

Creating your personal timetable in QIS/LSF

1. Log in to [QIS/LSF](#) with your HRZ account.
2. Change to Englisch by clicking of the flag in the top right.
3. In the top menu select the option "**Veranstaltungen/Courses**", then select on the left menu "**Suche nach Veranstaltungen/Search for lectures**" to search for certain courses by course title or lecturer.

Alternatively, you can use the link to the "[List of courses in LSF](#)".

4. Open the course you would like to add.

- Different tutorial/exercise groups are labelled "Gruppe 1", "Gruppe 2", etc.
- For the dates relevant for you, tick "**vormerken/preselect**" and click "**markierte Termine vormerken/Schedule preselected**".

Please note: You do not need the function "**application**" or "**Lectures occupy/sign off**" in QIS/LSF during your entire studies!

You are here: [Home](#) → [Courses](#) → [Search for Lectures](#) → [Course Overview](#)

Hint: you are in **Winter 2026/27** and not in the term which is in planning!

Course Overview

Search for Lectures

Curricula Timetable

Edit Lecture

Edit Lectures

Copy Lectures

Edit header structure for lectures

Lectures today

Import of lectures

Hide menu

My Functions Home **Courses** Institutions Facilities Members

Functions: Schedule preselected

Page contents: [Basic Information](#) [Dates/Times/Location](#) [Responsible Instructor](#) [Curriculae](#) [Departments](#) [Structure Tree](#)

Basic Information

Type of Course	Lecture	Course Code	C1.1 Advanced Cell Biology
Term	WiSe 2026/27	Hours per week in term	1
Expected no. of participants		Max. participants	
Language	English	Hyperlink	https://www.uni-frankfurt.de/152395505/c1_1.pdf
Credits	2	Assignment	
Additional Links	https://olat-ce.server.uni-frankfurt.de/olat/auth/RepositoryEntry/25756532736710		

Dates/Times/Location Group: [no name]

Day	Time	Frequency	Duration	Room	Room-plan	Lecturer	Status	Remarks	Cancelled on	Max. participants
Fri.	11:00 bis 13:00	woch	16.10.2026 to 05.02.2027	Biologikum - Bio-1.203 Hörsaal 2						
Fri.	11:00 bis 14:00	Einzel	at 12.02.2027	Biologikum - Bio-1.203 Hörsaal 2				Written exam		
Fri.	10:00 bis 12:00	Einzel	at 19.03.2027	Geb N - N 100-015				Repeated written exam		

Group [no name] ☒ preselect ☐ Schedule preselected

5. QIS/LSF then takes you to your personal timetable and the current date.

- In the drop-down menu on the top left (displaying Woche: XX/Week: XX), select "**Semesteransicht/Whole term**" and then click "**anzeigen/show**".

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View options

Whole Term Current: Whole Term

Personal Timetable

List: [short](#) → [medium](#) → [long](#) Plan: [short](#) → [medium](#) → [long](#)

Time	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
vor 8							
8							
9							
10							
11							
12							
13							
14							
15							
16							

C1.1 Advanced cell biolog... V N

C1.1 Advanced cell biolog... V N

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- Click "**Plan: mittel/medium**" at the top right to display additional information of the course such as time and location. When exporting the timetable, all information is included automatically.

6. Add further courses in the same way.

7. Click "**Plan speichern/save schedule**".

- You can then find your timetable for the current semester in QIS/LSF under "**Veranstaltungen/Courses**" → "**Stundenplan/Schedules**".
- Individual dates can be removed by clicking the bin icon.
- To export the timetable as a PDF, click "**Druckversion (pdf)/Print version (pdf)**" at the top right.
- To transfer the dates to your electronic calendar, click the calendar icon  in the blue bar at the bottom or next to "**Persönlicher Stundenplan/Personal timetable**".

Note: Under "**Meine Funktionen/My Functions**" → "**Mein Studiengangsplan/My Curricula Timetable**", you will find the timetable corresponding to your current formal programme semester. This may be a higher semester than the semester in which you actually wish to attend courses. This timetable also includes all parallel tutorial/exercise groups and all courses scheduled for that semester according to the recommended study plan.