

Basic Digital Skills

Winter Semester 2023/24

Topic	Course	Lecturer	Block II Date/Time Nov. 20 th – Dec. 13 th 2023	Block III Date/Time Jan 08 th – Feb. 01 st 2024	Block IV Date/Time Feb. 12 th – March 06 th 2024	Language Room/ Digital
Basic Digital Skills	Microsoft Word	Dr. Marc Stockmeier	Tue. Nov. 21 st Tue. Nov. 28 th Tue. Dec. 05 th Tue. Dec. 12 th } 05:30 – 07:00 pm	-	-	Hybrid (DE & EN) In Class Lecture: All dates
Basic Digital Skills	Microsoft Excel		-	Tue. Jan. 09 th Tue. Jan. 16 th Tue. Jan. 23 rd Tue. Jan. 30 th } 05:30 – 07:00 pm	-	EN In Class Lecture: All dates
Basic Digital Skills	Microsoft PowerPoint		-	-	Tue. Feb. 13 th Tue. Feb. 20 th Tue. Feb. 27 th Tue. March 05 th } 05:30 – 07:00 pm	EN In Class Lecture: All dates

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Basic Digital Skills	Using ChatGPT and other AIs – opportunities and challenges	Anna Schultz-Coulon	-	-	Thu. Feb. 15 th 04:30 – 06:00 pm	EN In Class