

Guideline for Achievements of Courses from Joint Degrees of FH Salzburg, JKU Linz or TU Munich

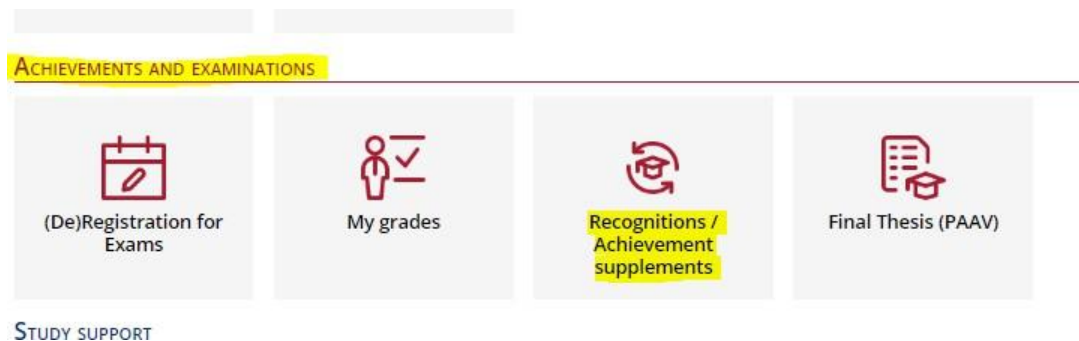
- Bachelor's Degree Programme 033 012 Engineering (and Material) Science
- Master's Degree Programme 066 513 Science and Technology of Materials
- Bachelor's Degree Programme 033 665 Molecular Biology
- Master's Degree Programme 066 865 Molecular Biology
- Master's Degree Programme 066 991 Applied Image and System Processing
- Master's Degree Programme 066 651 Copernicus Master in Digital Earth
- Master's Degree Programme 066 514 Human Computer Interaction

The following procedure must be carried out individually for each certificate from TUM / JKU / FHS. Ideally, you should do this as soon as you have completed all the requirements according to the curriculum.)

1. Log into your Plusonline account

2. Go to

- “Achievements and examinations”
- “Recognitions / Achievement Supplements”:



3. Upper left take “Operations” and “New Achievement”:

Go to ▾

Operations ▾

Recognitions	
Type of recognition	File number Dean's office nu
New recognition	
New achievement	
Bachelorstudium; Informatik (UG2002)	
General recognition	
General recognition	
General recognition	
General recognition (Other: Credits acc. to curriculum etc.)	
Bachelorstudium; Biologie (UG2002)	

4. Then select the type of the new recognition “Achievement for PLUS course”:

Abbrechen/Schließen

Bildungseinrichtung auswäh

✔ Select the type of the new recognition.

☒ Achievement for PLUS course.

☐ Certificate for course at an external educational institution

Cancel/Close

5. Select your Degree

Here for Example: JDS Human-Computer Interaction

Name of degree programme
<input type="radio"/> UD 033 630 2022W Bachelorstudium; Biologie (UG2002)
<input type="radio"/> UD 033 512 2019W Bachelorstudium; Digitalisierung-Innovation-Gesellschaft (UG2002)
<input type="radio"/> UD 033 655 2016W Bachelorstudium; Geographie (UG2002)
<input type="radio"/> UD 033 690 2021W Bachelorstudium; Geologie (UG2002)
<input type="radio"/> UD 033 511 2022W Bachelorstudium; Informatik (UG2002)
<input type="radio"/> UD 033 012 2017W Bachelorstudium; JDS Ingenieurwissenschaften (UG2002)
<input type="radio"/> UD 033 193 2020W Bachelorstudium; Katholische Religionspädagogik (UG2002)
<input type="radio"/> UD 033 234 2020W Bachelorstudium; Materialien und Nachhaltigkeit (UG2002)
<input type="radio"/> UD 033 621 2017W Bachelorstudium; Mathematik (UG2002)
<input type="radio"/> UD 033 614 2020W Bachelorstudium; Medizinische Biologie (UG2002)
<input type="radio"/> UD 033 665 2018W Bachelorstudium; Molekulare Biowissenschaften (UG2002)
<input type="radio"/> UD 796 600 230 2016W Doktoratsstudium; Naturwissenschaften an der NAWI-Fak.; Ecology and Evolu.. (UG2002)
<input type="radio"/> UD 796 502 456 2016W Doktoratsstudium; Philosophie an der NAWI-Fakultät; UF Geographie und Wir.. (UG2002)
<input type="radio"/> UD 796 700 911 2016W Doktoratsstudium; Technische Wissenschaften; Informatik (UG2002)
<input type="radio"/> UD 054 413 03 2021W Erweiterungsstudium Bachelor (Sek. AB); UF Ernährung und Haushalt (Lehramt AT)
<input type="radio"/> UD 066 856 2016W Masterstudium; Angewandte Geoinformatik (UG2002)
<input type="radio"/> UD 066 485 2016W Masterstudium; Chemistry and Physics of Materials (UG2002)
<input type="radio"/> UD 066 651 2019W Masterstudium; Copernicus Master in Digital Earth (UG2002)
<input type="radio"/> UD 066 645 2022W Masterstudium; Data Science (UG2002)
<input type="radio"/> UD 066 230 2018W Masterstudium; Ecology and Evolution (MEE) (UG2002)
<input type="radio"/> UD 066 855 2016W Masterstudium; Geographie (UG2002)
<input type="radio"/> UD 066 890 2016W Masterstudium; Geologie (UG2002)
<input type="radio"/> UD 066 911 2016W Masterstudium; Informatik (UG2002)
<input type="radio"/> UD 066 513 2019W Masterstudium; JDM Science and Technology of Materials (UG2002)
<input type="radio"/> UD 066 991 2021W Masterstudium; JDP Applied Image and Signal Processing (UG2002)
<input type="radio"/> UD 066 434 2016W Masterstudium; JDS Materialwissenschaften (UG2002)
<input checked="" type="radio"/> UD 066 514 2019W Masterstudium; JMDP in Human-Computer Interaction (UG2002)
<input type="radio"/> UD 066 821 2018W Masterstudium; Mathematik (UG2002)

6. Then take “Narrow search down to curriculum”:

Abbrechen/Schließen

Choose search area

☐ Extend search to entire course/subject offer

☒ Narrow search down to curriculum

Cancel/Close

✔

How do you want to search for the subject to be recognised?

7. Then click on \pm next to the orange hexagon of the compulsive or elective module from the Joint Degree University/Fachhochschule and then click on the turquoise circle of the elective courses and “select”

Here for Example: Applied Prototyping Skills for HCI

Select

Name	rec. sem.	Credits
<div><div></div><div>[2019W] Joint Master´s Degree Programme in Human-Computer Interaction</div></div>		120
<div><div></div><div>[VK] [514_HCI 01] Modul 1 HCI Theory & Methodology (HTM)</div></div>		6
<div><div></div><div>[VK] [514_HCI 02] Modul 2 Prototyping for HCI (PFH)</div></div>		6
<div><div><div></div></div><div>[VK] [514_HCI 02.1] Applied Prototyping Skills for HCI</div></div>		6
<div><div></div><div>[VK] [514_HCI 03] Modul 3 Human Factors & Experience Engineering (HFE)</div></div>		6
<div><div></div><div>[VK] [514_HCI 04] Modul 4 Interaction Design & Digital Innovation (IDD)</div></div>		6
<div><div></div><div>[VK] [514_HCI 05] Modul 5 Ethics, Diversity & Society (EDS)</div></div>		6
<div><div></div><div>[VK] [514_HCI 06] Modul 6 Contextual HCI (CHC)</div></div>		6
<div><div></div><div>[VK] [514_HCI 07] Modul 7 Interaction Technologies (INT)</div></div>		6
<div><div></div><div>[VK] [514_HCI 08] Modul 8 HCI & Research (HCR)</div></div>		12
<div><div></div><div>[VK] [514_HCI 09] Modul 9 Advanced Contextual HCI (ACH)</div></div>		6
<div><div></div><div>[VK] [514_HCI 10] Modul 10 HCI Innovations & Future Technologies (HIF)</div></div>		6
<div><div></div><div>[VK] [514_HCI 11] Modul 11 HCI & Industries (HCI)</div></div>		12
<div><div></div><div>[VK] [514_FWF] Elective courses</div></div>		12
<div><div></div><div>[VK] [514_SE] Master's seminar</div></div>		2
<div><div></div><div>[VK] [514_MA] Master's thesis</div></div>		25
<div><div></div><div>[VK] [514_MP] Master's exam</div></div>		3

Select

8. Then you must select the following things:

Enter as achievement – please always select a course with a number, not A00 or AXX!

Semester

Date of Examination **Assessment**

the **Topic** of the FHS Course – German and English and then you check off with **“Confirmed by student”** and **“Save and Close”**

Achievement Details

Studies: UD 066 514 Masterstudium; JMDP in Human-Computer Interaction (UG2002)

Enter as achievement: **A00.213254 Applied Prototyping Skills for HCI (0SH L, WS 20...**

Course type: [Search icon]

SH: A00.213254 Applied Prototyping Skills for HCI (0SH L, WS 2025/26)

Semester: **514.003 Applied Prototyping Skills for HCI (4SH UV, WS 2025/26)**

Date of examination: [Format: DD.MM.YYYY]

Assessment: [Dropdown]

Topic (German): [max. 2000 characters]

Topic (English): [max. 2000 characters]

Confirmation by student: ☒ **Confirmed by student**

Confirmation by resp. person: ☐ **Confirmed by responsible person**
☐ **Rejected by responsible person**

Save **Save and Close** **Cancel/Close**

Achievement Details

Studies: UD 066 514 Masterstudium; JMDP in Human-Computer Interaction (UG2002)

Enter as achievement: **514.003 Applied Prototyping Skills for HCI (4SH UV, WS 2025...**

Course type: tutorial and lecture course (compulsory attendance) (UV)

SH: 4

Semester: 2025/26 W

Date of examination: 27.11.2025
Format: DD.MM.YYYY

Assessment: 1 sehr gut

Topic (German): Beispiel
max. 2000 characters

Topic (English): example
max. 2000 characters

Confirmation by student: ☒ Confirmed by student

Confirmation by resp. person: ☐ Confirmed by responsible person
☐ Rejected by responsible person

Save Save and Close Cancel/Close

This is how the achievement should look like:

Achievements									
Title	Type/Hours	No. / semester assessment	Foreign evaluation	PLUS assessment	ECTS credits	Date of examination	Educational institution	Confirmation	
								OK stud	OK PLUS
Masterstudium; JMDP in Human-Computer Interaction (UG2002)									
Applied Prototyping Skills for HCI	UV 4	514.003		excellent (1)	6	27.11.2025		✓	
Wintersemester 2025/26									

For information on the entry, please click here: [Rund um PLUSonline](#)

If there are more courses repeat the steps for each course!

As final step, please contact your responsible administrator of the Examination Office by email and send us a confirmed transcript from **TUM / JKU / FHS** as a PDF file.

Bachelor's Degree Programme **033 012 Engineering (and Material) Science** and Master's Degree Programme **066 513 Science and Technology of Materials**:

katharina.pfeiffer@plus.ac.at

Master's Degree Programme **066 991 AISP** and Master's Degree Programme **066 651 Copernicus Master in Digital Earth**:

deborah.neureiter@plus.ac.at

Bachelor's Degree Programme **033 665 Molecular Biology** and Master's Degree Programme **066 865 Molecular Biology**:

sigrid.grasshoff@plus.ac.at

Master's Degree Programme **066 514 HCI**: das.pruefungsreferat@plus.ac.at