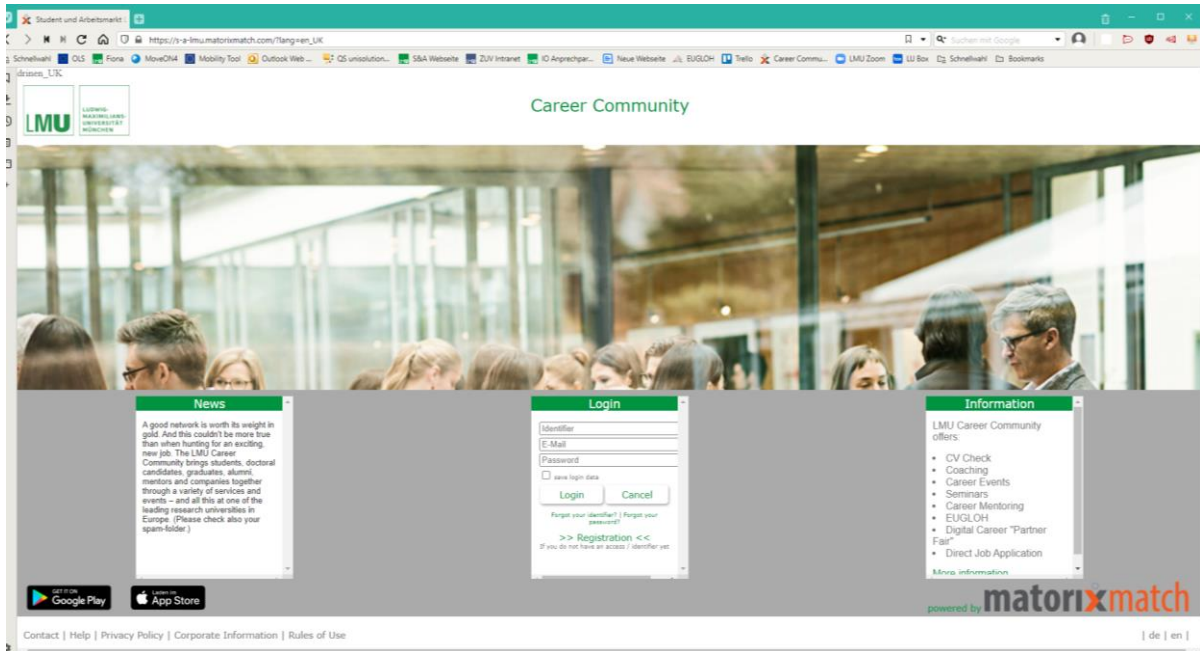
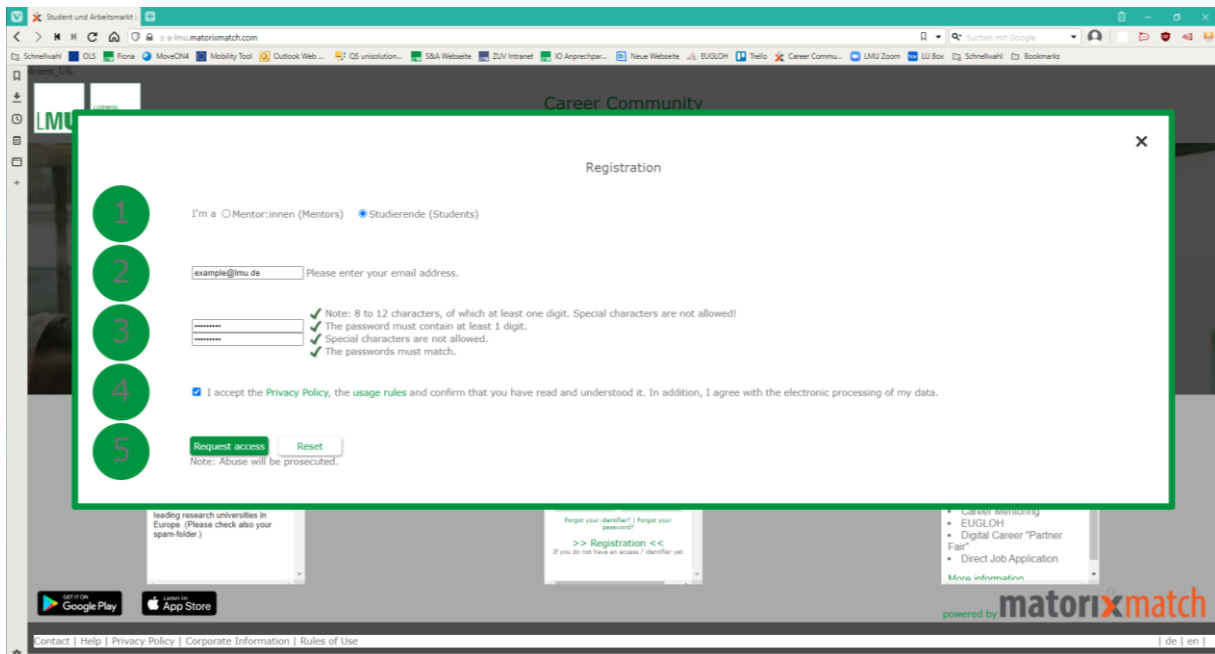


How to register:

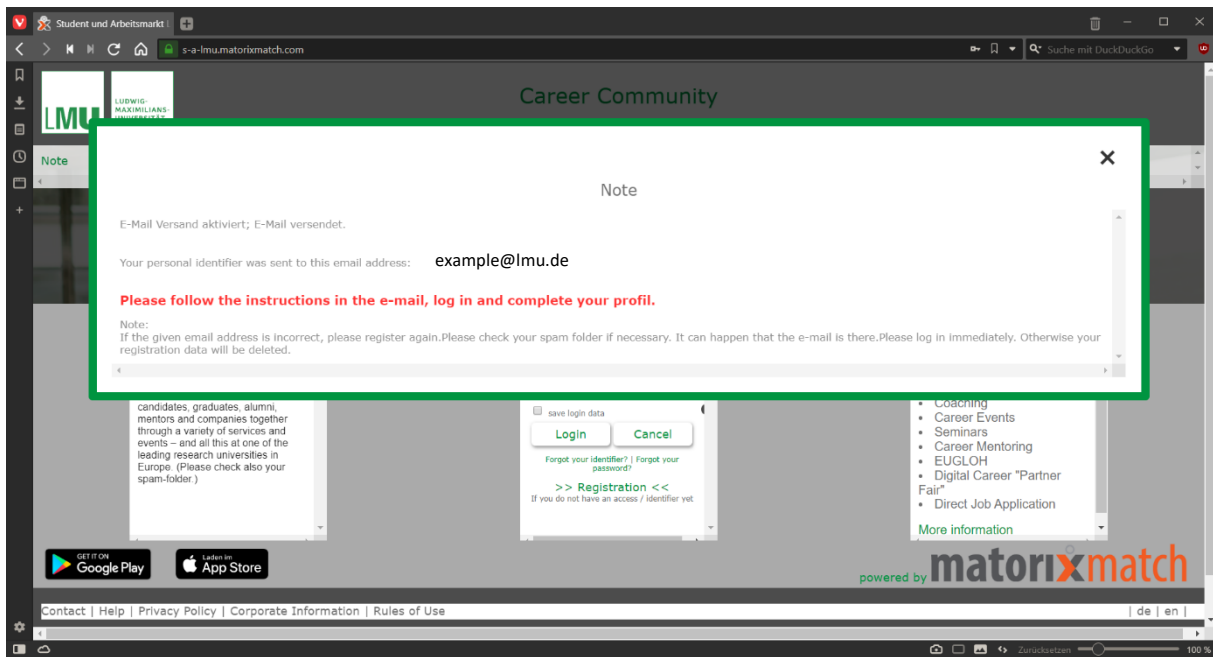
1. Register in the [Career Community Plattform](#) by clicking on **>>> Registration <<<**:



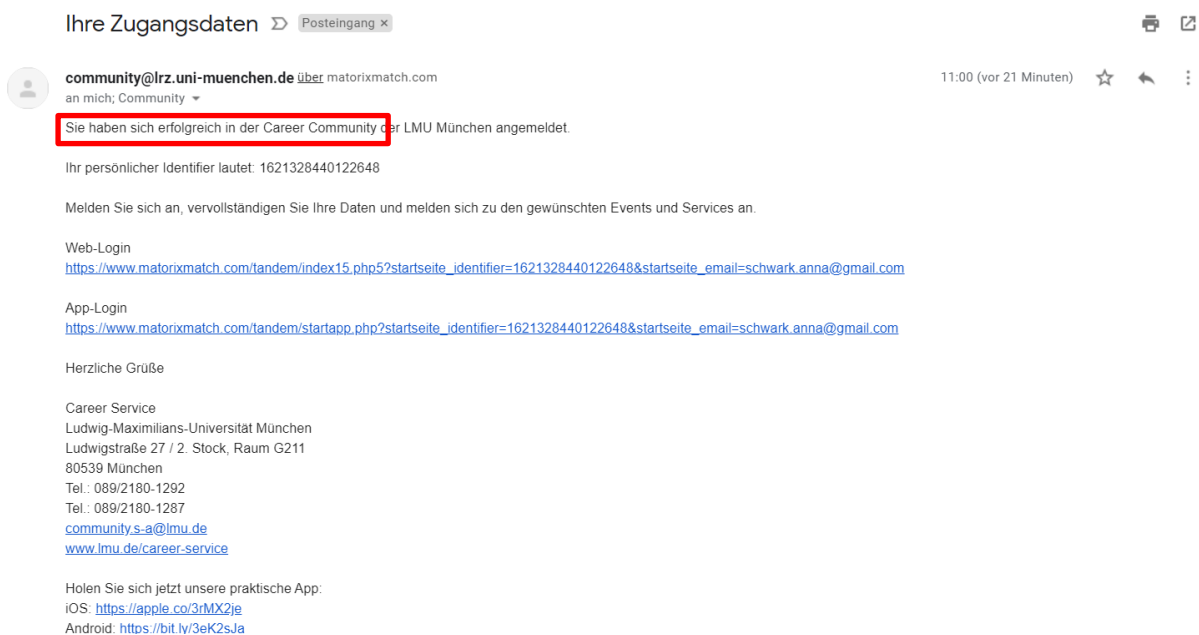
2. Enter your data in the form that pops up and click on **Request access**:



You will then receive the following notification:

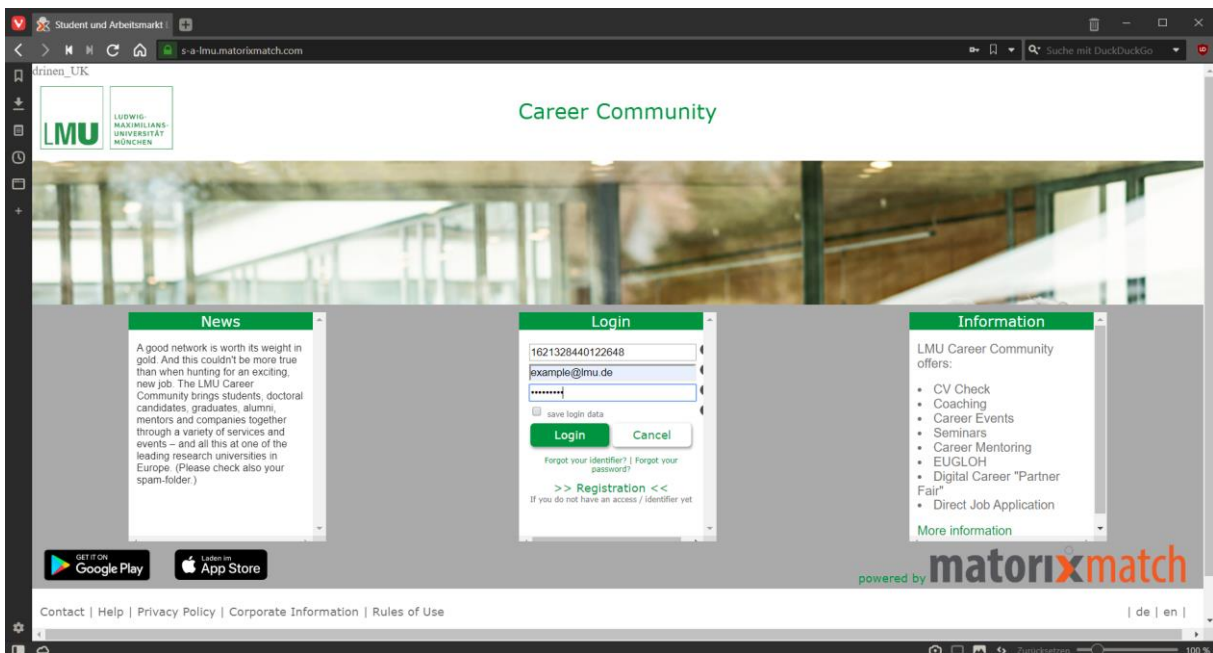


3. Open your e-mail and check for an e-mail from Community (community@lrz.uni-muenchen.de) with the subject "Ihre Zugangsdaten" containing your identifier. Please make sure to check your spam as these automated e-mails sometimes end up there:

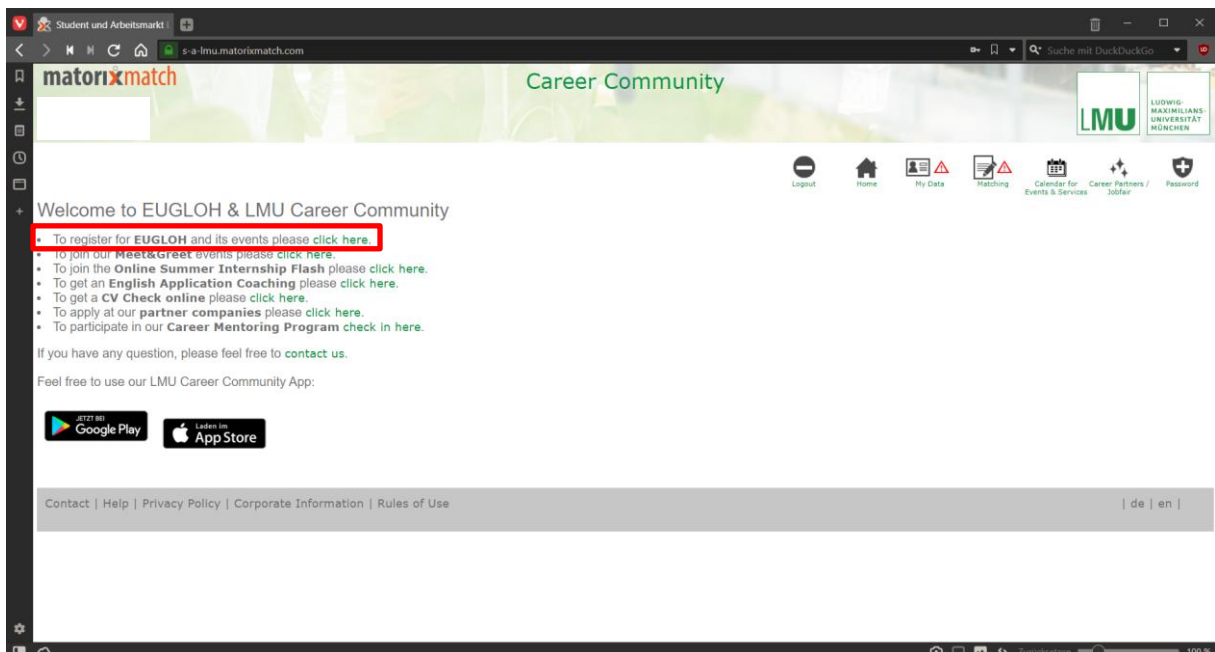


Please remember your identifier, as you might need it for the registration for future EUGLOH Career Events organized by the LMU Career Community.

4. Login to your account via the Web-Login-Link provided in the e-mail containing your identifier or go back to the initial webpage (https://s-a-lmu.matorixmatch.com/?lang=en_UK) and login by entering your login data and click on “Login”:



5. After logging in the following page will appear. Please click on “To register for EUGLOH and its events please click here.”:



6. You will now be asked to complete a form with the data needed to participate in EUGLOH events. Please click on edit to do so. **Important: Do not select anything under Slots yet!**

Matching data EUGLOH - EU Global Health

Before editing or releasing a questionnaire, please complete your data. Enter your surname. Enter your first name. Select a salutation.

Before you can confirm your participation, please complete your data: Please enter your cellphone number. Please select an expertise (min. 1 - max. 3).

Please select a branch of industry (min. 1 - max. 3). Please select your desired degree. Please indicate the startdate of your studies. aktuellen CV hochladen

aktuellen CV hochladen Before you can confirm your participation, please complete your data: Please enter your home institution.

Please enter your faculty/department/research centre. Please enter your office/structure/department. Please enter your level of study. Please enter your study program.

Please enter your street. Please enter your postcode. Please enter your city. Please enter your birthdate. Please enter your place of birth. Please enter your nationality.

Please enter your type of identification document. Please enter your ID or Passport number Please enter the expire date of ID or Passport number.

Personal Data [Edit](#)

- △ Date of Birth
- △ Place of birth
- Display/System Language
- △ Nationality
- △ Type of Identification document

Please enter your type of identification document. Please enter your ID or Passport number Please enter the expire date of ID or Passport number.

Personal Data [Edit](#)

- △ Date of Birth
- △ Place of birth
- Display/System Language
- △ Nationality
- △ Type of Identification document
- △ ID or passport number
- △ Expiration date
- △ Disabilities or special education needs Not selected

Slots [Select](#)

Information on studies [Edit](#)

- △ Home Institution
- Student number (at the home Institution)
- △ Faculty/Department/Research centre
- △ Course of study
- △ Degree Level
- △ Office/Structure/Department

Address [Edit](#)

- △ Street
- House Number
- △ Zip Code
- △ City

Contact | Help | Privacy Policy | Corporate Information | Rules of Use | de | en |

7. Enter further data and upload your CV.

After entering the specific EUGOH data and selecting the event, the webpage will look as follows and the system will tell you to complete your personal data and upload your CV. Please click on "My Data" in the upper right-hand corner of the webpage to do so.

The screenshot shows the homepage of the matorixmatch Career Community. The page is titled "Career Community" and features the LMU logo in the top right corner. A navigation bar includes "Logout", "Home", "My Data" (highlighted with a red box), "Matching", "Calendar for Events & Services", "Career Partners / Jobfar", and "Password". Below the navigation bar, there are several instructions for users to complete their data before editing or releasing a questionnaire. These instructions include: "Enter your surname.", "Enter your first name.", "Select a salutation.", "Please enter your cellphone number.", "Please select an expertise (min. 1 - max. 3).", "Please select a branch of industry (min. 1 - max. 3).", "Please select your desired degree.", "Please indicate the startdate of your studies.", and "aktuellen CV hochladen". Below these instructions, there is a "Matching" section with three event listings:

- English Application Coaching** | Delivery date: 31.12.2045 00:00:00
Registration → Released only with completed data and questionnaire → Result
- Online Summer Internship Flash 2021** | Delivery date: 15.07.2021 00:00:00
Registration → Released only with completed data and questionnaire → Result
- persönl. Karriereberatung / individ. Coaching** | Delivery date: 31.12.2030 00:00:00
Registration → Released only with completed data and questionnaire → Result

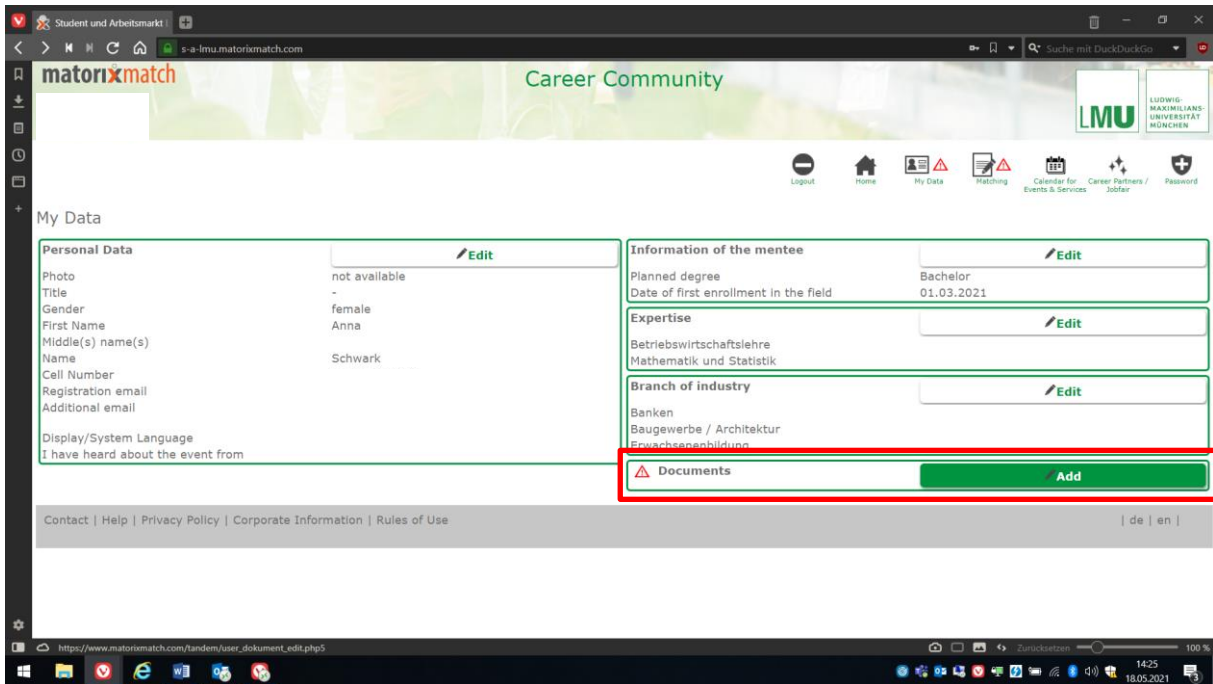
The next webpage will look like that. Please enter your information:

The screenshot shows the "My Data" profile page in the matorixmatch Career Community. The page is titled "My Data" and features the LMU logo in the top right corner. A navigation bar includes "Logout", "Home", "My Data", "Matching", "Calendar for Events & Services", "Career Partners / Jobfar", and "Password". Below the navigation bar, there are two main sections for user information:

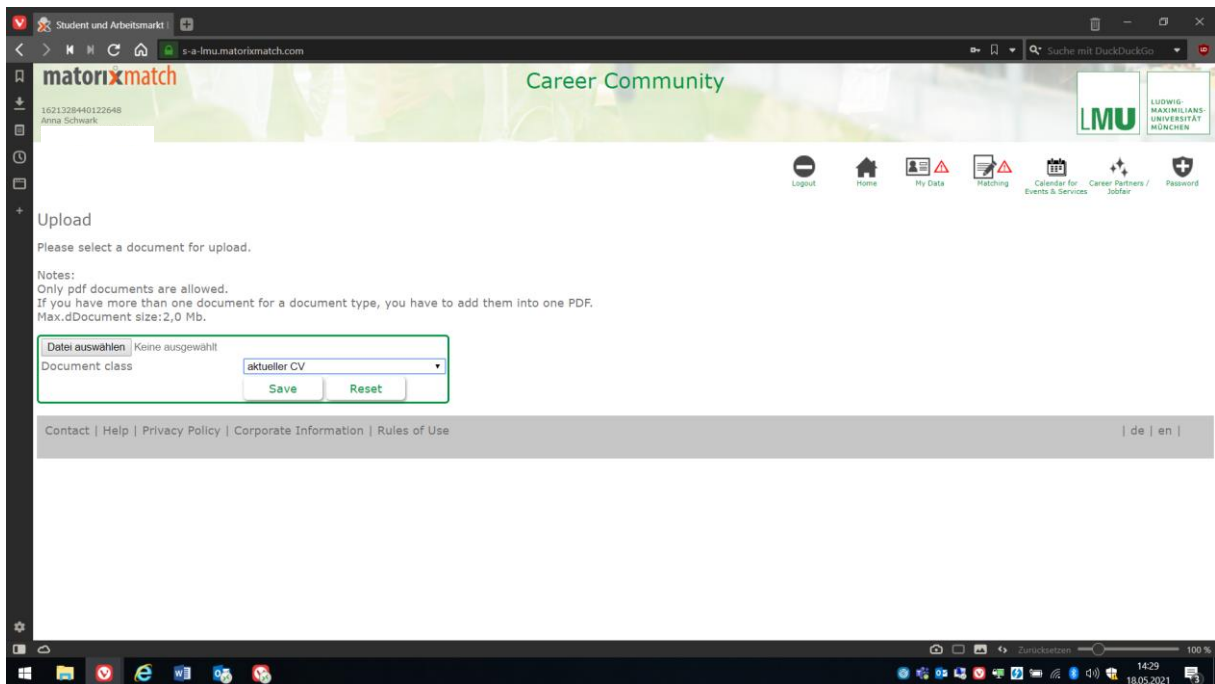
- Personal Data** (with an "Edit" button):
 - Photo: not available
 - Title: not available
 - Gender: [Red triangle icon]
 - First Name: [Red triangle icon]
 - Middle(s) name(s): [Red triangle icon]
 - Name: [Red triangle icon]
 - Cell Number: [Red triangle icon]
 - Registration email: praktika.s-a@lmu.de
 - Additional email: [Red triangle icon]
 - Display/System Language: [Red triangle icon]
 - I have heard about the event from: [Red triangle icon]
- Information of the mentee** (with an "Edit" button):
 - Planned degree: [Red triangle icon]
 - Date of first enrollment in the field: [Red triangle icon]
 - Expertise: [Red triangle icon] [Edit]
 - Branch of industry: [Red triangle icon] [Edit]
 - Documents: [Red triangle icon] [Add]

At the bottom of the page, there is a footer with links for "Contact | Help | Privacy Policy | Corporate Information | Rules of Use" and language options "de | en |".

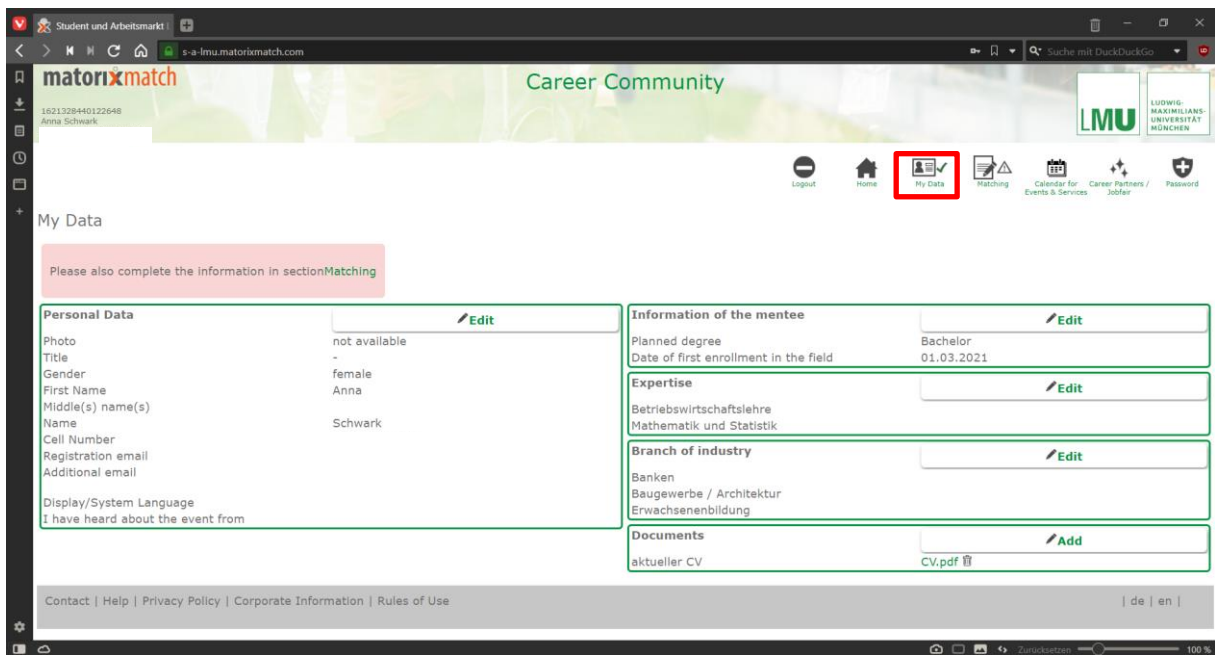
In order to upload your CV, please click on "Add" in the field for documents...



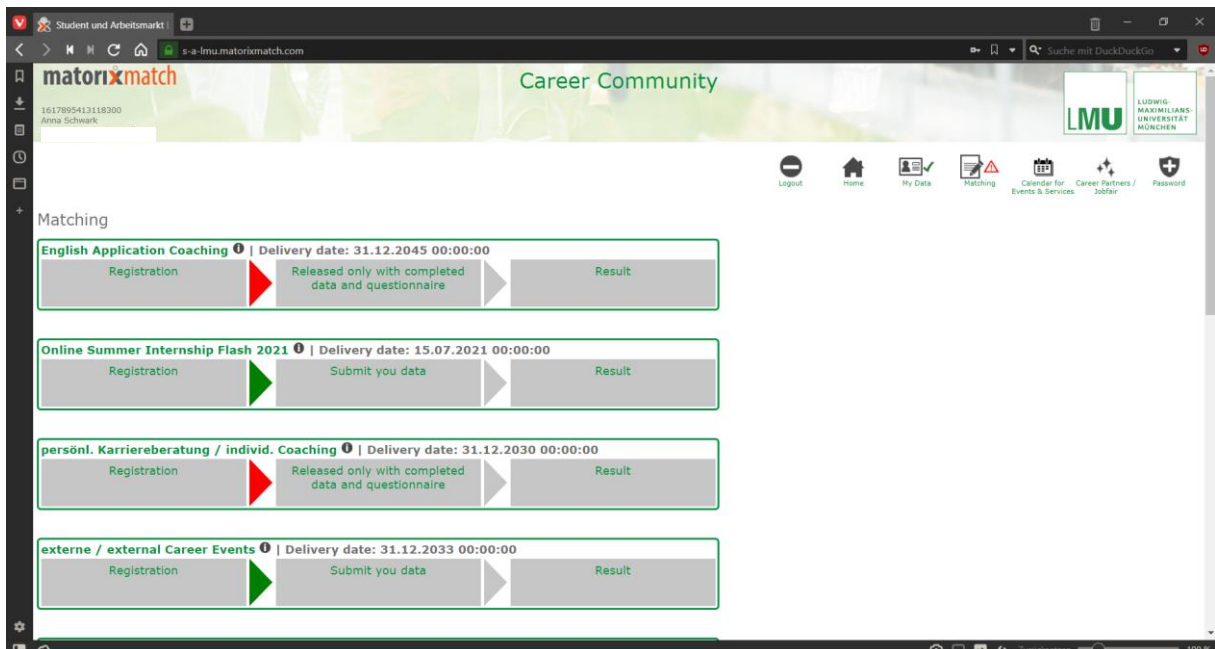
... and upload your CV by clicking on "Datei auswählen". Please leave the "Document class" as it is and click on save.



8. After uploading your CV, a green tick will appear besides the data button in the upper right-hand side and the system will ask you to complete the information in the section Matching. Please click on Matching to do so.

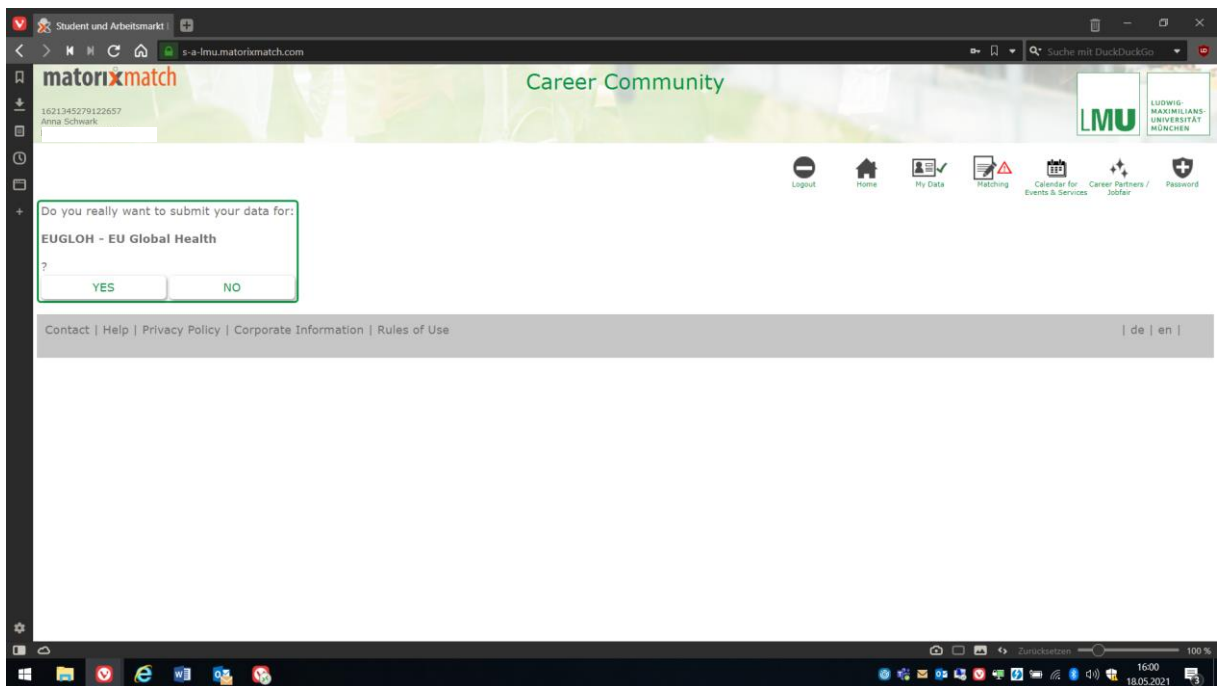


After clicking on Matching the following page will appear. Please scroll down until the section “EUGLOH Global Health” appears and click on “submit your data”. This will allow you to register for the EUGLOH career events organized by LMU.



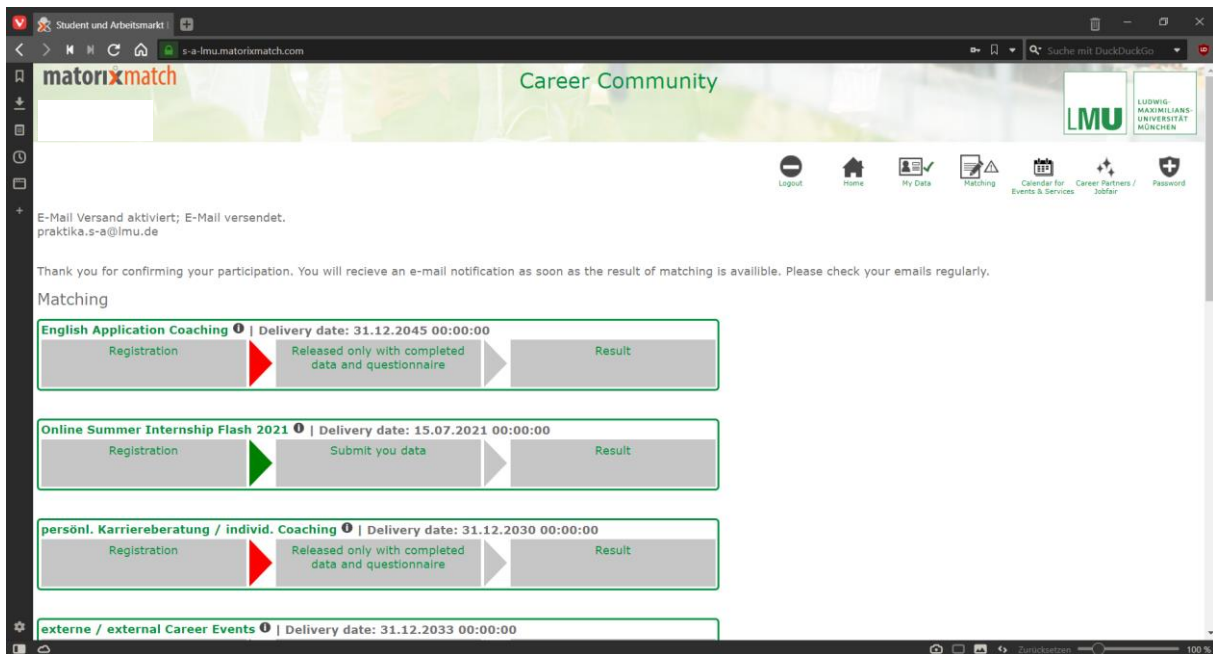


The system will ask you, if you would really like to submit your data for EUGLOH – Global Health. Please click on ok to confirm.

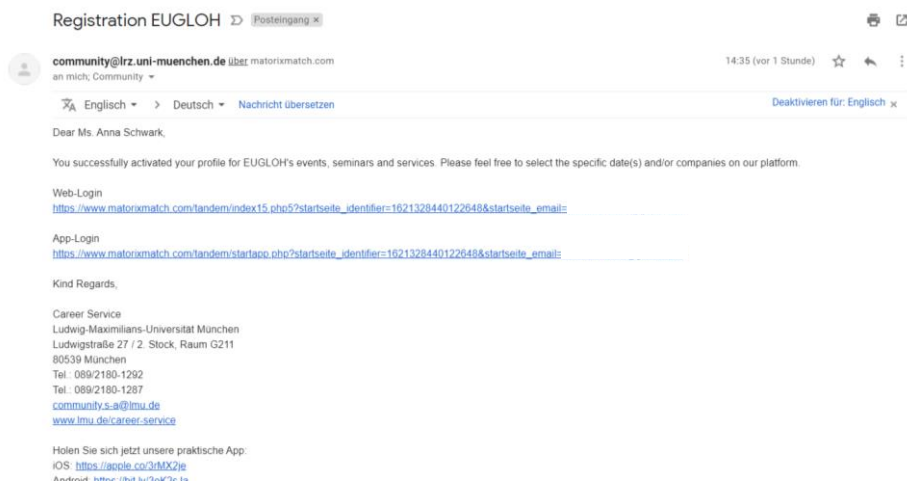


You now have successfully set up your profile for EUGLOH career events organized by LMU! 😊 You will now always be informed about new career events organized by LMU in the framework of EUGLOH.

The following information will appear:

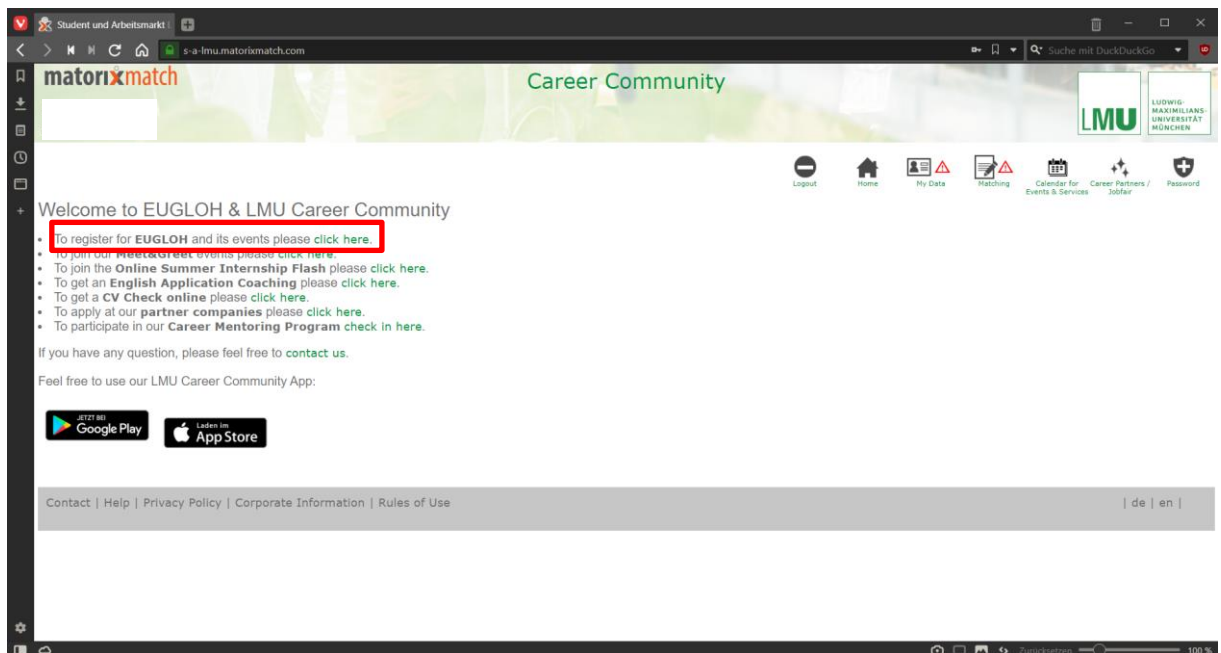


The e-mail, that you will receive, will look as follows:

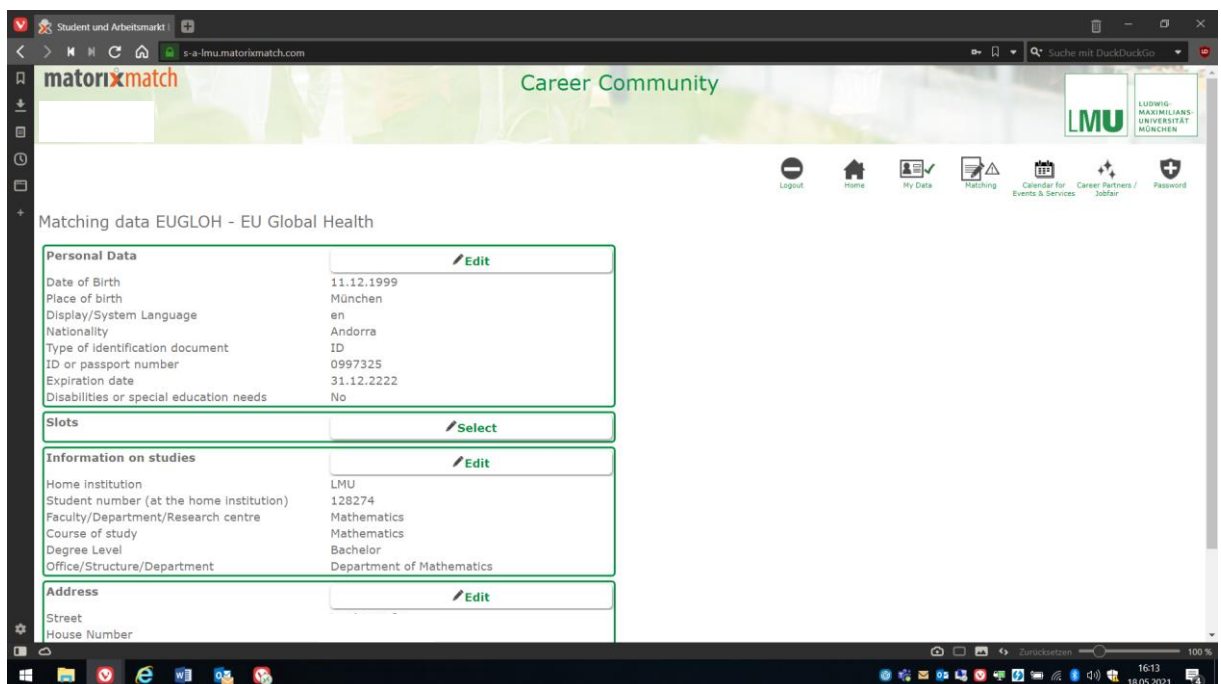


9. Last but no least: Register for the event!

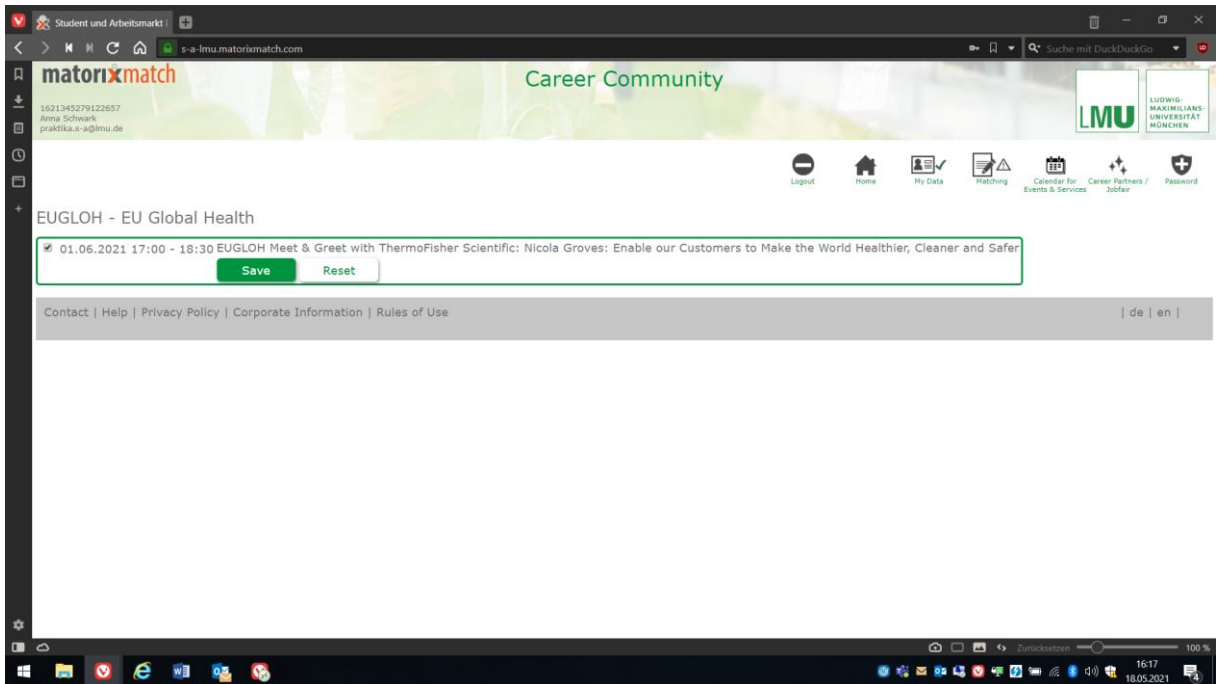
You can now go back to the start page and register for the EUGLOH career event you are interested in by clicking on “To register for EUGLOH and its events please [click here](#)”:



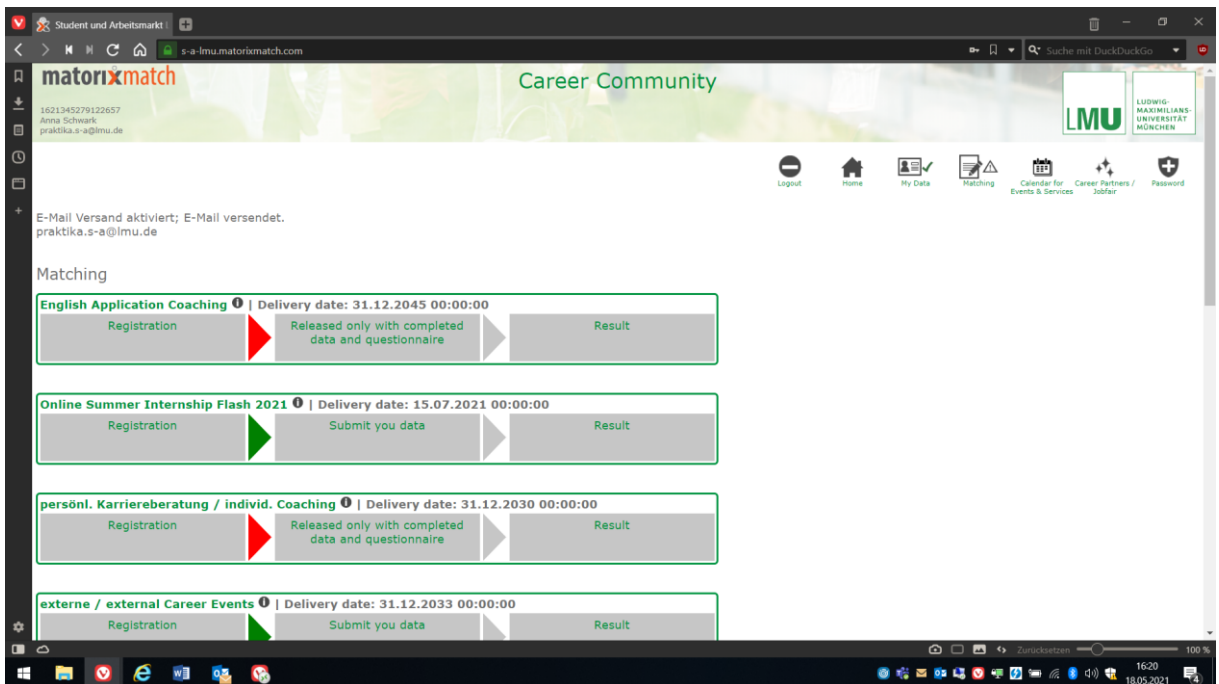
The following page will appear. Please click on “Select” in the field “Slots”:



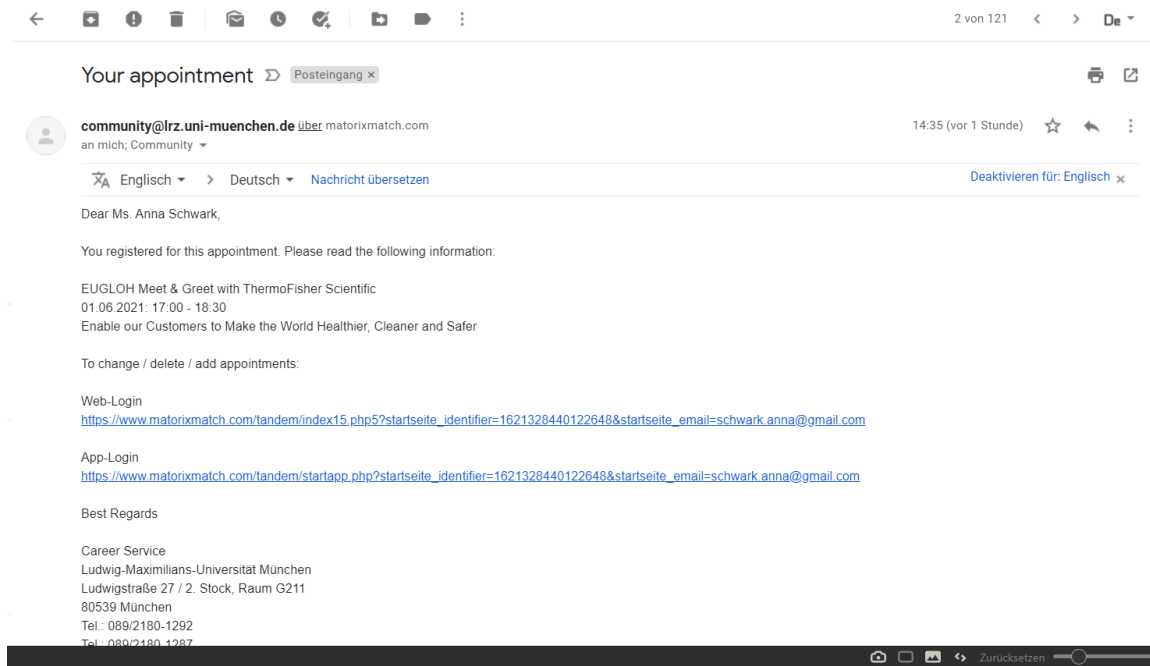
Please select the event you would like to participate in and click on "Save":



You will be directed to this page...



... and receive the following e-mail:



10. The link for participation in the event

... will be sent to you in a separate e-mail.

However, you can also find it in the calendar by clicking on “Calendar for Events & Services” in the upper right-hand corner and selecting the event you registered for. Those events will always appear in green. You can even save the event including the participation link to your personal calendar by clicking on “Ical Datei herunterladen”:

