IT Services for Doctoral Students

Malte Dreyer
malte.dreyer@cms.hu-berlin.de
Who we are

- Central IT department for Humboldt Universität
- Service provider and consultants for IT projects
- More than 60 services, from network infrastructure to video, graphics and print services.
- Headquartered at Campus Adlershof
IT-Services for Postdocs – Your One-Stop Shop

https://hu.berlin/amor-en
IT Services for Postdocs – Essential Services: HU-Account

HU Account - [https://hu.berlin/amor-en](https://hu.berlin/amor-en)
IT Services for Postdocs – Essential Services: Mail

Mail - https://hu.berlin/webmail-en
IT Services for Postdocs – Essential Services: Video Conferencing

Video Conferencing - [https://hu.berlin/videokonferenz](https://hu.berlin/videokonferenz) (German)
IT Services for Postdocs – Essential Services: User Help Desk

User Help Desk - [https://hu.berlin/helpdesk-en](https://hu.berlin/helpdesk-en)

**User help desk**

**Registration for CMS services:** online

**Location:**
- Erwin Schrödinger-Zentrum
- 12489 Berlin-Adlershof, Rudower Chaussee 26
- on the ground floor, counter in the library and
- on the second floor, rooms Z117 and Z311

**Tel:** +49 (30) 2093 70010

This telephone is manned Monday to Friday between 8.00 and 16.00 hours. If you hear a call sign and no one answers, a call is already in progress. Please try again in a few minutes.

**E-Mail:** cms-benutzerberatung@hu-berlin.de

With sending an email you agree that your data is processed by an electronic ticketing system (CITRS). Please note the information: https://sites.hu-berlin.de/hinweise.html

**Postal address:**
Humboldt-Universität zu Berlin
Computer und Medien Service
Benutzerberatung
Unter den Linden 6
10099 Berlin

**Consultation hours:**
- Monday - Thursday: 8.00 a.m. - 4.00 p.m.
- Friday: 08.00 a.m. - 11.00 a.m. and 1.00 p.m. - 4.00 p.m.
Addendum - Overview of IT Services for Post-Docs

IT-Services for Postdocs provided by Computer- und Medienservice (CMS)

Collaboration

- Videoconferencing: Communications and collaboration with remote and on-site partners
- OpenProject: Project management, including Agile methods
- Wiki: Knowledge sharing and collaboration including wiki-based office suite

Communication

- Messaging: Group communication and collaboration via e-mail and IM
- Certificates: Secure mail communication and authentication of documents
- Videoconferencing: Communication and collaboration with remote and on-site partners

Research

- Research Data Management: Support for handling, storing, and sharing research data
- Literature: Online survey solution

Database Services: Hosting and management of databases

CMS-Services for Post-Docs

Publication

- Video/Audio Services: Production and postproduction
- Graphics and DTP Services: Production and consulting
- Print: Scan Services: Larger format printing
- e-book Service: Publication of academic publications
- Media Repository: Storage, organization, and collaborative processing of media files
- Blog/Wiki/WWW: Project-related exchange, writing, and websites

Access

- VDI: Secure, encrypted remote access to the HU network
- HU/Desktop: Remote access to a full-featured Windows machine including a number of apps
- Wi-Fi: Free Wi-Fi network at HU and participating partners
- Certificate: Secure mail communication and authentication of documents

Support/Service

- Software Services: Campus B services for academics and general software
- User Help Desk: Pan-level support for IT
- VDI Desktop: Remote access to a full-featured Windows machine including a number of apps
- Backup Services: Data backup service for servers
- Database Services: Hosting and management of databases
- Qualification: IT-specific workshops and training
HDL3

- Videoerstellung/Management
  - Camtasia/Snagit
  - OpenCast/OC Studio
  - Vorlesungsaufzeichnungen im Hörsaal

- Messaging/Chat
  - Element

- Digitale Lehrveranstaltungen/Webkonferenzen
  - HU-Zoom
  - BigBlueButton

- Koll. Arbeiten/Dokumentenerstellung
  - OnlyOffice
  - Overleaf

Anbindung an HU-Moodle
## IT Services for Post-Docs – Collaboration

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<tr>
<th>Name</th>
<th>Description</th>
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<tbody>
<tr>
<td>Video Conferencing</td>
<td>Communication and collaboration with external and HU partners</td>
<td><a href="https://hu.berlin/videokonferenz">https://hu.berlin/videokonferenz</a> (German)</td>
</tr>
<tr>
<td>OpenProject</td>
<td>Projectmanagement, including Agile methods</td>
<td><a href="https://hu.berlin/openproject">https://hu.berlin/openproject</a> (German)</td>
</tr>
<tr>
<td>HU Box</td>
<td>File sharing and synchronization including a web-based office suite</td>
<td><a href="https://hu.berlin/hu-box">https://hu.berlin/hu-box</a> (German)</td>
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<tr>
<td>Mailinglists</td>
<td>Group communication and collaboration via mail</td>
<td><a href="https://hu.berlin/sympa">https://hu.berlin/sympa</a> (German)</td>
</tr>
<tr>
<td>Certificates</td>
<td>Secure mail communication and authentication of documents</td>
<td><a href="https://hu.berlin/zertifikate">https://hu.berlin/zertifikate</a> (German)</td>
</tr>
<tr>
<td>Video Conferencing</td>
<td>Communication and collaboration with external and HU partners</td>
<td><a href="https://hu.berlin/videokonferenz">https://hu.berlin/videokonferenz</a> (German)</td>
</tr>
<tr>
<td>Mail</td>
<td>HU mail accounts for employees</td>
<td><a href="https://hu.berlin/webmail-en">https://hu.berlin/webmail-en</a></td>
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## IT Services for Post-Docs - Research

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<tbody>
<tr>
<td>Research Data Management</td>
<td>Support for working with, securing and sharing research data</td>
<td><a href="https://hu.berlin/rdm">https://hu.berlin/rdm</a></td>
</tr>
<tr>
<td>Limesurvey – Online Surveys</td>
<td>Online survey solution</td>
<td><a href="https://hu.berlin/limesurvey">https://hu.berlin/limesurvey</a> (German)</td>
</tr>
<tr>
<td>Database Services</td>
<td>Hosting and management of databases</td>
<td><a href="https://hu.berlin/datenbank">https://hu.berlin/datenbank</a> (German)</td>
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## IT Services for Post-Docs – Publication

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<tr>
<td>Video/Audio Services</td>
<td>Production and post-production</td>
<td><a href="https://hu.berlin/videoservice">https://hu.berlin/videoservice</a> (German)</td>
</tr>
<tr>
<td>Graphics and DTP Services</td>
<td>Production and consulting</td>
<td><a href="https://hu.berlin/grafik">https://hu.berlin/grafik</a> (German)</td>
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<tr>
<td>Print/Scan Services</td>
<td>Large-format printing</td>
<td><a href="https://hu.berlin/printservice">https://hu.berlin/printservice</a> (German)</td>
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<td>edoc Server</td>
<td>Publication of academic publications</td>
<td><a href="https://hu.berlin/edoc-en">https://hu.berlin/edoc-en</a></td>
</tr>
<tr>
<td>Media Repository</td>
<td>Storage, organisation and collaborative processing of media files</td>
<td><a href="https://hu.berlin/mediarepository">https://hu.berlin/mediarepository</a></td>
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## IT Services for Post-Docs – Access

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<tr>
<td>VPN</td>
<td>Secure, encrypted remote access to the HU network</td>
<td><a href="https://hu.berlin/vpn">https://hu.berlin/vpn</a> (German)</td>
</tr>
<tr>
<td>HU Desktop</td>
<td>Remote access to a full-featured Windows machine including a number of apps</td>
<td><a href="https://hu.berlin/hu-desktop">https://hu.berlin/hu-desktop</a> (German)</td>
</tr>
<tr>
<td>Wifi</td>
<td>Free wifi network at HU and participating partners</td>
<td><a href="https://hu.berlin/wifi">https://hu.berlin/wifi</a> (German)</td>
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<td>Certificates</td>
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# IT Services for Post-Docs – Support, Consulting, Services

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<tr>
<td>Software Services</td>
<td>Campus licences for academic and general software</td>
<td><a href="https://hu.berlin/software">https://hu.berlin/software</a> (German)</td>
</tr>
<tr>
<td>User Help Desk</td>
<td>First-level support for IT</td>
<td><a href="https://hu.berlin/helpdesk-en">https://hu.berlin/helpdesk-en</a></td>
</tr>
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<td>HU Desktop</td>
<td>Remote access to a full-featured Windows machine including a number of apps</td>
<td><a href="https://hu.berlin/hu-desktop">https://hu.berlin/hu-desktop</a> (German)</td>
</tr>
<tr>
<td>Backup Service</td>
<td>Data backup service for servers</td>
<td><a href="https://hu.berlin/backup-en">https://hu.berlin/backup-en</a></td>
</tr>
<tr>
<td>Qualification</td>
<td>IT-specific classes and workshops</td>
<td><a href="https://hu.berlin/cms-wb">https://hu.berlin/cms-wb</a> (German)</td>
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