



# IT Services for Post-Docs provided by CMS

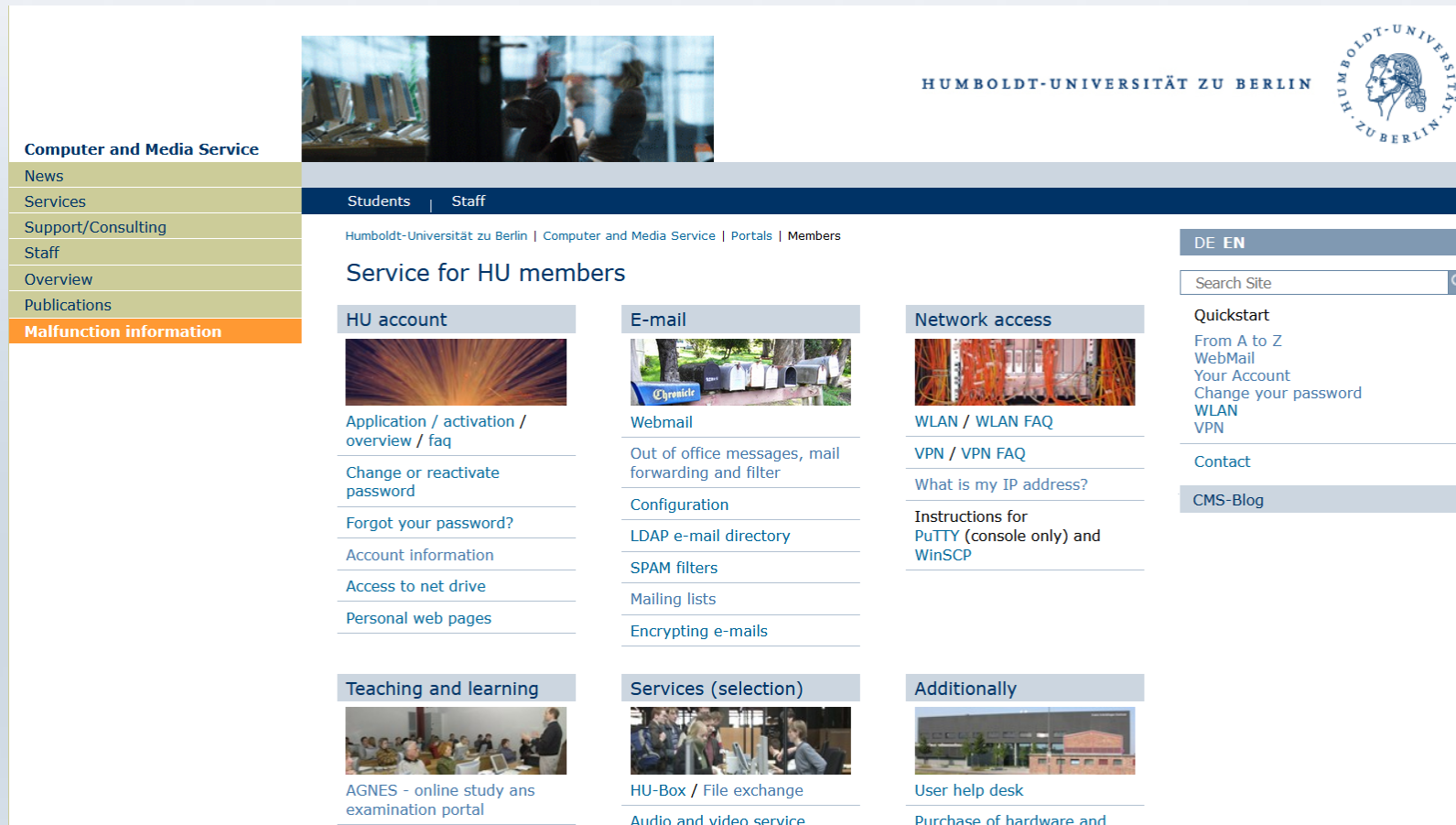
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# Who we are

- Central IT departement 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>



The screenshot shows the website for the Computer and Media Service at Humboldt-Universität zu Berlin. The page is titled "Service for HU members" and is organized into several columns and sections.

**Header:** The top right features the Humboldt-Universität zu Berlin logo and name. Below it, there are navigation links for "Students" and "Staff".

**Left Sidebar:** A vertical menu lists various services: "Computer and Media Service", "News", "Services", "Support/Consulting", "Staff", "Overview", "Publications", and "Malfunction information" (highlighted in orange).

**Main Content Area:**

- Service for HU members:** A central heading with a breadcrumb trail: "Humboldt-Universität zu Berlin | Computer and Media Service | Portals | Members".
- Language:** "DE EN" buttons are located in the top right of the main content area.
- Search:** A "Search Site" input field with a magnifying glass icon.
- Quickstart:** A list of links: "From A to Z", "WebMail", "Your Account", "Change your password", "WLAN", "VPN".
- Contact:** A link to "Contact".
- CMS-Blog:** A link to "CMS-Blog".

**Service Categories:**

- HU account:** Includes links for "Application / activation / overview / faq", "Change or reactivate password", "Forgot your password?", "Account information", "Access to net drive", and "Personal web pages".
- E-mail:** Includes "Webmail", "Out of office messages, mail forwarding and filter", "Configuration", "LDAP e-mail directory", "SPAM filters", "Mailing lists", and "Encrypting e-mails".
- Network access:** Includes "WLAN / WLAN FAQ", "VPN / VPN FAQ", "What is my IP address?", and "Instructions for PuTTY (console only) and WinSCP".
- Teaching and learning:** Includes "AGNES - online study ans examination portal".
- Services (selection):** Includes "HU-Box / File exchange" and "Audio and video service".
- Additionally:** Includes "User help desk" and "Purchase of hardware and".

# IT Services for Postdocs – Essential Services: HU-Account

HU Account - <https://hu.berlin/amor-en>

The screenshot shows the website for the Humboldt-Universität zu Berlin's Computer and Media Service. The page is titled "Service for HU members" and features a navigation menu on the left with "Malfunction information" highlighted in orange. The main content area is divided into several sections: "HU account" (highlighted with a red box), "E-mail", "Network access", "Teaching and learning", "Services (selection)", and "Additionally". The "HU account" section includes links for application/activation, password management, account information, and net drive access. The "E-mail" section covers webmail, out-of-office messages, configuration, and encryption. The "Network access" section includes WLAN and VPN FAQs and instructions for PuTTY and WinSCP. The "Teaching and learning" section mentions the AGNES portal. The "Services (selection)" section lists HU-Box, audio and video services, and hardware purchase. The "Additionally" section includes a user help desk. The right sidebar contains a search bar, a quickstart menu, and a CMS-Blog link. The Humboldt-Universität zu Berlin logo is visible in the top right corner.

**Computer and Media Service**

News  
Services  
Support/Consulting  
Staff  
Overview  
Publications  
**Malfunction information**

HUMBOLDT-UNIVERSITÄT ZU BERLIN

Students | Staff

Humboldt-Universität zu Berlin | Computer and Media Service | Portals | Members

**Service for HU members**

**HU account**

- Application / activation / overview / faq
- Change or reactivate password
- Forgot your password?
- Account information
- Access to net drive
- Personal web pages

**E-mail**

- Webmail
- Out of office messages, mail forwarding and filter
- Configuration
- LDAP e-mail directory
- SPAM filters
- Mailing lists
- Encrypting e-mails

**Network access**

- WLAN / WLAN FAQ
- VPN / VPN FAQ
- What is my IP address?
- Instructions for PuTTY (console only) and WinSCP

**Teaching and learning**

- AGNES - online study ans examination portal

**Services (selection)**

- HU-Box / File exchange
- Audio and video service

**Additionally**

- User help desk
- Purchase of hardware and

DE EN

Search Site

Quickstart

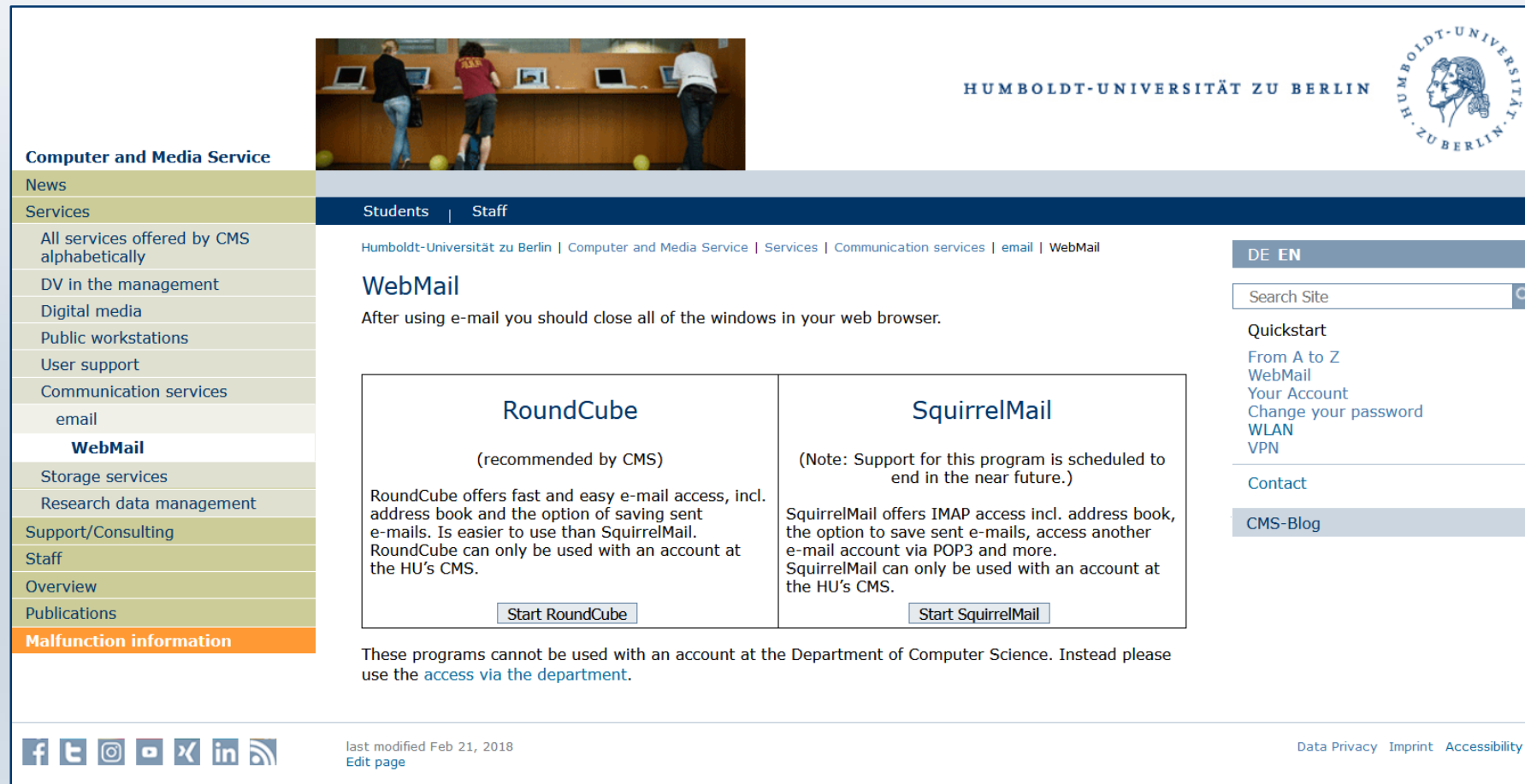
- From A to Z
- WebMail
- Your Account
- Change your password
- WLAN
- VPN

Contact

CMS-Blog

# IT Services for Postdocs – Essential Services: Mail

Mail - <https://hu.berlin/webmail-en>



**Computer and Media Service**

News

Services

- All services offered by CMS alphabetically
- DV in the management
- Digital media
- Public workstations
- User support
- Communication services
  - email
- WebMail**
- Storage services
- Research data management
- Support/Consulting
- Staff
- Overview
- Publications
- Malfunction information**

HUMBOLDT-UNIVERSITÄT ZU BERLIN

DE EN

Search Site

Quickstart

- From A to Z
- WebMail
- Your Account
- Change your password
- WLAN
- VPN

Contact

CMS-Blog

Humboldt-Universität zu Berlin | Computer and Media Service | Services | Communication services | email | WebMail

## WebMail

After using e-mail you should close all of the windows in your web browser.

<h3>RoundCube</h3> <p>(recommended by CMS)</p> <p>RoundCube offers fast and easy e-mail access, incl. address book and the option of saving sent e-mails. Is easier to use than SquirrelMail. RoundCube can only be used with an account at the HU's CMS.</p> <p><a href="#">Start RoundCube</a></p>	<h3>SquirrelMail</h3> <p>(Note: Support for this program is scheduled to end in the near future.)</p> <p>SquirrelMail offers IMAP access incl. address book, the option to save sent e-mails, access another e-mail account via POP3 and more. SquirrelMail can only be used with an account at the HU's CMS.</p> <p><a href="#">Start SquirrelMail</a></p>
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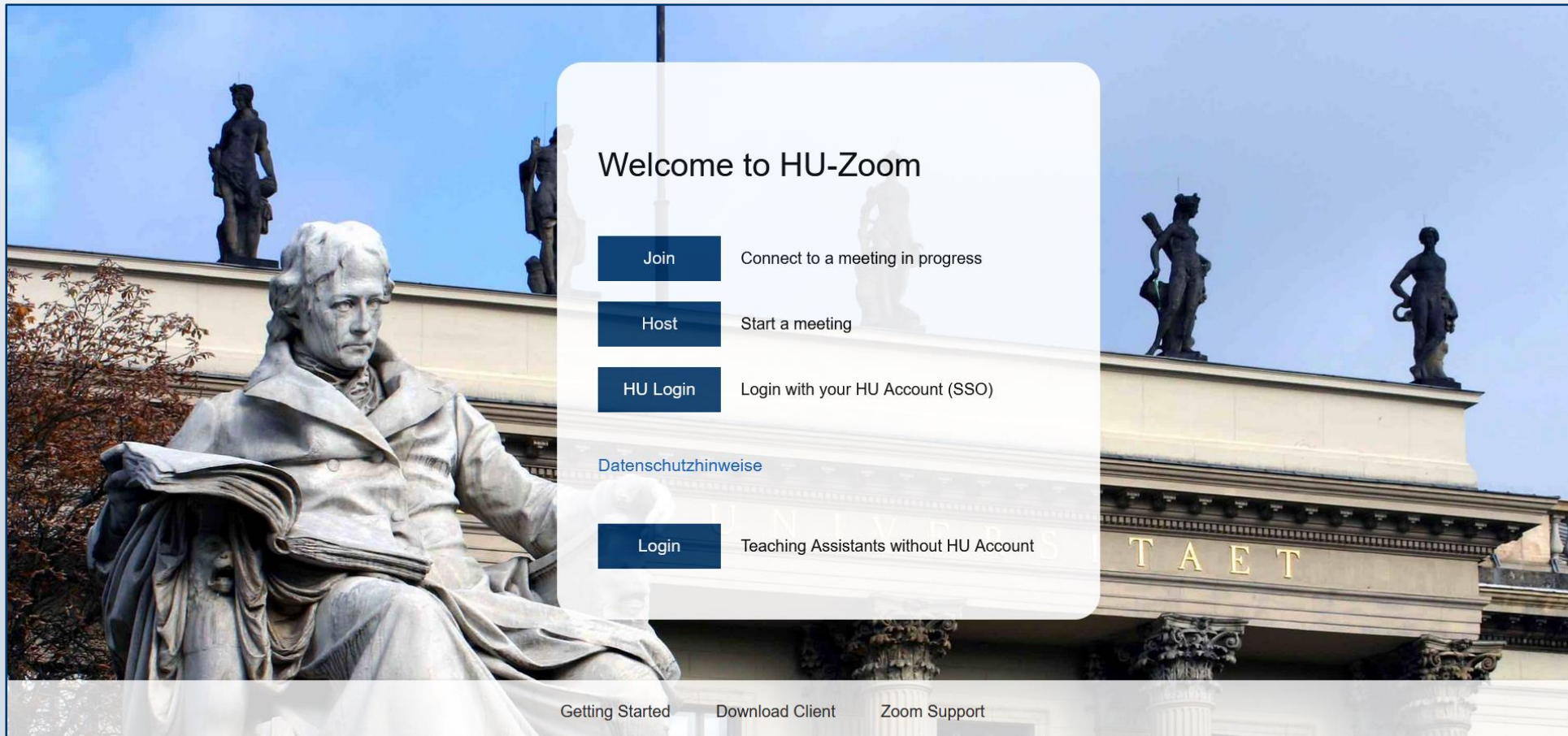
These programs cannot be used with an account at the Department of Computer Science. Instead please use the [access via the department](#).

last modified Feb 21, 2018  
[Edit page](#)

Data Privacy Imprint Accessibility

# IT Services for Postdocs – Essential Services: Video Conferencing

Video Conferencing - <https://hu.berlin/videokonferenz> (German)



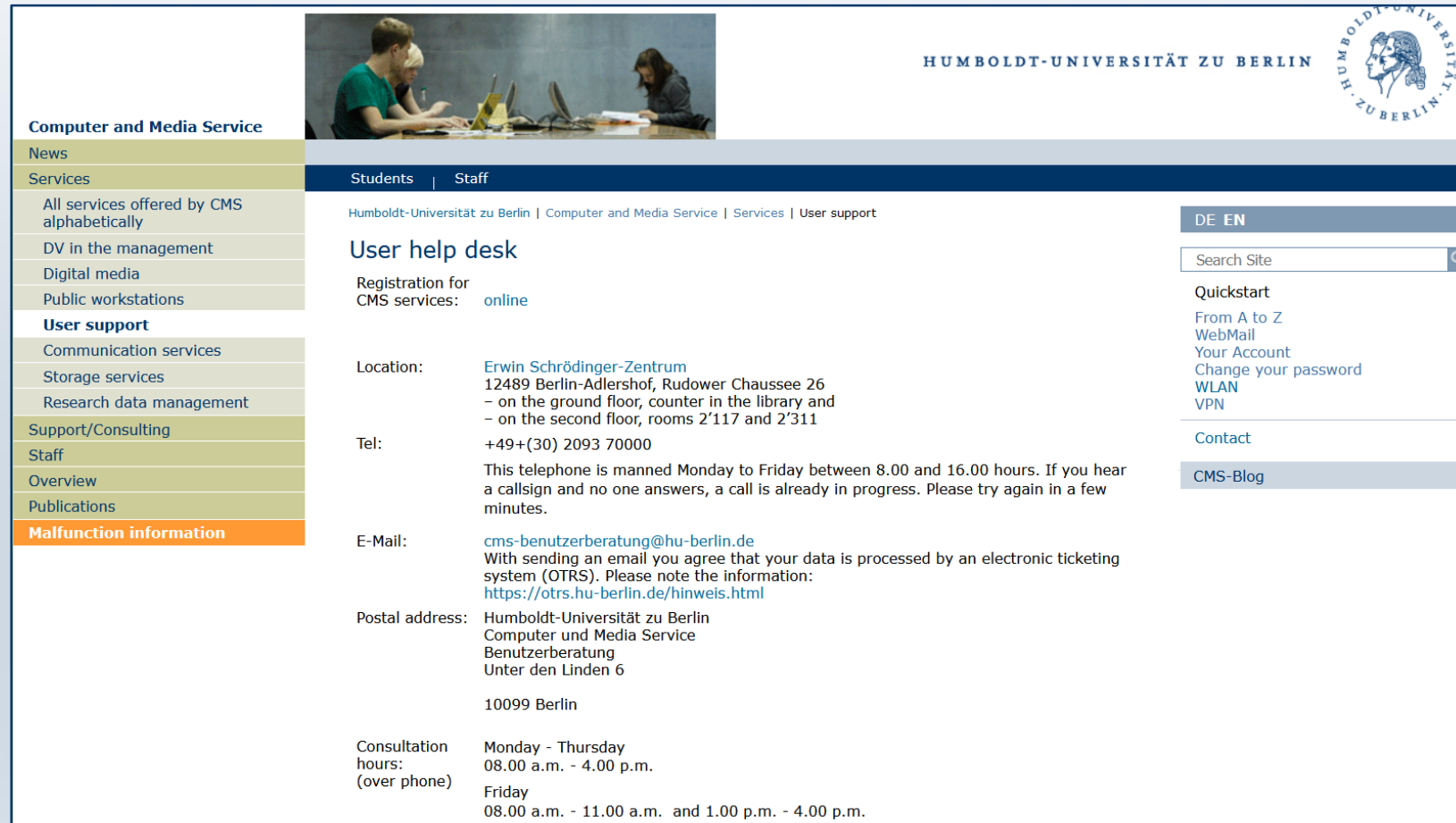
The image shows a screenshot of the HU-Zoom website interface. The background is a photograph of a university building with several statues on the roof. The interface is a white, rounded rectangle with the following elements:

- Welcome to HU-Zoom**
- Join** (button) - Connect to a meeting in progress
- Host** (button) - Start a meeting
- HU Login** (button) - Login with your HU Account (SSO)
- [Datenschutzhinweise](#) (link)
- Login** (button) - Teaching Assistants without HU Account

At the bottom of the interface, there are three links: [Getting Started](#), [Download Client](#), and [Zoom Support](#).

# IT Services for Postdocs – Essential Services: User Help Desk

User Help Desk - <https://hu.berlin/helpdesk-en>



**Computer and Media Service**

News

Services

- All services offered by CMS alphabetically
- DV in the management
- Digital media
- Public workstations

**User support**

- Communication services
- Storage services
- Research data management
- Support/Consulting
- Staff
- Overview
- Publications
- Malfunction information**

HUMBOLDT-UNIVERSITÄT ZU BERLIN

DE EN

Search Site

Quickstart

- From A to Z
- WebMail
- Your Account
- Change your password
- WLAN
- VPN

Contact

CMS-Blog

Students | Staff

Humboldt-Universität zu Berlin | Computer and Media Service | Services | User support

## 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 2'117 and 2'311

**Tel:** +49+(30) 2093 70000

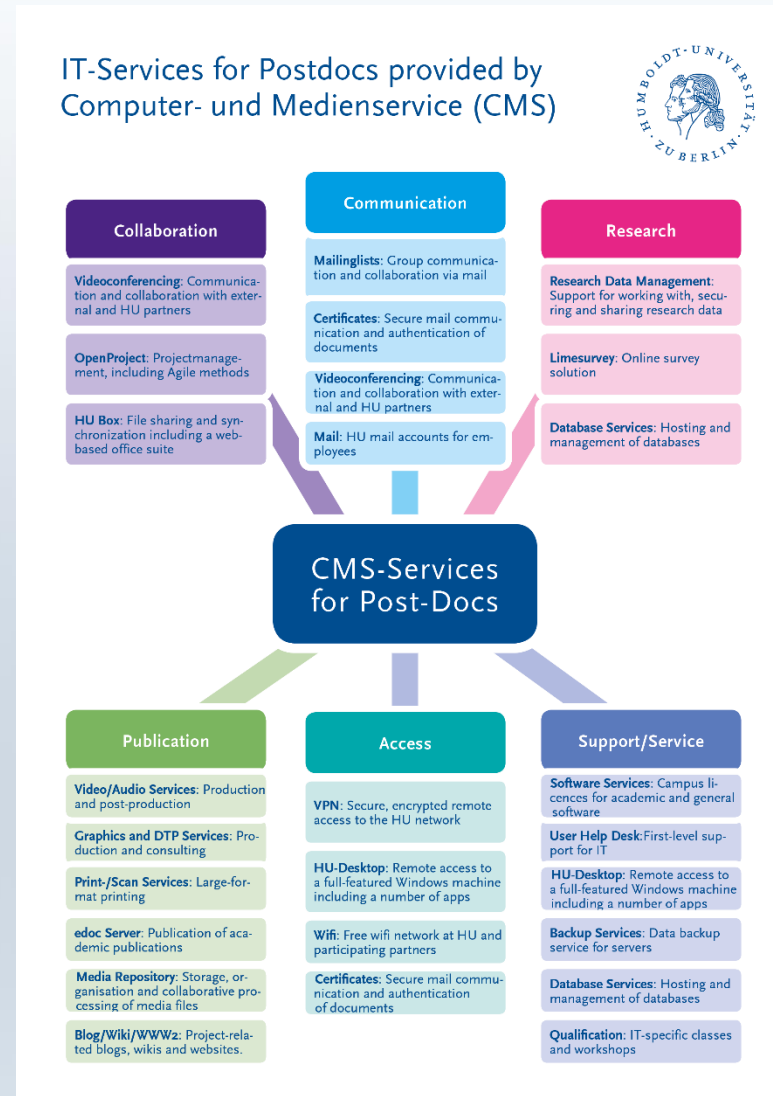
This telephone is manned Monday to Friday between 8.00 and 16.00 hours. If you hear a callsign and no one answers, a call is already in progress. Please try again in a few minutes.

**E-Mail:** [cms-benutzerberatung@hu-berlin.de](mailto:cms-benutzerberatung@hu-berlin.de)  
With sending an email you agree that your data is processed by an electronic ticketing system (OTRS). Please note the information:  
<https://otrs.hu-berlin.de/hinweis.html>

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

**Consultation hours:** Monday - Thursday  
08.00 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 Post-Docs – Collaboration

Name	Description	URL
Video Conferencing	Communication and collaboration with external and HU partners	<a href="https://hu.berlin/videokonferenz">https://hu.berlin/videokonferenz</a> (German)
OpenProject	Projectmanagement, including Agile methods	<a href="https://hu.berlin/openproject">https://hu.berlin/openproject</a> (German)
HU Box	File sharing and synchronization including a web-based office suite	<a href="https://hu.berlin/hu-box">https://hu.berlin/hu-box</a> (German)

# IT Services for Post-Docs – Communication

Name	Description	URL
Mailinglists	Group communication and collaboration via mail	<a href="https://hu.berlin/sympa">https://hu.berlin/sympa</a> (German)
Certificates	Secure mail communication and authentication of documents	<a href="https://hu.berlin/zertifikate">https://hu.berlin/zertifikate</a> (German)
Video Conferencing	Communication and collaboration with external and HU partners	<a href="https://hu.berlin/videokonferenz">https://hu.berlin/videokonferenz</a> (German)
Mail	HU mail accounts for employees	<a href="https://hu.berlin/webmail-en">https://hu.berlin/webmail-en</a>

# IT Services for Post-Docs - Research

Name	Description	URL
Research Data Management	Support for working with, securing and sharing research data	<a href="https://hu.berlin/rdm">https://hu.berlin/rdm</a>
Limesurvey – Online Surveys	Online survey solution	<a href="https://hu.berlin/limesurvey">https://hu.berlin/limesurvey</a> (German)
Database Services	Hosting and management of databases	<a href="https://hu.berlin/datenbank">https://hu.berlin/datenbank</a> (German)

# IT Services for Post-Docs – Publication

Name	Description	URL
Video/Audio Services	Production and post-production	<a href="https://hu.berlin/videoservice">https://hu.berlin/videoservice</a> (German)
Graphics and DTP Services	Production and consulting	<a href="https://hu.berlin/grafik">https://hu.berlin/grafik</a> (German)
Print/Scan Services	Large-format printing	<a href="https://hu.berlin/printservice">https://hu.berlin/printservice</a> (German)
edoc Server	Publication of academic publications	<a href="https://hu.berlin/edoc-en">https://hu.berlin/edoc-en</a>
Media Repository	Storage, organisation and collaborative processing of media files	<a href="https://hu.berlin/mediarepository">https://hu.berlin/mediarepository</a>
Blog/Wiki/WWW2	Project-related blogs, wikis and websites.	<a href="https://hu.berlin/eis-en">https://hu.berlin/eis-en</a>

# IT Services for Post-Docs – Access

Name	Description	URL
VPN	Secure, encrypted remote access to the HU network	<a href="https://hu.berlin/vpn">https://hu.berlin/vpn</a> (German)
HU Desktop	Remote access to a full-featured Windows machine including a number of apps	<a href="https://hu.berlin/hu-desktop">https://hu.berlin/hu-desktop</a> (German)
Wifi	Free wifi network at HU and participating partners	<a href="https://hu.berlin/wifi">https://hu.berlin/wifi</a> (German)
Certificates	Secure mail communication and authentication of documents	<a href="https://hu.berlin/zertifikate">https://hu.berlin/zertifikate</a> (German)

# IT Services for Post-Docs – Support, Consulting, Services

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