

**Examination and Study Regulations  
for the Information Technology and Management Master Correspondence  
Study Course  
of the Hochschule Wismar, University of Applied Sciences, Technology,  
Business and Design**

from 17.07.2015

On the basis of § 2 Section 1 in conjunction with § 13 Section 5, § 38 Section 1 and § 39 Section 1 of the State of Mecklenburg-Western Pomerania Higher Education Act in the version published on 25th January 2011 (Mecklenburg-Western Pomerania State Gazette of Laws and Ordinances - M-V GVOBl. p. 18), last amended by Article 6 of the Act of 22nd June 2012 (M-V GVOBl. pp. 208, 211), and § 1 Section 2 of the Framework Examination Regulations of the Hochschule Wismar, University of Applied Sciences Technology, Business and Design of 19th October 2012 (M-V Ministry of Education, Science and Culture Bulletin p. 1159) last amended by the Second Statute for the purposes of modifying the Framework Examination Regulations of the Hochschule Wismar, University of Applied Sciences Technology, Business and Design of 29th September 2013 (University of Wismar Gazette, Special Edition of 15th November 2013), the Hochschule Wismar, University of Applied Sciences, Technology, Business and Design has issued the following Examination and Study Regulations:

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## **I. General provisions**

### **§ 1**

#### **Scope**

(§ 1 Framework Examination Regulations)

These examination and study regulations apply to the Information Technology and Management Master correspondence study course of the Hochschule Wismar, University of Applied Sciences, Technology, Business and Design. The Framework Examination Regulations of the University of Wismar shall directly apply, insofar as these examination and study regulations do not contain separate provisions.

## **II. General information**

### **§ 2**

#### **Standard period of study**

(§ 2 Framework Examination Regulations)

The standard period of study consists of four semesters. It is divided into three semesters of theory and one semester for the graduation project (Master thesis).

### **§ 3**

#### **Type of degree**

(§ 3 Framework Examination Regulations)

On the basis of successful completion of the Master examination, the academic degree of "Master of Engineering (M.Eng)" will be awarded.

### **§ 4**

#### **Admission Requirements**

(§ 4 Framework Examination Regulations)

(1) Application for the non-consecutive Master Information Technology and Management program requires a first academic degree from the fields of electrical engineering or from a program with an engineering, technical and technical and scientific orientation with at least 210 credit points obtained from a national or international university. Further on to access, a minimum of one year's relevant professional work experience has to be proven. Relevant professional experience is especially an activity, under which the applicants were actively involved in the handling of problems in engineering, economics, computer science or relevant, the service-related jobs.

(2) If the number of 210 credit points can not to be proven, it is possible to request an additional on admission requirements relevant professional experience of 1 ½ years to offset ( in full-time ) or 3 years ( part-time ) with maximum 30 credit points. The examination board shall decide in case of doubt as to whether the provision of professional experience must be done before or during the Master's program. In any case, it must be demonstrated until the Master's examination.

(3) Missing credit points can also be acquired on the basis of examination results as part of an individual curriculum authorized by the examination board. About appropriate exceptions for the recognition of adequate examinations decides the examination board.

### **III. Examinations**

#### **§ 5**

#### **Examinations committee**

(§ 5 Framework Examination Regulations)

An examinations committee has been established at the University of Wismar for the correspondence study course, which is responsible for all tasks and decisions relating to examination procedures in the examination system as well as the further tasks laid down by the regulations.

#### **§ 6**

#### **Types of examination performances**

(§ 6 Framework Examination Regulations)

(1) The following types of examination performances can be provided for in accordance with the examination schedule (Attachment 1):

1. Written examinations,
2. Oral examinations,
3. Assignment,
4. Oral presentation,
5. Participation in simulated scenarios / Conducting case studies,
6. Project work,
7. Alternative examination performances may consist of:
  - Online examinations in a supervised environment,
  - Oral presentations,
  - Computer programs,
  - Roll playing,
  - Conducting discussions,
  - Colloquia,
  - Other written works,
  - Experimental works,

- Presentations,
- Assignment,
- Project works.

Alternative examination performances can also be provided in the form of examinations during the semester outside of the examination period laid down by the university.

(2) In oral examinations, the student is expected to demonstrate a familiarity with the context of the subject matter examined and be able to classify particular questions within this context. Furthermore, it is also intended to ascertain whether the student possesses a broad general knowledge of the subject matter examined.

(3) An oral presentation shall be conducted in the teaching or learning context of the lectures. It comprises the independent systematic appraisal of a subject or subject area relating to the lectures in question, including the relevant literature. In a brief presentation lasting between 15 and 30 minutes, the discussion should address and examine the appropriate subject matter in greater depth.

(4) The ability to develop, realise and present solutions to problems, directions on action and concepts as well as – as appropriate – the ability to work in a team is expected to be demonstrated by means of project works. The time available for project works is between a minimum of two weeks and a maximum of six months. Both the time available and the scope of the project work will be determined by the relevant teaching staff.

(5) An experimental work comprises the theoretical preparation, the development and the carrying out of the experiment as well as the written description of the work steps and testing procedure involved and the results of the experiment.

(6) Four weeks after the semester in question has started, the examiners will announce the achievement certificates required as well as the type, scope and number of examinations.

## **§ 7**

### **Assessment of the individual examination performances, calculation of grades**

(§ 16 Framework Examination Regulations)

(1) Examination performances will be assessed as follows:

1.0; 1.3                      =     very good                      =     an outstanding performance,

1.7; 2.0; 2.3 = good = a performance that markedly exceeds the average requirements,  
2.7; 3.0; 3.3 = satisfactory = a performance corresponding to the average requirements,  
3.7; 4.0 = sufficient = a performance corresponding to the requirements despite its deficiencies,  
5.0 = not sufficient = a performance no longer satisfying the requirements – due to its deficiencies.

(2) The assessment of a written examination shall be announced not later than four weeks following the sitting of the examination.

(3) Insofar as a module examination consists of a written examination and an alternative examination, it will be weighted as 70 % for the written examination and 30 % for the alternative examination.

(4) The module PM 9 "Business simulation" will be assessed with "passed or "not passed".

## **§ 8**

### **Free trial, repeating module examinations and Master thesis** (§ 19 Framework Examination Regulations)

(1) Module examinations not passed the first time shall be regarded as not sat, provided that they have taken place during the standard period of study and on the standard examination dates laid down in the examination schedule (Attachment 1).

(2) Each failed module examination can be repeated once – irrespective of the free trial.

(3) A second repetition is only permitted either:

1. in a situation of exceptional hardship, or
2. if at least half of all the module examinations previously sat in accordance with Attachment 1 were passed with a minimum grade of "satisfactory", whereby no more than three module examinations can be repeated more than once, or
3. if only one module examination was not passed.

The application shall be submitted in writing to the examinations committee.

(4) The application for admission to repeat the Master thesis must be made not later than twelve weeks following the announcement of the result of the Master thesis.

## **IV. Master thesis, colloquium**

### **§ 9**

#### **Master thesis, colloquium**

(§§ 20 and 21 Framework Examination Regulations)

(1) The time available to work on the Master thesis is one semester (26 weeks) and may only be started once a total of 60 credits has been achieved. This will usually be the fourth semester. In justified cases, it is possible to extend the time available to work on the thesis by a maximum of four weeks by submitting a request to the examinations committee and registering with the Examinations Office.

(2) The Master thesis can be assigned and mentored by a Professor or other authorised examiner in accordance with § 36 Section 4 of the State Higher Education Act, provided that this person is employed on a full-time basis at the University of Wismar. The candidate can propose one or more such authorised persons for this purpose. The proposal does not confer an entitlement.

(3) The Master thesis can also ensue in the form of a group work, provided that each student's contribution to be assessed as an examination performance can be clearly distinguished and evaluated on the basis of sections, number of pages or other objective criteria specified, which allow a precise differentiation.

(4) The Master thesis shall be handed in by the date due to the Examinations Office in written form in triplicate as well as in a version saved on a medium suitable for electronic data processing. Any work handed in after the date due shall be assessed with the grade "not sufficient" (5.0).

(5) The assessment procedure should not exceed four weeks.

(6) The duration of the colloquium shall be a minimum of 30 minutes and a maximum of 45 minutes.

(7) The grade of the colloquium shall be formed from the arithmetic mean of the individual assessments. This grade will form 25 % of the grade for the Master thesis.

### **§ 10**

#### **Successful completion of the Master's examination and calculation of the overall grade**

(§ 22 Framework Examination Regulations)

(1) The Information Technology and Management Master correspondence study course is deemed to be successfully completed when all the module

examinations required in accordance with the examination and study regulations and the Master thesis – including the colloquium – have been passed, and thus the required number of credit points have been acquired. For the modules relevant to the Master study course as well as their scope and type, please refer to the examination schedule (Attachment 1) as well as the module catalogue for this study course.

(2) The overall grade is calculated from the grades of the modules weighted by ETCS credits and the overall grade of the Master Thesis. The module grades form 90 % – and the overall grade of the Master thesis 10 % – of the final grade awarded.

(3) Although the module PM 1 "Communication Systems I" will be included in the diploma certificate (together with the grade obtained), it will not, however, be included in the calculation of the overall grade.

## **V. Study Regulations**

### **§ 11**

#### **Scope and purpose of study regulations**

The study regulations are intended as information and advice to assist the students in the sensible organisation of their studies. At the same time, they represent the foundation for the subject-oriented advice for students during their study and for the planning of the range of courses by the Electrical Engineering and Informatics Faculty.

### **§ 12**

#### **Aims of the study**

(1) The Information Technology and Management Master correspondence study course is designed as a blended distance learning targeting those persons integrated in working life. It is composed of self-study, online teaching and regular attendance events.

(2) By the use of an application-oriented teaching staff, the Faculty of Engineering Sciences at the University of Wismar – together with the Faculty of Economics – imparts both wide-ranging engineering and – in the Master study course described here – interdisciplinary specialist knowledge as well the ability to recognise practice-relevant problems in a responsible manner, develop and critically assess possible problem solutions as well as successfully implement the solution ultimately decided upon. On completing the study course, the scientific foundation together with the knowledge in information technology gained, the students should be able to independently deal with issues and problems in the field of industrial engineering in an application-oriented manner.

(3) The Information Technology and Management Master study course is particularly designed to enable students of the engineering sciences to handle the entire thematic chain of industrial engineering. This applies both to the numerous aspects of information technology, which are undergoing a rapid development, and business issues. This interdisciplinary study course is intended to create specialists, who are able to conduct economic analyses in the information age using state-of-the-art technical aids and a high degree of information technology know-how.

(4) The objective in providing this teaching course in the form of a correspondence study course is to enable the studying to be performed on a location-independent basis suitable for people in working life in a family-friendly way, by using modern methods of knowledge transfer, the sending of tutorial notes and by e-learning programmes that are associated with attendance events on a block basis.

### **§ 13 Start of study**

Enrolment is possible both for the summer and winter semesters.

### **§ 14 Structure of the study**

(1) The study course is spread over four semesters and is divided into modules. Each module is a complete teaching unit in itself. The successful completion of a given module is documented by a module examination, the passing of which is a requirement for the credits associated with that module to be awarded.

(2) For the number of attendance lessons, the individual modules as well as the type of lectures per semester, please refer to the study schedule (Attachment 2).

(3) The Master thesis will usually be undertaken in the fourth semester. The Examinations Committee shall decide on exceptional cases.

### **§ 15 Contents of the study**

The Information Technology and Management Master study course offering comprises the modules described in detail in the module catalogue.

## **§ 16**

### **Forms of teaching and learning**

- (1) The following forms of teaching and learning are made use of:
1. Seminar tuition: teaching in the form of lectures, tutorials and discussions,
  2. Case studies and projects: problem-solving / project-based processing of practical tasks/cases,
  3. Video conferences: for the purpose of examination preparation and discussing open/unresolved questions,
  4. Online modules: additional teaching units to provide tuition.
- (2) To identify the teaching and learning forms in the individual modules, please refer to the study schedule (Attachment 2).
- (3) Lectures generally take place once per semester for each module. These are supplemented by e-learning elements – particularly online lectures and online seminars.
- (4) As a result of the internationalisation of the study courses, modules are also offered in the English language.

## **§ 17**

### **Academic Advice**

- (1) All students are entitled to receive advice in general matters relating to their study from the Department for Student and Academic Affairs of the University of Wismar. The special study advisory service for this particular study course is provided by the WINGS GmbH Company.
- (2) The University of Wismar also provides information relating to its study options as part of the general study advisory services.
- (3) Advice on study planning issues (including all matters specifically relating to examinations) is provided by the Faculty for Engineering Sciences. Course guidance should particularly be made use of when beginning the study course, in the event of failed examinations and when changing to another study course.
- (4) Advice on issues relating to individual subject modules is the responsibility of the particular person managing the module concerned.

## **VI. Final provisions**

### **§ 18**

#### **Coming into force**

These Examination and Study Regulations shall come into force on the day following their publication in the University of Wismar Gazette.

Issued on the basis of the resolution adopted by the University of Wismar Senate dated 16.07.2015.

Wismar, 17. 07.2015

**The President  
of the Hochschule Wismar  
University of Applied Sciences: Technology, Business and Design  
Prof. Bodo Wiegand-Hoffmeister**

## Attachment 1 Examination schedule

Module		1st semester		2nd semester		3. semester		4. semester		Credits
		Examination	CR	Examination	CR	Examination	CR	Examination	CR	
PM 1	Communication Systems I	K 120 or K 90 and APL or PA or APL	5							5
PM 2	Economics for Engineers	K 120 or K 90 and APL or PA or APL	5							5
PM 3	Accountancy for Engineers	K 120 or K 90 and APL or PA or APL	5							5
PM 4	Channel Coding and Cryptography	K 120 or K 90 and APL or PA or APL	5							5
PM 5	Communication Technology	K 120 or K 90 and APL or PA or APL	5							5
PM 6	Communication Systems II			K 120 or K 90 and APL or PA or APL	5					5
PM 7	Network Security and Management			K 120 or K 90 and APL or PA or APL	5					5
PM 8	Investment and Financing			K 120 or K 90 and APL or PA or APL	5					5
PM 9	Business simulation			K 120 or K 90 and APL or PA or APL	5					5
PM 10	Database Systems in the business environment			K 120 or K 90 and APL or PA or APL	5					5
PM 11	Selected Aspects of Digital Signal Processing and Communications					K 120 or K 90 and APL or PA or APL	5			5
PM 12	Optical Communications					K 120 or K 90 and APL or PA or APL	5			5
PM 13	Integrated Circuit Design					K 120 or K 90 and APL	5			5

						or PA or APL				
PM 14	Technical-Economic Project Seminar					K 120 or K 90 and APL or PA or APL	5		5	
PM 15	Master thesis (15.1) + Colloquium (15.2)							Master thesis + colloquium	20	20
	<b>Total CR</b>		<b>25</b>		<b>25</b>		<b>20</b>		<b>20</b>	<b>90</b>

Explanations:

- APL Alternative examination performance
- PM Compulsory module
- K Written examination
- PA Project work
- CR Credits

The time units after the K refer to minutes.