20 par. 3 S. 1 Higher Education Act of Brandenburg to attend mandatory course guidance after § 3 par. 3 in connection with § 6 SER. ²This regulation is void if exceeding the deadline by the student is not sustainable.
- (2) ¹Mandatory course guidance after par.1 S. 1 is provided by the head of the examination board. ²Students will be invited in writing to course guidance after commencement of the ninth semester. ³Counselling is provided in form of a personal interview; in exceptional cases a written form is possible. ⁴The aim of the course guidance interview is a written agreement for the course of studies after § 6 par. 3 and 4 SER. ⁵The determination of obligations takes into account the personal situation of the student. ⁶The agreement is to be concluded by the end of the lecture period of the ninth semester at the very latest. ⁷A sample agreement for the master course of studies has been included in amendment 2 of this SER.

- (3) ¹In case of defaulting on the agreement for the course of studies for strong reasons, proof of strong reasons has to be submitted to the examination board in written form and immediately after they became known. ²In case of illness as strong reason, this has to be proven by medical certificate. ³In case of doubts about the accuracy of the medical certificate, the examination board is entitled to request a certificate by a public medical officer. ⁴The consideration of other strong reasons has to be applied for in written form and includes submitting appropriate proof. ⁵The submitted strong reasons are assessed/validated by the examination board. ⁶On approval of the reasons a new agreement for the course of studies is drawn up.
- (4) ¹Students will be exmatriculated after § 14 par. 5 S. 2 Nr. 2 Higher Education Act of Brandenburg, should they oppose the drawing up of an agreement for the course of studies, fail to agree to such within the deadline after par.2 or fail to have earned the required ECTS credits for successful completion of the program as specified in the agreement for the course of studies and have them recognized by the examination office after expiry of the deadline. ²This regulation is void if exceeding the deadline by the student is not sustainable.

§ 10

Master thesis

**(on § 1 par. 2 S. 2 Nr. 7, § 10 par. 3 S. 2,
§ 17 par. 3, 4, 5 S. 2 and 3, par. 16, par. 7 S. 4, §18 S. 5 and 6 SER)**

- (1) The 21 ECTS credits for the master thesis are composed of:
- 4 ECTS preparatory colloquium (not graded)
 - 15 ECTS written part of thesis (graded)
 - 2 ECTS final colloquium (graded)
- (2) The successful completion of modules A, C, D and E after § 5 as well as attendance of the preparatory colloquium in semester 2 and 3 are required for admission to the written part of the master thesis.
- (3) Processing time for the written part of the thesis is 8 weeks from registration.
- (4) In preparation of the thesis, mandatory colloquia are held from 2nd semester. These will not be graded and recognized with 2 ECTS credits each.
- (5) The exact length of the master thesis will be determined by the primary assessor on assignment of topic and should comprise approx. 20,000 words.
- (6) ¹The master thesis is to be assessed by at least two assessors of the particular subject area. ²One member of staff each of the European University Viadrina Frankfurt (Oder) and the Adam-Mickiewicz-University Poznań respectively is to be appointed as assessor. ³One of the assessors, usually the primary assessor, must fulfil the formal requirements for appointment after Higher Education Act of Brandenburg, in the subject area the master thesis refers to, must hold an independent, autonomous teaching position at the European University Viadrina Frankfurt (Oder) and is to be a member of the faculty responsible for the program. ⁴He or she can be a junior professor in the applicable subject area. ⁵§ 44 par. 6 S. 3 Higher Education Act of Brandenburg is not affected by this. ⁶The secondary assessor needs to fulfil the requirements after § 6 par.8 S.1. ⁷The assessors are

appointed by the examination board, which is entitled to bestow competency for appointment upon its head or deputy.

(7) The thesis is assessed after § 17 par. 14 SER in connection with § 11 par. 1 and 2.

(8) The grade of the master thesis is calculated as follows:

- Written part of the thesis: 80%
- Final colloquium: 20%

¹In case the master thesis is graded 'not sufficient' (5.0), the student is entitled to write a new thesis once on a different topic. ²Registration of the second thesis topic has to take place no later than six months after the announcement of failure.

(9) The assessments must be made known to the candidate no later than one week before the final colloquium.

(10) The master thesis can, in variation with § 17 par. 7 S.1 and 2 SER, be identical in content to a master thesis previously or simultaneously submitted by the student at the Adam-Mickiewicz-University Poznań in the framework of the dual degree agreement, and the pass grade of which is or was required for the awarding of an academic title.

§ 11

Final colloquium

(on § 10 par.3 S.2 and § 18 SER)

(1) Required for admission to the final colloquium (oral master's exam) is proof of:

- a written part of the master thesis with a minimum grade of 4.0,
- the successful completion of all study and exam performances after § 5 totaling 103 ECTS credits.

(2) ¹The topic of the oral exam has to be determined with reference to sentence 2 and 3 in mutual agreement with the examiners and the candidate. ²The topic can correspond to the master thesis, in which case a defense of the master thesis takes place. ³Alternatively, a topic can be chosen from one of the mandatory elective modules. ⁴The exam takes approx. 25 minutes per student. ⁵The exam is assessed with a grade after § 11 par. 1 and 2. ⁶The exam is considered passed when the average grade of the examiners' assessment is 'sufficient' (4.0). ⁷The essential subject matter and results of the exam are to be recorded in a transcript. ⁸The result is to be announced to the candidate immediately after the exam.

(3) ¹The final colloquium is to be taken in attendance of two examiners. § 9 par. 6 sentences 2 to 5 are applicable. ²The examiners are appointed by the examination board; the examination board is entitled to bestow competency for appointment upon its head or deputy. ³If possible primary and secondary supervisors of the master thesis should be appointed examiners.

(4) ¹A maximum of three university staff are entitled to be present at the exam in addition to the directly involved persons, upon approval by the candidate. ²Approval of participation is however not extended to the consultation and announcement of the candidate's exam results.

(5) ¹In cases the final colloquium is graded 'not sufficient' (5.0), it can be repeated once after § 25 par.3 SER. ²The repeat exam should take place no later than three months after the

first attempt of sentence 1. ³If the repeat exam is not graded with a minimum of 'sufficient' (4.0) either, the Master program has not been passed conclusively.

§ 12

Assessment of exams and calculation of final grade (on § 23 par. 1 S. 3 lit. a), par. 2, § 26 par 1 S. 1 and 4 SER)

- (1) Exam performances, including the master thesis and the final colloquium, are graded according to § 23 par. 1 S. 3 lit. a SER.
- (2) Interim values/grades of the exam performance are calculated for differentiated assessment after par. 1 on § 23 par.2 SER.
- (3) The final grade is calculated as follows:

75%	Performance records (Modules A - C)
20%	Master thesis
5%	Final colloquium

- (4) The final grade is expressed in grades after § 26 par.1 S.4 SER.

§ 13

Supervision of student projects by mentors

¹Every student is assigned a mentor who supports him or her when required during the course of their studies, particularly with regards to organizing the study program, time management and content aspects of their studies. Mentors belong to the faculty/area of studies of the student; they can be university lecturers, academic staff, suitable scientific or artistic assistants or tutors. ²The assignment takes place within a year of commencement of studies at the university. ³In order to guarantee regular supervision of students' project schemes, students are advised to independently seek out a mentor of a professional practical field. ⁴All students are advised to attend a consultation with their mentors at least once every semester.

§ 14

Coming into force

This study and exam regulations will come into force on the day after its publication in official notices of the European University Viadrina Frankfurt (Oder) and applies to all students who enroll for this program at the university from the day of coming into force.

Attachment 1: Module catalog



Module catalog and ideal-typical course schedule

Master of Digital Entrepreneurship (MoDE)

Content

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I. Ideal-typical course schedule

Nr.	Module name	1.Semester	2.Semester	3.Semester	4.Semester	ECTS	SPPW
A1	Digital Law and Ethics	1 Seminar + digital associated workshop				6	4
A2	Sociology of Technology and Digital Society	Choice between A2.1 and A2.2 1 Seminar + digital associated workshop				6	4
A3	Management Theories in the Digital World	1 Seminar + digital associated workshop				6	4
A4	Computer Science in Management	1 Seminar + exercise in small groups				6	4
A5	Human Resource Management	Choice between A5.1 and A5.2 lecture, exercise				6	4
B1	Project Management		Choice of B1.1. to B1.4			6	3
B2	Technical Skills		Choice of B2.1 to B.2.4			6	3
B3	Entrepreneurship in Action		Choice of selected modules			6	3-4
B4	Digital Business and Commercial Law		Choice of B4.1 to B.4.4			6	3
C	Individual specialization		C1: Scientific-technical consolidation C2: Consolidation of practice-oriented skills and knowledge Seminars, tutorials, online lectures etc. + associated colloquium			18	4-5
D	Practical module			D1: 10-week work experience (full-time) or D2: Team project (usually 10 weeks during semester break)		12	2



				Both D1 and D2 + associated mentoring			
E	Individual Project				Project work + associated mentoring	15	2
F	Concluding module Master thesis		Preparatory colloquium Master thesis (2 ECTS)	Preparatory colloquium Master thesis (2 ECTS)	Master thesis (15 ECTS) + Final colloquium (2 ECTS)	21	6
		30	26	32	32	120	

II. Module descriptions

A Subject-specific core modules

Module name	Digital Law and Ethics
Module-No./Code	A1
Courses of module	1 seminar (2 SPPW) 1 associated digital workshop (2 SPPW)
Content	Digital Law and Ethics: Normative standards for virtual realities and man-machine interaction. Legal enactment for digital spaces: national, supranational and international regulations and/or private system? Digital entrepreneurship as legal problem: Corporal, market and platform law, data and data protection law, intellectual property. Ethical corporate design.
Learning objectives	The module is aimed at introducing students to the challenges of digitalization from a legal point of view and at enabling them to develop interdisciplinary problem-solving approaches. <u>Subject-specific competence goals</u> Students are equipped with profound scientific understanding of digital phenomena from a legal point of view, with knowledge of subject-specific phenomena of digitalization, relevant theories and methods and recognize the most important trends and developments in the context of digital problems and challenges;



	<p>they have the ability to deal with digital data, data processing, analysis and presentation in subject-specific context.</p> <p><u>Interdisciplinary competence goals:</u></p> <p>After completion of the modules A1 to A6, students are able to follow the current state of research in various disciplines, explore scientific sources and analyze them critically, select suitable scientific methods, including information and communication technologies, for the analysis and presentation of data, as well as apply digital methods of communication and presentation of scientific knowledge, and review and present complex, subject-specific knowledge for various target groups.</p>
Semester	1 st semester (winter semester)
Duration of module	one semester
Frequency of module	each winter semester
Number of ECTS credits	6 ECTS
Total workload	180 hours, of which: self-study: 120 hours on-campus study: 60 hours
Type of module	compulsory module
Open to external students	no
Requirements for participation	none
In charge of module	Professorship Law and Ethics of the Digital Society
Lecturers	Professorship Law and Ethics of the Digital Society



Type of exam/requirement for allocation of ECTS credits	a) Written exam and/or final paper b) Group presentation (result of digital workshop)
Weighting of grade for total grade	graded (modules A-C=75%)
Teaching and learning methods	Seminars, digital workshops (with concluding team project): In associated digital workshops the acquired subject-specific knowledge is consolidated in a group project. Students master digital forms of communication and presentation for the imparting of complex scientific results to various target groups. Results of the workshop/group project are presented in a concluding presentation in digital format (audio, video, interactive web faces etc.)

Module name	Sociology of Technology and Digital Society
Module No./Code	A2
Courses of module	1 seminar (2 SPPW) 1 associated digital workshop (2 SPPW)
Content	A 2.1 Sociology of Technology Theory of action and decision, network theory, autonomous technical systems, simulation of artificial social systems, technology of Internet society, technology control, technology politics, cybernetics and governance, management of complex systems, development and spread of new technologies, influence of social processes on technological development, technological acceptance. A 2.2 Digital Democracy Transformation of the public, participation and elections in digital age, Internet governance, data, algorithms, discrimination and inclusion, digital divide, borders and inequalities in digital age, networks - online and offline.
Learning objectives	The module is aimed at introducing students to the challenges of digitalization from a social-science point of view and at enabling them to develop interdisciplinary problem-solving approaches.



	<p><u>Subject-specific competence goals:</u> Students are equipped with profound scientific understanding of digital phenomena from a social-science point of view, with knowledge of subject-specific phenomena of digitalization, relevant theories and methods and recognize the most important trends and developments in the context of digital problems and challenges; they have the ability to deal with digital data, data processing, analysis and presentation in subject-specific context.</p> <p><u>Interdisciplinary competence goals:</u> After completion of the modules A1 to A6, students are able to follow the current state of research in various disciplines, explore scientific sources and analyze them critically, select suitable scientific methods, including information and communication technologies, for the analysis and presentation of data, as well as apply digital methods of communication and presentation of scientific knowledge, and review and present complex, subject-specific knowledge for various target groups.</p>
Semester	1 st semester (winter semester)
Duration of module	one semester
Frequency of module	each winter semester
Number of ECTS credits	6 ECTS
Total workload	180 hours, of which: self-study: 120 hours on-campus study: 60 hours
Type of module	compulsory module
Open to external students	yes
Requirements for participation	none



In charge of module	Professorship Sociology of Technology
Lecturers	Professorship Sociology of Technology and Professorship Political Theory and Digital Democracy
Weighting of grade for total grade	graded (modules A-C =75%)
Teaching and learning methods	seminars und digital workshops (see module A1)

Module name	Management Theories in the Digital World
Module-No./Code	A3
Courses of module	1 seminar (2 SPPW) 1 associated digital workshop (2 SPPW)
Content	Effects of digitalization on businesses and lines of business: life cycles of businesses, digitalization strategies, business models, innovation models, specific developments in selected fields, link between information systems, organization and strategy, ethical and social issues of information technologies, new technologies, e-commerce, data as resource, management of global systems.
Learning objectives	The module is aimed at introducing students to the challenges of digitalization from the perspective of business economics and management and enabling them to develop interdisciplinary problem-solving approaches.



	<p><u>Subject-specific competence goals:</u></p> <p>Understanding management information systems and their impact on enterprise strategy and performance. The general idea of the course is that information systems knowledge is essential for creating competitive firms, managing global corporations, adding business value and providing useful products and services to customers. The growth of the Internet, social networks, the globalization of trade and the rise of information economies have recast the role of information systems in business and management. Technology is supplying the foundation for new business models, new business processes, and new ways of distributing knowledge.</p> <p><u>Interdisciplinary competence goals:</u></p> <p>After completion of the modules A1 to A6, students are able to follow the current state of research in various disciplines, explore scientific source and analyze them critically, select suitable scientific methods, including information and communication technologies, for the analysis and presentation of data, as well as apply digital methods of communication and presentation of scientific knowledge, and review and present complex, subject-specific knowledge for various target groups.</p>
Semester	1 st semester (winter semester)
Duration of module	one semester
Frequency of module	each winter semester
Number of ECTS credits	6 ECTS
Total workload	180 hours, of which: self-study: 120 hours on-campus study: 60 hours
Type of module	compulsory module
Open to external students	yes



Requirements for participation	none
In charge of module	Professorship Information Management and Digital Transformation
Lecturers	Professorship Information Management and Digital Transformation
Type of exam/requirement for allocation of ECTS credits	a) Written exam and/or final paper b) Group presentation (result of digital workshop)
Weighting of grade for total grade	graded (Modules A-C =75%)
Teaching and learning methods	seminars und digital workshops (see module A1)

Module name	Computer Science in Management
Module-No./Code	A4
Courses of module	1 seminar (2 SPPW) 1 associated exercise in small groups (2 SPPW)
Content	Introduction to algorithms (e.g. search, graphic and sort algorithms), Computer networks, Internet and decentralized and intelligent Smart Systems, web technologies (e.g. HTML, and content management), Cryptography and data security; Principles of data models and data banks, logical data models and data bank schemes, Statistical principles of data collection, evaluation and presentation; Introduction to programming, Human Centered Design: User-Experience Design, responsiveness and accessibility.
Learning objectives	The module is aimed at introducing students to the possible applications, prospects and challenges of informational systems in management and enabling them to develop interdisciplinary problem-solving approaches.



	<p><u>Subject-specific competence goals:</u></p> <p>Students are equipped with profound scientific understanding of digital phenomena from a social-science point of view, with knowledge of subject-specific phenomena of digitalization, relevant theories and methods and recognize the most important trends and developments in the context of digital problems and challenges; they have the ability to deal with digital data, data processing, analysis and presentation in subject-specific context.</p> <p><u>Interdisciplinary competence goals:</u></p> <p>After completion of the modules A1 to A6, students are able to follow the current state of research in various disciplines, explore scientific sources and analyze them critically, select suitable scientific methods, including information and communication technologies, for the analysis and presentation of data, as well as apply digital methods of communication and presentation of scientific knowledge, and review and present complex, subject-specific knowledge for various target groups.</p>
Semester	2 nd semester (summer semester)
Duration of module	one semester
Frequency of module	each summer semester
Number of ECTS credits	6 ECTS
Total workload	180 hours, of which: self-study: 120 hours on-campus study: 60 hours
Type of module	compulsory module
Open to external students	no
Requirements for participation	[be specified by lecturer]



In charge of module	N.N.
Lecturers	N.N.
Type of exam/requirement for allocation of ECTS credits	a) Written exam and/or final paper b) group presentation (result of digital workshop)
Weighting of grade for total grade	graded (modules A-C =75%)
Teaching and learning methods	Seminars and digital workshops (see module A1)

Module name	Human Resource Management
Module-No./Code	A5
Courses of module	Lecture, exercise (4 SPPW)
Content	Human resource management, organizational culture, company culture, management control, in particular normative control and identity regulation, various leadership theories and approaches, new developments in cultural management, particularly in relation to variety, authenticity and informality,
Learning objectives	A5.1 Introduction to Human Resource Management <u>Subject-specific competence goals: t.b.d.</u> A5.2 Culture, Leadership and Diversity (WIW 6706) <u>Subject-specific competence goals:</u> Students know and understand the significance of company culture, various leadership approaches and the importance of variety in companies. They are able to successfully apply theories and concepts



	<p>to organizational practices, participate in scientific debates about culture, leadership and variety, and scrutinize management approaches in their organizational, social and economic context. <i>Restricted to 15 students of MoDE, places are allocated after enrollment (on first-come, first-served basis)</i></p> <p><u>Interdisciplinary competence goals:</u></p> <p>Students formulate and understand research questions; find, read and understand scientific literature; write scientific essays, give presentations and participate in scientific discourse.</p>
Semester	1 st semester (winter semester)
Duration of module	one semester
Frequency of module offer	each winter semester
Number of ECTS credits	6 ECTS
Total workload	180 hours, of which: self-study: 120 hours on-campus study: 60 hours
Type of module	compulsory module
Open to external students	yes
Requirements for participation	[to be specified by lecturer]
In charge of module	Professorship Information Management and Digital Transformation



Lecturers	N.N.
Type of exam/requirement for allocation of ECTS credits	a) written exam
Weighting of grade for total grade	graded (module A-C=75%)
Teaching and learning methods	lecture, exercise, group work, examples and case studies, presentations and discussions

B Project Management

Module name	Project Management
Module-No./Code	B1
Courses of module	Depending on class (minimum 3 SPPW, i.e. 45h)
Content	Principles of project management and advanced project management, project management with PMI, PMP, Prince2 Practitioner, IPMA, Agile/SCRUM, Design Thinking, Negotiating and conflict management, gender and diversity in project management; students select one class from available topics within the module, depending on prior knowledge and their project scheme.
Learning objectives	<p>Depending on prior knowledge and their project scheme, students acquire or consolidate entrepreneurial skills needed in project management as well as practical skills needed for planning and conducting individual or team projects in a dynamic, culturally diverse social context.</p> <p>Subject-specific and interdisciplinary competence goals:</p>

B.1.1. Introduction to Project management:

Students define project-life-cycles and internal and external goals regarding (customer) requirements, and develop a project cycle individually, plan it in each project phase including the necessary resources (task and process-oriented time and resource planning); identify involved parties and stake-holders, considering their significance in project implementation as well as in communication strategies.

B.1.2 Advanced Project management with PMI, PMP, Prince2 Practitioner, IPMA, Agile/SCRUM

Students recognize, analyze and evaluate risk factors in project planning and implementation, with regards to strategical and tactical approaches; are able to use relevant project software (PMI, PMP, Prince2 Practitioner, IPMA, Agile/SCRUM), define suitable strategies and techniques of risk management of large projects as well as select and apply principles of quality management over the complete project cycle.

B.1.3 Design Thinking

Students evaluate methods and approaches to design thinking in various organizational contexts, recognizing and analyzing their impact. They are able to select and apply profitably a suitable method for solving problems and developing new ideas in various contexts (users' perspective) from a variety of innovative methods.

B.1.4 Gender and diversity in Project management

Students are able to take account of cultural and psychological processes that influence perception and reaction of individuals, in particular social, cultural and gender-specific differences, as well as recognize prospects and advantages of variety and diversity and use them productively for an organization or a business. They can identify challenges related to diversity in different dimensions and use them constructively in project management. They can develop strategies, approaches and procedures independently in order to optimize the diversity management of an organization or a business.



Semester	2 nd and 3 rd semester (Summer and winter semester)
Duration of module	two semesters
Frequency of module	each semester
Number of ECTS credits	6 ECTS
Total workload	180 hours, of which: self-study: 135 hours on-campus study: 45 hours (3 SPPW) changes are possible depending on course.
Type of module	compulsory module
Open to external students	If possible
Requirements for participation	[to be specified by lecturer, prove of prior basic knowledge may be required]
In charge of module	Prof. Dr. Jürgen Neyer
Lecturers	N.N.; lecturers of partner businesses and organizations
Type of exam/requirement for allocation of ECTS credits	Conducting and public presentation of a final practical task, individually or in team
Weighting of grade for total grade	graded (modules A-C =75%)
Teaching and learning methods	Blended-/e-learning (webinars, e-portfolios, flipped classroom etc.)



Module name	Technical Skills
Module-No./Code	B2
Courses of module	Depending on course (minimum 3 SPPW, i.e. 45h)
Content	Principles of programming and advanced programming, Human-Centered-Design, Data analysis; students select one block seminar from mentioned topics within the module, depending on prior knowledge and their project scheme.
Learning objectives	<p>Depending on prior knowledge and their project scheme, students acquire or consolidate entrepreneurial skills needed in project management as well as practical skills needed for planning and conducting individual or team projects in a dynamic, culturally diverse social context.</p> <p><u>Subject-specific and interdisciplinary competence goals:</u></p> <p>B.2.1. Introduction to Principles of Programming Students acquire or consolidate basic knowledge of programming techniques (structured programming, algorithm design), are able to use different data types (data expressions, variables, assignments, conditional and iterative structures, functions, file input/output, exceptions and arrays) and to develop solution approaches to fundamental algorithmic problems.</p> <p>B.2.2. Human-Centered-Design Students acquire knowledge and skills in <i>interaction design</i>, develop digital products according to Human-Centered-Design (incl. research, concept generation, prototyping, and refinement) independently or in groups, acquire skills and knowledge in Design-Methodologies (sketching, storyboarding, wire framing, prototyping) and are able to use those in a project-oriented way.</p> <p>B.2.3 Data Analysis [t.b.d.]</p>



	B.2.4. Webdesign [t.b.d.]
Semester	2 nd and 3 rd semester (summer and winter semester)
Duration of module	two semesters
Frequency of module	each semester
Number of ECTS credits	6 ECTS
Total workload	180 hours, of which: self-study: 135 hours on-campus study: 45 hours (3 SPPW) Changes are possible depending on course.
Type of module	compulsory module
Open to external students	no
Requirements for participation	[to be specified by lecturer, prove of prior basic knowledge may be required]
In charge of module	N.N.
Lecturers	N.N.; lecturers of partner businesses and organizations
Type of exam/requirement for allocation of ECTS credits	Conducting and public presentation of a final practical task, individually or in team
Weighting of grade for total grade	graded (modules A-C =75%)



Teaching and learning methods	Blended-/e-learning (webinars, e-portfolios, flipped classroom etc.)
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Module name	Entrepreneurship in Action
Module-No./Code	B3
Courses of module	Depending on course (minimum 3 SPPW, i.e. 45h)
Content	Discovering entrepreneurial opportunities, business plan und financial management, Marketing, Accounting, Business Development for young businesses, financing of entrepreneurial business ideas; students select one block seminar from mentioned topics within the module, depending on prior knowledge and their project scheme.
Learning objectives	<p>Depending on prior knowledge and their project scheme, students acquire or consolidate practice-relevant and application-oriented knowledge of business-economic principles.</p> <p><u>Subject-specific and interdisciplinary competence goals:</u></p> <p><i>Note: The following list of classes is not final and subject to changes, if necessary. Individual classes can be restricted. The respective course catalog is applicable.</i></p> <p>Introduction to Entrepreneurship (Professorship Information Management and Digital Transformation) Aim: t.b.d. Contents: t.b.d.</p>

Advanced Entrepreneurship (Professorship Information Management and Digital Transformation)

Aim: t.b.d.

Contents: t.b.d.

New Perspectives in Management Theory (WIW 6616) (Each semester)

Aim: Students will extend their knowledge of advanced academic research on management, organization, and entrepreneurship. The main aim is to improve students' abilities to challenge presumably taken-for-granted assumptions, enable them to differentiate between valid knowledge and untenable positions, and foster a lasting interest in academic research, mounting to formulating new insights.

Contents: Update on the academic system, journal rankings, journal missions and politics, paper styles, authors, and editors. The main part of the seminar is dedicated to the presentation and discussion of up to 30 recent papers on current issues in management theory. The discussions will focus on developing interrelations, overlaps, and tensions between advanced theoretical ideas, and to develop a landscape of the focal field of research. This synthesis will provide a starting point for identifying an interesting research gap to elaborate in the seminar paper.

Access is restricted: A maximum of 3 MoDE students may enroll in both B and C module per semester.

Information Systems Development (WIW 3089) (Summer semester)

Aim: Understanding of business information systems development

Contents: The basic question we will answer in this course is: How can an organization today obtain the information systems it needs? What does it take to ensure that those systems are of a good quality and that they work together properly, supporting the needs of the organization? Developing information systems started as a mainly technical activity and today has evolved into an activity with strong management involvement. Managerial-level decisions are required throughout the entire process. Both technology and business perspectives are covered in this course.

IFRS Reporting and Capital Markets (WIW 6620) (Summer semester)

Aim: The module aims at familiarizing students with the objectives, principles as well as the most important standards of IFRS accounting and their implication on international capital markets. By the end of the module students should know about economic consequences of financial reporting and about the role accounting information plays on capital markets, understand the special role of IFRS on international capital

markets and how the IASB conducts IFRS standard-setting, be able to critically assess political influence on IFRS and IFRS standard-setting, discuss the objectives and principles of IFRS and evaluate the relevance of these for respective IFRS standards, demonstrate orally and in writing their comprehension in the solution of case studies.

Contents: Key element of this module is the analysis of relevant IFRS standards against the background of their informational impact on the capital market. Therefore, we will shortly discuss the internationalization of accounting, the relevance of IFRS in this context and the effect of internationalization and IFRS on capital markets. After this introduction we will touch highly important aspects of accounting – e.g. revenue recognition, recognition and measurement of assets or financial instruments. We will also have an insight into the basics of group accounting. All accounting topics discussed will be analyzed with respect to their capital market relevance. We will illustrate the effects using current accounting practices of multinational entities, go into major findings in research concerning the link between accounting and capital markets' effects and apply the knowledge in case studies discussed and solved in exercise classes. The schedule will be concluded by a guest lecture held by Bettina Krause (KPMG) on the importance of the Management Commentary.

This is an advanced and demanding accounting course which requires basic knowledge of accounting.

Entrepreneurship: A Management-based Introduction (WIW 6076) (Summer semester)

Aim: This introductory module aims to provide participants with an understanding of management frameworks, concepts, and models that are relevant for the entrepreneurial process. In doing so, this module helps students develop an entrepreneurial mindset through critical reflection on entrepreneurship and practical exercises of entrepreneurial activities. Overall, the module positions entrepreneurship as an important way to make a living, as well as a "spirit" that permeates all parts of social life. For preparation, please send an email to skade@europa-uni.de until April 10 containing your favorite joke.

Contents: Rather than following conventional approaches, which frame entrepreneurship in opposition to management, this module builds on established and advanced knowledge from management and entrepreneurship theory to reflect on the entrepreneurial process. For this purpose, the module is structured around important frameworks, concepts, and models across different levels of analysis – from the individual entrepreneur, the entrepreneurial team, the entrepreneurial culture and identity, to the ecosystem in which entrepreneurs are embedded.

Financial Accounting (WIW 1131) (Winter semester)

Aim: Students know the purpose of and reason for double-entry book-keeping, how business events affect financial statements and the basic principles of international financial reporting standards. They understand the accounting terminology and the accounting cycle. They are able to enter transactions and events into the book-keeping system prepare the basic financial accounting statements.

Contents: This course is an introduction to the basic concepts and principles underlying financial accounting systems from the international perspective. It addresses the accounting cycle and data entry into the accounting system (book-keeping). Several accounting topics will be studied in detail, such as inventory, revenue recognition and depreciation of long-lived assets. The module also deals with the construction of the basic financial accounting statements and their interpretation (financial statement analysis).

International Accounting (WIW 3096) (Summer semester)

Aim: Students know the purpose of financial reports prepared in accordance with IFRS, the theory underlying IFRS, the basic IFRS recognition and measurement criteria as well as disclosure requirements. They are able to apply the basic IFRS principles to specific cases and interpret financial reports prepared according to IFRS.

Contents: This course is an introduction to the theory underlying IFRS as well as the basic principles of recognition and measurement. Accounting topics will be studied in detail, such as intangible assets, revenue recognition and provisions (non-financial liabilities). In the tutorials the accounting principles and rules will be applied to case studies.

Business Taxation (WIW 1570) (Winter semester)

Aim: Students acquire the relevant tools to analyze the impact of taxes on business decisions. This implies the legal framework (tax law) as well as theories and methods of economic decision making. Students learn the main principles of taxation so as to be able to quickly understand and apply not only the German but also foreign tax systems.

Contents: Domestic Taxation of businesses (Overview business taxation, Personal Income Tax, Corporate Income Tax, Other Business Taxes, Comparison Effective Tax Burdens of Selected Organizational Forms), Cross Border Taxation of Businesses (Basic, Inbound-Investments, Outbound-Investments, International

	<p>Comparison Effective Tax Burdens), (Aggressive) Tax Planning of Multinationals, Non-Income Taxes (Inheritance Taxes, Real Estate Taxes, Net Worth Taxes, Transaction Taxes).</p> <p>Marketing (WIW 1542/1580) (Winter semester) Aim: The course provides a thorough introduction to marketing. Participants will acquire and understand basic concepts, procedures, and theories in marketing. Contents: Defining Marketing and the Marketing Process, Marketing Information, Buyer Behavior, Customer Selection and Value Proposition, Products, Services, and Brands, New Product Development, Pricing, Channels and Retailing, Marketing Communication, Marketing in the Digital Age, Global Marketplace, Ethics, Social Responsibility, and Sustainability.</p> <p>Wir ham ja nix gehabt und datt bisken hamma noch geteilt - Creativity and Entrepreneurship (WIW 6042) (Summer semester) Aim: Students should understand the different definitions of creativity, their similarities and differences, must understand concepts of creative thinking style, must have knowledge about enhancement of creativity, must have knowledge about important factors for creativity. Students should be able to understand the different fields of the BMC and how they are connected and should know the different pattern of business models. They must be able to plan and execute strategies for enhancing own creativity, to plan and execute strategies for enhancing others' creativity, to evaluate and analyze strategies for enhancing creativity. Students should be able to use the BMC concept to structure their own business plan in written form and oral presentations and must be able to apply book-keeping skills in order to create a balance sheet and a profit & loss statement. Content: In the first part of the course, students will use different tools to become more creative. In the second part, students will learn the structure, methods, and tools in order to lead a group. The third part of the course – the entrepreneurship part – covers an introduction to the strategizers' Business Model Canvas (BMC) in order to analyze business models of start-ups (Osterwalder et al. 2014) or traditional industries – which are disrupted. We will also analyze appropriate marketing tools for start-ups, which don't have a multi-million-dollar marketing budget (Guillebeau 2012).</p>
Semester	2 nd and 3 rd semester (summer and winter semester)



Duration of module	two semesters
Frequency of module	each semester
Number of ECTS credits	6 ECTS
Total workload	180 hours, of which: self-study: 135 hours on-campus study: 45 hours (3 SPPW) to self-study: 116 hours on-campus study: 64 hours
Type of module	compulsory module
Open to external students	yes
Requirements for participation	Prove of prior basic knowledge may be required. Details specified in module description. Students without a first university degree in Economic sciences or a related subject can have bachelor courses approved as master modules. Individual classes can be restricted.
In charge of module	Professorship Information Management and Digital Transformation
Lecturers	N.N.; lecturers of partner businesses and organizations



Type of exam/requirement for allocation of ECTS credits	Depending on selected course
Weighting of grade for total grade	graded (modules A-C =75%)
Teaching and learning methods	Depending on selected course

Module name	Digital Business and Commercial Law
Module-No./Code	B4
Courses of module	Depending on course (minimum 3 SPPW, i.e. 45h)
Content	Legal principles of business formation and management, Legal Life Cycle of a Start-Up, copyright, patent and media law in businesses, fiscal law for entrepreneurs; students select one block seminar from mentioned topics within the module, depending on prior knowledge and their project scheme.
Learning objectives	<p>Depending on prior knowledge and their project scheme, students acquire or extend their practice-relevant and business-relevant knowledge of legal problem solving and application-oriented legal knowledge essential for planning and conducting individual or team projects.</p> <p><u>Subject-specific and interdisciplinary competence goals:</u></p> <p>B4.1 Legal principles of Business formation (esp. in Germany and Poland)</p> <p>Students acquire relevant and application-oriented knowledge about legal principles of business formation and management (incl. types of businesses, structure and procedure of a business) in German and Polish legal structures (incl. essential business-oriented legal issues in personnel and labor law, liability and corporate law)</p> <p>B.4.2 Liability law, Patent and Media Law</p>



	<p>Students acquire basic knowledge in liability, patent and media law, distinguish between patents, trademark law and copyright and know the legal principles and basics of commercial legal protection. Students recognize fundamental problems of commercial legal protection (esp. with regards to patent, trademark law and copyright and in connection with digital technologies) and apply principles for the use of patents, trademarks and copyright to a global and innovative market.</p> <p>B.4.3 Data protection and Data Protection Law in businesses Students possess application-oriented knowledge of data protection and the current requirements of data protection law. They recognize problems related to data protection law and solve them by developing effective measures and methods for data protection for businesses and organizations.</p> <p>B.4.4 Fiscal Law for entrepreneurs Students acquire basic knowledge about German and Polish corporate and fiscal law and practical knowledge about fiscal decisions on company level.</p>
Semester	2 nd and 3 rd semester (summer and winter semester)
Duration of module	two semesters
Frequency of module	each semester
Number of ECTS credits	6 ECTS
Total workload	<p>180 hours, of which:</p> <p>self-study: 135 hours</p> <p>on-campus study: 45 hours (3 SPPW)</p> <p>Changes are possible depending on course.</p>
Type of module	compulsory module
Open to external students	if possible



Requirements for participation	[to be specified by lecturer, prove of prior basic knowledge may be required]
In charge of module	Professorship Law and Ethics of the Digital Society
Lecturers of courses	Professorship Law and Ethics of the Digital Society, lecturers from partner organizations in field
Type of exam/requirement for allocation of ECTS credits	a) Final practical task, individually or in team b) Public presentation of practical task
Weighting of grade for total grade	graded (Module A-C =75%)
Teaching and learning methods	Blended-/e-learning (webinars, e-portfolios, flipped classroom etc.)

C Individual Specialization

Module name	Individual Specialization
Module-No./Code	C
Courses of module	<p>Selected seminars, tutorials, online classes (e.g. webinars, selected MOOCs of institutions with system accreditation)</p> <p>Courses listed in and recommended by module catalogue of EUV and AMU as well as courses offered by universities in the Brandenburg/Berlin area, or selected accredited e-learning courses (e.g. MOOCs, 2SPPW)</p> <p>In module Individual Specialization (C), one other course from module B2 is required.</p>



	In combination with one common colloquium to consolidate content (2 SPPW)
Content	<p>Students participate in courses aimed at the individual prioritization, the acquisition and consolidation of scientific, practical and intercultural competencies and skills, essential for the successful realization of the individual student project. The module provides the complementary and consolidating knowledge and skills the student and his/her mentor have identified as essential for the successful realization of the individual student project.</p> <p>C1 Scientific-technical consolidation</p> <p>Extended scientific and subject-related engagement with cultural, social and political economic and/or technological challenges, prospects developments of digital (European) society and transformation.</p> <p><i>Note:</i> Individual classes might be restricted. The respective course catalog is applicable.</p> <p>Content-related English-language master-courses from module catalogs of the Faculty of Social and Cultural Sciences and the Faculty of Law.</p>

Consumer Behavior (WIW 6670) (Each third semester)

Aim: The primary objective of the course is the transfer of knowledge in the field of consumer behavior. Participants will develop analytical skills in order to understand buyer behavior more thoroughly. They will learn to read, analyze, and discuss the body of knowledge of consumer research.

Contents: Consumers as individuals (learning, motivation, values, involvement, attitudes), consumers as decision makers (information search, evaluation, choice, group influence), culture and consumers, methods of consumer research.

New Perspectives in Management Theory (WIW 6616) (Each semester)

Aim: Students will extend their knowledge of advanced academic research on management, organization, and entrepreneurship. The main aim is to improve students' abilities to challenge presumably taken-for-granted assumptions, enable them to differentiate between valid knowledge and untenable positions, and foster a lasting interest in academic research, mounting to formulating new insights.

Contents: Update on the academic system, journal rankings, journal missions and politics, paper styles, authors, and editors. The main part of the seminar is dedicated to the presentation and discussion of up to 30 recent papers on current issues in management theory. The discussions will focus on developing inter-relations, overlaps, and tensions between advanced theoretical ideas, and to develop a landscape of the focal field of research. This synthesis will provide a starting point for identifying an interesting research gap to elaborate in the seminar paper.

Access is restricted: A maximum of 3 MoDE students may enroll in both B and C module per semester.

Information Systems Development (WIW 3089) (Summer semester)

Aim: Understanding of business information systems development

Contents: The basic question we will answer in this course is: How can an organization today obtain the information systems it needs? What does it take to ensure that those systems are of a good quality and that they work together properly, supporting the needs of the organization? Developing information systems started as a mainly technical activity and today has evolved into an activity with strong management involvement. Managerial-level decisions are required throughout the entire process. Both technology and business perspectives are covered in this course.

IFRS Reporting and Capital Markets (WIW 6620) (Summer semester)

Aim: The module aims at making students familiar with the objectives, principles as well as the most important standards of IFRS accounting and their implication on international capital markets. By the end of the module students should know about economic consequences of financial reporting and about the role accounting information plays on capital markets, understand the special role of IFRS on international capital markets and how the IASB conducts IFRS standard-setting, be able to critically assess political influence on IFRS and IFRS standard-setting, discuss the objectives and principles of IFRS and evaluate the relevance of these for respective IFRS standards, demonstrate orally and in writing their comprehension in the solution of case studies.

Contents: Key element of this module is the analysis of relevant IFRS standards against the background of their informational impact on the capital market. Therefore, we will shortly discuss the internationalization of accounting, the relevance of IFRS in this context and the effect of internationalization and IFRS on capital markets. After this introduction we will touch highly important aspects of accounting – e.g. revenue recognition, recognition and measurement of assets or financial instruments. We will also have an insight into the basics of group accounting. All accounting topics discussed will be analyzed with respect to their capital market relevance. We will illustrate the effects using current accounting practices of multinational entities, go into major findings in research concerning the link between accounting and capital markets' effects and apply the knowledge in case studies discussed and solved in exercise classes. The schedule will be concluded by a guest lecture held by Bettina Krause (KPMG) regarding the importance of the Management Commentary (Lagebericht).

This is an advanced and demanding accounting course which requires basic knowledge of accounting.

Marketing Communication (WIW 6602) (Each third semester)

Aim: Participants will develop analytical skills needed to understand theories and empirical findings in marketing communication (research) and the influence of marketing communications on consumers. They will learn to understand the body of knowledge in marketing communication.

Contents: Introducing marketing communication, Marketing communication theories, Marketing communication elements: Source, message, channel, and audience, Managing marketing communication.

C2 Consolidation of practice-oriented skills and knowledge

Students may select consolidating courses from B modules or other courses imparting relevant practice-related skills relating to (project and business) management, and legal and technological skills, depending on their individual project goal. Acquisition of a (further) foreign language is possible in the framework of individual consolidation.

Note: The following list of courses is preliminary and subject to alterations. Individual courses might be restricted. The respective course catalog is applicable.

Courses of B-Modules

Multiple participation in individual courses is not possible.

Consumer Behavior (WIW 6670) (Each third semester)

Aim: The primary objective of the course is the transfer of knowledge in the field of consumer behavior. Participants will develop analytical skills in order to understand buyer behavior more thoroughly. They will learn to read, analyze, and discuss the body of knowledge of consumer research.

Contents: Consumers as individuals (learning, motivation, values, involvement, attitudes), consumers as decision makers (information search, evaluation, choice, group influence), culture and consumers, methods of consumer research.

New Perspectives in Management Theory (WIW 6616) (Each semester)

Aim: Students will extend their knowledge of advanced academic research on management, organization, and entrepreneurship. The main aim is to improve students' abilities to challenge presumably taken-for-granted assumptions, enable them to differentiate between valid knowledge and untenable positions, and foster a lasting interest in academic research, mounting to formulating new insights.

Contents: Update on the academic system, journal rankings, journal missions and politics, paper styles, authors, and editors. The main part of the seminar is dedicated to the presentation and discussion of up to 30 recent papers on current issues in management theory. The discussions will focus on developing interrelations, overlaps, and tensions between advanced theoretical ideas, and to develop a landscape of the focal field of research. This synthesis will provide a starting point for identifying an interesting research gap to elaborate in the seminar paper.

Access is restricted: A maximum of 3 MoDE students may enroll in both B and C module per semester.

Information Systems Development (WIW 3089) (Summer semester)

Aim: Understanding of business information systems development

Contents: The basic question we will answer in this course is: How can an organization today obtain the information systems it needs? What does it take to ensure that those systems are of a good quality and that they work together properly, supporting the needs of the organization? Developing information systems started as a mainly technical activity and today has evolved into an activity with strong management involvement. Managerial-level decisions are required throughout the entire process. Both technology and business perspectives are covered in this course.

Business Model Development (6795) (Each semester)

Aim: Raising awareness of various aspects of business foundation and enabling students to recognize and evaluate prospects for business foundation, and to realize those in a purposeful business model.

They understand principles and fundamental perceptions of current entrepreneurship research. The acquired knowledge will be realized in a completed business plan.

Contents: Strengths and weaknesses of founders and teams, development of business ideas - Idea Development und Idea Refinement, startup and business succession, market analysis, marketing strategies and instruments, legal reforms, site selection, clusters and networks, brands, patents and other trademark rights, financing (loans, business angels, venture capital, stock market launch), finances: sales and profitability planning, promotional programs for university spin-offs.

Access might be restricted due to budgetary limitations.

Media Practice: Production of Audio Podcasts (ZSFL-1046)

Aim: In this course you will learn to produce audio podcasts. Topics include both technical and conceptual aspects. You will learn how to use digital field recorders, conduct interviews and record noises. An „editorial meeting“ will be held in order to discuss and distribute the topics to be covered in your podcasts. The main part of the course is dedicated to the process of digital audio editing. We will use audacity, a freeware that runs on Mac, Windows, and Linux. You will actually record and actually edit a podcast episode during the course (field recorders will be handed out during the first session).

	<p>IFRS Reporting and Capital Markets (WIW 6620) (Summer semester)</p> <p>Aim: The module aims at making students familiar with the objectives, principles as well as the most important standards of IFRS accounting and their implication on international capital markets. By the end of the module students should know about economic consequences of financial reporting and about the role accounting information plays on capital markets, understand the special role of IFRS on international capital markets and how the IASB conducts IFRS standard-setting, be able to critically assess political influence on IFRS and IFRS standard-setting, discuss the objectives and principles of IFRS and evaluate the relevance of these for respective IFRS standards, demonstrate orally and in writing their comprehension in the solution of case studies.</p> <p>Contents: Key element of this module is the analysis of relevant IFRS standards against the background of their informational impact on the capital market. Therefore, we will shortly discuss the internationalization of accounting, the relevance of IFRS in this context and the effect of internationalization and IFRS on capital markets. After this introduction we will touch highly important aspects of accounting – e.g. revenue recognition, recognition and measurement of assets or financial instruments. We will also have an insight into the basics of group accounting. All accounting topics discussed will be analyzed with respect to their capital market relevance. We will illustrate the effects using current accounting practices of multinational entities, go into major findings in research concerning the link between accounting and capital markets' effects and apply the knowledge in case studies discussed and solved in exercise classes. The schedule will be concluded by a guest lecture held by Bettina Krause (KPMG) regarding the importance of the Management Commentary.</p> <p><u>This is an advanced and demanding accounting course which requires basic knowledge of accounting.</u></p> <p>Marketing Communication (WIW 6602) (Each third semester)</p> <p>Aim: Participants will develop analytical skills needed to understand theories and empirical findings in marketing communication (research) and the influence of marketing communications on consumers. They will learn to understand the body of knowledge in marketing communication.</p> <p>Contents: Introducing marketing communication, Marketing communication theories, Marketing communication elements: Source, message, channel, and audience, Managing marketing communication.</p>
<p>Learning objectives</p>	<p><u>Subject-specific and interdisciplinary competence goals:</u></p>



	<p>C1: Students have extended knowledge about social, political, economic and/or technological challenges, prospects developments of digital (European) society and transformation and can analyze them scientifically and develop scientifically established solution approaches for the purpose of realizing the student project. They are able to recognize and assess the implications of various and specific cultural, linguistic, political, social and economic contexts and levels (regional, national, European, international) and to take them into account when realizing their digital project.</p> <p>C2: Students have the practical skills and knowledge about economic, legal, technological/technical principles as well as project management, required for the realization of their project. They are able to apply their knowledge and skills to new case studies, to shape their own learning and qualification process regarding their individual project and to confidently act and communicate in international contexts.</p>
Semester	2 nd and 3 rd semester (summer and winter semester)
Duration of module	two semesters
Frequency of module	each semester
Number of ECTS credits	18 ECTS
Total workload	540 hours, of which: self-study: 360 hours on-campus study: 180 hours Changes are possible depending on course
Type of module	elective compulsory
Open to external students	no
Requirements for participation	none

In charge of module	Prof. Dr. Jürgen Neyer
Lecturers	N.N.
Type of exam/requirement for allocation of ECTS credits	Written exam and/or final paper and/or presentation (depending on ECTS credits per course)
Weighting of grade for total grade	graded (modules A-C =75%)
Teaching and learning methods	Depending on course colloquium e- and blended learning formats (e-portfolios, flipped classroom etc.)

D Practical Module

Module name	Practical Module
Module-No./Code	Modul D
Courses of module	Project work in groups (10 weeks) or work experience (10 weeks full-time) Associated mentoring (2 SPPW)
Content	<p>Students extend their knowledge, practical and leadership skills necessary for the successful founding and setting up a business or organization. Project schemes are aimed at developing and conducting short and long-term projects in reaction to local and global challenges facing digital society. Students are encouraged to look for project opportunities abroad for their work experience.</p> <p>D1. Team project The project will be realized in cooperation with the local community Frankfurt (Oder) or Slubice. A small digital project will be developed and realized in small groups of 2-5 students in cooperation with a local business, school, public institution or non-profit organization.</p>

	<p>D2. Work experience</p> <p>Students are integrated into an existing team in a previously chosen partner organization (business, NGO, public institution). They can propose their own project or take part in an existing project. During the project students enlist/find an external mentor who also advises and supports them in realizing their individual project and master thesis.</p> <p>In case of shorter work placements, workshops of the business start-up center can be recognized, with 30 hours corresponding to one ECTS credit.</p>
Learning objectives	<p><u>Subject-specific and interdisciplinary competence goals:</u></p> <p>Students understand the legal, social, economic and cultural characteristics in the local context of the Frankfurt (Oder) and Slubice as well as the Berlin/Brandenburg regions and Lebuskie, they are able to recognize and discuss problems, develop and realize solutions to (digital) problems in group work and within a short time period. This enables them to test and apply their acquired disciplinary and interdisciplinary knowledge (incl. scientific sources and solution approaches), competencies and practical skills to various non-academic target groups.</p> <p>During their work experience students acquire skills and knowledge required to analyze specific legal, financial and organizational conditions/circumstances of the business or organization they work for and can apply their own knowledge and skills as well as suitable methods and tools to the successful completion of their digital project.</p> <p>Students are able, to develop and implement project schemes for the solution of concrete challenges for the digital society in organizations and businesses individually or in a team. Students extend their team competencies and are able to take into consideration the requirements of the local community as well as larger (business) contexts, and to initiate and realize new, innovative projects as entrepreneurs.</p>



Semester	3 rd semester (summer semester), can be started with semester break of 2 nd semester
Duration of module	ten weeks
Frequency of module	each semester
Number of ECTS credits	12 ECTS
Total workload	360 hours, of which: self-study: 330 hours on-campus study: 30 hours (2 SPPW)
Type of module	compulsory
Open to external students	no
Requirements for participation	Successful completion of modules A1, A2, A5, A6
In charge of module	Prof. Dr. Jürgen Neyer
Lecturers	N.N.
Type of exam/requirement for allocation of ECTS credits	a) Final report/presentation of team project b) Work experience report incl. reflection on challenges and experiences during work experience
Weighting of grade for total grade	not graded
Teaching and learning methods	Associated mentoring may be completed online, using digital teaching and learning tools.



E Individual Project

Module name	Individual Project
Module-No./Code	E
Courses of module	Associated mentoring (2 SPPW)
Content of module	<p>Supported by their internal and external mentors, students realize their own project (project work), for which they have previously, in the course of their studies, acquired the necessary scientific, practice-oriented and other interdisciplinary competencies and skills.</p> <p>The individual project realizes an innovative entrepreneurial scheme aimed at solving a problem of the digital society and transformation, and also serves public interest. Students assemble a team (from university and associated context) and provide goal-oriented instruction. The projects can be profit-oriented, non-profit or a combination of both and involve the launch of a business/start-up or other organization.</p>
Learning objectives of module	<p><u>Subject-specific and interdisciplinary competence goals:</u></p> <p>Students are able to develop, plan and implement new and innovative ideas and solution approaches in reaction to digital transformation processes, challenges and prospects of digital society; determine and take into consideration the resources necessary for project realization (incl. finances, legal and economic circumstances), and to make the necessary project-related decisions based on the collection, analysis, assessment and integration, aggregation and differentiation of fundamental information from various (also scientific) sources. As digital entrepreneurs, students are able to act and think in an entrepreneurial manner, and to initiate and guide as well as successfully implement innovative and digital projects in a variety of contexts (local, regional, national, global).</p> <p>Furthermore, students are enabled to take responsibility for their team and project and to develop their individual leadership qualities required for the successful establishment of a business.</p>
Semester	4 th semester (winter semester)



Duration of module	one semester
Frequency of module	each semester
Number of ECTS credits	15 ECTS
Total workload	450 hours, of which: self-study: 420 hours on-campus study: 30 hours (2 SPPW)
Type of module	compulsory module
Open to external students	no
Requirements for participation	Successful completion of module D
In charge of module	Prof. Dr. Jürgen Neyer
Lecturers	N.N.; Individual mentor (Lecturer of ENS) and external mentor (e.g. from partner businesses or institutions of ENS or from work experience (module D))
Type of exam/requirement for allocation of ECTS credits	Presentation of individual project results (e.g. portfolio test (presentation, incl. final report))
Weighting of grade for total grade	not graded
Teaching and learning methods of module	Individual project work Associated mentoring may be completed online, using digital teaching and learning tools.



F Concluding module

Module name	Master Thesis
Module-No./Code	Modul F
Courses of module	Colloquia 2 nd - 4 th semester (6 SPPW)
Content	<p>In this module students consolidate their knowledge and skills acquired in previous semesters and prove in their master thesis their ability to develop and apply scientifically established solution approaches and implementable entrepreneurial concepts.</p> <p>F1: Master thesis The master thesis is theoretic-reflective examination of prospects and challenges of the digital society. Experiences acquired while realizing the personal project are being reflected in the master thesis, submitted at the end of the 4th semester, and related to humanistic and social-scientific research contexts of digital society and transformation. The thesis documents the evaluation of a) knowledge, b) practical, and c) social skills acquired during the planning and realization of the project. In addition to that, an analysis of specific challenges in the documented areas is presented, including the presentation of a plan for the realization of future schemes as well as implications for further research questions.</p> <p>F2: Colloquium In the colloquium (e.g. in the frameworks of the common ENS colloquium, regularly visited by all ENS members) students dispute research and project work of other ENS students, PhD students and lecturers of ENS. They present the current status of their own master thesis, including project planning and realization, and discuss the theoretical and methodical approaches to scientific foundation of the project results from an interdisciplinary perspective. Participation in the colloquium and appropriate preparation of the master thesis in the 2nd and 3rd semesters, are recognized with 2 ECTS credits each (not graded).</p> <p>F3: Final colloquium</p>



	The final colloquium is an oral exam, attended by the student and the primary and secondary supervisors of the master thesis. In this colloquium the student presents the result of his or her thesis, ... them in a larger context and defend it against critical objections. The colloquium lasts about 25 minutes.
Learning objectives	<u>Subject-specific and interdisciplinary competence goals:</u> Students prove with their master thesis that they are able to establish a connection between their practice-related knowledge and skills, acquired in the framework of their individual project, as well as the project results, and the current disciplinary and interdisciplinary research and debate. They can revise their knowledge and skills independently at the current state of research and apply them using scientific methods. They can integrate and reflect their practical and project experiences in complex scientific analyses as well as present and communicate them in an academic or non-academic context.
Semester (if necessary Trimester)	2 nd – 4 th semester
Duration of module	one semester
Frequency of module	each semester
Number of ECTS credits	21 ECTS
Total workload	630 hours, of which: self-study: 570 hours on-campus study: 60 hours
Type of module	compulsory module
Open to external students	no
Requirements for participation	module E, individual project
In charge of module	Prof. Dr. Jürgen Neyer



Lecturers	N.N.
Type of exam/requirement for allocation of ECTS credits	Master thesis (The exact length of the master thesis will be determined by the primary assessor on assignment of topic and should comprise approx. 20,000 words.) Participation and presentation of Master thesis in colloquium Final colloquium
Weighting of grade for total grade	graded (25%; 20% Master thesis, 5% final colloquium)
Teaching and learning methods	Supervision by primary and secondary assessor, colloquium

Attachment 2: Sample of an Agreement for the course of studies

Sample of an Agreement for the course of studies
(after § 8 par. 2 of study and exam regulations in connection with § 6 par. 3 and 4 SER)

Study program: Master of Digital Entrepreneurship (Master of Arts)

Name:	Matriculation No:
	Number of Semesters:.....
ECTS achieved:.....	ECTS lacking:

Study and exam performances yet to be achieved based on analysis of course of studies until now:		
Semester	Module	ECTS

Remarks/ Additional agreements:

Note:

In case the specified requirements in the above-mentioned agreement for the course of studies have not been fulfilled by the agreed deadline, the student will be exmatriculated after § 14 par.5 sentence 2 Nr.2 Higher Education Act of Brandenburg.

I agree to the above-mentioned agreement for the course of studies:

Date, signature
Student

Date, signature
Head of examination board

Guideline for work placements of the European University Viadrina Frankfurt (Oder)

Applicability: Master of Digital Entrepreneurship (MoDE)
(after Study and exam regulations of 15.01.2020)

The study and exam regulations for the Master of Digital Entrepreneurship that have come into force in 2020, include an optimal work placement. Organization and realization of the work placements are the responsibility of the students.

Recognition of the work placements is decided upon by the examination board. Recognition is prepared by the MoDE program coordinator.

Requirements for the recognition of the work placement as course achievement

Time of work placement

Student work placements take place during the program. They will usually be completed during semester breaks.

Work placements before commencement of study program

Work placements that have been completed before the commencement of the program and comply with the requirements listed below can be recognized if they have been completed no longer than one year before commencement of studies and have not been recognized as study performance with ECTS credits in any other course of studies.

Duration of work placement

The duration of the work placement is specified in the study and exam regulations for the MoDE in connection with the SER of the European University Viadrina. The specified duration always refers to a full-time work placement (35-50 hours per week, overtime will not be recognized). Part-time work placements have to be extended accordingly.

Overview of the allocation of ECTS credits for work placements

5-6 weeks	6 ECTS-Credits
7-8 weeks	9 ECTS-Credits
10-11 weeks	12 ECTS-Credits

Work placements that exceed the maximum duration, will be recognized, however, no more than the listed number of ECTS credits will be awarded.

Content-related and formal requirements for the recognition of work placements

1. The work placement should bear subject-specific reference to MoDE.
2. The focus of work should correspond to the level of the master program and the professional fields connected to it. Professional skills should be contributed and expanded by practice-oriented competences. Telephone duty, cashier duties, clean-up activities, serving, copying, manual activities etc. are therefore not permitted as main tasks.
3. The work placement is part of the program, so the focus should be on learning and

gathering experience. Side jobs and other profit-oriented activities can therefore not be recognized.

4. Jobs of student employees are recognized if the criteria specified in 1-3 above are met and minimum duration has been adhered to.
5. Professional employment before commencement of studies, e.g. between BA and MA programs, can be recognized when the requirements specified above have been fulfilled and the employment contract was ended no longer than one year before commencement of studies.
6. Employment as student/research assistant at an academic chair or another facility of the European University Viadrina can be recognized on fulfillment of the above-mentioned criteria on the condition that the activity comprises an active autonomous share, requires independent work activities and clearly indicates practical relevance.⁶The program director and the Career Center provide assistance with all matters regarding student work placements and recognition. The decision about exam-relevant recognition of the work placement lies with the examination board.

Attempts at deception

With their signature on the application for recognition of the work placement students confirm that they truthfully completed the work placement. If an application contains incorrect information or is forged (signature of employer, work placement certificate), it is considered an attempt to deceive after § 21 SER.