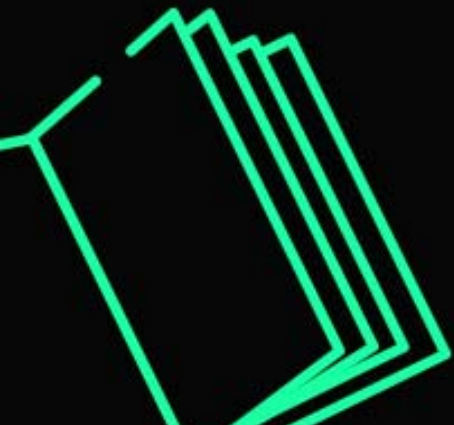


COURSE
SELECTION
TIPS & TRICKS

CHAN YU WING BJ (Y2)



OUTLINE

- ① **Prep Work (Course Planning) + An intro to CC**
 - ② **Extra things to think about**
 - ③ **Portal 101**
 - ④ **Step by Step (what to do on Reg Day)**
 - ⑤ **Popular questions/concerns**
 - ⑥ **Additional reassurances**
- 

PREP WORK

- Go through the syllabus + the recommended study plan
- Think about second major (Go through their syllabus) Why? Pre requisites.
- Course exemptions (CAES1000/Chinese language requirement -> Mid-Aug)
- Mark down important dates and times

<https://aas.hku.hk/important-academic-dates/>

<https://jmsc.hku.hk/undergraduate/>

Useful links

- [Timetable for 2023-24](#)
- [Internships and forms](#)
- [Recommended study plan \(2023-2024\)](#)
- [International student exchanges and forms](#)
- [BJ leaflet 2022-23](#)
- [BJ regulations, Syllabus and Course Descriptions \(2023-2024\)](#)
- [BJ regulations, Syllabus and Course Descriptions \(2022-2023\)](#)
- [BJ regulations, Syllabus and Course Descriptions \(2021-2022\)](#)
- [BJ regulations, Syllabus and Course Descriptions \(2020-2021\)](#)
- [Regulations and Syllabus for Minor in JMS \(2023-2024\) – \(For non-BJ students\)](#)
- [Regulations and Syllabus for Minor in JMS \(2022-2023\) – \(For non-BJ students\)](#)
- [Regulations and Syllabus for Minor in JMS \(2021-2022\) – \(For non-BJ students\)](#)
- [Regulations and Syllabus for Minor in JMS \(2020-2021\) – \(For non-BJ students\)](#)

Core courses (24 credits)

Candidates are required to take the following core courses:

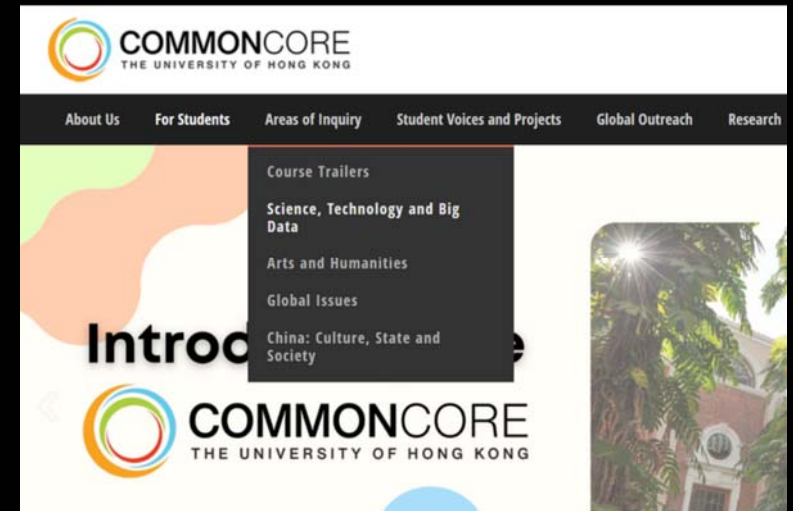
Course	Title	Credits	Year of study
JMSC1001.	Principles of journalism and the news media	(6 credits)	1 or 2
JMSC1011.	Reporting and writing - I	(6 credits)	1 or 2
JMSC1012.	Reporting and writing – II	(6 credits)	1 or 2
JMSC1003.	Fundamentals of data journalism	(6 credits)	1 or 2

Can start to declare from	Year 2 semester 1
Must declare by	To be determined by Faculties for individual program (e.g. Year 3 semester 1 for 4-year cohort or Year 2 semester 1 for 3-year cohort)
Can change your declaration by	Usually semester 1 of the last year, but, again, this is determined by the Faculty

COMMON CORES

- ▶ Part of the UG5 requirement
- ▶ CCST, CCGL, CCCH, CCHU
(You have to do six in total, one from each area and then the remaining two can be from whatever area you choose)
- ▶ GO to the HKU common core website and click on the areas to explore the courses
- ▶ Course information: eg offering semester, examination style, amount of hours, lecturer etc.

<https://commoncore.hku.hk/>



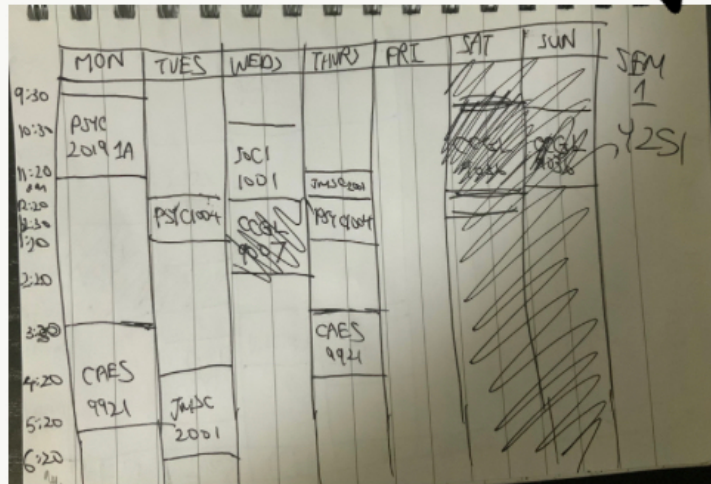
Offer Semester and Day of Teaching

First semester (Wed)

Study Load		Assessment: 100% coursework	
Activities	Number of hours	Assessment Tasks	Weighting
Lectures	24	Case studies and Problem-based Learning tutorial	20
Tutorials	10	Group report	20
Reading / Self-study	40	Assignments and laboratory reports	30
Assessment: Case study	10	Quizzes	30
Assessment: Essay / Report writing	20		
Assessment: Presentation (incl preparation)	10		
Assessment: Laboratory practicals (incl preparation, performance and report writing)	20		
Assessment: Quizzes	8		
Total:	142		

THINGS TO THINK ABOUT

- ▶ Time clashes!
- ▶ Time blocking
- ▶ Balancing the workload



A handwritten weekly schedule on a spiral notebook page. The schedule is organized by day of the week (MON, TUES, WED, THURS, FRI, SAT, SUN) and time slots (9:30, 10:30, 11:20, 12:30, 1:30, 2:20, 3:30, 4:20, 5:20, 6:20). The schedule shows various classes and activities, with some cells containing scribbles indicating time clashes or workload balancing. A black arrow points from the text 'Balancing the workload' to the Saturday and Sunday columns.

	MON	TUES	WED	THURS	FRI	SAT	SUN
9:30							
10:30	PSYC 2019 1A		JUCI 1001				
11:20				JMS 9201			
12:30		PSYC1004		PSYC1004			
1:30							
2:20							
3:30							
4:20	CAES 9921			CAES 9921			
5:20		JUCI 2001					
6:20							

PORTAL 101



▼ Enrollment

Course Selection Chatbot GPT

Declare Major/Minor/Special.

Course Information

Course Effectiveness Profile

Enrollment Add Classes

Enrollment Drop Classes

Enrollment Status

Common Core Queue Position

My Course History

▼ Timetables

Class Timetable

My Weekly Schedule

Examinations Timetable

PORTAL 101

COURSE INFORMATION

Find an Existing Value

▼ Search Criteria

Subject Area begins with

Catalogue Number begins with

Description begins with

Academic Plan Type =

Academic Plan begins with

Case Sensitive

Search Clear Basic Search Save Search Criteria

Course Information

Enter any information you have and click Search. Leave fields blank for a list of all values.

Find an Existing Value

▼ Search Criteria

Subject Area begins with

Catalogue Number begins with

Description begins with

Academic Plan Type =

Academic Plan begins with

Case Sensitive

Search Clear Basic Search Save Search Criteria

Search Results

View All First 1-3 of 3 Last

Effective Date	Course ID	Subject Area	Catalogue Number	Description	Academic Plan Type	Academic Plan
01/07/2023	033061	JMSC	1001	Principles of journalism and t	CUR	BJ (4)
01/07/2023	033061	JMSC	1001	Principles of journalism and t	Major	Major in Journalism (4)
01/07/2023	033061	JMSC	1001	Principles of journalism and t	Minor	Minor in Journalism and Media Studies (4)

Academic Year: 2023 - 2024
This version is as of 11/05/2023 12:08

▼ Important Message

The information provided here is for reference and may be subject to change by the course coordinator(s) or the offering department(s) concerned.

▼ Section A: Course Information

JMSC1001 - Principles of journalism and the news media

Faculty Social Sciences Faculty

Department

Description
Journalism and Media Studies Centre

Course Coordinator

Name	Faculty/ Department	Email Address
Adrian James Munoz Libunao	Journalism and Media Studies Centre	alibunao@hku.hk

Credit Value 6.00



PORTAL 101

ENROLLMENT ADD CLASSES / Temporary course list (IMPORTANT)

Select Term

1

Select a term then select Continue.

Term	Career	Institution
<input type="radio"/> 2022-23 Sum Sem	Undergraduate Career	The University of Hong Kong
<input type="radio"/> 2023-24 Sem 1	Undergraduate Career	The University of Hong Kong
<input type="radio"/> 2023-24 Sem 2	Undergraduate Career	The University of Hong Kong

Continue

2

Open Closed Wait List

Add to Temporary Course List: **2023-24 Sem 1 Temporary Course List**

Find Classes

My Requirements

Your Temporary Course List is empty.

Search

3

Section Personalize Find View All First 1 of 1 Last

Section	Session	Status
1A2-LEC (1940)	1	<input type="checkbox"/> Select

Section Details Personalize Find First 1-2 of 2 Last

Days	Start	End	Room	Instructor	Dates
Th	14:30	17:20	Centennial Campus CPD-LG.16	Staff	07/09/2023 - 12/10/2023
Th	14:30	17:20	Centennial Campus CPD-LG.16	Staff	26/10/2023 - 30/11/2023

4

Add to Temporary Course List: **2023-24 Sem 1 Temporary Course List**

Find Classes

My Requirements

Search

Delete	Class	Days/Times	Room	Instructor	Units	Status
<input type="checkbox"/>	CAES 1000-1C1 (1929)	Th 10:30 - 12:20 Th 10:30 - 12:20 Mo 11:30 - 12:20 Mo 11:30 - 12:20 Mo 11:30 - 12:20	Centennial Campus CPD-G.03 Centennial Campus CPD-G.03 Centennial Campus CPD-G.03 Centennial Campus CPD-G.03 Centennial Campus CPD-G.03	Staff	6.00	<input checked="" type="radio"/>

Section Personalize Find View All First 1 of 1 Last

Section	Session	Status
1C1-LEC (1929)	1	<input checked="" type="checkbox"/> Select

Section Details Personalize Find First 1-5 of 5 Last

Days	Start	End	Room	Instructor	Dates
Th	10:30	12:20	Centennial Campus CPD-G.03	Staff	07/09/2023 - 12/10/2023
Th	10:30	12:20	Centennial Campus CPD-G.03	Staff	26/10/2023 - 30/11/2023

PORTAL 101

An example of what it will look like once you have your courses solidified

Enrollment

- Course Selection Chatbot
- GPT
- Declare
- Major/Minor/Special.
- Course Information
- Course Effectiveness Profile
- Enrollment Add Classes
- Enrollment Drop Classes
- Enrollment Status
- Common Core Queue Position
- My Course History

▼ Timetables

- Class Timetable
- My Weekly Schedule
- Examinations Timetable

▼ Academic Records

- View My Grades
- Transcript (Student Copy)
- My Degree Audit
- My Degree Classification

▼ Financial Services

- Account Summary & Transactions
- My Invoice
- My Receipt

▼ My 2023-24 Sem 1 Class Schedule

✓ Enrolled / Pending for Approval ✕ Dropped ⚠ Wait Listed

Class	Description	Days/Times	Room	Instructor	Units	Status
CAES 9921-1C (2026)	(4) Great Speeches (--)	Th 15:30 - 16:20 Th 15:30 - 16:20 Mo 15:30 - 17:20 Mo 15:30 - 17:20 Mo 15:30 - 17:20	Centennial Campus CPD-4.16 Centennial Campus CPD-4.16 Centennial Campus CPD-LG.16 Centennial Campus CPD-LG.16 Centennial Campus CPD-LG.16	Staff	6.00	✓
CCGL 9007-1A (1585)	Youth in a Global World (--)	We 12:30 - 14:20 We 12:30 - 14:20	Centennial Campus CPD-LG.07 Centennial Campus CPD-LG.07	Staff	6.00	✕
CCGL 9036-1A	Dilemmas of Humanitarian	Sa 10:30 - 12:20 Sa 10:30 - 12:20	Centennial Campus CPD-3.04 Centennial Campus CPD-3.04	Staff	6.00	✓

PORTAL 101

ENROLLMENT STATUS

- Enrollment
 - Course Selection Chatbot
 - GPT
 - Declare Major/Minor/Special.
 - Course Information
 - Course Effectiveness Profile
 - Enrollment Add Classes
 - Enrollment Drop Classes
 - Enrollment Status**
 - Common Core Queue Position
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Student Enrollment						
Term	Class	Schedule	Action	Progress Units	Credit Units	
1 2023-24 Sem 1	SOCI 1001-1A LEC (1112)	We 10:30 - 12:20 Centennial Campus CPD-LG.01 We 10:30 - 12:20 Centennial Campus CPD-LG.01	Approved	6.00	6.00	
2 2023-24 Sem 1	CAES 9921-1C LEC (2026)	Th 15:30 - 16:20 Centennial Campus CPD-4.16 Th 15:30 - 16:20 Centennial Campus CPD-4.16 Mo 15:30 - 17:20 Centennial Campus CPD-LG.16 Mo 15:30 - 17:20 Centennial Campus CPD-LG.16	Approved	6.00	6.00	

7	2023-24 Sem 1	PSYC 1004-1A LEC (1398)	10:20 Centennial Campus CPD-3.28 Tu 12:30 - 13:20 Centennial Campus CPD-3.28 Tu 12:30 - 13:20 Centennial Campus CPD-3.28	Not Approved	6.00	6.00
8	2023-24 Sem 1	CCGL 9007-1A LEC (1585)	We 12:30 - 14:20 Centennial Campus CPD-LG.07 We 12:30 - 14:20 Centennial Campus CPD-LG.07	Dropped	6.00	6.00
9	2023-24 Sem 2	JMSC 2002-2A LEC (2490)	Th 09:30 - 12:20 JMSC DM LAB Th 09:30 - 12:20 JMSC DM LAB Th 09:30 - 12:20 JMSC DM LAB	Pending	6.00	6.00



PORTAL 101

COMMON CORE QUEUE POSITION



The University of Hong Kong 香港大學

Common Core Queue Position Enquiry

Chan Yu Wing (3)

Semester	Course Code	Course Title	Class Section	Status	Quota	Approved	Vacancy	Pending	Queue Position
1	CCGL9007	Youth in a Global World	1A	Pending	64	11	53	38	98
2	CCST9062	Sports: For You and Hong Kong	2A	Pending	64	8	56	15	26

Notes:



PORTAL 101

MY TIMETABLE / WEEKLY SCHEDULE

Student Information System (SIS)

➔ Class Timetable

➔ Reference Materials

➔ FAQ

➔ SIS Glossary

➔ Contact

Timetable

Class Timetable

Instructor information provided herein (mainly for UG courses) are for reference only and subject to changes. Students should consult the offering department(s) concerned for the latest update.

● Download Class Timetable (for 2023-24) (updated on 20230807 9:30)

My Timetable (Lectures and Tutorials)

My Timetable (Lectures and Tutorials) shows your tutorial classes selected in Tutorial Sign-up (in My eLearning tab) combined with lecture timetable in a weekly manner. Please refer to <http://moodle-support.hku.hk/tutorial-sign-application-student> for more details about Tutorial Sign-up.

● My Timetable (Lectures and Tutorials)

Note: If you have dropped a class, corresponding tutorial timetable will be removed on the next day.



SHOWS BOTH LECTURES AND TUTORIALS (you have to manually sign up for some tutorials in the future)



PORTAL 101

TIMETABLE / WEEKLY SCHEDULE



Enrollment Drop Classes

Enrollment Status

Common Core Queue

Position

My Course History

Timetables

Class Timetable

My Weekly Schedule

Examinations Timetable

Academic Records

View My Grades

Transcript (Student Copy)

My Degree Audit

My Degree Classification

Financial Services

Account Summary & Transactions

My Invoice

My Receipt

FPS Payment

View / Amend Bank Account Info

CEDARS Student Award Info

FEO Info and Hotlines

Online Applications

Application for Awards

Application for Outgoing Exchg

Application for Resident Hall

Application for Transcript

Application for Testimonial

Application for AAP

Collection of Certificate

UFA Main Exercise

SPEAS

Apply for Traditional Lockers

Useful Links

Campus Information Services

<< Previous Week

Week of 4/9/2023 - 10/9/2023

Next Week >>

Show Week of 04/09/2023

Start Time 08:00

End Time 18:00

Schedule

Time	Monday 4 Sep	Tuesday 5 Sep	Wednesday 6 Sep	Thursday 7 Sep	Friday 8 Sep	Saturday 9 Sep
08:00						
09:00	PSYC 2019 - 1A					
10:00	09:30 - 11:20 Chong Yuet Ming Physics CYP2	PSYC 2020 - 1A	SOCI 1001 - 1A			CCGL 90
11:00		10:30 - 12:20 Central Podium, Centennial CPD- LG.18	10:30 - 12:20 Central Podium, Centennial CPD- LG.01			10:30 - Central P Centennia 3.0
12:00						
13:00						
14:00						
15:00				CAES 9921 - 1C		
16:00	CAES 9921 - 1C 15:30 - 17:20 Central Podium, Centennial CPD- LG.16	JMSC 2001 - 1B		15:30 - 16:20 Central Podium, Centennial CPD- 4.16		
17:00		16:30 - 18:20 Central Podium, Centennial CPD- 2.42				
18:00						

Display Options

Show AM/PM

Show Class Title

Show Instructors

Monday

Tuesday

Wednesday

Thursday

Friday

Saturday

Sunday

STEP BY STEP

What you should be doing on reg day (It's easy!)

2023-24 Sem 1 Temporary Course List

Delete	Class	Days/Times	Room	Instructor	Units	Status
	CAES 1000-1C1 (1929)	Th 10:30 - 12:20 Th 10:30 - 12:20 Mo 11:30 - 12:20 Mo 11:30 - 12:20	Centennial Campus CPD-G.03 Centennial Campus CPD-G.03 Centennial Campus CPD-G.03 Centennial Campus CPD-G.03	Staff	6.00	●

Proceed to Step 2 of 3

● Open ■ Closed ▲ Wait List

Class	Description	Days/Times	Room	Instructor	Units	Status
CAES 1000-1C1 (1929)	(4) Core University English (--)	Th 10:30 - 12:20 Th 10:30 - 12:20 Mo 11:30 - 12:20 Mo 11:30 - 12:20	Centennial Campus CPD-G.03 Centennial Campus CPD-G.03 Centennial Campus CPD-G.03 Centennial Campus CPD-G.03 Centennial Campus CPD-G.03	Staff	6.00	●

Cancel Previous **Finish Enrolling**

1. Find/Track HK time (Apple works fine)
2. LOG IN EARLY (AT LEAST 30 MINS EARLY)
3. Set a timer for 5 minutes prior enrollment time
4. Check your wifi
5. Set up your backup device
6. Check courses again on main device
7. When timer rings, get ready to click on
 - a. Proceed to Step 2 of 3
 - b. THEN CLICK ON: Finish enrolling
8. **DO NOT REFRESH IN BETWEEN. WAIT. IT WILL GO THROUGH.**

POPULAR CONCERNS

I didn't get what I wanted

You can do everything right and still not get what you want. E.g:
Course Reg for me this year
IT'S OKAY. IT'S OKAY
Backup/Alternatives/Re-arrange

I want to do this course but

- A) Time clash:** Find an alternative. Move a flexible course around to make time
- B) Too many interests too little time:** You have second sem (language courses..)
- C) It's closed:** I feel for you, try again in ADD/DROP
- D) Rejected out of nowhere:** Write an email to the offering department and explain your situation
- E) Not sure abt second major pre-req:** You can try them out. Have some fun with it.

OH NO, MY CC QUEUE POSITION IS NOT LOOKING GOOD

Drop. Reg another/ your backup. OR try again in ADD/DROP



ADDITIONAL REASSURANCES

1. **Talk to people**
2. **Things will go wrong and that is okay**
3. **Plan ahead**
4. **Free electives are fun**