



STUDY ABROAD DOCS

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Do's and don'ts in Germany

- Don't come late for an appointment. Be punctual.
- Don't ever let other people wait for you.
- Use formal address and surnames until invited to use first names. (Guten Morgen, Herr Meier!).
- However, students and young people will probably start on first-name basis in informal settings.
- When you speak German the word "you" can be translated by "du" or "Sie". It's similar to "tu" and "vous" in French. Using "Sie" is a sign of respect.
- When you are invited to use "du" with someone, it means the relationship has become more familiar. When you hesitate, use "Sie".
- In the greeting shake the right hand and keep eye contact.
- One says till approx. 10 o'clock "Guten Morgen" (Good morning), then "Guten Tag" or between 11 o'clock and 13 o'clock "Mahlzeit". From 17 o'clock one says "Guten Abend".
- When you sit at the table for having something to eat, you say "Guten Appetit" before starting. Before drinking you often say "Prost".
- In Germany it is common to pay a tip at the rate of approx. 10% in restaurants or pubs. This means you are satisfied with the service.
- Germans like polite people. So use the word "Bitte" (please) whenever you ask for something. Always say "Danke" (thank you) when you get something.
- Do not expect too much small talk in business relations. Don't be offended if Germans are very direct and straight-forward in expressing their wishes and the abundance of rules.
- In Germany you have to pay deposit for bottles with the sign: When you bring the bottle back you get about 15 -30 cent back.
- Nonreturnable bottles are marked with the words: "Kein Pfand".

- There are many regulations in Germany. Some important rules:
- You are not allowed to smoke below the age of 18 years.
- You are not allowed to drink alcohol below the age of 18 in general, but you are allowed to drink beer at the age of 16.
- Carry your passport always with you. The police sometimes want to check your identity.
- Don't litter (paper, cigarettes, chewing gum, etc.) in the streets. Cross the street only when the traffic light is green. Otherwise you might be fined.

Organizing your daily life in Germany

Opening Hours of shops

Monday-Friday: 8:00-20:00

Saturday: 8:00-16:00 (supermarkets until 20:00)

Most shops are closed on Sundays. You can buy some food at petrol stations or at bakeries

Living in a foreign country is fun, but every country has its own social rules and you can land in very embarrassing situation if you do not know them. If you are planning to come to Germany, I will show you some of the things that you should know about the German way of life. Knowing how to do things in German way will certainly make you look better in German society so please observe on what we are about to show you in this article and enjoy yourself.

Germany is a cold country in winter

First thing that you need to remember even before going to Germany is that it can be very cold in the months between October and April. Make sure that you have at least the following pieces of clothing on arriving on the country.

Woollen Undergarments

Muffler

A Big Jacket

Gloves

A Cap

Meetings – Arrive on Time

The first thing you need to know is that Germans are extremely particular about maintaining time. So when you have an appointment be punctual, don't arrive late, and if you arrive early wait for the appointed time.

Visiting Germans

When you visit Germans don't forget to shake hands with them, it's normal to shake hands with women as well. Your host will appreciate bringing a small present. The best present for a family is a bottle of wine. A woman is always pleased to receive flowers. Giving flowers does not always suggest an intimate relationship, but give a single red rose only to a person with whom you have an intimate relationship.

Use Titles Properly

If a person has a doctor title, call them doctor.

Being Talkative

Germans do not appreciate unproductive small talk, be prepared to discuss politics or philosophy with them. Be precise and express yourself clearly, Germans do not like vagueness. Becoming formal and leave your advice's too. Germans can be very good friends but it takes a very long time to reach the expected intimacy, give them time and don't force the friendship.

Eating

When you about to start eating say: "Guten Appetit" in English "have a nice meal". The answer for that is, "Danke. Gleichfalls" in English, "thanks, you too". In Germany you hold your fork on the left hand and your knife on your right. Spoons are used mainly for eating sup. Even when visiting your good friends, do not give the liberty to open their fridge, do not walk on their bedrooms, unless invited. Don't take books out of their bookshelves. Always ask before you do things. After you finish, put down your knife and fork side by side on the plate. You can verbal thank your host for the meal, but do not ever belch. Never leave the table while other people are still eating. Always wait until everybody is finished.

Birthdays

If you notice that soon will be your German friend's birthday, do not call them in advance. You must wish a German on or after the birthday, but not before.

Answering The Phone

When you answer the phone do not say hello, say your name, your family name. Never call a German after 10 o'clock in the evening unless you've been specifically permitted to do so. Avoid calling families before ten o'clock in the morning. Do not call elderly people between one – three o'clock in the afternoon.

Going to pubs

If you go to a pub with your friends, don't feel obliged to drink what they are drinking. You can have a soft drink if you prefer while they have alcoholic drinks, of course nobody minds if you do have a beer or a wine. If you decide to have beers say "Prost" which means "Cheers". You can also say Zum Who. When you are with friends expect to pay your own bill only. It is common for each person to put their own bill, unless you are invited. Payment is done directly to the waiter. Don't forget to tip the waiter a ticket with a tip which is usually equal to 10% of your bill. If you are living in a host family, avoid coming drunk. While drinking is normal, getting drunk is not.

Carry cash

is the best to carry cash. You will need it more often than your bank card or credit card. Remember to carry with you a passport or an id card all the time. This is a legal requirement. A foreigner id card is not valid. When you walk in the pavement, do not walk in bicycle lane. That lane is reserved for bicycles only. When crossing the street in Germany observes the signal, you may get sued for jaywalking so be careful. You are also expected to set a good example for children.

Well there are also other basics. Of course there are a many little things that you are going to learn during your first few days in the country. Just keep your eyes and your mind open.

DO's

- Always carry your passport with you (this is a legal requirement here)
- carry your personal documents, credit cards, cash, etc. in a solid bag on your Belt, or better yet, in a not visible way under your shirt

- be alert in crowded places and in streetcars, buses, trains or stadiums

(These are the traditional bases of operations for pickpockets)

- beware especially of people asking to see and check your ID, purse,

Handbag, even if they wave a badge in front of you.

DONT's

- don't carry more CASH, traveller cheques, etc. then you are willing to lose;

dont openly display your possessions

- don't give personal financial information (such as credit card #s, PINs) to persons who are "friendly" to you

- don't walk around alone at night; avoid using streetcars, subways, buses after midnight

- don't play the "3 Hats game" with con-men on the street

- don't litter (paper, cigarettes, chewing gum, etc.) and jaywalk on the streets, you might be fined for that.

At Work

DO's

- greet people with a salutation when you meet them first time in the day

(e.g. "Guten Morgen", "Guten Tag", "Guten Abend" followed by "Herr" resp.

"Frau" and the family name) and shake their hands firmly (this is considered an expression of personality). The same procedure is called for when you leave for the day ("auf Wiedersehen", "bis morgen")

- introduce yourself when you meet people for the first time
- dress neatly and wear proper shoes (no sneakers)
- be on time, meet deadlines
- ask questions, if you dont understand something
- review your assignment /project and the progress you are making with your contact person at least once a week
- make an effort to become acquainted with people during coffee breaks and at lunchtime
- request and read all the information you can obtain on the Company
- keep your assigned work area tidy; clean up your desk at the end of the day.

DONT's

- don't call older people by their first names and "Du", unless they have offered you this privilege; young people tend to be much more informal
- don't be overly inquisitive about personal and company matters outside your domain.

At your Host Family Home

DO's

- find out about the family "schedule" for workdays and weekends
- If you have an aversion or allergy against certain foods etc., say so early on
- wait to start eating and drinking until the host parents do so; before you start eating it is customary to say "guten Appetit" to everybody
- don't make "slurping" sounds while eating and drinking

- if you have to sneeze or cough in the presence of other people, always say "excuse me" ("Entschuldigung")
- try to be helpful around the house
- Always leave a bathroom / toilet the way you would expect to find it
- if you are planning to return "home "after dinner, announce this in the morning and give an estimate of your expected arrival time.

DONT's

- don't become burdens on your host family by making too many special requests
- show an active interest in your host family, spend time and talk with them: host families resent it, when you use their home just as a place to sleep and be fed
- don't take shower / bath, play loud music etc., after 10 p.m.
- When taking a bath or shower, dont flood the bathroom floor

PRICES OF ITEMS IN GERMANY

1. Mobile – Gutschein in Saturn (Around 150 euro/mobile with connection)
2. Scratch guard & Panel – Costly comparing to India. So if you planned to buy a specific Model of mobile phone then buy Scratch guard & Panel from India
3. Laptop – Around 650 Euros
4. Pendrive – Costly
5. External Hard disk – Bit costlier than India
6. Laptop service – Around 150 Euros so do a service before coming to Germany (Buy Cooling pad for laptops)
7. Pen, Pencil, Eraser, Scale, Marker and Text Marker – Buy in India
8. Umbrella - Buy in India
9. College Bag - Buy in India (Starts from 5 or 7 Euros in Flow market, Germany)
10. Jerkin – Buy from India (Similar price (ca.60 Euros) in Germany but quality differs & Branded Jerkins costs around 150 Euros)

11. Thermal wear – Cheap in Germany than in India
12. Skull cap - Cheap in Germany than in India
13. Woolen Socks - Cheap in Germany than in India
14. Gloves (Woolen & Leather) – Similar price (Buy in India – Useful for winter (During landing in Airport))
15. Trimmer – Similar price as in India



16. Shaving razor – 10 numbers 1 euro in Woolworth



17. Shaving blade – Around 2.5 euro per pack (Better buy it in India)
18. Sandals – Costly also not much models (Useful only for summer)



19. Bathroom Sandals (1 Euro in primark 3 Euro in Tedi)

Note: Try to buy atleast two numbers from India

20. Shoes – Starts from around 50 – 60 Euros (Winter shoes)



21. Grocery items – Very costly than in India

22. Cooking Utensils – Can buy in Germany (Affordable prices except few)

IMPORTANT CHECKLIST FOR THE BAGGAGE

Wrist Watch, Belt (formal, casual, canvas). Hand Gloves (Leather), Woollen Glove, Gym Gloves, Mufflers, Stoles, Specs, Goggle, Wrist Band, Caps, Napkins, jackets & sweaters, hanky, Socks, THERMAL INNERS, WOOLEN SOCKS, 3 PIN CONVERTERS-QUANTITY ATLEAST 2,

Tooth Paste, Tooth Brush, Mouth Wash, Deo, Perfume, Shaving Kit, Ear-Buds, Face-wash, Shampoo, Tooth Picks, Soaps, Scrub, Sun-screen, Moisturizer, Hand-wash, Hair oil, Hair Gel, First Aid Kit, Hangers, Shoe Polish, Disposable bags, Wipers, Tissue papers, Needle and threads, Medical Kit, cotton, sanitizer

Plates, Spoons, Forks, Knife, Pillars, Pressure Cooker, Frying Pans, Aluminium Foil, Coffee Mug, Blender, lighter, Tongs, small grater, masala dabba, EXTRA RUBBER GASKET FOR COOKER

6 Subject Notebook, Stapler, Staples, Paper Punch, Gluestick, Scientific Calculator, Ruler, Eraser, Clutch Pencil, Paper Clips, Sticky Notes, Compass Box, Pens, Roughbooks, Highlighter, Exam Pad, I Card Holder, Cellotape, Brown Tape, Scissors, English Dictionary, German Dictionary, German Books

Formal Shoes, Sport Shoes, Casual Shoes, Floaters, Bathroom Slippers, Room Slippers, Shoe-less, socks, LACES,

THIN BEDSPREAD -QUANTITY 1 OR 2 DEPENDING ON WEIGHT LIMIT, PRINTED PHOTOS OF FAMILY AND FRIENDS TO PERSONALISE YOUR ROOM, INDIAN FLAG IF YOU ARE FEELING PATRIOTIC,

CAMERA, CHARGER, MOBILE, MOBILE CHARGER, USB CONNECTION FOR MOBILE, HARD DISK, ORIGINAL DOCUMENTS FILE TO BE CARRIED IN HAND BAG , SEVERAL PHOTOCOPIES OF ORIGINAL TO BE CARRIED IN CHECK IN LUGGAGE