IPBA Booking System

Course booking guideline
Select "Courses"
2. Select „show“
The full list of courses appears. In the column „description“ you can see the full course title as well as some more information. Please select the course you are interested in and go to „show appointments“.
This window appears and it gives you an overview on all dates the course will take place including start and end time.

Please select „Book course“ if you wish to reserve your place in this course.
Please select „book“.
Please select „OK“.
The course has been booked successfully.

You can now proceed and book more courses. For this, please select „Courses“ and then „List of courses“ and proceed as for the previous course you just booked.
If you wish to see which courses you have booked, please select „MyBooking“.
Please select „My Bookings“.
If you wish to cancel a booking, please select „absagen“.
Please select „OK“. 
Your reserved space has been cancelled.
You also have the options to see your timetable (based on the courses you have booking within this booking system) and to export your data.
Your personal timetable will show you the short course title, time and room number as well as name of your lecturer.
Please select „User Data“ to change your personal data, such as password and email address.