

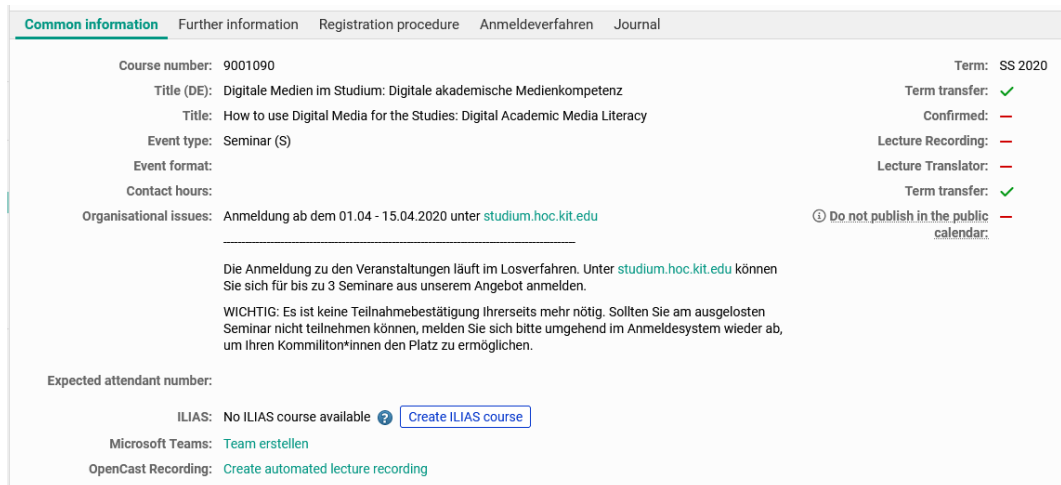
Create an ILIAS Course via Campus Management System

Overview

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Fundamental Process of Event Management at KIT

1. A course is created " in the campus management system (CMS) by a person with the access role "Event Management. Typically a person at an institution holds this authorization role, and they are responsible for entering all courses for that institution.



The screenshot shows a course management interface with the following details:

- Course number:** 9001090
- Title (DE):** Digitale Medien im Studium: Digitale akademische Medienkompetenz
- Title:** How to use Digital Media for the Studies: Digital Academic Media Literacy
- Event type:** Seminar (S)
- Event format:**
- Contact hours:**
- Organisational issues:** Anmeldung ab dem 01.04 - 15.04.2020 unter studium.hoc.kit.edu
- Expected attendant number:**
- ILIAS:** No ILIAS course available [Create ILIAS course](#)
- Microsoft Teams:** [Team erstellen](#)
- OpenCast Recording:** [Create automated lecture recording](#)

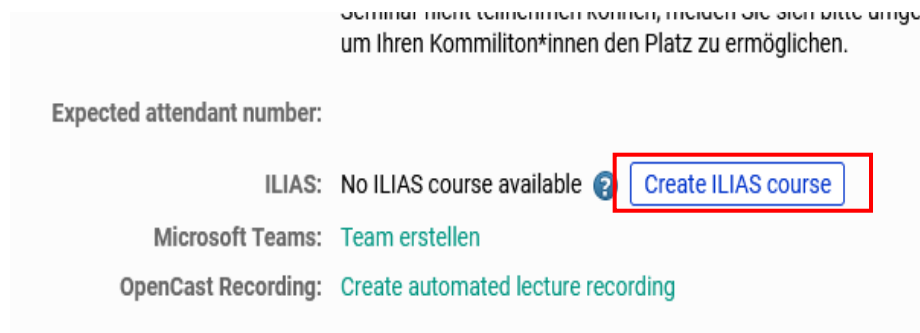
Additional information on the right side of the interface includes:

- Term:** SS 2020
- Term transfer:** ✓
- Confirmed:** -
- Lecture Recording:** -
- Lecture Translator:** -
- Term transfer:** ✓
- Do not publish in the public calendar:** -

Below the organisational issues, there is a paragraph in German: "Die Anmeldung zu den Veranstaltungen läuft im Losverfahren. Unter studium.hoc.kit.edu können Sie sich für bis zu 3 Seminare aus unserem Angebot anmelden. WICHTIG: Es ist keine Teilnahmebestätigung Ihrerseits mehr nötig. Sollten Sie am ausgelosten Seminar nicht teilnehmen können, melden Sie sich bitte umgehend im Anmeldesystem wieder ab, um Ihren Kommiliton*innen den Platz zu ermöglichen."

Figure 1 Example of a course from the Summer Semester 2020

2. It is important to assign the appropriate lecturers to this course. They are then authorized to create an ILIAS course. This workspace is missing, for example, at the event show in den figure next.



The screenshot shows a close-up of the 'Expected attendant number' section. The text 'ILIAS: No ILIAS course available' is followed by a question mark icon and a button labeled 'Create ILIAS course', which is highlighted with a red rectangular box. Below this, there are links for 'Microsoft Teams: Team erstellen' and 'OpenCast Recording: Create automated lecture recording'.

Figure 2 View as a lecturer of a course

As a registered lecturer, you can use the option "Create workspace (ILIAS)" to generate an ILIAS course room for this course.

However, the workspace can also be created by the person "timetable". It is important to store the lecturers, as they are also entered as administrators when creating a workspace (ILIAS course room).

3. When the process for creating a workspace is triggered, a window opens with

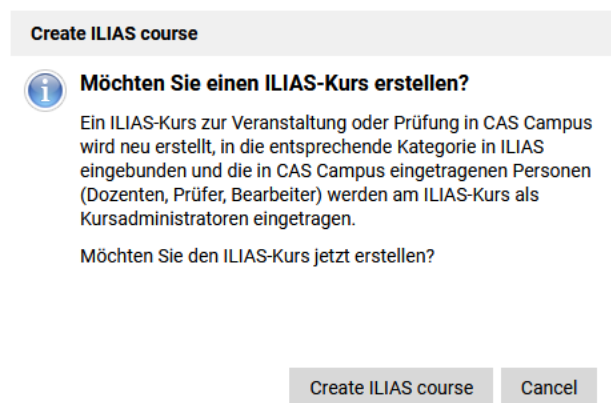


Figure 3 Final question before execution

information about the storage location and the persons authorized to access it. Here you start the process via the button "Create course".

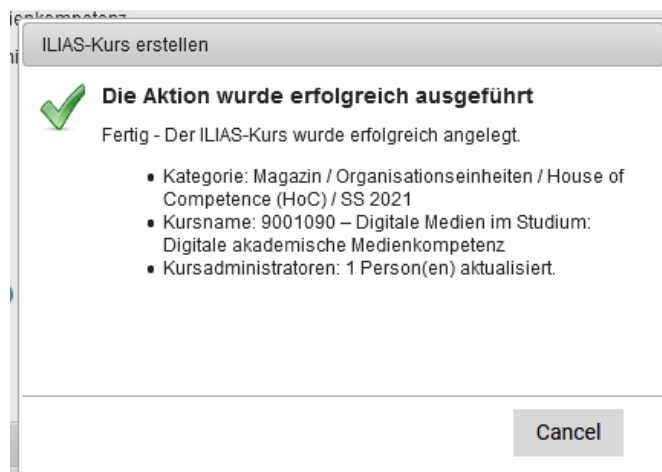
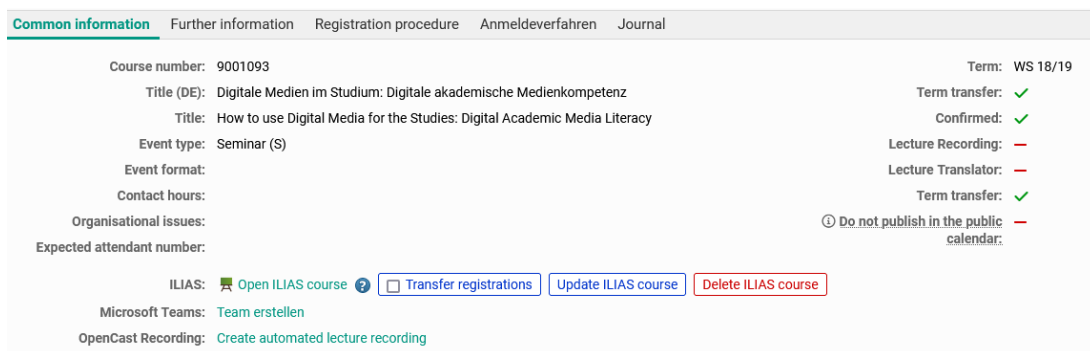


Figure 4 Process successfully completed

4. Once the course room has been created, another window will appear with an access link to this course room.
5. In the event view (see Figure 5.), the display has changed. The action buttons "Open ILIAS course", "Transfer registrations", "Update ILIAS course" and "Delete ILIAS course" now appear. In the future, the first will represent access from the campus management system or course catalogue. The last one only appears in the view for the respective lecturers. You can use it to remove an incorrectly created workspace on your own.



The screenshot shows the 'Common information' tab of an ILIAS course page. The course number is 9001093 and the term is WS 18/19. The title in German is 'Digitale Medien im Studium: Digitale akademische Medienkompetenz' and in English is 'How to use Digital Media for the Studies: Digital Academic Media Literacy'. The event type is 'Seminar (S)'. The status of various features is indicated by checkmarks or minus signs: Term transfer (checked), Confirmed (checked), Lecture Recording (unchecked), Lecture Translator (unchecked), and Term transfer (checked). A warning icon indicates 'Do not publish in the public calendar' is unchecked. At the bottom, there are four action buttons: 'Open ILIAS course' (with a person icon), 'Transfer registrations' (with a checkbox icon), 'Update ILIAS course', and 'Delete ILIAS course'. Other options include 'Team erstellen' for Microsoft Teams and 'Create automated lecture recording' for OpenCast Recording.

Figure 5 Detailed information after course creation

Our colleagues from the Department of Studies and Teaching (SLE) will be happy to advise you on the Campus Management System.

Info & Contact

Last update: 2023-09-05

Licence note



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