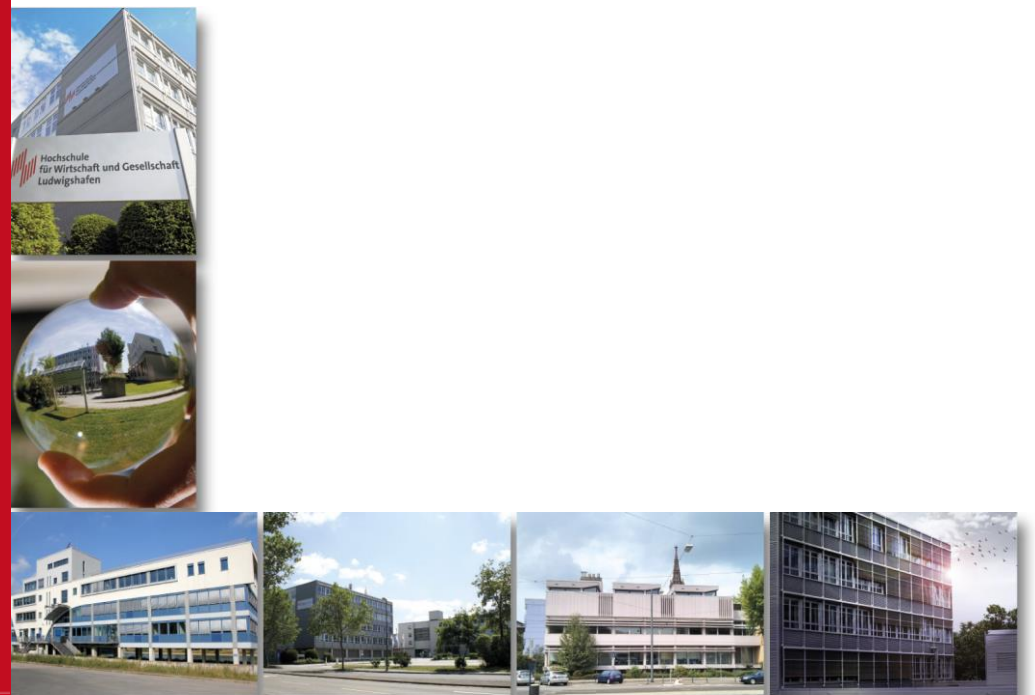
Ludwigshafen University of Business and Society
University of Applied Sciences

Welcome to the Ludwigshafen University of Business and Society



Agenda

1. Homepage
2. Password (Passwort/Kennwort)
3. WI-FI (WLAN)
4. Email-Account
5. HIS-Portal
6. OpenOLAT
7. VPN
8. Library (Bibliothek)
9. Online Learning Tools

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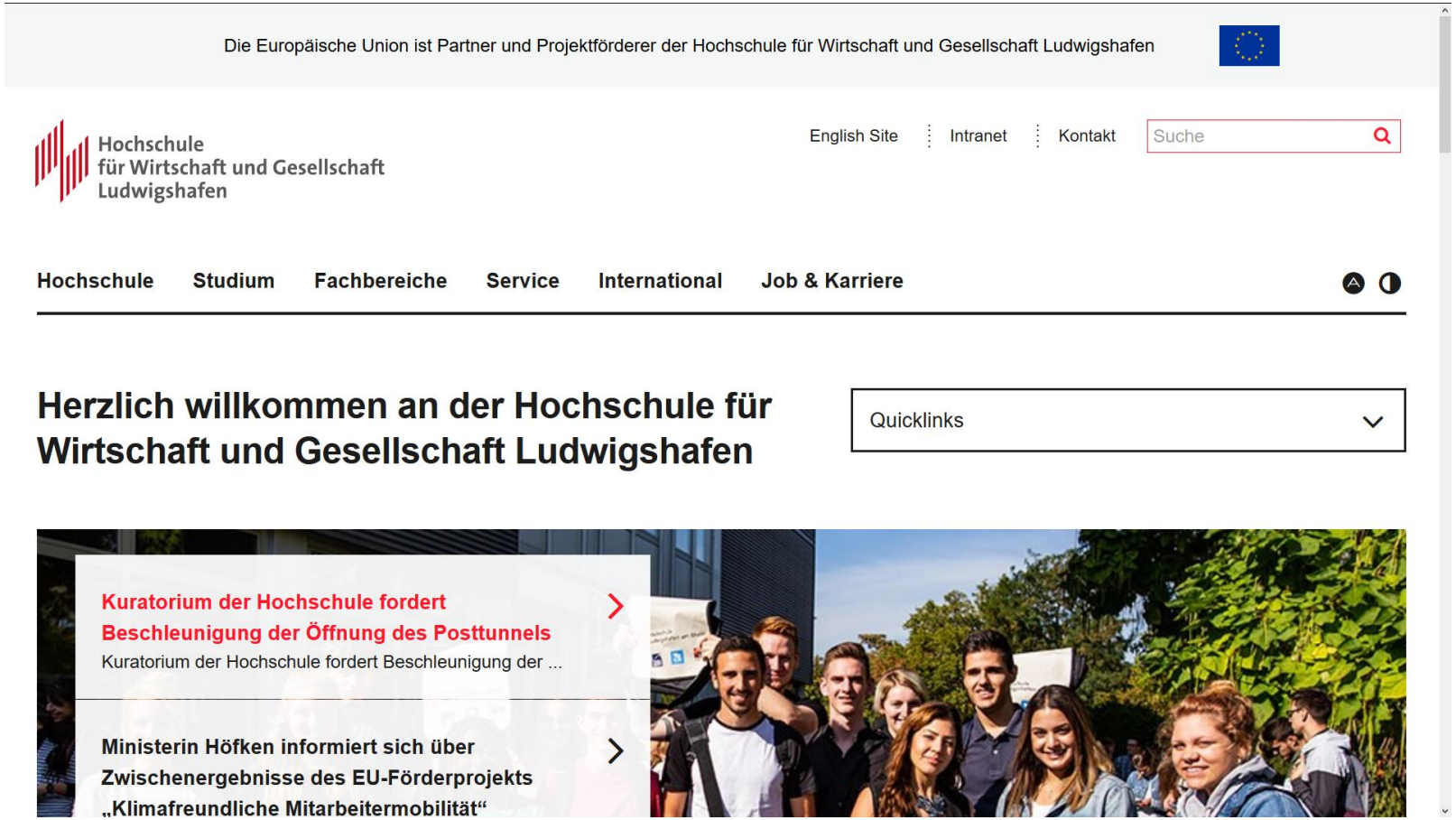
1. Homepage

https://www.hwg-lu.de/



2. Password

- There are several computer systems that the University offers that will be relevant to your current studies.

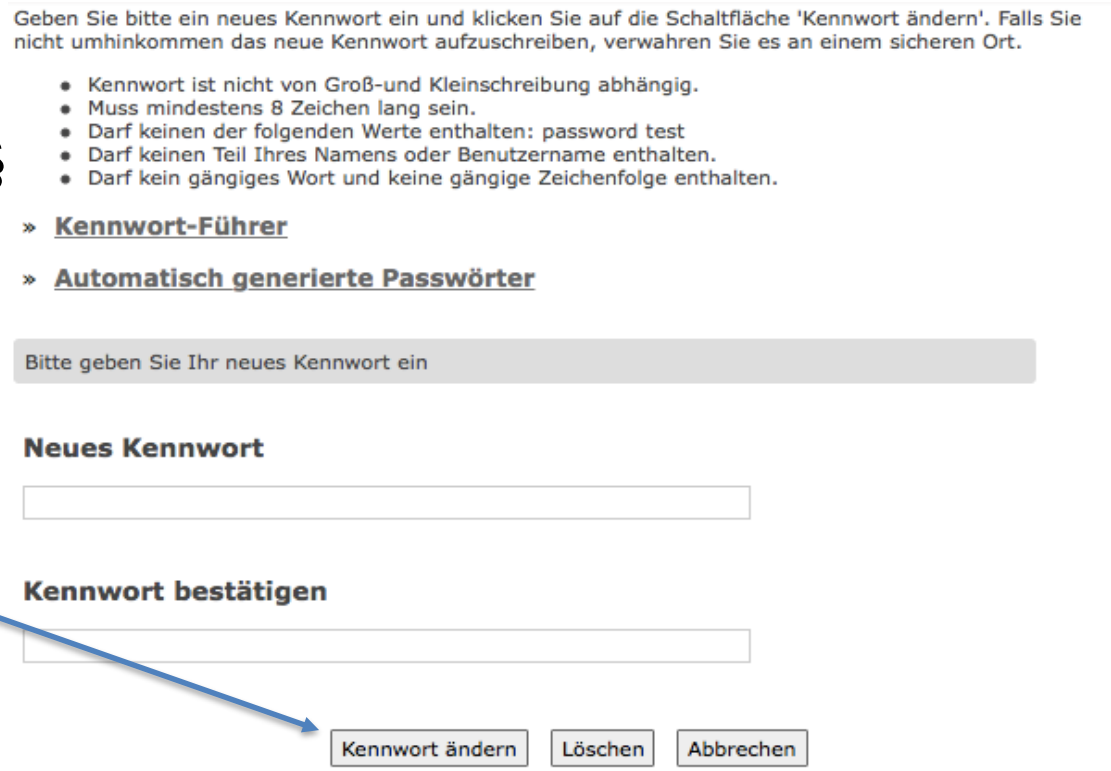
- Each of these systems will require a personal account and password.

- Your initial settings for access are:
- **Benutzername**:(Username) Unique username from HIS Portal
- **Passwort**:(Password) Unique password

2. Password – Create new password

- It must be 8 characters long.
- Can‘t have your username in it.
- Avoid using special characters such as %&§
- Don’t use any words that contain a string like qwerty or short words like golf.
- Use big and small letters

- Click Kennwort ändern when finished



2. Password – Rules

Additional rules for "PC-Pool / WLAN / VPN / OpenOLAT over Shibboleth / HIS Portal“

- The password expires after 720 days and must be changed at the next login
- The password can only be changed when logging on to a PC in our rooms, during VPN login or via password management
- After 5 failed attempts the account will be locked for 10 minutes
- You can't use the same password after resetting it

2. Password

- In the event that you forget your password you can use the following link to reset your password in our Password Management System:

https://aurora.hwg-lu.de/pwm/private/login

- Please enter an external email address in the Password Management System so that the password can be reset independently. (Gmail, Yahoo)

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3. WLAN

Netz “Ludwig“

- The connection to the WLAN network “Ludwig" works with all WLAN-enabled devices (notebook, tablet, smart phone)

- **Benutzername***:* Username

- **Passwort***:* PC-Pool Password

4. Email-Account

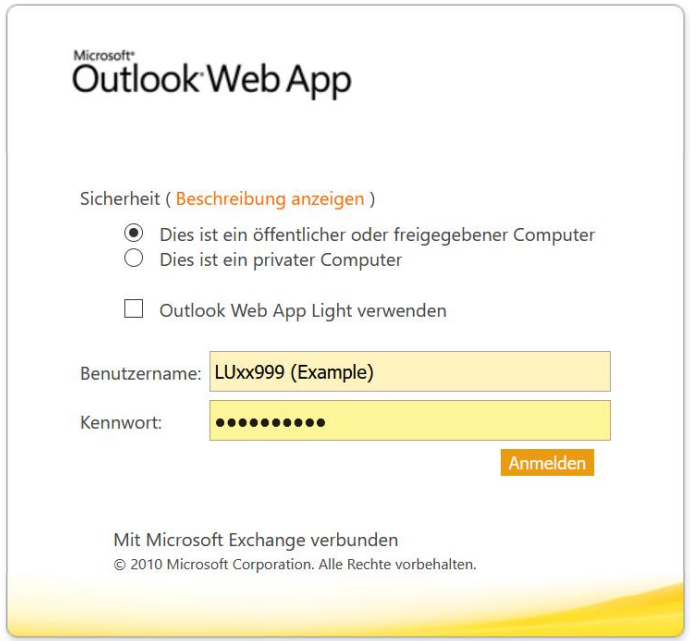
- For each student, an e-mail account is automatically created when enrolling here. This account can be used to communicate internally or to receive external mail

- The full functionality works only with the current versions of the browsers Internet Explorer, Firefox & Safari. Under Opera and Chrome some menus / submenus are not available!

- The login details for the new e-mail system are identical to those for WLAN, VPN and OpenOLAT

4. Email-Account

- Use the following link→ https://webmail.hwg-lu.de/owa/



5. HIS-Portal

- The administration of students data takes place via the Hochschul-Informations-System GmbH (HIS).
- Currently it is split into two different Portals. (Old and New)
- Both use the same login details as WLAN, VPN and OpenOLAT
- In the Old Portal you can find the student plan, overview of grades and certificates, and the registration for exams
- In the New Portal you can find management of your contact data (address, email) and create a proof of enrollment as a PDF file

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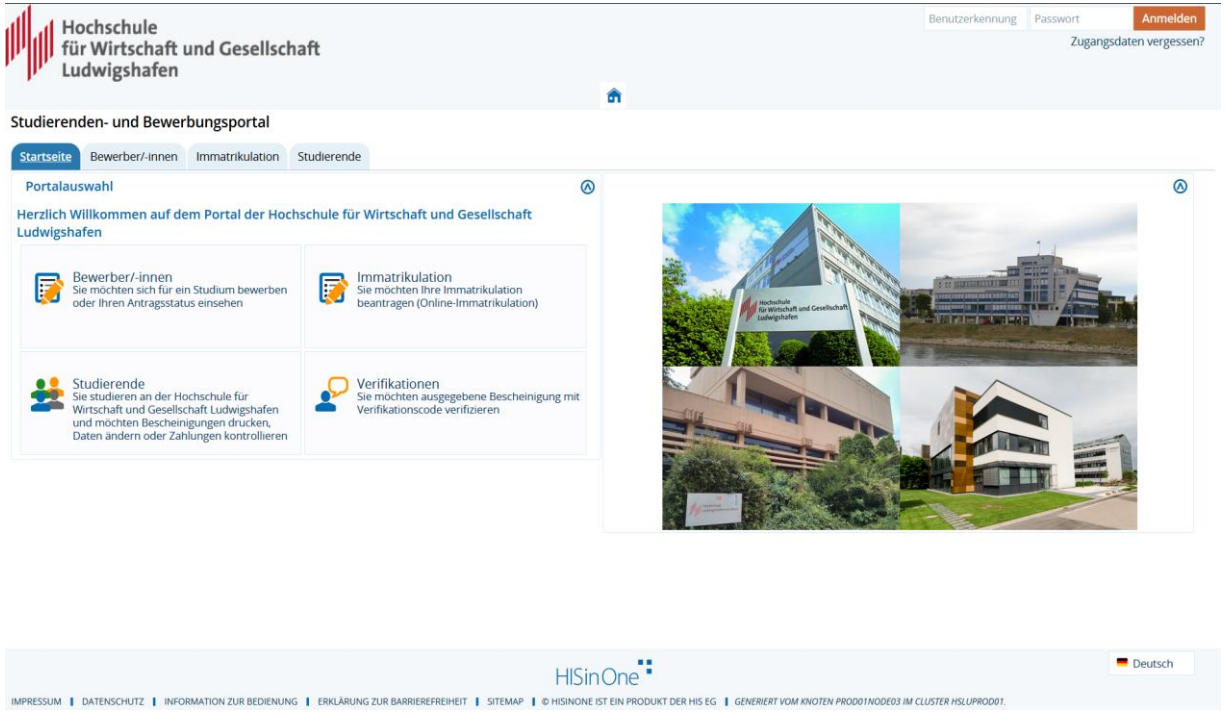
5. HIS-Portal

- To reach the new portal click on the following link:

https://portal.icms.hwg-lu.de/qisserver/pages/cs/sys/portal/hisinoneStartPage.faces?chco=y



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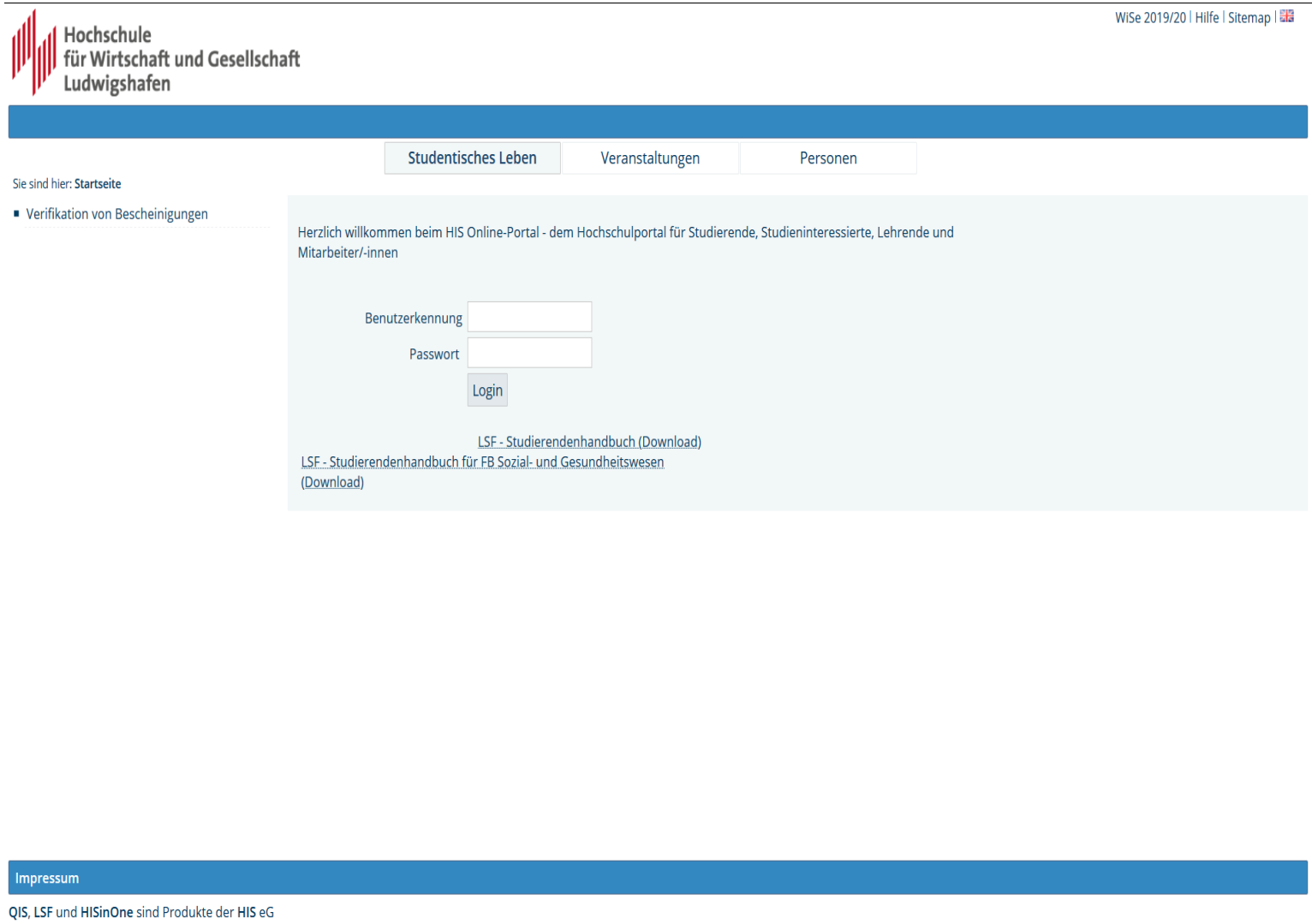
4. HIS-Portal

- To reach the old portal click on the following link:

https://qisweb.icms.hwg-lu.de/qisserver/rds?state=user&type=0



6. OpenOLAT – Sibboleth

- OpenOLAT is a Learning Management System (LMS), which as a web application supports various forms of web-based learning, teaching and moderating.

- Registration is linked to your account at the University through the Sibboleth software, so you can sign in with the same user data you use for Wi-Fi.

- Use the following link to reach OpenOLAT:
https://www.hwg-lu.de/service/openolat

- More detailed instructions on how to use OLAT as part of your degree can be found in the flyer.

6. OpenOLAT

- In the OpenOLAT you will find all the necessary documents and information you need for your studies
- Latest messages
- Student plan and documents for events
- Study organization (module handbook, examination regulations, list of participants, student handbook etc.)

7. VPN

What is VPN?

- The acronym stands for Virtual Private Network. This describes network connections made between one terminal or closed (private) network with another closed network. These connections run as virtual data lines over the public Internet from endpoint to endpoint. Devices behind these endpoints appear as if they were in the same local closed network.

- The data passing through this virtual connection is encrypted and can not be "read". Establishing this connection requires authentication.

7. VPN

Why do I need to use a VPN?

- The university's network is protected externally with a firewall. This is to prevent our network infrastructure from being exposed to potential attacks.

- You must use a VPN to access network resources when physically not at the University.

- By establishing a VPN connection between your home computer and our network, your computer will be integrated like a local university computer. This allows you to access additional resources and services (such as databases) from home.

7. VPN

How to set-up the VPN connection?

- All students of the University have the opportunity to establish a VPN connection to the university network via an existing internet connection.

- All accounts of the domain can use VPN!

- Instructions for setting up the VPN connection for operating systems Microsoft and Mac can be found here:

https://www.hwg-lu.de/fileadmin/user_upload/service/it-service-center/anleitungen/vpn.pdf

8. Bibliothek (Library)

- Use of the library is free for students

- English Website→
https://bib.hwg-lu.de/en

- With the registration you accept the rules of use of the University of Ludwigshafen→
https://bib.hs-lu.de/informationen-zur-bibliothek/benutzungsordnung.html

- You need a proof of enrollment for the registration in the Library !

9. Online Learning Tools

- Zoom. Students can set up a free account with Zoom by registering with your student Email address. http://www.Zoom.us

- Big Blue Button. Can be used without registering an account or you can login in with your student account as well. https://bbb.rlp.net/b/

- Google Meet. Can be used by signing in with a Google account.
https://meet.google.com/

- Microsoft Teams. Can be used with a Office 365 Account. **Free for Students!!!**
https://www.hwg-lu.de/fileadmin/user_upload/service/it-service-center/anleitungen/Office_365.pdf

Contact Information IT

Ludwigshafen University of Business and Society
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Email: rz@hwg-lu.de

- Please send us a Ticket if possible from your student email address. (Check for replies in Spam/Junk Folder)