**Case Order Form**

*Bestellformular*

Please always provide as much information as possible. The cost centre must be clarified in advance. The completed document can then be sent by e-mail to library-berlin@escp.eu. You can enter several case studies in one form if it is for the same course.

Das ausgefüllte Dokument bitte per Mail an library-berlin@escp.eu senden. Sie können mehrere Case Studies in ein Formular eintragen, wenn es sich um den gleichen Kurs handelt.

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| --- | --- |
| Title / name of the case studies(and author, if available)*Titel / Name der Fallstudien* |   |
| Product number / Reference number*Produktnummer/ Referenznummer* | e.g. 9-???-???*z.B. 9-???-???* |
| Number of students*Studentenanzahl* |   |
| Title / name of the course*Titel / Name des Kurses* |   |
| Who is teaching the course?*Wer unterrichtet den Kurs?* |   |
| Type of course (e.g. MIM)*Art des Kurses (z.B. MIM)* |   |
| Cost centre of the course/*Kostenstelle des Kurs* |   |
| Start date - end date: when should it be available for the students*Startdatum – Enddatum: Nutzungszeitraum* |    |
| Teaching Note required for the case?*Teaching Notes für die Fallstudien gewünscht?* |   |