

January 2010

Handbook for International Programs at Danish School of Media and Journalism

The international Semester Program (runs every semester)

The international TV Program (runs every semester)

The international Photo Journalism Program I & II (runs every semester)

The Europe in the World Program (one year program, starts every September)

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1. Welcome to Danish School of Media and Journalism

A warm welcome to the Danish School of Media and Journalism (DSMJ) and a new international environment that hopefully will give you both professional and social challenges over the next semester. Our goal is to give you the best basis for both a professional and social development. Our greatest satisfaction results from the evaluations when we see that students have moved to a higher understanding of both journalism and themselves.

DSMJ has a variety of permanent staff and guest lecturers from the media both national and international. DSMJ teachers gain international experience by working with a variety of projects to support the development of free media around the world. Furthermore, DSMJ prioritize to have strategic partnerships with the best journalism schools around the world. In cooperation with strategic partners, DSMJ is European coordinator for projects from EU programmes like the eU-Australia programme and the Erasmus Mundus and Erasmus Socrates programmes. These activities have helped to sponsor course development and the exchange of both teachers and students. The Nordic roots are developed through partnerships with journalism schools from the Nordic countries. DSMJ looks forward to having you as a student for the next semester, and hope you will grasp the opportunity to be part of a both national and international environment, and form a network which hopefully both will be of professional and social benefit for your future life as a journalist, being part of a class forming a strong alumni after you have left DSMJ.

As we hopefully contribute to your process of getting a better understanding of journalism in an international environment, we do hope you will contribute to the ongoing process of building a high quality international journalism education at DSMJ.

The international programmes covered by this handbook are the following:

The International Semester Program: The semester in Denmark combines journalistic training with intensive study. In the course of an intensive one-semester program you do international reporting, EU reporting, learn about risk reporting and expand your view on stereotypes. The work concludes in an individual multi-media production based on a research travel in or outside Denmark.

Undergraduate class of max 24 students from Denmark, Europe and the rest of the world.

International TV Program: An intensive semester class on TV Journalism. Teaching you to use natural sound and articulate pictures to tell TV journalism stories. The one-semester-course offers you the opportunity of learning how to tell stories that use the picture-sound medium to its potential. You will produce sharply angled journalism stories that engage the senses. Upper level class of max 12 students from Denmark, Europe and the rest of the world.

International Photo Journalism Program I: A one semester program that combines intensive photojournalism assignments with tutoring with classes in stereotypes. You will build a portfolio and you will work in a creative environment with other Danish and international students. Undergraduate class of max 8 students from Europe and the rest of the world.

**International Photo Journalism Program II:
Advanced Visual Storytelling
(New program from Fall 2009)**

This advanced photojournalism semester offers you a chance to study in Denmark together with a class of Danish students of photojournalism. The Danish students attending this program are at their final semester of a four-year study.

Europe in the World Program: A one-year specialization in European affairs and how to report it. Starting every September with four months in Utrecht, NL where a foundation is built in European history, regional economics, EU institutions and EU politics. The students finish with six months in Denmark where the focus is foreign policy and analytical journalism. The work concludes in a multi media production for the web magazine Euroviews and a final exam project. Upper level class of max 20 students from Denmark, Europe and the rest of the world.

2. What we expect from you

The Basics

We strive to provide you with high quality, dedicated teaching in the DSMJ international programs. The rules and the procedures that govern the Danish Students at DSMJ also apply to the international students:

In particular we call your attention to the following facts:

- Be punctual in class. Classes start on time.
- Inform the teacher or the international Department if you are not able to come to class, and if you are ill.
- Respect deadlines.
- If students fail to submit work by a deadline without first requesting permission for an extension and being granted an extension, the work will not be accepted and the result will be a fail.
- Observe the programme policy and the rules on plagiarism and fabrication.
- Bear in mind that sources, experts or people that you interview should be treated cordially and respectfully. You should honour any promises made to them.

Students' activities are graded based on attendance, field trips, preparation of the lectures, written assignments, respect for deadlines and examinations.

Teachers use the national Danish grading scale, see below the competitive table of grading systems. European equivalents will be provided.

Programme Policy

We strive at the Danish School of Media and Journalism to uphold the standards of excellence in Journalism.

We require the students to uphold the IJF standards of journalism in all their work:

The IFJ Declaration of Principles on the conduct of journalists:

"This international declaration is proclaimed as a standard of professional conduct for journalists engaged in gathering, transmitting, disseminating and commenting on news and information in describing events.

1. Respect for truth and for the right of the public to truth is the first duty of the journalist.
2. In pursuance of this duty, the journalist shall at all times defend the principles of freedom in the honest collection and publication of news, and of the right of fair comment and criticism.
3. The journalist shall report only in accordance with facts of which he/she knows the origin. The journalist shall not suppress essential information or falsify documents.
4. The journalist shall use only fair methods to obtain news, photographs and documents.
5. The journalist shall do the utmost to rectify any published information which is found to be harmfuly inaccurate.
6. The journalist shall observe professional secrecy regarding the source of information obtained in confidence.
7. The journalist shall be aware of the danger of discrimination being furthered by the media, and shall do the utmost to avoid facilitating such discrimination based on, among other things, race, sex, sexual orientation, language, religion, political or other opinions, and national or social origins.
8. The journalist shall regard as grave professional offences the following:
 - plagiarism;
 - malicious misrepresentation;
 - calumny, slander, libel, unfounded accusations;
 - acceptance of a bribe in any form in consideration of either publication or suppression.
9. Journalists worthy of the name shall deem it their duty to observe faithfully the principles stated above. Within the general laws of each country the journalist shall recognise in professional matters the jurisdiction of colleagues only, to the exclusion of every kind of interference bby governments or others.

(Adopted by 1954 World Congress of the IFJ. Amended by the 1986 World Congress.)

When submitting your student work, be aware that plagiarism is presenting someone else's words, images or other work as your own without credit or attribution. This includes copying from internet pages without quotation marks and /or attribution.

Be aware that fabrication in the form of deliberately using bogus information is an act of dishonesty. Be aware that violations of the basic rules of journalism will result in failing the course where the violation occurs or if repeated in expulsion from the programme.

If you are in doubt consult your teacher.

Study Rules

The courses on the international semesters are primarily centered on production. Although you will have lectures and evaluation sessions, most of your time will be spent outside the classroom in some phase of production. Theory, therefore, is doubly matched with practice. It is "learning-by-doing." Your attendance is expected at all lectures and evaluations and your participation is expected in the production of all assignments.

Grading and attendance

The programme is a full course load semester programme run in English. All courses are graded passed/not passed. If grades are needed, all courses may be graded; this requires that an agreement on this is made in advance. Students' activities are graded based on active attendance at lectures, preparation for the lectures, written assignments, respect for deadlines including being punctual for lessons. Lecturers use the ECTS grading scale. Due to the working style at the Danish school of Media and Journalism where group work and coaching have a high priority, students are expected to attend all classes. If you for some reason cannot come, you must call the Danish School of Media and Journalism. In order to pass a course you must in principle attend all classes. Exceptions can be made if you show a medical certificate and/or you make an arrangement with the teacher.

The courses are all journalism courses. They are designed for journalism students. The curriculum assumes that you have a background in journalism and understands the basic concepts of angle, source management and documentation.

Comparative table of grading systems

The Danish 7-point marking scale		ECTS grade
12	For an excellent presentation that demonstrates a high level of command of all aspects of the relevant material and containing	A

	no or only few minor weaknesses.	
10	For a very good presentation that demonstrates a high level of command of most aspects of the relevant material and containing only minor weaknesses.	B
7	For a good presentation that demonstrates good command of the relevant material but containing some weaknesses.	C
4	For a fair presentation that demonstrates some command of the relevant material but containing some major weaknesses.	D
02	For a presentation meeting only the minimum requirements for acceptance.	E
00	For a presentation not meeting the minimum requirements for acceptance.	FX
-3	For a presentation that is unacceptable in all respects.	F

* ECTS: European Credit Transfer System

3. At DSMJ

Phone

We expect that you have a mobile phone when you arrive, and that you buy phone cards for your mobile upon arrival. The mobile is an important part of your journalistic equipment. For long distance calls, we advise students to buy global cards/other cards or use skype. The phone expenses will probably be the highest expenses you have for material, since you only have to buy a few books.

Fax

Students can send and receive faxes at the student fax in front of the information desk, using copy cards (fax number +45 86 16 19 24)

Computers and e-mail:

Students will have access to use the school's computers (mac computers). Students who prefer to work on their own computer are able use the school's free wireless network.

Access cards allowing students to use the computer rooms evenings and weekends are available (deposit 200 DKK).

Students are granted an e-mail address at the school, to be used during their stay in Århus. The e-mail address is needed in order to make prints and to get access to school computers and the wireless network. Official messages are sent to this email.

The dsmj-email is closed one month after the course has ended.

Photocopiers

Copy cards can be purchased at the information desk.

Library

The library and the Danish Media Archives are at your disposal. There are a large variety of international papers and magazines. There are also computers specially set up for international wire services and databases. The Danish State library at the Aarhus University is open for use if you have a Danish social security number (CPR no.) You may, however, always order books through the DSMJ library.

Access to DSMJ evenings and weekends

If you want to work late or during weekends at DSMJ, you need access cards. A special card is required for each department – Printed Media, Television and Radio Department. A 200 DKK deposit is required.

You can get hold of an access card to the Department for Printed Media in office 221 normally between 09:00-14:00. You are required to show your study-card when applying.

An access-card to the Television department can be acquired in the Television technicians office 060 anytime during teaching hours. To the Radio department in office 503 Monday-Friday from 9.00-14.00.

Mailbox

Mail, faxes etc. will be delivered in a mailbox at the information desk.

Class rooms:

Every class will probably get different classrooms for each course. The DSMJ cleaning service kindly asks you to remember to leave classrooms as clean as you found them.

Danish language course

The School offers a short and basic cultural Danish language course for complete beginners as part of the introduction week.

For longer and more intensive courses you need a Danish personal registration number (CPR No.) in order to attend. (It is not possible to apply for a CPR No. before you are actually in Århus.) The government funds the language schools and the course will cost you only a small fee. See www.sprogcenter-aarhus.dk.

The International Student Centre at Århus University also offers language courses for a fee of about 500-600 DKK per course.

Teach yourself Danish - online

Free of charge:

Netdansk – online course developed by Aarhus School of Business:

<http://netdansk.asb.dk>

Danish grammar:

<http://hjem.tele2adsl.dk/johnmadsen/Danish/danish.html>

Test your language online with **Dialang** – a test developed by EU:

<http://www.dialang.org/danish/main.htm>

Dansk nu – make a log-in and then you can use

- Historien om Peter (the story about Peter)
- Spil (games)
- Udtale (pronunciation)

<http://www.dansk.nu>

With a fee:

Speak Danish www.speakdanish.dk

4. In Århus

All international students must register at a civil authority.

There are different procedures for EU and non EU students

We expect everyone to register at either the Statsforvaltningen Midtjylland, Afdelingskontor Århus (EU citizens) or the Borgerservice, City Hall

(Scandinavian and non EU citizens) within the first couple of days after your arrival.

EU citizens: Statsforvaltningen Midtjylland, Afdelingskontor Århus, Lyseng Allé 1, 8270 Højbjerg. Fill out an application form (included in your welcome package), bring the letter from DSMJ stating the Erasmus/Socrates period (also included in your welcome package) and bring your passport and 2 photos. They will give you a residence permit.

The opening hours of the Århus Statsforvaltningen are:

Monday, Tuesday, Wednesday from 10:00-14:00

Thursday from 10:00-17:00

Friday from 10.00-14:00

When you have received your residence permit from the Statsforvaltningen, you bring this permit to the Borgerservice, Rådhuset (city Hall), Tårnindgangen, Park Allé, 8000 Århus C. (opening hours are: Monday, Tuesday, Wednesday, Friday: 09:00-16:00, Thursday 10:00-19:00 and Saturday: 09:00-13:00), and they will give you a CPR number. Remember to bring your passport.

Scandinavian students go directly to the Borgerservice, Rådhuset (city Hall), Tårnindgangen, Park Allé, 8000 Århus C. (opening hours are: Monday, Tuesday, Wednesday, Friday: 09:00-16:00, Thursday 10:00-19:00 and Saturday: 09:00-13:00), bringing your passport, and they will give you a CPR number.

American, Canadian and other non EU students should go to the Borgerservice, Rådhuset (city Hall), Tårnindgangen, Park Allé, 8000 Århus C. Bring your residence permit and they will give you a CPR number (remember your passport).

The opening hours of the Borgerservice are:

Monday, Tuesday, Wednesday, Friday: 09:00-16:00, Thursday 10:00-19:00 and Saturday: 09:00-13:00

Housing in Århus

It is hard to find housing in Århus. The Danish School of Media and Journalism is cooperating very closely with the Aarhus Municipality office for Student Housing (Kollegiekontoret) and the places international students are staying distributed by Kollegiekontoret. Please respect the rules at the places, so DSMJ is able to maintain the good relationship to these dormitories and future international students can stay there as well.

Each rent is paid by you at local post offices or at any bank. You will receive a bill in your room at the end of each month.

Please bear in mind that it is your own responsibility to make sure that the rent is paid on time. If you fail to pay the rent before the 3rd working day, the local housing administration office (Kollegiekontoret) will charge you a late fee of 154 DKK.

You are expected to keep your room clean and in an acceptable condition. You will also have joint responsibility for the maintenance of shared facilities

such as the kitchen and common rooms. Lack in maintenance and cleaning of your room will result in heavy deductions from your deposit. Approximately 2 months after you have moved out of your room, the deposit will be sent to you according to your own instructions.

Most students' residences are not located in the city centre, but the bus connections and bicycle paths in Aarhus are quite good. Private rooms tend to be more centrally located.

Living with Danish students is a good way to learn something about the local culture and perhaps even a little Danish. Danes can be a little reserved, so be prepared to take the first step when getting to know your neighbours. You will soon find out that Danes are usually easy-going and quite friendly. Every kolleium has its own house rules – please make an effort to follow them. Please ask your neighbours at the kollegium about special rules for the telephone and other systems.

Health Insurance

You will need a health insurance to cover you during the first 7 weeks after your arrival. It will take 6 weeks for you to get a card with your Personal Registration Number (CPR-number). When you get it you are eligible to receive health benefits and are covered by the Danish health insurance system.

What you have to do is register at the National Registry Office (Folkeregistret) in Aarhus within 5 days upon your arrival. Bring your passport, your residence permit and the confirmation letter from the Danish School of Journalism stating the duration of your stay in Aarhus. When you register you will be given a CPR-number. But you have to wait 6 weeks for the CPR card.

Visit the GP

With the CPR card visits to the GP (doctor in general practise) that you chose when you registered, any Eye or Ear-specialist as well as any hospitalisation in a public hospital are free.

Dentist

However, other expenses such as dental costs are only partly covered by the Danish health insurance system. And you must pay for all medicine, including prescribed medicine.

Transportation in Aarhus

The transportation within Aarhus depends on where your student room is situated. For bikes, see below.

The bus system in Aarhus is very efficient and the busses leave often. Two buslines have busstops right outside the DSMJ. Both go to the citycentre. Other quicker busses using the ring road are in the planning process. Bustimetables can be bought in the kiosks in town. Cheap monthly bus passes can be obtained from Vivit Aarhus's office at Banegårdspladsen 20 near the central train station. You should bring a passport sized photo, your student card and a letter from DSJ. The letter is enclosed in your welcome package.

If you get a student dormitory close to DSJ it will of course be possible to walk to DSJ.

Bicycles

It is possible to look for a second-hand bike for sale in the classifieds of the local newspapers such as Århus Onsdag, which is delivered free of charge to all households on Wednesdays. Alternatively, you can purchase a bike through the monthly police auction held on the first Wednesday of every month at:

Auktion (<http://www.1-auktion.dk>)

Skanderborgvej 104-106

8260 Viby.

You can take a look at the bikes from 12.00 and the auction starts at 13.00. You have to pay what you bid plus an auctioners fee.

You can also choose to use the public bikes. They are to be found all over town and you release one by putting 20 DKK in the slot. You get your money back when you return the bike at any of the official public bike places in Århus.

5. Social life

Friday Bar

Students at the Danish School of Media Journalism have their own bar. It is situated in the school basement and is open every Friday from 14.15 until 24.00.

The bar is managed by student volunteers. In the beginning of each semester new volunteers are looked for. Approximately ten are required and international students are welcome.

As a volunteer you are required to be on duty in the bar 4-5 times pr. semester. You either have opening duty from 14.15-19.00 or closing duty from 19.00-24.

School parties

The Danish School of Media and Journalism arranges two big school parties every semester. They are held in the school canteen and are very popular.

Cinemas

There are four movie theatres in Århus that show movies in their original language with Danish subtitles. During the week there are students discounts for matinée tickets.

Palads & Biocity: www.biobooking.dk.

Øst for Paradis: www.paradisbio.dk

Cinemaxx: www.cinemaxx.dk

Cinema tickets in Århus are ordered in advance and picked up 30 minutes before the movie begins, or ordered by the internet.

Aarhus Theatre

is worth a visit if only to take a look at its decorative facade and interior. It is located near the Cathedral in the centre of town, it has five stages and its own theatre troop which gives performance from September to mid-June. For more information: www.aarhusteater.dk
Other smaller theatres are situated in Århus.

Musikhuset

You might also want to check out the Musikhuset, the Concert Hall of Aarhus. A wide range of performances are presented all year round including international pop concerts to ballet to performance by the city's symphony orchestra. The programme can be found here: www.musikteateraarhus.dk

VoxHall

Another option for musical entertainment is VoxHall www.voxhall.dk on Vester Alle, which present music performances from around the world. A monthly programme is distributed around the cafés in Aarhus.

Culture in Aarhus

The City of Aarhus offers a variety of cultural experiences, and for a complete listing see: www.visitaarhus.com
www.aarhus.dk/aa/portal/kultur

sTUDENTERHUS ÅRHUS

The Danish School of Journalism offers you a free membership to the sTUDENTERHUS ÅRHUS: During the first week of introduction, international students also get introduced to studenterhus århus. The Centre is the meeting place for foreign students and Danes. It is a place where you can relax when you are not studying or working. The Centre has years of experience in organising social activities, advising and providing practical information to foreigners living in Denmark. The Centre is a non-profit, non-religious and non-political organisation. The aim of the Centre is to promote international understanding by providing a relaxed atmosphere for social and cultural interaction and exchange. See more on www.studenterhusaarhus.dk

Other uses of CPR card

The CPR-card is not only of value when it comes to health insurance. It makes it easier for you to open a bank account and receive a library card for the State Library in Aarhus.
And you might be asked to show it when entering some of the night-clubs and disco's.

6. DSMJ equipment insurance policy

Borrowed equipment belongs to the Danish School of Media and Journalism.

The person who has borrowed and signed for the equipment is always responsible for the equipment – also if that person lends the equipment to

another student.

The person who has borrowed the equipment is responsible for handing in the equipment at the deadline.

If any damage is caused to the equipment or the equipment disappears, the school is entitled to require compensation. No matter if the equipment is used, the compensation represents today's price.

Equipment borrowed for assignments outside Denmark has to be insured.

Ruia Qaymi (office 407) will take care of the insurance policy, but the person who has borrowed the equipment pays the insurance expenses. (Price; about 100 Euro for video equipment for the Europe in the World program and Multi media program).

Please ask the technician for papers needed for the insurance.

In case the equipment disappears during a research trip outside Denmark, you have to report it to the local police.

Please do inform Ruia Qayumi if anything happens. Tel. 89 440 312 e-mail: rq@dmjx.dk **and** the relevant DSMJ technician/teacher.

Hans Grand from the Radio department (RadioLand) hands out the Equipment for the Europe in the World and Journalism, Multimedia and Stereotypes courses if a professor has signed a request. Please note that the batteries are not charged when you get the equipment.

Distribution of equipment:

TV: Hans Bromand: Phone +45 8944 0060 / Mobil +20150485 / Mail: hbn@journalisthojskolen.dk

Radio:

Hans Grand: Phone +45 8944 0386/ Mobil +455120 7860 / Mail: hg@journalisthojskolen.dk

Multimedia/Europe in the World: Hans Grand: Phone +45 8944 0386/ Mobil +455120 7860 / Mail: hg@journalisthojskolen.dk
International semester program and Europe in the World students.

Photo: Søren Pagter: Phone +45 8944 0331 / Mobile +455120 7929/ Mail: sp@journalisthojskolen.dk
Mads Greve: mg@journalisthojskolen.dk

7. DSMJ/Structure and management

The Danish School of Media and Journalism is a state institution with its own ministerial law "Law on The Danish School of Media and Journalism". It is governed by a board, who appoint a director called Rector.

The DSMJ board

has 9 members: The chairman is appointed by the Minister of Education.

Rector

The DSMJ Head is called rector and is in charge of the day to day running of DSJ concerning personnel, administration and economy. He/she is responsible to the board.

Rector is Anne-Marie Dohm. She was appointed July 1, 2007. The job as rektor is an appointment with limited tenure.

8. Staff

Tom Fangel. tf@journalisthojskolen.dk	Head of TV Tech. Dep. DSMJ
Educational background:	Professional photographer MA, University of Aarhus
Course:	Photography and video
Chester Folming cf@dmjx.dk	Development executive in DSMJ it- department
Educational background:	Multimedia Designer, Århus Business School
Course: The international semester programme + Eitw:	Multi Media
John Frølich jf2@journalisthojskolen.dk	Journalist, Ass. professor, DSMJ
Educational background:	Journalist, the Danish School of Journalism. Diploma Course in foreign news reporting. European Studies at The University of Aarhus.
Course: The international semester programme:	EU workshop and final project
Mads Greve, mg@journalisthojskolen.dk	Photo journalist, Ass. professor, DSMJ
Educational background:	Photo journalist, Danish School of journalism
Course The international photo journalism programme:	Various subjects
Annette Holm, ah@journalisthojskolen.dk	Journalist, Ass. professor, DSMJ
Educational background:	Journalism, The Danish School of Journalism
Course: The international semester	Stereotypes and final project (semester programme)

Hans-Henrik Holm

hhh@journalisthojskolen.dk

Jean Monnet Professor and Professor of World Politics

Educational background:

Political science. Guest Professor at various international universities.

Course: Course coordinator + Europe in The World programme:

World Politics

Kate Kartveit, kk@journalisthojskolen.dk

Ass. professor, TV dept. DSMJ

Educational background:

Master of philosophy in Screenwriting documentary and fiction
Journalist

Course:

International TV semester

Asbjørn Slot Jørgensen, asbo@journalisthojskolen.dk

Journalist, Ass. professor DSMJ

Educational background:

Journalism, The Danish School of Journalism

Course: The international semester programme:

International News Gathering and final project

Course: Europe in the world

Daneviews and Final exam project

Henrik Meller: hm@journalisthojskolen.dk

Educational background:

Graphic designer

Course:

Lay out

Inger Munk imu@journalisthojskolen.dk

Head of International Department at DSMJ- journalism.

Educational background:

MSc.Geography, University of Aarhus.

Course: all four programs:

Introduction and program coordinator.

Anna Nejrup, anna@journalisthojskolen.dk

Student coordinator, DSMJ

Educational background:

MA in French and English from the Aarhus School of Business

Work experience:

Coordinator for international students at the Danish School of Media and Journalism.

Søren Pagter, sp@journalisthojskolen.dk

Ass. professor, Head of the photo department, DSMJ

Educational background: Press photographer, Danish School of Journalism

Course: The international photo journalism programme; Course coordinator and various subjects.

Susse Sommer, ss@journalisthojskolen.dk

Educational background: Graphic designer

Course: Lay out

Jesper Strudsholm, jesper@iafrica.com Correspondent in South Africa for the Danish Daily paper: Politiken.

Educational background: Journalism, The Danish School of Journalism

Course: The international semester program: Risk Reporting

Troels Østergaard, toe@journalisthojskolen.dk

Educational background: Journalist. Ass. professor, DSMJ MA, German and Danish Language and Literature, University of Aarhus. Diploma Journalism, The Danish School of Journalism

Course: Europe in the World Euroviews

Various guestlecturers

9. Short language guide

Food shopping

Danish

Brød

Franskbrød
Rygbrød
Grovrød
Boller
Rundstykker
Wienerbrød
Kiks
Småkager

Mejeri produkter

Mælk
Sødmælk
Letmælk
Skummetmælk
Mini mælk
Kærnemælk
Kaffefløde
Piskefløde
Yoghurt
A 38
Creme fraiche
Tykmælk
Smør
Margarine
Plantemargarine

Drikkevarer

Te
Kaffe
Øl
Sodavand
Saft (Juice)
Kildevand
Vand

Pålæg

Skinke
Spegepølse

English

Bread

White bread
Rye bread
Brown bread
Buns
Rolls
Danish pastry
Biscuits (non sweet)
Cookies (sweet)

Dairy products

Milk
Whole milk
Semi-skimmed milk
Skimmed milk
Low fat milk
Buttermilk
Cream
Double cream
Yoghurt
Sourmilk
Soured cream
Junket
Butter
Margarine
Vegetable margarine

Beverages

Tea
Coffee
Beer
Soft drink
Juice
Spring water
Plain water or tap water

Cold cuts/spread

Ham (pork)
Salty sausage (pork, beef and lam)

Leverpostej
Ost
Gedeost

Kød & Fjerkræ

Oksekød
Hakket oksekød
Kalvekød
Svinekød
Hakket kalv & flæsk
Lammekød
Lammekølle
Kylling
Kalkun
Hakket kalkun

Frugt & grønt

Appelsin
Æble
Pære
Banan
Grapefrugt
Druer
Tomat
Agurk
Salat
Spinat
Kartofler
Gulerødder
Løg
Hvidløg
Ærter
Bønner
Champignon
Blomkål
Hvidkål

Fisk

Tun
Laks
Torsk
Rødspætte
Ørred
Rejer
Krabber

Liver paste (pork)
Cheese
Goat cheese

Meat & Poultry

Beef
Minced beef
Veal
Pork
Minced pork & veal
Lamb
Leg of lamb
Chicken
Turkey
Minced turkey

Fruit & vegetables

Orange
Apple
Pear
Banana
Grapefruit
Grapes
Tomato
Cucumber
Lettuce
Spinach
Irish potatoes
Carrots
Onion
Garlic
Peas
Beans
Mushroom
Cauliflower
Cabbage

Fish

Tuna
Salmon
Cod
Plaice
Trout
Shrimps
Crabs

Pasta etc

Pasta
Nudler
Hvedemel
Ris
Rismel
Majs
Majsmel (Maizena)

Diverse

Frikadeller
Olie
Olivenolie
Vindrukerneolie
Salatolie
Solsikkeolie
Æg
Gær
Is

Krydderier

Sukker
Salt
Peber
Karry
Kanel
Ingefær
Timian
Oregano
Basilikum
Nelliker
Musaktnød
Anis/Stjerneanis
Chili
Paprika
Kardemomme
Vanille

Sanitation

Sæbe
Vaskepulver
WC-rens
Opvaskemiddel
Tandpasta

Pasta etc.

Pasta
Noodles
Flour
Rice
Rice flour
Maize
Maize flour

Miscellaneous

Danish Meat Balls
Oil
Olive oil
Grapeseed oil
Rapeseed oil, colza oil
Sunflower oil
Egg
Yeast
Ice cream

Spices

Sugar
Salt
Pepper
Curry
Cinnamon
Ginger
Thyme
Oregano
Basil
Cloves
Nutmeg
Aniseed
Chili
Paprika
Cardamon
Vanilla

Soap
Washing powder
Toilet bowl cleaner
Dish washing liquid
Toothpaste

Tandtråd
Tandstikker
Tandbørste
Frisør
Svømmehal

Dental floss
Toothpicks
Toothbrush
Hairdresser
Swimming baths

Feminin Hygiene

Tamponer
Håndcreme
Hårfjerner
Badedragt
BH
Trusser

Tampons
Handlotion
Hair removal cream
Swimsuit
Bra
Panties

Male Hygiene

Barbermaskine
Barberskum
Barber lotion

Shaver
Shaving foam
Shaving lotion

Clothing

Badebukser
Trusser

Trunks
Briefs