

SoleMove - Nomination Tutorial

1.

If you already have a SoleMoveaccount associated with the THM proceed with step 3, otherwise proceed with step 2.

Wenn Sie einen SoleMoveaccount der THM haben gehen Sie zu Schritt 3, wenn nicht fahren Sie mit Schritt 2 fort.

2.

Send a email using the dedicated address of your institute to solemove@thm.de. The email should include the following information about the nominating person: Name, Firstname, dedicated email, function.

Schicken Sie eine Mail über die Funktionsadresse ihrer Hochschule an solemove@thm.de mit folgenden Informationen über die nominierende Person: Name, Vorname, Funktion, Mail

3.

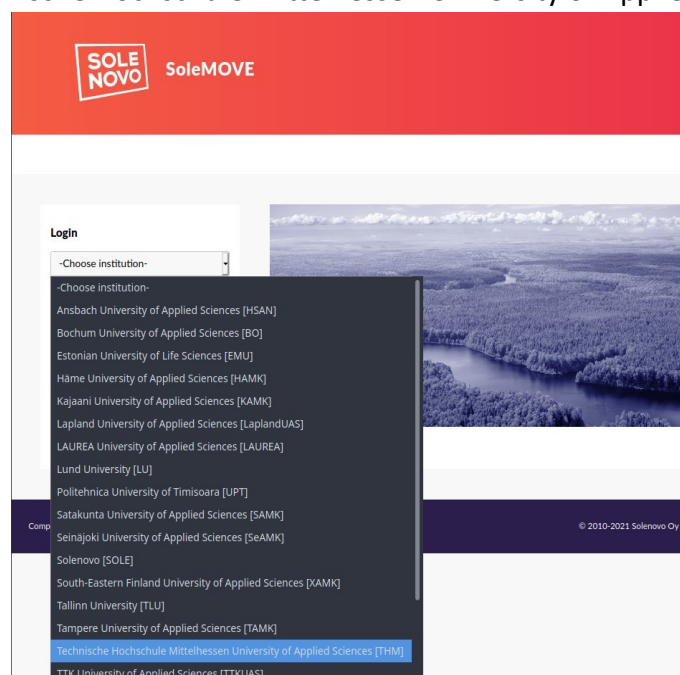
Open your Webbrowser and navigate to the [SoleMove](#) login Screen.

Öffnen Sie Ihren Webbrowser und navigieren Sie zu der [SoleMove](#) Anmeldeseite.

4.

Select “Technische Hochschule Mittelhessen University of Applied Sciences [THM]”

Wählen Sie “Technische Hochschule Mittelhessen University of Applied Sciences [THM]”



5.

Select the "Local" login option.

Verwenden Sie als Anmeldeoption "Local" aus.

The image shows two side-by-side screenshots of the THM login interface. Both screenshots feature the THM logo (Technische Hochschule Mittelhessen) at the top. The left screenshot shows a dropdown menu for 'Log in using' with 'Local' selected. The right screenshot shows the 'Local' option selected in the dropdown, with the 'Log in' button visible below the password field.

6.

Accept the declaration of consent.

Akzeptieren Sie die Einverständniserklärung.

The image shows a consent dialog box for SoleMOVE. The dialog box has a red header with the SoleMOVE logo and the text 'SoleMOVE'. Below the header, there are 'OK' and 'Cancel' buttons. The main text of the dialog box reads: 'Ich bin eine Einverständniserklärung. Um fortfahren zu können muss man mich akzeptieren.' Below this text is a checkbox labeled 'I accept'. At the bottom of the dialog box, there are 'OK' and 'Cancel' buttons.

7.

Navigate to "Nomination"

Navigieren Sie zu "Nomination"

Exchange destinations and feedback at THM | Exchange destinations Abroad and feedback

Welcome!

Technische Hochschule
Mittelhessen University of Applied
Sciences

Nomination

Your Name

Sole MOVE is an international student and personnel exchange system offered as a service by the Solenovo service centre. The service can be introduced quickly and cost effectively.
Read more >> solenovo.fi

8.

Edit an existing entry or create a new entry

Bearbeiten Sie einen existierenden Eintrag oder fügen Sie ein neues hinzu

Search all + New

Country CC - Country Code
Home institution Name of your home institution

Nomination Nomination of students

Search results: 1

Last name	Given name(s)	Email	Date of birth(dd.mm.yyyy)	Gender	Duration of exchange	EU subject area at home	Exchange program	Status
Student	Erasmus	erasmus.student@your.institute.email.eu	15.06.1987	X - Prefer not to say	Winter term 21/22	00 - Generic programmes and qualifications	ERASMUS+	Data saved

Search results: 1

Search all + New

Please indicate

- the [ISCED Code](#) of the field of study
- Choose "EIEM" in the field Exchange program AND
- enter the following in the *Additional Information* field:
 - the course of study (degree name) at the home university AND
 - the study level (Bachelor/Master)

Bitte wählen Sie

- den ISCED Code des Studienfachs aus
- "EIEM" im Feld Exchange program und
- fügen Sie Folgendes in dem Feld Additional Information hinzu:
 - den Namen des Studiengangs an der Heimat Hochschule
 - den angestrebten Abschluss (Bachelor/Master)

Nomination		Nomination of students	
Status	Data saved		
Last name*	<input type="text" value="Student"/>		
Given name(s)*	<input type="text" value="Erasmus"/>		
Date of birth(dd.mm.yyyy)*	<input type="text" value="15.06.1987"/>	<input type="button" value="..."/>	
Gender*	<input type="radio"/> M - Male <input type="radio"/> F - Female <input type="radio"/> N - Nonbinary <input checked="" type="radio"/> X - Prefer not to say		
Email*	<input type="text" value="erasmus.student@your.institute.email.eu"/>		
Exchange program*	<input checked="" type="checkbox"/>	<input type="text" value="ERASMUS-EIEM"/>	
Duration of exchange*	<input checked="" type="checkbox"/>	Winter term 22/23 01.10.2022 - 31.03.2023	
	<input type="text" value="01.10.2022"/>	<input type="button" value="..."/>	<input type="text" value="31.03.2023"/>
EU subject area at home	<input type="text" value="0613 - Software and applications development and analysis"/>		
Additional information	<input type="text" value="Computer Science"/> <input type="text" value="Bachelor"/>		
Last edited by	26/2000 24.11.2021 09:58:28 / Your Name		