

## **Electronic Course Registration (eCR)**

# **Guide for Part-Time Undergraduate**

## & Postgraduate Programmes

Step-by-step Guide to Completing eCR

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#### STEP-BY-STEP GUIDE TO COMPLETING eCR

#### 1. Workstation Configuration

You should preferably have a PC with internet connectivity running on Microsoft Edge, Firefox or Chrome (best viewed).

#### 2. Accessing eCR page

• Enter the Singapore University of Social Sciences (SUSS) website's URL: <u>http://www.suss.edu.sg</u>.

SUSS Homepage will appear (Figure A). On the top right corner, *c*lick on '*Login*' and select '*Student Portal*'.



Figure A – Accessing Student Portal

• Login screen will appear (Figure B). Key in User ID and Password, then click 'LOGIN'.



Figure B – Student Portal Login Screen

#### NOTES:

- After 60 minutes of no-activity upon logging in, you will be logged out automatically.
- If you have forgotten your password, please click on 'Forget Password'.

• Upon successful login to your Student Portal, you will see the following page (Figure C). Click on *'E-Services'*.

SUSS	Ē	MENU		SUSS Student Portal
OF SOCIAL SCIENCES	Ne	ews & N	Notices	
Student Portal	Sear	ch		
	Folder	rs		Inbox
	Filters	i		All Ourread Urgent Must Read Date Last One Week
CHANGE PASSWORD	Subje	ct		
LOGOUT	٩	SEARCH		
Important Deadlines	Sear	rch Result	'e	
Advisory Notes	CCu	on result	5	
News & Notices		Unread	Post Date	Subject
My Mail		$\succ$	27/09/2021	Stand a chance to win an iPad with SAGE Journals!
E-Services		$\geq$	25/09/2021	Regular Antigen Rapid Test (ART) Regime for Student
Canvas		$\searrow$	24/09/2021	MUST READ: [MUST READ] Electronic Course Registration (eCR) for Jan 2022 Semester (Part-time Students)
Contact Us		_	00/00/0000	
Ask A Question			23/09/2021	[HIRING] UAE Singapore Business Council is looking for a Full Time Admin Executive
Student Handbook (PartTime)		$\succ$	23/09/2021	MUST READ: Notice on NUS Course Application for January 2022 Semester

*Figure C – Student Portal* 

Once the Student e-Services page is loaded (Figure D), you can click on □ -'e-Course Registration' during the registration period to register for your courses. You can also click to view your □ - 'Student Academic Progression', □ - 'Student Academic Profile' or the □ - 'Curriculum Plan' from the side panel of this page.

Welco	ome your la:	st login was on 29/08/2023 02:24:39 PM.
⊡-St	udent eService	
ŀ	Student Self Service	Name NBTC (ETM / Despect No
-	Restart Acknowledgement	Student PI
-	Credit Recognition Application	Intake
-	e-Application for Practicum	Current Semester
(1)	eCourse Registration	Institution
2	Student Academic Progression	Programme Code
	eCourse Offer and	Programme Name
	Confirmation	Withdrawal from Programme Apply for Deferment Transfer of Programme View Application Status View and Update Particulars
	-Minor Declaration	
	SSG Funding Declaration	
2	Student Academic Drofile	Graduating students from 2015/01 semester onwards can generate their interim transcript via student e-services. The interim transcript
	View Exem Decult	is designed to show similar information as the official transcript, except for degree conferment details (i.e. conferment date and degree
		classification). The interim transcript is used primarily for reference to attest to the completion or programme and is available only to the graduation students. The official transcript with conforment details will be posted to graduates 3 months after the release of the
	Couries Service Application	inal examination results. The interim transcript will be available until the official transcript is issued.
ľ	Scholarshin / Sponsorshin /	
ŧ	Financial Aid eApplication	
-	View Outstanding Invoice and	
	-View All Invoices / Receipts	
5	e-Course Evaluation	
	Course Timetable	
	Event Service Online	
	-Plagiarism Case	
	Personalized Examination	
ľ	Timetable	

Figure D – eServices Main Page

- To start eCR, please click on "Proceed with eCR Submission" at the bottom of the eCR landing page.
- A prompt will appear. Click on "*Ok*" to proceed (Figure E).

Programme Nam Intake Current Semeste	e r	Proceed	to create?	_	OK Cancel				
Submission Det	tails				Cancer				
ECR Opening Da	te		7/09/2023						
ECR Closing Date	2	:	8/11/2023						
Number of Subm	issions	2	2						
Last Submission	Date	:	2023-09-21 02:35:	12 PM					
Relevant Inform	nation								
View Academic Profi	le								
CU Summary									
Total CU Require	ment for Graduatio	on:	170						
Have I met my G	aduation Require	ments?							
Graduation Requ	irements 1 met?		/es						
Graduation Requ	irements 2 met?	r	No						
Graduation Requ	irements 3 met?		/es						
Graduation Rec	uirement 1 : Uco	re (Total Required is 10.0)							
or adduction race		re (rotar nequirea is roto)							
Requirement ID	Course/Ucore	Course Type	Level	CU Required	CU Comp	leted CU Cu	irrently Pursuing	CU Outstan	iding
Requirement ID BEHE-0115	Course/Ucore	Course Type BASKET 1 (COMMUNICATION) BASKET 2 (SKILLS) BASKET 3 (THE WORLD AND I)	Level	CU Required	CU Comp 10.00	leted CU Cu 0	urrently Pursuing	CU Outstan	ıding
Requirement ID BEHE-0115 Graduation Rec	Course/Ucore UCORE uirement 2 : Non	Course Type BASKET 1 (COMMUNICATION) BASKET 2 (SKILLS) BASKET 3 (THE WORLD AND I) -Ucore (Total Required is 16	Level	CU Required	CU Comp 10.00	leted CU Cu	urrently Pursuing	CU Outstan 0	ıding
Requirement ID BEHE-0115 Graduation Req Requirement ID	Course/Ucore UCORE uirement 2 : Non Course/Ucore	Course Type BASKET 1 (COMMUNICATION) BASKET 2 (SKILLS) BASKET 3 (THE WORLD AND I) -Ucore (Total Required is 16 Course Type	Level	CU Required	CU Comp 10.00 CU Comp	leted CU Cu	urrently Pursuing	CU Outstan 0 CU Outstan	nding
Requirement ID BEHE-0115 Graduation Rec Requirement ID BEHE-0124	Course/Ucore UCORE uirement 2 : Non Course/Ucore COURSE	Course Type BASKET 1 (COMMUNICATION) BASKET 2 (SKILIS) BASKET 3 (THE WORLD AND I) -Ucore (Total Required is 16 Course Type COMPULSORY	Level 0.0; ) Level 4	CU Required 10 CU Required 10	CU Comp 10.00 CU Comp 0	leted CU Cu o leted CU Cu o	urrently Pursuing	CU Outstan 0 CU Outstan 10	nding
Requirement ID BEHE-0115 Graduation Rec Requirement ID BEHE-0124 BEHE-0118	Course/Ucore UCORE uirement 2 : Non Course/Ucore COURSE COURSE	Course Type BASKET 1 (COMMUNICATION) BASKET 2 (SKILLS) BASKET 3 (THE WORLD AND I) -Ucore (Total Required is 16 Course Type COMPULSORY COMPULSORY	Level 0.0; ) Level 4	CU Required 10 CU Required 10 120	CU Comp 10.00 CU Comp 0 95	leted CU Cu 0 leted CU Cu 0 10	irrently Pursuing irrently Pursuing	CU Outstan 0 CU Outstan 10 15	nding
Requirement ID BEHE-0115 Graduation Rec Requirement ID BEHE-0124 BEHE-0118 BEHE-0112	Course/Ucore UCORE Uirement 2 : Non Course/Ucore COURSE COURSE	Course Type BASKET 1 (COMMUNICATION) BASKET 2 (SKILLS) BASKET 2 (THE WORLD AND I) -Ucore (Total Required is 16 Course Type COMPULSORY ELECTIVE	Level 0.0; ) Level 4	CU Required 10 CU Required 10 120 30	CU Comp 10.00 CU Comp 0 95 30	leted CU Cu 0 leted CU Cu 0 10 0	irrently Pursuing irrently Pursuing	CU Outstan 0 CU Outstan 10 15 0	nding nding
Requirement ID BEHE-0115 Graduation Rec Requirement ID BEHE-0124 BEHE-0118 BEHE-0112 Graduation Rec	Course/Ucore UCORE Juirement 2 : Non Course/Ucore COURSE COURSE COURSE COURSE guirement 3 : Oth	Course Type BASKET 1 (COMMUNICATION) BASKET 2 (SKLLS) BASKET 2 (SKLLS) Course Type COMPULSORY COMPULSORY ELECTIVE er Requirements	Level 0.0; ) Level 4	CU Required 10 CU Required 10 120 30	CU Comp 10.00 0 95 30	ieted CU Cu 0 ieted CU Cu 0 10 0	irrently Pursuing	CU Outstan 0 CU Outstan 10 15 0	nding
Requirement ID BEHE-0115 Graduation Rec Requirement ID BEHE-0124 BEHE-0112 Graduation Rec Requirement ID	Course/Ucore UCORE Uirement 2 : Non Course/Ucore COURSE COURSE COURSE Quirement 3 : Oth Course/Ucore	Course Type BASKET 1 (COMMUNICATION) BASKET 2 (SKILLS) BASKET 3 (THE WORLD AND I) -Ucore (Total Required is 16 Course Type COMPULSORY COMPULSORY ELECTIVE er Requirements Course Type	Level 4 Level	CU Required 10 CU Required 10 120 30 CU Required	CU Comp 10.00 CU Comp 95 30 CU Completed	leted CU Cu leted CU Cu CU Currently Pursuing	urrently Pursuing urrently Pursuing CU Outst	CU Outstan 0 CU Outstan 10 15 0	nding nding Remarks
Requirement ID BEHE-0115 Graduation Rec Requirement ID BEHE-0124 BEHE-0118 BEHE-0112 Graduation Rec Requirement ID BEHE-0111	Course/Ucore UCORE uirement 2 : Non Course/Ucore COURSE COURSE course/Ucore COURSE COURSE	Course Type Compulsory ELECTIVE Computsory Computsory ELECTIVE Computsory Computsory Computsory ELECTIVE Computsory Computsory ELECTIVE Computsory Computsory Computsory ELECTIVE Computsory Computsory ELECTIVE Computsory	Level 4 Level 4 2 3 & 4	CU Required 10 CU Required 10 120 30 CU Required CU Required 30 30	CU Comp 0 55 30 CU Completed 30	leted CU Cu leted CU Cu 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	rrently Pursuing urrently Pursuing CU Outst 0	CU Outstan 0 CU Outstan 10 15 0 anding	nding nding Remarks -
Requirement ID BEHE-0115 Graduation Rec Requirement ID BEHE-0124 BEHE-0118 BEHE-0118 BEHE-0111 Please be advis	Course/Ucore UCORE uirement 2 : Non Course/Ucore COURSE COURSE course/Ucore COURSE course/Ucore COURSE	Course Type BASKET 1 (COMMUNICATION) BASKET 2 (SKILLS) BASKET 3 (THE WORLD AND I) OCOre (Total Required is 16 Course Type COMPULSORY ELECTIVE er Requirements Course Type COMPULSORY ELECTIVE ffered are based on the folk	Level 4 Level 3 & 4 wing sequence	CU Required 10 CU Required 10 120 30 CU Required 30 CU Required 30 CU Required	CU Comp 0 95 30 CU Completed 30	leted CU Cu leted CU Cu 0 0 0 0 0 0 0 0 0	rrently Pursuing urrently Pursuing CU Outst 0	CU Outstan 0 CU Outstan 10 15 0 xanding	nding Remarks -
Requirement ID BEHE-0115 Graduation Rec Requirement ID BEHE-0124 BEHE-0112 Graduation Rec Requirement ID BEHE-0111 Please be advis	Course/Ucore UCORE UCORE COURSE COURSE COURSE quirement 3 : Oth Course/Ucore COURSE ed that courses o t (3) New (based on p	Course Type  BASKET 1 (COMMUNICATION) BASKET 2 (SKULS) BASKET 3 (THE WORLD AND I)  -Ucore (Total Required is 16 Course Type COMPULSORY COMPULSORY ELECTIVE er Requirements Course Type COMPULSORY ELECTIVE fifered are based on the follow	Level 4 Level 3 & 4 wwing sequence ourse quota availabil	CU Required	CU Comp 10.00 0 95 30 CU Completed 30	leted CU Cu Leted CU Cu CU Currently Pursuing 0	rrently Pursuing urrently Pursuing CU Outst 0	CU Outstan 0 CU Outstan 10 15 0	nding Remarks -



#### 3. Commencing eCR Selection

• Navigating eCR Page

Non-UCore Section UCore Section Repeat Preference Section	n				Main Section	Repeat Preference Section				
Selection for Non-UCore Courses			112	250	Selection fo	r Prescribed Courses				
Non-Ucore Course(s) for Semester Jan 2024	Course Type	Credit Units	Course Run Code	Exam Timetable	Non-Ucore Co	urse(s) for Semester Jan 2024	Course	Type Cre	dit Units Course Run Cod	e Exam Time
COM103-Discourse: Critique and Evaluation	COMPULSORY	5	CRN01 - Thy	18 Apr 2024:07:00 PM - 09:00 PM	Ball Contractor Contractor			10 CM (1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1		18-0 000 A.M. 1999 A.M. 19
COM105-Media Communication in a Changing World	COMPULSORY	5	CRN01 - Mon	22 Apr 2024;07:00 PM - 09:00 PM	Selection fo	r Main Courses				
COM222-Media Relations	ELECTIVE	5	CRN01 - Wed	17 Apr 2024;07:00 PM - 09:00 PM	Non-House Co	uneral al fere Commentes Jon 2024	Course Tune	Credit Units	Course Run Code	Exam Timetable
COM223-Writing for Strategic Communication	ELECTIVE	5	CENO1 - Tue	23 Apr 2024;07:00 PM - 09:00 PM	HON-OCOTE CO	urse(s) for semester Jan 2024	course type	credit dillis	course kun code	Exam Timecable
COM256-Writing for Online News	ELECTIVE	5	CRN01 - Thu	ECA	BUSSS4-Indust	ry 4.0	ELECTIVE	2.50	CKN01 - Tue	ECA
COM273-Creative Communication Strategies	ELECTIVE	5	CRN01 - Mon	ECA	MGT552-Leadin	g Through Digital Disruption	ELECTIVE	2.50	CEN01 - Mon	ECA
COM303-Media Management	ELECTIVE	5	CRN01 - Thu	25 Apr 2024;07:00 PM - 09:00 PM	MGT552-Leadin	g Through Digital Disruption	ELECTIVE	2.50	CRN02 - Tue	ECA
COM353-Reature Writing	ELECTIVE	5	CRN01 - Fri	P-B	MGT552A-Lead	ing Through Digital Disruption	FLECTIVE	2.50	CRN01	FCA
COM376-Strategic Social Media Management	ELECTIVE	5	CRN01 - Tut	23 Apr 2024(04:00 PM - 06:00 PM	HOTES Landa		C. C	2.50	CONOL Mar	B
COM388-Communication Campaign Planning	ELECTIVE	5	CRN01 - Mon	ECA	MG1553-Leader	ramp in Service Innovation	ELECTIVE	2.50	CRN01 - Mon	ELA
HBC201-Research Methods for the Social and Behavioural Sciences	ELECTIVE	5	CRN01 - Tut	ECA	MGT557-Leadin	ig the Company of the Future	ELECTIVE	2.50	CRN01 - Wed	ECA
HBC201-Research Methods for the Social and Behavioural Sciences	ELECTIVE	5	CRIVO2 - Wed	ECA	MGT557-Leadin	ig the Company of the Future	ELECTIVE	2.50	CRN02 - Tue	ECA
HBC203-Statistics and Data Analysis for the Social and Behavioural Sciences	<b>ELECTIVE</b>	5	CRN01 - Wed	ECA	MGT557A-Lead	ing the Company of the Future	ELECTIVE	2.50	CRN01	ECA
HBC203-Statistics and Data Analysis for the Social and Behavioural Sciences	ELECTIVE	5	CRN02 - Thy	ECA				1200		
MKT354-Brand Management	ELECTIVE	5	CRIVO1 - Mon	15 Apr 2024;01:00 PM - 03:00 PM	MGT562-Ecosys	stem Design	ELECTIVE	2.50	CENOL - Tue	ECA
MKT354-Brand Management	ELECTIVE	5	CRN02 - Mon	15 Apr 2024;01:00 PM - 03:00 PM	MGT564-Manag	ing Digital Transformation in Operations	ELECTIVE	2.50	CRN01 - Thu	ECA
NKT358-Integrated Marketing Communications	ELECTIVE	5	CRIVO1 - Mon	22 Apr 2024;04:00 PM - 06:00 PM	MGT590-Global	Industry Immersion	ELECTIVE	5	CRN01 - Fri.Mon.Thu.Tue.Wed	ECA
MKT358-Integrated Marketing Communications	ELECTIVE	5	CRN02 - Mon	22 Apr 2024;04:00 PM + 06:00 PM	Sector Concerns to the Sector					
MTD369-Virtual Reality and Augmented Reality	ELECTIVE	5	CRN01 - Mon.Sat	ECA	Discipline	UNE500 Course(s)*	Course Flag - Type	Credit Units	Course Run Code*	Exam Timetable
Discipline GSP100 Course(s)	Court	e Flag - Type	Credit Units	Course Run Code*	C					
A4 052100 Course					Add UNES00 Cor					

Figure F – eCR Course Selection

#### With reference to Figure F:

- A. Expect CU to Read (Non-UCore, UCore, Special Sem)
  - Indicate the credit units you want to read for both <u>Non-University Core (Non-UCore)</u> courses (Major, minor and General elective/Free elective courses) and <u>University Core</u> (<u>UCore</u>) courses (not applicable for students in the Law & postgraduate programmes) in the next semester via the drop-down box.
  - Part-Time students are not allowed to select more than 20cu (excluding 10cu Resit) of courses per Regular semester, and up to 10cu per Special semester.
- B. CRN Hyperlink
  - Click on the CRN hyperlink to view the specific course schedule details.
- C. General/Free Electives/UNE500
  - Select your choice of General/Free Elective courses via 'Add GSP100 Course' (Part Time Undergraduates) or 'Add UNE500 Course' (Part Time Postgraduates).
  - Major/Minor elective courses that are offered as General/Free Electives could appear in the main Non-Ucore section and in the General/Free Electives courses dropdown menu.
  - You are not allowed to select a course more than once with different course types.

tal Credit Unit (cu) to register for Non-UCore Courses (including repeat courses)* Please Sel otal Credit Unit (cu) to register for UCore Courses (including repeat courses)* Please Sel	lect ¥							
tal Credit Unit (cu) to register for Special Semester Core Courses* Please Set	lect 🗸							
Non-UCore Section UCore Section Repeat Preference Section								
Selection for Non-UCore Courses								
Ion-Ucore Course(s) for Semester Jan 2024	Course Type	Credit Units	Course Run Code	Exam Timetable		Preference Rankin	,	
COM103-Discourse: Critique and Evaluation	COMPULSORY	5	CRN01 - Thu	18 Apr 2024;07:00 PM - 09:00 PM		Please Select	~	
OM105-Media Communication in a Changing World	COMPULSORY	5	CRN01 - Mon	22 Apr 2024;07:00 PM - 09:00 PM		Please Select	~	
OM222-Media Relations	ELECTIVE	5	CRN01 - Wed	17 Apr 2024;07:00 PM - 09:00 PM		Please Select	~	
OM223-Writing for Strategic Communication	ELECTIVE	5	CRN01 - Tue	23 Apr 2024;07:00 PM - 09:00 PM		Please Select	~	
OM256-Writing for Online News	ELECTIVE	5	CRN01 - Thu	ECA		Please Select	~	
OM273-Creative Communication Strategies	ELECTIVE	5	CRN01 - Mon	ECA		Please Select	~	
DM303-Media Management	ELECTIVE	5	CRN01 - Thu	25 Apr 2024;07:00 PM - 09:00 PM		Please Select	~	
DM353-Feature Writing	ELECTIVE	5	CRN01 - Fri	ECA	0	Please Select	~	
DM376-Strategic Social Media Management	ELECTIVE	5	CRN01 - Tue	23 Apr 2024;04:00 PM - 06:00 PM		Please Select	~	
DM388-Communication Campaign Planning	ELECTIVE	5	CRN01 - Mon	ECA	0	Please Select	~	
3C201-Research Methods for the Social and Behavioural Sciences	ELECTIVE	5	CRN01 - Tue	ECA		Please Select	~	
3C201-Research Methods for the Social and Behavioural Sciences	ELECTIVE	5	CRN02 - Wed	ECA	0	Please Select	~	
3C203-Statistics and Data Analysis for the Social and Behavioural Sciences	ELECTIVE	5	CRN01 - Wed	ECA		Please Select	~	
BC203-Statistics and Data Analysis for the Social and Behavioural Sciences	ELECTIVE	5	CRN02 - Thu	ECA		Please Select	~	
KT354-Brand Management	ELECTIVE	5	CRN01 - Mon	15 Apr 2024;01:00 PM - 03:00 PM		Please Select	~	
KT354-Brand Management	ELECTIVE	5	CRN02 - Mon	15 Apr 2024;01:00 PM - 03:00 PM		Please Select	~	
KT358-Integrated Marketing Communications	ELECTIVE	5	CRN01 - Mon	22 Apr 2024;04:00 PM - 06:00 PM		Please Select	~	
KT358-Integrated Marketing Communications	ELECTIVE	5	CRN02 - Mon	22 Apr 2024;04:00 PM - 06:00 PM		Please Select	~	
TD369-Virtual Reality and Augmented Reality	ELECTIVE	5	CRN01 - Mon, Sat	ECA		Please Select	~	
iscipline GSP100 Course(s)* Course Flag - Type	Credit Units	Cour	se Run Code*	Exam Timetable	Preference Rankin	g*		Action

Figure G - eCR Course Selection

#### With reference to Figure G:

- D. Preference Ranking
  - For Non-Ucore and Ucore courses, the preference ranking is/are continuous across the 2 sections. You have the option to indicate up to 15 courses in total.
  - Do note that the preference ranking for courses under Repeat Preference section is/are independent from the Non-Ucore and Ucore section.
- E. Courses with more than one presentation
  - For courses with at least two presenting CRNs, you can select the CRN which you prefer (for example HBC201). Please note that you can still choose the other CRN(s) as a reserve option should the first CRN not be offered to you.

#### • Timetable Hyperlink Pop-Up Box

	NCO112-Peak Performance (CRN10)					
NCO111-Work and Learning in a Changing World		2.50	<u>CRN07 - Fri</u>	-	Please Select	~
NCO111-Work and Learning in a Changing World	09/05/2024 (Thursday) 07:00PM-10:00PM - ONLINE	2.50	CRN08 - Sat	-	Please Select	~
NCO112-Peak Performance	16/05/2024 (Thursday) 07:00PM-10:00PM - ONLINE	2.50	CRN09 - Tue - [Special Sem]	твс	5	~
NCO112-Peak Performance	30/05/2024 (Thursday) 07:00PM-10:00PM - ONLINE	2150	CRN10 - Thu - [Special Sem]	твс	6	~
NCO113-Teamwork in the Modern Workplace	06/06/2024 (Inursday) 07:00PM-10:00PM - ONLINE	2.50	CRN01 - Tue	-	Please Select	~
NCO113-Teamwork in the Modern Workplace	Cancel	2.50	<u>CRN02 - Thu</u>	-	Please Select	~

*Figure H – Pop-up box for timetable schedule* 

The timetable hyperlink pop-up box indicates the dates of the classes, timing and delivery mode of the course run you have selected. Courses with CRN meant for special semester will be denoted with special semester as shown in Figure H above.

#### • Reserve Courses

You can select more courses than the credit units you have indicated to read in the next semester. The additional courses will be considered as your reserve courses in the event if the main courses you selected are not offered to you. Do note that the selected course should not have a duplicate preference ranking.

#### For example:

- Total credit units to register for Non-Ucore courses: <u>10cu</u>
- $\circ$  Total courses selected: 6 courses 30cu

Courses that are ranked #1 and #2 will be your main course, #3 to #6 will be your reserve course.

This example assumes that there are no Repeat Preference courses selected. Please refer below for more

information on Repeat Preference.

Total Credit Unit (cu) to register for Non-UCore Courses (including repeat courses) Total Credit Unit (cu) to register for UCore Courses (including repeat courses)* Total Credit Unit (cu) to register for Special Semester Core Courses*	10 ~ 0 ~ 0 ~				2		
Non ocore section accore section Repeat Preference section							
Selection for Non-UCore Courses						- ( 1)	
Non-Ucore Course(s) for Semester Jan 2024	Course Type	Credit Units	Course Run Code	Exam Timetable		Preference Ranking	
COM222-Media Relations	ELECTIVE	5	CRN01 - Wed	17 Apr 2024;07:00 PM - 09:00 PM		1 Main Course	×
	ELECTIVE	5	CRN01 - Thu	ECA		2 Main Course	<b>•</b>
COM273-Creative Communication Strategies	ELECTIVE	5	CRN01 - Mon	ECA		Please Select	~
COM303-Media Management	ELECTIVE	5	CRN01 - Thu	25 Apr 2024;07:00 PM - 09:00 PM		Please Select	~
COM353-Feature Writing	ELECTIVE	5	CRN01 - Fri	ECA		3 (Reserve Course)	~
COM376-Strategic Social Media Management	ELECTIVE	5	CRN01 - Tue	23 Apr 2024;04:00 PM - 06:00 PM		Please Select	~
COM388-Communication Campaign Planning	ELECTIVE	5	CRN01 - Mon	ECA		Please Select	~
HBC201-Research Methods for the Social and Behavioural Sciences	ELECTIVE	5	CRN01 - Tue	ECA		Please Select	~
HBC201-Research Methods for the Social and Behavioural Sciences	ELECTIVE	5	CRN02 - Wed	ECA		4 (Reserve Course)	~
HBC203-Statistics and Data Analysis for the Social and Behavioural Sciences	ELECTIVE	5	CRN01 - Wed	ECA		Please Select	~
HBC203-Statistics and Data Analysis for the Social and Behavioural Sciences	ELECTIVE	5	CRN02 - Thu	ECA		Please Select	~
MKT354-Brand Management	ELECTIVE	5	CRN01 - Mon	15 Apr 2024;01:00 PM - 03:00 PM		5 (Reserve Course)	~
MKT354-Brand Management	ELECTIVE	5	CRN02 - Mon	15 Apr 2024;01:00 PM - 03:00 PM		Please Select	~
MKT358-Integrated Marketing Communications	ELECTIVE	5	CRN01 - Mon	22 Apr 2024;04:00 PM - 06:00 PM		Please Select	~
MKT358-Integrated Marketing Communications	ELECTIVE	5	CRN02 - Mon	22 Apr 2024;04:00 PM - 06:00 PM		Please Select	~
MTD369-Virtual Reality and Augmented Reality	ELECTIVE	5	CRN01 - Mon,Sat	ECA		Please Select	~
Discipline GSP100 Course(s)*		Course	Flag - Type Credit Uni	its Course Run Code* Exam Timetable Pr	referer	ice Ranking*	Action
EXPERIENTIAL LEARNING (SSC) OGP103-Introduction to ASEAN		FREE EI	ECTIVE 5	<u>CRN01 - Mon</u> - 6	(Re	eserve Course)	Edit Remove
Add GSP100 Course							
Proceed to UCore Section Cancel							

Figure I – Example of reserve courses

#### • Future Resit Courses

Total Credit Unit (cu) to register for Non-UCore Courses (including repeat Total Credit Unit (cu) to register for UCore Courses (including repeat cour Total Credit Unit (cu) to register for Special Semester Core Courses* Non-UCore Section UCore Section Repeat Preference Section Outstanding Resit Non-UCore Courses	courses)* Please Sel ses)* 0 Please Sel	lect ♥ ♥ lect ♥					
Course	Course Type		Credit Units	Last Attemp	oted Semester	Exam Timetable	
FMT315-Sustainable Buildings	COMPULSORY		s	2023/01		ECA	
Selection for Non-UCore Courses Non-Ucore Course(s) for Semester Jan 2024	Course	Туре	Credit Units	Course Run Code	Exam Timetable	Preference Ranking	
FMT306-Strategic Asset, Property and Facilities Management	COMPULS	SORY	5	CRN01 - Thu	ECA	Please Select	*
FMT306-Strategic Asset, Property and Facilities Management	COMPUL	SORY	5	CRN02 - Thu	ECA	Please Select	~
FMT309-Building Diagnostics	COMPULS	SORY	s	CRN01 - Fri	19 Apr 2024;04:00 PM - 06:00 PM	Please Select	×

Figure J – Future Resit Courses

If you have a future resit course to be offered to you in the next semester, the course(s) will be reflected in the Non-Ucore section (Figure J). You are not required to register for them, hence resit courses do not count towards the expect credit units to read in the upcoming semester.

Do note the outstanding credit units for your programme will set aside credit units for all future resit course(s). Please refer to Figures K & L for better understanding.

Graduation	Requirement	2 : Non-Ucore (Total	Required	is 120.0; )			
Requirement ID	Course/Ucore	Course Type	Level	CU Required	CU Completed	CU Currently Pursuing	CU Outstanding
BSFI-0580	COURSE	COMPULSORY		70	55	10	5
BSFI-0579	COURSE	MAJOR ELECTIVE		30	15	10	5
BSFI-0732	COURSE	~ GENERAL ELECTIVE ~		10	10	0	0
BSFI-0586	COURSE	~ GENERAL ELECTIVE ~ MAJOR ELECTIVE		10	5	0	5

Figure K – Outstanding CU for Major Elective (10cu)

Non-UCore Section	UCore Section Re	peat Preference	Section						
Outstanding Resit N	lon-UCore Courses								
Course			Course	Type C	redit Units	Last Attempted Sem	este	r Exam Timetab	le
FIN385-Blockchain Techno	ology and Smart Contract fo	or Finance	MAJOR	ELECTIVE 5		2023/01		ECA	
Selection for Non-U	Core Courses								
Non-Ucore Course(s) fo	or Semester Jan 2024	Course Type	Credit Units	Course Run Coo	le Exam Tin	netable		Preference Ranking	
BUS490-Contemporary Bu	isiness Strategy	COMPULSORY	5	CRN01 - Sat	-			Please Select	~
BUS490-Contemporary Bu	isiness Strategy	COMPULSORY	5	CRN02 - Sat	-			Please Select	~
BUS490-Contemporary Bu	isiness Strategy	COMPULSORY	5	CRN03 - Sat	-			Please Select	~
BUS490-Contemporary Bu	isiness Strategy	COMPULSORY	5	CRN04 - Sat	-			Please Select	~
FIN313-Machine Learning	and AI for FinTech	MAJOR ELECTIVE	5	CRN01 - Wed	24 Apr 20	24;04:00 PM - 06:00 PM		Please Select	~
FIN313-Machine Learning	and AI for FinTech	MAJOR ELECTIVE	5	CRN02 - Tue	24 Apr 20	24;04:00 PM - 06:00 PM		1	~
FIN382-Risk Management	for Finance and Technolog	MAJOR ELECTIVE	5	CRN01 - Wed	24 Apr 20	24;10:00 AM - 12:00 PM		2	~
FIN382-Risk Management	for Finance and Technolog	MAJOR ELECTIVE	5	CRN02 - Tue	24 Apr 20	24;10:00 AM - 12:00 PM		Please Select	~
Discipline GSP100 0	Course(s)* Cours	e Flag - Type	Credit Units	Course Run (	Code* I	xam Timetable Pi	refer	ence Ranking* A	ction

Figure L – Selected a total of 10cu Major Elective courses on top of a 5cu Outstanding Resit

Error Prompt upon submission as total number of courses selected is more than outstanding CU for Major Elective Basket

#### Drop Resit course(s)

If you would like to drop the resit course(s) offered to you (with reference to Figure M)

- Step 1: Click on the "Proceed to Drop Resit" button on the first page of eCR
- Step 2: Once you have clicked on this button, a list of future resit course(s) that will be offered to you will appear.
- Step 3: Click on the future resit course(s) which you would like to drop and indicate the reason for dropping the course(s).
- Step 4: Upon clicking the "Proceed to Drop Resit" button, a warning prompt will appear to remind you that this action is irreversible. To confirm, you can click on the "Ok" button.

	Course /Ilcore	Course Tune	Loual	CII Doguinod	CIL Comm	lated	CII Cumortha	Durcuina	cu outer	tanding
D	Course/Ucore	Course Type	Level	CU Required	CU Comp	oleted	CU Currently	Pursuing	CU Outs	tanding
MT-0014	UCORE	SUSS CORE COMPULSORY		10	10.00		0		0	
raduation	Requirement 2 : I	Non-Ucore (Total Require	d is 120.0; )							
tequirement D	Course/Ucore	Course Type	Level	CU Required	CU Comp	leted	CU Currently	Pursuing	CU Outs	tanding
MT-0010	COURSE	COMPULSORY		60	45		0		15	
MT-0011	COURSE	MAJOR ELECTIVE		10	5		0		5	
MT-0013	COURSE	~ GENERAL ELECTIVE ~		10	5		5		0	
IMEMT-0004	COURSE	MINOR CORE		30	10		15		5	
IMEMT-0005	COURSE	MINOR ELECTIVE		10	0		0		10	
raduation	Requirement 3 :	Other Requirements								
lequirement D	Course/Ucore	Course Type	Level	CU Required	CU Completed	CU Currently I	Pursuing	CU Out	tstanding	Remarks
MT-0012	COURSE	COMPULSORY MAJOR ELECTIVE	3 & 4	30	15	0		15		-
MEMT-0006	COURSE	MINOR CORE MINOR ELECTIVE	3 & 4	10	0	5		5		-
lease be ac ) Resit (2) Re tp://elearn.un	lvised that course epeat (3) New (based hisim.edu.sg	es offered are based on the on priority ranking indicated in ec	e following s	equence of your che	pice:					
lease be ac ) Resit (2) Re tp://elearn.un roceed with o	dvised that course epeat (3) New (based histm.edu.sg eCR Submission Pre	es offered are based on the on priority ranking indicated in eCocceed to Drop Resit	ne following s	equence of your cho	pice:				©2008 Singapo	rre University of Socia
ease be ac ) Resit (2) Re tp://eleam.un roceed with e	vised that course epeat (3) New (band isim.edu.sg eCR Submission (Pr ervice	es offered are based on the on priority ranking indicated in eco poceed to Drop Resit) Cancel	e following s	equence of your cho a availability) Please be reminded tha	t once you have dropped	I the "Resit" course(s	),	-	©2008 Singape	re University of Socia
ease be ac ) Resit (2) Re tp://elearn.un roceed with o Student eSe Student Restart	ervice Self Service Acknowledgement	es offered are based on the on priority ranking indicated in eC poceed to Drop Resit) Cancel Programme Intake Student Name	R and course qui	equence of your cho ta availability) Please be reminded tha the status of the course registration. Are you su	t once you have dropped will be a "Repeat" in the e you want to proceed?	I the "Resit" course(s, next course	L.		©2008 Singapo	re University of Socia
ease be ac ) Resit (2) Re tp://eleam.un roceed with o Student eSo Student Restart . Credit R	ervice Self Service Acknowledgement ecognition Applicat	es offered are based on th on priority ranking indicated in eC poceed to Drop Resit) Cancel Programme Intake Student Name ion NRIC/FIN/Passport N	e following s R and course que	equence of your cho ata availability) Please be reminded tha the status of the course registration. Are you su	t once you have dropped will be a "Repeat" in the e you want to proceed?	i the "Resit" course(s next course	h		©2008 Singapo	re University of Socia
ease be ac ) Resit (2) Re tp://eleam.un roceed with e Student eSe Student Restart , Credit R e-Applic	Ivised that course epeat (3) New (bard listim.edu.g eCR Submission Pr ervice Self Service Acknowledgement ation for Practicum	es offered are based on the on priority ranking indicated in econoceed to Drop Resit Cancel Programme Intake Student Name ion NRIC/FIN/Passport N Student PI No.	R and course que	equence of your cho ota availability) Please be reminded tha the status of the course registration. Are you su	t once you have dropped will be a "Repeat" in the re you want to proceed?	I the "Resit" course(s) next course OK Cance	ŀ.		©2008 Singapo	re University of Socia
ease be ac ) Resit (2) Re troceed with of Student eSo -Student	Ivised that course espeat (3) New (bord issim.edu.g eCR Submission ervice Self Service Acknowledgement action for Practicum Registration	es offered are based on th on priority ranking indicated in eC preed to Drop Resit) Cancel Programme Intake Student Name ion NRIC/FIN/Passport N Student PI No. Future Resit Courses	c.	equence of your cho ota availability) Please be reminded tha the status of the course registration. Are you su	t once you have dropped will be a "Repeat" in the 'e you want to proceed?	I the "Resit" course(s) next course OK Cance	h l		©2008 Singapo	re University of Socia
ease be ad ) Resit (2) Re to://elearn.un roceed with d Student eSd Student 	Ivised that course expeat (3) New (based insim.edu.sg eCR Submission Pri ervice Self Service Acknowledgement ecognition Applicat ation for Practicum Registration Academic Progress	Programme Intake Student Name Student PI No. Future Resit Courses	o.	equence of your cho ota availability) Please be reminded tha the status of the course registration. Are you su	t once you have dropped will be a "Repeat" in the e you want to proceed?	I the "Resit" course(s) next course OK Cance		3	©2008 Singapo	re University of Socia
ease be ac Resit (2) Resit (2) Re tp://eleam.un roceed with o Student eSc -Student -Restart. -Credit R -e-Applic -e-Course -Student -Course Confirm	Ivised that course expeat (3) New (bood issim.edu.g ervice Self Service Acknowledgement action for Practicum Registration Academic Progress Offer and ation	es offered are based on th on priority ranking indicated in ec boceed to Drop Resit) Cancel Programme Intake Student Name Student Name Student PI No. Future Resit Courses Future Resit Course(s) FMT315-Sustainable Build	c. ngs	equence of your cho ota availability) Please be reminded tha the status of the course registration. Are you su Course Type COMPULSORY	t once you have dropped will be a "Repeat" in the 'e you want to proceed? Credit Units 5	I the "Resit" course(s) next course OK Cance Is UCore NO	Category RESIT	3 Drop	©2008 Singapo Reason State your re	re University of Social
lease be ac ) Resit (2) Re to://elearn.un roceed with d -Student eSid -Student eSid -Student - -Credit R Credit R Cre	Ivised that cours espeat (3) New (based insim.edu.sg ecR Submission Pri ervice Self Service Acknowledgement ecognition Applicat ation for Practicum Registration Academic Progress Offer and ation po Course Registrat	Programme Intake Student Name Student PI No. Future Resit Courses Future Resit Courses Future Resit Courses Future Resit Courses	o.	equence of your choose availability) Please be reminded tha the status of the course registration. Are you su Course Type COMPULSORY	t once you have dropped will be a "Repeat" in the re you want to proceed? Credit Units 5	I the "Resit" course(s) next course OK Cance Is UCore NO	), Category RESIT	3 Drop	©2008 Singapo Reason State your re	re University of Soci
Please be ac 1) Resit (2) Re ttp://elearn.un Proceed with of -Student eSe -Student -Restart -Credit R -Credit R -Course -Course -Course -Course -Course -Course -Credit R -Credit R -	Ivised that courses espeat (3) New (bood issim.edu.g ervice Self Service Acknowledgement ecognition Applicat ation for Practicum Registration Academic Progress Offer and ation op Course Registrat eclaration	es offered are based on th on priority ranking indicated in eC boceed to Drop Resit) Cancel Programme Intake Student Name ion NRC/FIN/Passport N Student PI No. Future Resit Courses Future Resit Course(s) FMT315-Sustainable Buildi	o.	Please be reminded tha the status of the course registration. Are you su Course Type COMPULSORY	t once you have dropped will be a "Repeat" in the e you want to proceed? Credit Units 5	I the "Resit" course(s next course OK Cance Is UCore NO	, Category RESIT	3 Drop ☑	e2008 Singapo Reason State your re	re University of S eason

Figure M – Drop Resit Function

• Selection of Ucore Courses (Not Applicable for Law & Postgraduate Programmes)

Total Credit Unit (cu) to register for Non-UCore Courses (including repeat courses)* 0 V						
Total Credit Unit (cu) to register for Special Semester Core Courses*						
Non-UCore Section Bepeat Preference Section						
Selection for UCore Courses						
Ucore Course(s) for Semester Jan 2024	Course Type	Credit Units	Course Run Code	Exam Timetable	Preference Ranking	
NCO201-Learn to Learn, Learn for Life	SUSS CORE COMPULSORY	5	CRN01 - Mon		Please Select	~
NC0201-Learn to Learn, Learn for Life	SUSS CORE COMPULSORY	5	CRN02 - Thu		Please Select	~
NC0201-Learn to Learn, Learn for Life	SUSS CORE COMPULSORY	5	CRN03 - Fri		3	~
NC0201-Learn to Learn, Learn for Life	SUSS CORE COMPULSORY	5	CRN04 - Mon	-	Please Select	~
NC0201-Learn to Learn, Learn for Life	SUSS CORE COMPULSORY	5	CRN05 - Thu		Please Select	~
HBC101-Understanding Contemporary Society: The Social and Behavioural Sciences	SUSS CORE ELECTIVES (ENGAGEMENT)	5	CRN01 - Fri		Please Select	~
HBC101-Understanding Contemporary Society: The Social and Behavioural Sciences	SUSS CORE ELECTIVES (ENGAGEMENT)	5	CRN02 - Tue		4	~
Proceed to Repeat Preference Section Back to Non-UCore Section Cancel						



Ucore courses available for your selection will be listed in the Ucore section. Based on your indicated expect credit units of Ucore courses to read for the upcoming semester, you can select the courses by checking the boxes and indicate preference ranking. Do note that the ranking of Non-Ucore and Ucore courses is continuous across both sections.

#### • Selection of General/Free Elective Courses [Applicable for Part Time Undergraduates]

You may follow the steps below to select your preferred General/Free Elective Course:

- Step 1: Click on "Add General/Free Elective Course" hyperlink.
- Step 2: Select "Discipline" of your choice and a list of courses from this discipline will be available.
- Step 3: Two radio buttons will be available for selection to indicate which course type you want to read this course under (e.g. Ucore-Basket 2 (Skills) or General/Free Elective)
- Step 4: Select the course run & indicate preference ranking for the selection.
- Step 5: Click "Save" under the Action column after you have completed your selection.
- Step 6: Verify that your choice of General/Free Elective course has been saved successfully.

Total Credit Unit (cu) to register for Non-UCore Courses ( Total Credit Unit (cu) to register for UCore Courses (inclu Total Credit Unit (cu) to register for Special Semester Co	(including repeat o Iding repeat cours re Courses*	courses)* 10 ses)* 0 0	> > >			×		
Non-UCore Section UCore Section Repeat Prefere	nce Section							
Outstanding Resit Non-UCore Courses								
Course		Course	Туре	Credit Units	Last Attempted 9	Semester	Exam Ti	metable
FIN385-Blockchain Technology and Smart Contract for Finance		MAJOR I	ELECTIVE	5	2023/01		ECA	
Selection for Non-UCore Courses								
Non-Ucore Course(s) for Semester Jan 2024	Course Type	Credit Units	Course Run Co	de Exam Time	etable		Preference Rankin	ig
BUS490-Contemporary Business Strategy	COMPULSORY	5	CRN01 - Sat	-			Please Select	~
BUS490-Contemporary Business Strategy	COMPULSORY	5	CRN02 - Sat	-		Please Select	ct	~
BUS490-Contemporary Business Strategy	COMPULSORY	5	CRN03 - Sat	-		2		~
BUS490-Contemporary Business Strategy	COMPULSORY	5	CRN04 - Sat	-		4		~
FIN313-Machine Learning and AI for FinTech	MAJOR ELECTIVE	5	CRN01 - Wed	24 Apr 202	4;04:00 PM - 06:00 PM	5	_	~
FIN313-Machine Learning and AI for FinTech	MAJOR ELECTIVE	5	CRN02 - Tue	24 Apr 202	4;04:00 PM - 06:00 PM	7		~
FIN382-Risk Management for Finance and Technology	MAJOR ELECTIVE	5	CRN01 - Wed	24 Apr 202	4;10:00 AM - 12:00 PM	1 9		~
FIN382-Risk Management for Finance and Technology	MAJOR ELECTIVE	5	CRN02 - Tue	24 Apr 2024	4;10:00 AM - 12:00 PM	10		~
	Course Flag. The	-	Cue dis Unites - C	numero Duna Cardat	Towner Thursdalls	12		a
2 GSP100 Course(s)*	Course Flag - Type	e	Credit Units C	ourse Run Code*	Exam Timetable	14		Action
Please Select	UCORE-BASKET	F 2 (SKILLS)	-	Please Select 🗸		Please Selec	t 🗸	Save Cancel
	○ ~ GENERAL ELE	ECTIVE ~						
Add GSP100 Course								
Proceed to UCore Section Cancel								
6								
Discipling CSP100 Course(c)	Cou	urra Elag - Type	Credit Units	Course Run Code	Exam Timetable	Profesence Panki	ing*	Action
ANALYTICS ANL201-Data Visualisation	for Business ~ G	ENERAL ELECTIVE ~	5	CRN01 - Wed	ECA	6		Edit Remove
Add GSP100 Course								
Proceed to UCore Section Cancel								

Figure O – Selection of General/Free Elective for Part-Time Undergraduate

Note: If you belong to intakes prior to January 2019, you are able to select the course under course type General Elective or UCore-Basket 2 (Skills)

#### • Selection of Unrestricted Graduate Electives [Applicable for Part Time Postgraduates]

You may follow the steps below to select your preferred UNE500 Course:

- Step 1: Click on "Add UNE500 course" hyperlink.
- Step 2: Select "Discipline" of your choice and a list of courses from this discipline will be available.
- Step 3: Select the course run & indicate preference ranking for the selection.
- Step 4: Click "Save" under the Action column after you have completed your selection.
- Step 5: Verify that your choice of UNE500 course has been saved successfully.

lain Section Repeat	Preferenc	e Section									
election for Prescribe	ed Course	S									
on-Ucore Course(s) for S	Semester Ja	an 2024		Course T	ype Cred	it Units Course R	tun Code	Exam	Timetable	Preference Ra	nking
election for Main Cou	irses										
on-Ucore Course(s) for S	Semester Ja	an 2024		Course Type	Credit Units	Course Run Code		Exam Timet	able	Preference Ranking	
US554-Industry 4.0				ELECTIVE	2.50	CRN01 - Tue		ECA		Please Select	~
GT552-Leading Through Di	gital Disrupti	ion		ELECTIVE	2.50	CRN01 - Mon		ECA		Please Select	~
GT552-Leading Through Di	gital Disrupti	ion		ELECTIVE	2.50	CRN02 - Tue		ECA		Please Select	~
GT552A-Leading Through E	Digital Disrup	tion		ELECTIVE	2.50	CRN01		ECA	Р	lease Select	<b>~</b>
GT553-Leadership in Servio	ce Innovation	ı		ELECTIVE	2.50	CRN01 - Mon		ECA	1		~
GT557-Leading the Compar	ny of the Fut	ure		ELECTIVE	2.50	CRN01 - Wed		ECA	3		~
GT557-Leading the Compar	ny of the Fut	ure		ELECTIVE	2.50	CRN02 - Tue		ECA	5		~
GT557A-Leading the Comp	any of the Fu	uture		ELECTIVE	2.50	CRN01		ECA	7	7	~
GT562-Ecosystem Design				ELECTIVE	2.50	CRN01 - Tue		ECA	8		~
GT564-Managing Digital Tra	ansformation	in Operations		ELECTIVE	2.50	<u>CRN01 - Thu</u>		ECA	1	.0	~
GT590-Global Industry Imr	mersion			ELECTIVE	5	CRN01 - Fri,Mon,Thu,Tue	<u>,Wed</u>	ECA	1	2	~
isciplino	LINE		Course	lag - Type		Credit Unite Cours	co Run Codo	Evan Tim	atabla 1	.5	Action
iscipilite		Sou course(s)*	Course I	lag Type		Creat on Storas	Colortary		etable 1	.5	4
lease Select	▼ Plea	ase Select 🗸	I GRAI	DUATE UNRESTRI	CTED ELECTIVES	Pleas	se Select V		P	lease Select V	Save C
d UNE500 Course											
ceed to Repeat Preference	ce Section	Cancel									
scipline	UNE50	00 Course(s)*				Course Flag - Type	Credit Units	Course Run Code*	Exam Timetable	Preference Ranking*	Act
NALYTICS - MASTER	ANL503	3-Data Wrangling				GRADUATE	5	CRN01 - Thu	ECA	1	Edit

Figure P – Selection of UNE500 for Part-Time Postgraduate

#### • Selection of Capstone Courses

Eligible capstone course(s) will reflect in the Non-Ucore section. Do note that capstone course(s) do not count towards the expect credit units to read in the upcoming semester.

Students who register for Capstone courses will only be allowed to register up to a maximum of 40cu over two consecutive semesters. You may refer to Table A below for clearer illustration.

Scenario	Total CU for each academic year (2 semester)	Capstone	Selected Expect CU	Remaining CU left to register in subsequent eCR
1 - Registering Capstone course and four 5cu courses	40cu	10cu	20cu	10cu
2 - Registering Capstone course and three 5cu courses	40cu	10cu	15cu	15cu
3 - Registering Capstone course and two 5cu courses	40cu	10cu	10cu	20cu
4 - Registering Capstone course and One 5cu course	40cu	10cu	5cu	20cu
5 - Only registering Capstone course	40cu	10cu	0cu	20cu

Table A – Breakdown of Capstone courses when registering for other courses

#### • Replacement Course for Currently Pursuing Course

Total Credit Unit (cu) to register for Non-UCore Courses (includi	ng repeat courses)*	20 🗸						
Total Credit Unit (cu) to register for UCore Courses (including re	peat courses)*	0 🖌						
Total Credit Unit (cu) to register for Special Semester Core Cour	0 ~							
Non-UCore Section UCore Section Repeat Preference Sec	tion							
Repeat Preferences for Current Course(s) - subjected to presentation of the course in the next semester								
Current/Resit Course	Course Type		Course Category	Course Run Code	Exam Timetable	Repeat Course Preference ( ranking)	select your preference	
HBC201-Research Methods for the Social and Behavioural Sciences	COMPULSORY		REPEAT	CRN01 - Tue	ECA	No 🗸		
HBC201-Research Methods for the Social and Behavioural Sciences	COMPULSORY		REPEAT	CRN02 - Wed	ECA	No 🗸		
HBC203-Statistics and Data Analysis for the Social and Behavioural Sciences	COMPULSORY		REPEAT	CRN01 - Wed	ECA	Yes - 7 🗸		
HBC203-Statistics and Data Analysis for the Social and Behavioural Sciences	COMPULSORY		REPEAT	CRN02 - Thu	ECA	No 🗸		
PSY372-Criminal Psychology	ELECTIVE		REPEAT	-	15 Apr 2024;07:00 PM - 09:00 PM	No	Retired	
PSY378-Forensic Psychology in Singapore	ELECTIVE		FIRST ATTEMPT	CRN01 - Mon	ECA	No 🗸	Replacement for PSY372	
PSY378-Forensic Psychology in Singapore	ELECTIVE		FIRST ATTEMPT	CRN02 - Mon	ECA	No 🗸	Replacement for PSY372	
SWK354-Families and their Issues	MINOR ELECTIVE		REPEAT	CRN01 - Fri	19 Apr 2024;04:00 PM - 06:00 PM	No		

#### *Figure Q – Retired & Replacement Course for Currently Pursuing Course*

If a course is replaced by another course in the next semester and the replacement course is presenting in the next semester, you can register for the replacement course under the Repeat Preference section (see example in Figure Q where PSY378 is a replacement course for PSY372).

#### • Registration for Course which is taken as a Challenge Exam

If you are currently taking a course as a Challenge Exam, and you would like to register your intention to read the course in the next semester in the event if you did not pass the Challenge Exam, you can register for the course under the Repeat Preference Section (via the CEX Course column).

Click the "Proceed Next to Summary" button when done.

Total Credit Unit (cu) to register for Main Courses (in Total Credit Unit (cu) to register for Special Semester	Total Credit Unit (cu) to register for Main Courses (including repeat courses)*       5.0       •         Total Credit Unit (cu) to register for Special Semester Core Courses*       0       •							
Main Section Repeat Preference Section	Main Section Repeat Preference Section							
Repeat Preferences for Current Course(s) - subjected to presentation of the course in the next semester								
Current/Resit Course	Course Type	Course Category	Course Run Code	Exam Timetable	Repeat Course Preference ranking)	e (select your preference		
FIN557-Fintech Innovation Ecosystem	COMPULSORY	REPEAT	-	-	No	✓ Not Presented		
CEX Course	Course Type	Course Category	Course Run Code	Exam Timetable	Repeat Course Preference ranking)	e (select your preference		
FIN551-Python Programming	COMPULSORY	FIRST ATTEMPT	CRN01 - Fri,Tue	ECA	Yes - 1	<b>v</b>		
FIN551-Python Programming	COMPULSORY	FIRST ATTEMPT	CRN02 - Fri,Tue	ECA	Yes - 1	•		



If you want to make changes to your selection in the Non-UCore or UCore Sections, you can either click on the "Non-UCore Section" or "UCore Section" tab or you can click on the "Back to Non-UCore Section" or "Back to UCore Section" button.

Total Credit Unit (cu) to register for Non-UCore Course Total Credit Unit (cu) to register for UCore Courses (in Total Credit Unit (cu) to register for Special Semester	es (including repeat courses)* 5 cluding repeat courses)* 0 Core Courses* 0	* *			÷
Non-UCore Section UCore Section Repeat Pref	erence Section				
Repeat Preferences for Current Course(s) - subject	ted to presentation of the cour	se in the nex	t semester		
Current/Resit Course	Course Type	Course Category	Course Run Code	Exam Timetable	Repeat Course Preference (select your preference ranking)
ICT114-Computer Architecture	COMPULSORY	REPEAT	CRN01 - Wed	17 Apr 2024;01:00 PM - 03:00 PM	Yes - 1 💌
ICT114-Computer Architecture	COMPULSORY	REPEAT	CRN02 - Wed	17 Apr 2024;01:00 PM - 03:00 PM	Yes - 1 💌
ICT133-Structured Programming	COMPULSORY	REPEAT	<u>CRN01 - Fri</u>	18 Apr 2024;01:00 PM - 03:00 PM	Yes - 1 💌
ICT133-Structured Programming	COMPULSORY	REPEAT	CRN02 - Thu	18 Apr 2024;01:00 PM - 03:00 PM	Yes - 1 🗸

Figure S – Non-Ucore, Ucore section Button

#### • Submitting your eCR selection

A confirmation box will appear. Click on "OK" to proceed.

Student Name NRIC/FIN/PP N PI#	0.		Please take note that you <mark>w</mark> on the next page in order to	ill still have to click on o confirm your ECR sub	the <submit> buttor omission.</submit>	1		
Important Note	5:							
a) You are require main courses, you The total number	d to specify the number of are allowed to indicate ch of main Non-UCore (plus a	f credit units (cu) noices of additiona additional) and UC			OK Cancel	Sections, plea r pool of reser	se select main cou ved courses that (	urses according to your preference ranking. In addition to these could be offered to you if your main courses are not available.
<ul><li>b) Courses offered (1) Resit (if any)</li></ul>	d are based on the followin (2) Repeat (if any) (3) Ne	g sequence: w (based on priorit	y ranking indicated in eCR and	l subject to course quot	a availability)			
c) Total credit uni	ts that you have selected in	n the Non-UCore Se	ection do not include Resit and	Capstone courses.				
d) If you intend to register for Capstone course, please remember to select it in the Non-UCore Section. There is no need to include the credit unit of Capstone course in your "Total Credit Units to register for Non-UCore Courses".								
1. For 2024 January & Special Semester, the University will be offering selected courses in dual mode (i.e. face to face presentation and online presentation). The course delivery mode is indicated in the timetable details pop-out box when the 'Course Run Code' hyperlink is clicked. The abbreviations used for the different delivery modes are as follows:								
Abbreviation	Delivery Mode		Remarks					
F	Face to Face *	Classes are	e conducted in physical classrooms.					
o	Online	Cla	sses are conducted online.					
*If the current un	iversity policy relating to C	COVID-19 pandemic	need to remain in force for 20	024 January & Special s	emester, the face-to-fa	ace classes will be	converted to online	e and you will be updated accordingly.
2. All Examination	is for January 2024 Semes	ter will be conducte	ed on campus. More details will	I be shared closer to the	e date.			
Total Credit Uni	t (cu) to register for Nor t (cu) to register for NO	n-UCore Courses (	(including repeat courses)*	10 ~				
Total Credit Uni	t (cu) to register for Spe	ecial Semester Co	re Courses*	0 ~				
								x
Non-UCore Se	ction UCore Section	Repeat Prefere	ence Section					
Repeat Prefere	ences for Current Cour	se(s) - subjected	d to presentation of the o	ourse in the next se	emester			
Current/Resit Co	urse		Course Type		Course Category	Course Run Code	Exam Timetable	Repeat Course Preference (select your preference ranking)
ENG301-Microproc	essor Programming		COMPULSORY		REPEAT	-	-	No Vot Presented
ENG311-Digital Sig	Inal Processing		COMPULSORY		REPEAT	-	-	NO V Not Presented
1								
Proceed Next to	Summary Back to Non-UC	Core Section Back	to UCore Section Cancel					

Figure T – Submission of Selection

#### • Course Selection Summary Page

A summary of your selected courses in respective tables will be shown. Upon verifying the selection (Figure T) is in order, Click *"Submit"* to proceed.

If you wish to make changes to your selections, you can go back to the previous steps by clicking on the *"Cancel and Return to Repeat Preference Section"* button.

Student eService									
Student Self Service	eCourse Submission Summary for Jan 2024	Semester							
Restart Acknowledgement	Total Credit Unit (cu) to register for Non-UCore	Courses (including repea	t courses) : 2	0 CU					
-Credit Recognition Application	Total Credit Unit (cu) to register for UCore Cour	ses (including repeat cou	rses):0CU						
-e-Application for Practicum	Total Credit Unit (cu) to register for Special Ser	nester Core Courses : 0 Cl	,						
-eCourse Registration			6.0						
	Repeat Preferences for Current Course(s) -	subjected to presentation	on of the cou	irse in the	next semester				
eCourse Offer and Confirmation	Current/Resit Course	Course Type	Course Category	Credit Units	(Delivery Mode) Course Run	Code	Ucore	Exam Timetable	Repeat Course Preference
-Add/Drop Course Registration	SCO105-Transforming Work	SUSS CORE COMPULSORY	REPEAT	2.50	-		Yes	-	No
Minor Declaration	SCO107-Challenging Sustainability	SUSS CORE COMPULSORY	REPEAT	2.50	-		Yes	-	No
SSG Funding Declaration	EOC10E-Introduction to Eociology	COMPLIESORY	DEDEAT	6	CRN01 - Mon		No	15 Apr 2024;07:00	No
Student Academic Profile	Sociology	COMPOLSORI	KEPEAI		CKN01 - Mon		NU	PM - 09:00 PM	140
View Exam Result	SWK106-Introduction to Social Work	COMPULSORY	REPEAT	5	CRN01 - Wed		No	17 Apr 2024;07:00 PM - 09:00 PM	No
-Courier Service Application	SOC105-Introduction to Sociology	COMPULSORY	REPEAT	5	CRN02 - Mon		No	15 Apr 2024;07:00 PM - 09:00 PM	Yes - 1
Scholarship / Sponsorship / Financial Aid eApplication View Outstanding Invoice and	SWK107-Introduction to Social Services	COMPULSORY	REPEAT	5	CRN01 - Wed		No	24 Apr 2024;04:00 PM - 06:00 PM	Yes - 2
Make ePayment									
Course Evaluation	Selected Course(s) for Jan 2024 Semester								
-Course Timetable	Selected Courses	Course Type	Credit Units	(Delivery M	ode) Course Run Code	Ucore	Exam Time	table	Preference Ranking
Event Service Online Plagiarism Case	HBC201-Research Methods for the Social and Behavioural Sciences	COMPULSORY	5		CRN01 - Tue	No	ECA		1
Personalized Examination Timetable	SOC205-Singapore Society	COMPULSORY	5		CRN01 - Wed	No	24 Apr 2024 PM	;07:00 PM - 09:00	2
Application for Mark	SWK201-Legal and Ethical Issues in Helping Professions	COMPULSORY	5		CRN01 - Mon	No	15 Apr 2024 PM	;07:00 PM - 09:00	3
Application for Overseas	SWK203-Biological Influences on Human Behaviour	COMPULSORY	5		CRN01 - Mon	No	22 Apr 2024 PM	;04:00 PM - 06:00	4
English Proficiency Challenge Examination (CEX) Portal									
Apply for CET									
	I Agree&Confirm								
	Submit Cancer and Return to Repeat Preference Se	cuon							

Figure U – Course Selection Summary Page

Note: The box "I agree & confirm" is checked by default.

#### • Confirmation of Submission

The submission is done and a Confirmation Page will appear (Figure U). You may re-enter your eCR

page to confirm that your submission has been capture by the system (as seen in Figure V).

ast login was on 19/08/2023 03:41:39 PM.							
Course Registration has been submitted successfully.							
eCourse Submission Summary for Jan 2024 Semeste							
Total Credit Unit (cu) to register for Non-UCore Courses Total Credit Unit (cu) to register for UCore Courses (incl Total Credit Unit (cu) to register for Special Semester Co	(including repeat courses) : 10 CU iding repeat courses) : 0 CU re Courses : 0 CU						
Repeat Preferences for Current Course(s) - subjecte	d to presentation of the course in the next semes	ter					
Current/Resit Course	Course Type	Course Category	Credit Units	(Delivery Mode) Course Run Code		Ucore	Exam Timetable
ENG311-Digital Signal Processing	COMPULSORY	REPEAT	5			No	•
ENG301-Microprocessor Programming	COMPULSORY	REPEAT	5		-	No	•
elected Course(s) for Jan 2024 Semester							
elected Course(s) for Jan 2024 Semester ielected Courses	Course Type	Credit Units (	(Delivery Mode) Course I	Run Code	Ucore	Exam Timetable	
elected Course(s) for Jan 2024 Semester Selected Courses NG499-Capitone Electronics Project	Course Type COMPULSORY	Credit Units ( 10	(Delivery Mode) Course I	Run Code CRN01 - Sat	Ucore No	Exam Timetable	
elected Course(s) for Jan 2024 Semester Selected Courses NG499-Capitone Electronics Project (M320-Mathematical Methods II	Course Type COMPULSORV COMPULSORV	Credit Units ( 10 5	(Delivery Mode) Course I	Run Code CRN01 - Sat CRN02 - Fri	Ucore No No	Exam Timetable - 26 Apr 2024;04:00 PM -	06:00 PM

Figure V – Confirmation of Submission



Figure W – Confirmation of Submission

#### • Common Alert Messages

The table below shows the various alert messages that you may encounter:

Prompt Message	Troubleshoot
Please specify Preference Ranking for all selected courses.	To indicate preference ranking for all selected courses in order to proceed with submission.
Duplicated preference ranking found. Please try again.	To identify and remove the duplicate ranking indicated for more than 1 course in order to proceed with submission.
Total credit unit to read for next semester = 0 but you have selected 1 or more repeat preference(s) and/or new course(s). Please re-select.	Selection of 1 or more repeat preference(s) and/or new course(s) but total credit unit to read for the next semester is 0cu. To select credit unit you wish to read in next semester to proceed with submission.
You have not selected any courses. Please re-select.	Indication of a value in the total credit unit to read for courses for next semester but no selection of any repeat preference(s) and/or new course(s). To select course(s) you wish to read in upcoming semester in order to proceed with submission.
Total credit unit to read for next semester is less than the sum of repeat preference(s) and/or new course(s). Please re-select.	Total credit unit indicated to read for next semester is less than the highest credit unit of any repeat preference(s) and/or new course(s). To update the credit unit to read for next semester in order to proceed with submission.
Total credit unit to read for next semester is more than the sum of repeat preference(s) and/or new course(s). Please re-select.	Total credit unit indicated to read for next semester is greater than the sum of repeat preference(s) and new course(s). To update the credit unit to read for next semester in order to proceed with submission.
Total credit unit to read for next semester = sum of repeat preference(s) and/or new course(s). Please also note that you did not register any reserve non-UCore courses. Do you want to proceed?	Total credit unit indicated to read for next semester is equal to the sum of repeat preference(s) and new course(s). Click 'OK' if you wish to proceed to proceed with the current selection.
Total credit unit to read for next semester is equal or less than the sum of repeat preference(s). Please also note that you did not register any new non-UCore courses. Do you want to proceed?	Total credit unit indicated to read for next semester is equal or less than the sum of repeat preference(s). Click 'OK' if you wish to proceed to proceed with the current selection.

	The specified main courses have 1 or more classes that
Class timetable clash for Course A and Course B. Please	falls on the same date and time. To re-select another
re-select course.	course with no clash in class timetable before you can
	proceed with the submission.
	The specified main courses have exam that falls on the
Exam timetable clash for Course A and Course B. Please	same date and time. To re-select another course with no
re-select course.	clash in exam timetable before you can proceed with the
	submission.
Course evaluativity for Course A and Course B. Please re	Course A and B are exclusive with one another – you are
course exclusivity for course A and course B. I lease re-	only allowed to read either one of them. To re-select the
select course.	course before you can proceed with the submission.
	Same course has been selected in the Non-Ucore and
You are not allowed to select Course A under different	General/Free elective section. To re-select the course in
course types.	the section you wish to read before you can proceed with
	the submission.

#### 4. Enquiries

For further enquiries on eCR, please contact Student Services at 6248 9111 (code 1) or send an email to students@suss.edu.sg.