

Humboldt-Universität zu Berlin
ZE Computer- und Medienservice (CMS)
User Help Desk (Benutzerberatung)
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Instructions

Using a new generated HU account

Find all information about your HU account on this site:
(Most information is available in German only)

<https://amor.hu-berlin.de/>

You are also welcome to consult us personally, by telephone or by e-mail (contact information above).

Information concerning your HU account will only be sent to your CMS e-mail address.

If you prefer using another mailbox, please set up an e-mail forwarding:

<https://amor.hu-berlin.de/> → E-Mail → Abwesenheitsschaltung, Weiterleitung und Filter

1. Service

Your login data of the HU account is not automatically the data to login on the PC at your workplace. If the login procedure won't work, please contact the IT manager of your institute first.

Please change the password you have received in your confirmation e-mail. All basic services are only available after the password has been changed.

2. Password security

Please ensure to keep your password secret. We will never ask you for your password. If someone knows it, they can misuse your HU account and you possibly will have to take over responsibility. For finding out (cracking) passwords, computer programs are available. These programs e.g. systematically try out all conceivable passwords. We are going to ask you to change your password once a year (an e-mail will be sent to your CMS-mailbox).

3. Changing the password

If you do not change your password in time, your HU account will be blocked. To change the password, please use the following link:

<https://amor.hu-berlin.de/> → HU-Account → Passwort ändern bzw. reaktivieren

With your new password, some tests are carried out while changing. If the new password is too simple it won't be accepted. Please observe the rules for creating a password (as written on our website).

After changing the password, it takes a few minutes to enable the new password. If you want to login again after you changed the password, it can happen that your new password is not yet active. In this case wait 20 minutes and then try it again

4. Reactivating the password

If you have forgotten your password, or if your account has been blocked, please contact the user help desk (see above).

Students can reactivate their password online:

<https://amor.hu-berlin.de/> → HU-Account → Passwort vergessen

5. E-Mail

server for incoming mail (IMAP): mailbox.cms.hu-berlin.de
server for outgoing mail (SMTP): mailhost.cms.hu-berlin.de

With your HU account an e-mail box has been created with this address:

students: *account@student.hu-berlin.de*

all other: *account@hu-berlin.de*

account is your HU account. A second e-mail address from your name will be automatically generated. If it turns out that your mailbox already exists with your name, for example, if you already have a mailbox at the HU, your second e-mail address will be generated in the following pattern:

given_name.surname.X@student.hu-berlin.de or rather.

given_name.surname.X@hu-berlin.de

X is a number. We will inform you by e-mail about this second address. You can not use this second address before!

You can use your mailbox in many different ways. With WebMail, you can use your mailbox anywhere in the world, or in an Internet cafe, and you do not have to configure the software.

<https://amor.hu-berlin.de/> → E-Mail → WebMail

You can also use other e-mail programs, such as Thunderbird, Apple Mail, MS Mail. For configuration information, see here:

<https://amor.hu-berlin.de/> → E-Mail → Konfiguration

6. Internet access and intranet

Descriptions for network access via WiFi and VPN are available here:

<https://amor.hu-berlin.de/> → Netzzugang

