

# 2022-23 ITSC Welcome Session for New Students





# Walk through These with Us

1. Get Your Key to Access Online Service

- 2. MyCUHK the University Portal
- 3. Manage Your Academic Matters@CUSIS + Online Student Registration for JUPAS undergraduates
- 4. Physical Access to University Service & VTR
- 5. Stay Connected with the University and Peers via Microsoft 365
- 6. WiFi and Network
- 7. Software Must Be Used for eLearning
- 8. Free Software / Apps to Facilitate Your University Life
- 9. Safeguard Yourself & Your Device, 2FA / Anti-virus
- 10. Facilities for group project, printing and scanning
- 11. Contact & Follow Us

# Get Your Key to Access CUSIS

# Computing Account



## Mark the Date for Undergraduates

◯15 Aug (Mon)		<b>O</b> Aug 16 (Tue) 9AM - Aug 18 (Thur) 5PM
JUPAS Undergraduates Rec	ceive 6-digit v-code* via	Undergraduates Complete Student Registration@CUSIS
<ul> <li>email from <u>scacs@cuhk.</u></li> <li>local SMS</li> </ul>	edu.hk	
Use v-code to collect OnePass Save / Print <b>OnePass acc</b>		-
	🔿 15 Aug (Mon)	

Note:

\*Students will not receive the V-code if they do not settle the composition/ acceptance fees on or before the payment due date.

# Any students who have not successfully completed the entire registration procedures by the deadline may NOT be able to join the on-line course registration under CUSIS on 30 August (Tue).

### **Highlight:**

Please contact Office of Admissions and Financial Aids (OAFA) at

- 3943 8951 OR
- 3943 8947
   if you don't receive v-code
   before 16 Aug (Tue) 12NN
   (UTC+8).

# Collect Your Key@SCACS

### Visit SCACS (<u>https://cai.itsc.cuhk.edu.hk</u>) after collecting your 6-digit v-code

The Chinese University of Hong Kong Student Computing Accounts Collection System С

**Welcome** to Student Computing Accounts Collection System. This system enables newly admitted students to collect their **Computing Accounts Information** online.

Before you start, please

<u>M</u>

Make sure you have read carefully the User Guide at <a href="http://cai.itsc.cuhk.edu.hk/userguide/">http://cai.itsc.cuhk.edu.hk/userguide/</a>.
 Check that you have received your verification code (v-code) via e-mail and/or SMS. If not, click <a href="http://cai.itsc.edu/here">http://cai.itsc.edu/here</a>.

You **do not** need to collect the **Computing Accounts Information** online if - You have already received the **Computing Accounts Information** from other channels. - You are currently studying in another programme at CUHK and have collected the **Computing Accounts Information**.

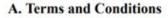
Important note for full-time undergraduates: Please complete On-line Student Record Registration Form after collection of Computing Accounts Information. You may visit <u>http://www.cuhk.edu.hk/cusis/login/howto/cbt-student/1eng.html</u> for details.

Start

Home User Guide
Instruction - Please complete the following.
Please click the programme you will be admitted to: Undergraduate Postgraduate (Except PGDE) Postgraduate Diploma in Education (PGDE) International Asian Studies Programme (Undergraduate/Postgraduate) International Summer School Programme
Next
Instruction - Please fill in the following information to identify yourself.
1. Your application number (for Mainland student, please enter your 全國統一高考考生號)
2. Please input your Email Address OR Mobile Phone Number which received V-Code. Email Address:
Mobile Phone no.:
3. Date of birth in yyyy/mm/dd format (For example, enter 1986/01/05 for 5 Jan 1986)
Next

	iversity of Hong Ko nology Services Cer t Information (CAI	ntre
Student Name and Study Programme	Student ID	Computing ID
TEST, student 12345 MA Comparative & Pub History	12345	12345

### **Student ID:** Unique for each student. Printed on student card e.g. 1234567890



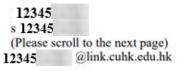
As a user of the University computing systems, you are automatically bounded by the policies and guidelines specified in the document 'Computing Network - Policies and Guidelines on Access and Usage' published at <u>https://www.itsc.cuhk.edu.hk/it-policies/net-guide-use</u>. Furthermore, upon acceptance of the computing accounts in this slip, you are agreed to accept ITSC's privacy policy and practices in collecting, holding and using of your personal data relevant to your computing accounts in this slip. The details information about the policy and practices have been published at <u>https://www.itsc.cuhk.edu.hk/it-policies/pps</u>. Should you have any enquiries, please submit it through ITSC Service Desk at <u>https://servicedesk.itsc.cuhk.edu.hk</u>.

### B. Responsibilities and Security Requirements for your Computing Account:

- 1. You are responsible for protecting your password securely all the time.
- You should never disclose your password to anyone. Please note that ITSC and CUHK will NEVER ask for your password and/or personal information through emails.
- Allowing anyone to use your email or computing account is forbidden. Violation of this guideline is subject to immediate deprivation of access privilege and disciplinary actions.
- 4. You should change your initial password immediately and set it to a strong password. The University has adopted OnePass Password Expiry Policy. Your password must be changed at least once every year. Please visit ITSC homepage for details.

### C. Computing Accounts Details:

Student ID: Computing ID: OnePass (CWEM) Password: E-mail Address: Expiry Date:





香港中文大學 The Chinese University of Hong Kong

E---

BSSc Economics

學生證 Student Card

NEW ASIA COLLEGE

### The Chinese University of Hong Kong Information Technology Services Centre Computing Account Information (CAI) Slip

Student Name and Study Programme	Student ID	Computing ID		
TEST, student 12345 MA Comparative & Pub History	12345	12345		

### A. Terms and Conditions

As a user of the University computing systems, you are automatically bounded by the policies and guidelines specified in the document 'Computing Network - Policies and Guidelines on Access and Usage' published at <a href="https://www.itsc.cuhk.edu.hk/it-policies/net-guide-use">https://www.itsc.cuhk.edu.hk/it-policies/net-guide-use</a>. Furthermore, upon acceptance of the computing accounts in this slip, you are agreed to accept ITSC's privacy policy and practices in collecting, holding and using of your personal data relevant to your computing accounts in this slip. The details information about the policy and practices have been published at <a href="https://www.itsc.cuhk.edu.hk/it-policies/pps">https://www.itsc.cuhk.edu.hk/it-policies/pps</a>. Should you have any enquiries, please submit it through ITSC Service Desk at <a href="https://www.itsc.cuhk.edu.hk/">https://www.itsc.cuhk.edu.hk/it-policies/pps</a>. Should you have any enquiries, please submit it through ITSC Service Desk at <a href="https://www.itsc.cuhk.edu.hk/">https://www.itsc.cuhk.edu.hk/it-policies/pps</a>.

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### **C.** Computing Accounts Details:

Student ID: Computing ID: OnePass (CWEM) Password: E-mail Address: Expiry Date: 12345

s 12345 (Please scroll to the next page) 12345 @link.cuhk.edu.hk

### Highlight:

- Please print / save your account information.
- Max. 5 times of collection
- Forgot Password? You can reset your password at <u>https://cai.itsc.cuhk.edu.hk/sspr</u>

## Collect Your Key@SCACS

Information Technology Services Centre

Student Computing Accounts Collection System (SCACS) User Guide



Highlight: Please contact Office of Admissions and Financial Aids (OAFA) at

- 3943 8951 OR
- 3943 8947

if you don't receive v-code before 16 Aug (Tue) 12NN (UTC+8).

Prepared by: User Support Services, Information Technology Services Centre Last Update: 23 Jun 2020

## Change Password

## https://cai.itsc.cuhk.edu.hk/chgpwd/



og <mark>i</mark> n ID:	
rrent / Expired Password:	
ew Password:	
e-enter <mark>New</mark> Password:	
erification Code:	3D5J0

### The service is for staff and students only.

#### Your password must

- · Have length between 8 and 20 characters
- Contain at least 4 unique characters
- Contain at least 1 letter, 1 digit, and 1 special character
- Use only these special characters:

#### !?.% + = ^ \$ & # - @

- e.g. ab!2cd34, mon=2xyz, BE.Best1
- NOT reuse your last 4 passwords
- NOT contain your login ID

Check recommendations of secure passwords

#### For Staff Using Departmental MS Exchange (Outlook) Email:

By changing your OnePass (CWEM) password, the same password can also be used to log in departmental MS Exchange (Outlook) email.

There is password expiry for your OnePass Password.





# MyCUHK – The University Portal

# CUSIS #All-in-one





## **CUHK** LOGIN

Login ID	
OnePass Password	





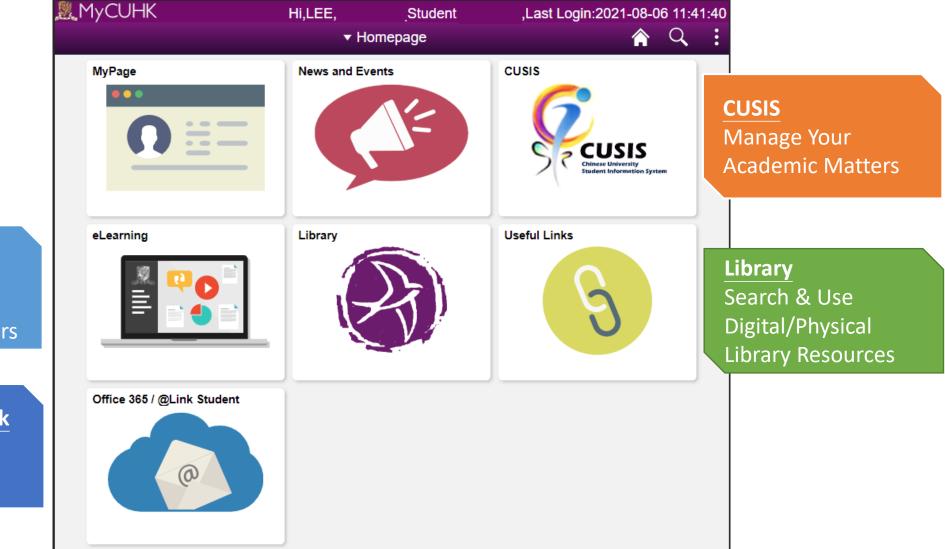
Welcome to

CUHK

MyCUHK: <u>http://portal.cuhk.edu.hk</u>

Enter MyCUHK via CUHK Login

## Travel Across Different CUHK IT System@MyCUHK



Blackboard, Veriguide & more Exchange with Professors/Teachers

Office 365 / @Link Enjoy Microsoft Services

## Manage Your Academic Matters@CUSIS

#Pay&Gain

#GPA

#CourseEnrollment



## Manage Your Academic Matters@CUSIS

- View/Update Personal Information
- Search Teaching Timetable by Subj/Dpt
- Enroll Courses
- View Timetable Planner
- Check Debit Notes
- View Grades

	tem ▼ Student Homepage	ç q
Profile	Applications	Manage Classes
Academic Records	Academic Progress	Financial Account
Scholarship and Financial Aid	Non-local Learning Activities	Exam Timetable for UG Courses
Thesis Assessment for PG	New Student Registration	Back to MyCUHK

## Manage Your Academic Matters@CUSIS

- Do New Student Registration First!
- Aug 16 (Tue) 9AM Aug 18 (Thur) 5PM

## New Student Registration Academic Records Academic Progress **Financial Account** Scholarship and Financial Aid Non-local Learning Activities Exam Timetable for UG Courses Thesis Assessment for PG New Student Registration Back to MyCUHK **A** ,

## New Student Registration

Action	Complete the 8 Parts step-by-step	< Student Homepage	New Student Registration         C           Data Languager         English           MFL_UTij D         Registration         Bessend Information           Guidelines         Personal Information         Addresses           Suidelines         Personal Information         Addresses
<b>Document</b> to Upload	≤1MB Passport size photo.jpg for student card (or update us another one at <u>https://culink.cuhk.edu.hk/get-cu-link/photo/</u> ) ≤ 1MB HKID Card / Passport copy.jpg		Registration Guidelines         Notes for completing the on-line Student Record Form:         1       The admission data and personal information provided on this on-line Student Record Form will be used by CURK for the purpose of processing student records.         2       Student may update provide contact information to the University, but cannot amend any information on this form concerning admission records, e.g. programme of study, name, HKDD card no etc. If there is any update, please provide the information in the "Amendment Request" section and the administrative office concerned will contact you for further information.         3       To complete the registration procedures, please uplead the following required documents and portion functions. Please use "view" function to check and nake sure the images of the uploaded documents accessed will contact to blarred documents may render your registration unsuccessible.         4       To upload a copy of your HKID card passport/other identity document" (required for Undergraduates only, marked COPY onto it ad click here for specification); and         *       University Regulation require a tudent to be registered in the mane as appeared on habort RKID cardpassport. Miniated andems adminted on the strength of Gas Kas (America) and Distributer RKID cardpassport. Miniated andems adminted on the strength of Gas Kas (America) and Distributer RKID cardpassport. Miniated andems adminted on the trength of Gas Kas (America) and Distributer RKID cardpassport. Miniated andems adminted on the trength of Gas Kas (America).
<mark>Video</mark> Guide	<u>https://www.cuhk.edu.hk/cusis/howto/online-reg-new-ug-</u> students/online-reg-new-ug-students.html		<ul> <li>b. To upload a passport size photo for the purpose of application for Student ID card (click <u>here</u> for specifications of the photo, unsuitable photo may defer the issuance of your Student ID card); and</li> <li>c. To upload the <u>Content Form</u> (click <u>here</u> for details and the form) for students <u>under 18 years old</u> at the time of registration; and</li> <li>d. To provide the information of at least one emergency contact person; and</li> </ul>

🖗 Q

Update Your Phone no. and indicate "preferred" if you want it as your primary contact

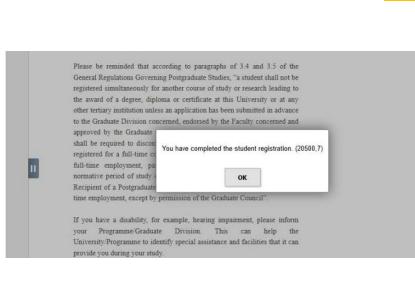
# New Student Registration

		New Student R	egistration				ę	
					Data	a Language: English	*	
Registration Per	sonal Information	Participation						
Guidelines   Persona	Information   Addre	sses   Phone Numbers	Emergency Contacts	Upload Document   A	Amendment Request	Academic Honesty	Declaration	
Phone Numbers								
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*Phone Type		*Telephone	Ext	Preferred				
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Home	~	28428888			Û			
Mobile (HK)	~	22244668			Î			
Mobile (Oversea)	~	I			Û			
Add a Phone	Number							
Save								
* Required Field								
Go to top								

## New Student Registration

You do not have access to the Registration page because have either successfully completed your Registration pro OR have missed the Registration period. Please contact Central Administrative Offices for more details on registr

- See this when Done
- Any students who have not successfully completed the entire registration procedures by the deadline may NOT be able to join the on-line course registration under CUSIS on 30 Aug (Tuesday).



## Mark the Date for Undergraduates

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	15 Aug (Mon)	

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## Manage Your Academic Matters@CUSIS

- View/Update Personal Information
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- View Grades

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Profile	Applications	Manage Classes
Academic Records	Academic Progress	Financial Account
Scholarship and Financial Aid	Non-local Learning Activities	Exam Timetable for UG Courses
Thesis Assessment for PG	New Student Registration	Back to MyCUHK

## Pay Fee@CUSIS

Financial Account							
		Make a Pa	ayment			< Previou	
Complete	Step 2 of 4: Sp			• Your other charges can	ho p		
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3 Confirm Payment Amount Not Started	The Chinese Un	iversity of HI	ĸ		_		
4 Payment Result Not Started	Item Description	Due Date	Item Term	Outstanding Charges	ii.	FPS :	If you are a banking or Payment I
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	Caution Money #		2019-20 Term 2	200.00			
	Total			21,250.00	184.	PPS :	Please call I Merchant C number wit
	Currency used is Hone	g Kong Dollar			iv.	ATM :	ATM card h PAYMENT S University with the pa
					v.	Bank website :	If you are a visit your b Bill Type "O amount.
					vi.	Cash / Cheque :	Please visit

### <u>\$\$\$</u> Pay Tuition Fee & Manage Financial Aids Matters

Pay /	
	If you are a registered banking or e-wallet, so Payment Number and

1.11

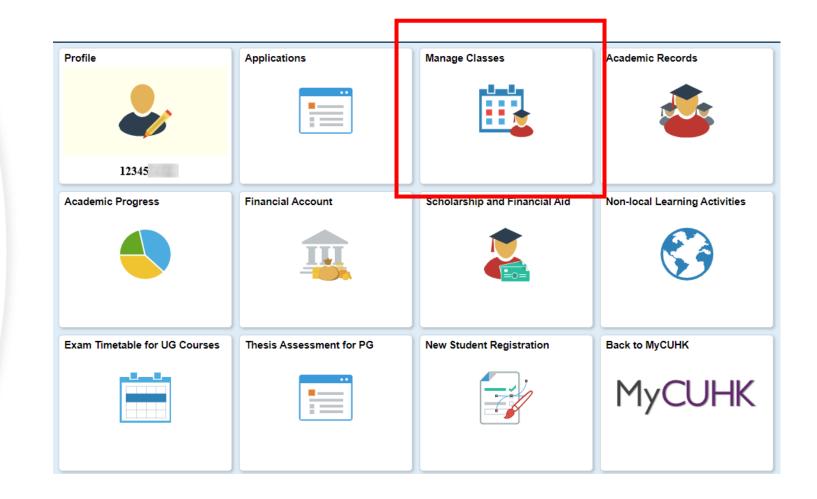
If you are a registered WeChat Pay (China or Hong Kong Wallet) / Alipay / Alipay Hong Kong user, please scan the QR Code on the left in WeChat Pay / Alipay App, select Bill Type "01" and input your Payment Number as the bill / account number and the payment amount.

FPS :	If you are a registered FPS user, please visit your bank's website, mobile banking or e-wallet, scan the QR Code on the right to make payment. The <b>Payment Number</b> and <b>payment amount</b> are already embedded. Please check the correctness before confirming to proceed payment. You may amend the payment amount if necessary.	
PPS :	Please call PPS Hotline 18031 (English) or 18033 (Cantonese) or visit www. Merchant Code "9110"; Bill Type "01" and input your Payment number as number with the payment amount.	
ATM :	ATM card holder of HSBC, Hang Seng Bank or JETCO may pay at ATMs with PAYMENT SERVICE" or "JET PAYMENT", enter "Bill Payment Services", sel University of HK"; Bill Type "01" and enter your Payment number as the with the payment amount.	ect "The Chinese
Bank website :	If you are an internet banking user of HSBC, Hang Seng Bank <sup>*</sup> or JETCO m- visit your bank's website, enter "Bill Payment Services", select "The Chin Bill Type "01" and enter your Payment number as the bill / account numb amount.	ese University of HK';
Cash / Cheque :	Please visit Hang Seng Bank counter and pay into the bank account no. 293 name of "The Chinese University of Hong Kong" and quote your Payme deposit form.	
Talaamahia	Romittance hu teleorachic tracfer chould be cost directly to the University'	r hank account with

### Browse Courses@CUSIS

### **Course Enrollment**

- Plan Your Course
- Validate Your Preference
- Enroll it



## Plan Your Course@CUSIS

### Class Search Search by Keyword

Student Homepage	manaye classes	💙 🔹 🔇 Class Sear
2021-22 Term 1 Change		- Class Stat
	Search For Classes ()	- Open Clas
View My Classes	Enter keyword e.g. course, subject, class, topic	▼ Subject
My Weekly Schedule	Additional ways to search	
Enrollment Dates	► Favorites	✓ Class Mee
	▶ Recently Viewed	Mon
🛃 Browse Course Catalog		Thurs
Q Class Search / Add to Cart		🗆 Tue
		✓ Class Star
🦞 Shopping Cart / Enroll classes		□ Start 10ar
		□ Start 12pr
Drop Classes		. 🗆 Start 2pm
arr Swap Classes		Start 8am
		✓ Class End
📝 Update Classes		End 11am
		End 1pm
Enrollment Status		End 3pm
Enroll by My Requirements		End 9am
		✓ Number or
📩 Planner		🗆 0 – 1 Unit
Timetable Planner		✓ Course Ca
Teaching Timetable by Subj/Dpt		Undergrad

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Mon Thurs Tue	PHED1024 - <b>Volleyball</b> (Women) 1 unit 4 Class Options Available		>	
lass Start Times				
Start 10am - 12pm				
Start 12pm - 2pm				
Start 2pm - 4pm				
Start 8am - 10am				
lass End Times				
End 11am - 1pm				
End 1pm - 3pm				
End 3pm - 5pm				
End 9am - 11am				
umber of Units				
0 – 1 Unit				
ourse Career				
Undergraduate				

## Plan Ahead by Course Search

- Teaching Timetable by Subj/Dpt
- Search by Program

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	vr <u>e</u> ⊥	3.00	- Professor Leilah Sohrab VEVAINA	80	80	LEC	-	E	т	25

# Plan Ahead by Course Search

If the class has reserved quota, there will be a link on the Quota(s) cell.

### Teaching Timetable

Course Career: Undergraduate

Term: 2021-22 Term 1

Subject: Economics

New Search New Window

Class Code	Class Nbr	Course Title	Units	Teaching Staff	Quota(s)	Vacancy	Course Component	Section Code	Language	Period
ECON1010A	<u>5885</u>	<u>Perspectives in Economics 經</u> <u>演學概觀</u>	3.00	- Miss LEUNG Yuk Chun	50	50	LEC	A	E	Tu 10:30AM - 01:15PM
ECON1010B	<u>5886</u>	<u>Perspectives in Economics 經</u> 濟學概觀	3.00	- Miss LEUNG Yuk Chun	50	50	LEC	в	E	We 02:30PM - 05:15PM
										We 02:30PM - 05:15PM
ECON1010C	<u>5692</u>	<u>Perspectives in Economics 經</u> 濟學概觀	3.00	- Dr. YAN Wai Hin	50	50	LEC	с	E	Th 02:30PM - 05:15PM
										Th 02:30PM - 05:15PM
ECON1101A	<u>5899</u>	<u>Mathematical Methods in Eco I</u> 經濟數學方法(一)	2.00	- Dr. CHOW Yan Chi Vinci	<u>100</u>	100	LEC	A	E	Mo 04:30PM - 06:15PM
ECON1101B	<u>5898</u>	<u>Mathematical Methods in Eco I</u> 經濟數學方法(一)	2.00	- Dr. CHOW Yan Chi Vinci	<u>100</u>	100	LEC	в	E	Tu 08:30AM - 10:15AM
ECON1210-	<u>5281</u>	<u>Economics and Society</u> 經濟學 與社會	3.00	- Dr. IP Tak Sang	<u>150</u>	150	LEC	-	E	Tu 12:30PM - 02:15PM

Course:	ECON1101A
Class Nbr:	5899
Component:	LEC
Title:	Mathematical Methods in Eco I 經濟數學方法(一)

Reserved for	Enrolment Quota	Enrolment Total
For UG ECON Major	50	
For UG GLEF Major	38	

Return

## Plan Ahead by Course Search

#### Learning Outcome

#### It is expected that students will:

- acquire problem solving skills to think like an economist.
- master a set of concepts that will help them think more coherently and consistently about a wide range of problems
- be able to use these skills in their everyday lives as consumers, savers, entrepreneurs, investors, workers, citizens and participants in a global economy.

#### Course Syllabus

Perspectives in Economics will introduce the fundamental concepts of economic and issues in economic research, covering both micro and macro economics. The course attempts to illustrate the importance and beauty of economics via a non-technical approach, using only elementary mathematics and graphs for expositions. Topics will include concepts of rationality, opportunity cost analysis, the functioning of supply and demand, the role of government and fiscal policy, the banking system and monetary policy, pricing, and some topics pertaining to crime, marriage and international trade. Students in this course will learn how to apply the fundamental economic principles to almost every aspect of their life.

#### Week Topic

- 1 Rationality, What, When, How, Whom
- 2 Demand and Supply Theory
- 3 Demand and Supply Application: Marriage
- 4 Demand and Supply Application: Crime
- 5 Demand and Supply Application: Rent Control
- 6 Measuring Economic Performance: National Income Accounting
- 7 Measuring Economic Performance: Inflation and Unemployment 8 Money Creation and Banking System
- 9 Monetary and Fiscal Policy
- 10 Trade and WTO
- 10 Hade and wTO
- 11 Contribution by Nobel Laureates

#### Assessment Type

	Assessment Type	Current Percent
1	Essay test or exam	60
2	Short answer test or exam	40

#### Course Detail

#### Return to Teaching Timetable

#### ECON 1010 - Perspectives in Economics

Course Detail		
Career Units Grading Basis Course Components	Undergraduate 3.00 Graded Lecture	Required
Campus Academic Group Academic Organization	Main Campus Dept of Economics Dept of Economics	, coquirou

#### Enrollment Information

Enrollment Requirement Not for students who have taken DSME1030,1040, ECON201

### Course Detail

Learn the Course Description & Requirement

#### Description

#### (UGEC1511 is double-coded with ECON1010.)

This is an introduction to the nature of the economic problem and how society and man de will cover resource allocation and the concept of economic efficiency, product and factor m indicators and the nature of macroeconomic problems, and macroeconomic policy. Econo be applied to various social and economic issues such as marriage, crime and governmen

## Put into Shopping Cart & Validate

### Step 1 of 3: Review Class Selection

You have selected

COMM 1150 Introduction to Media Industries and Practices

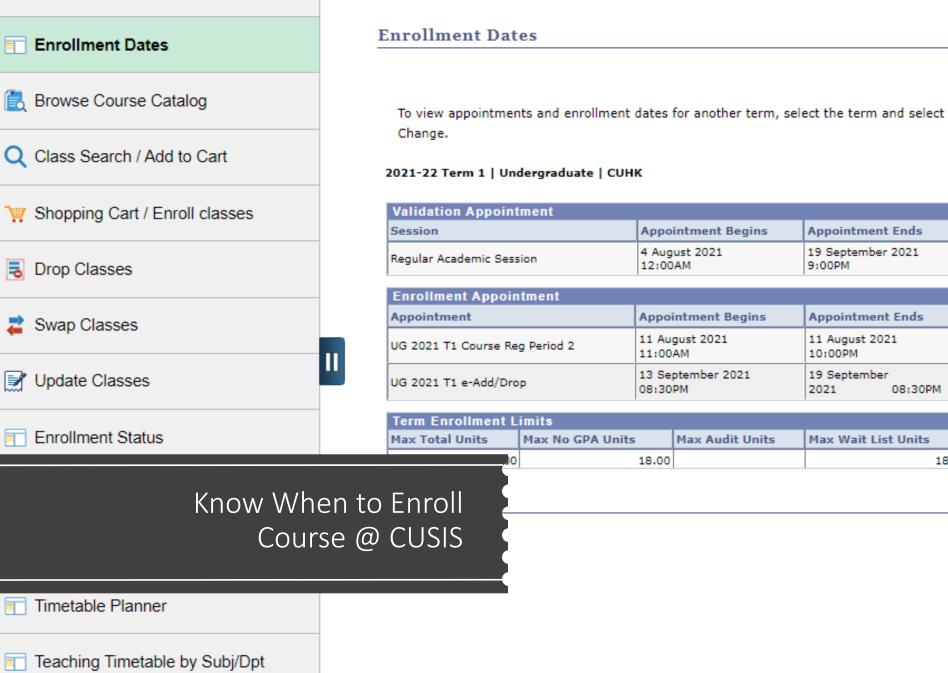
Option Status Open

Class	Session	Meeting Dates
( 5096 ) B - LEC	Regular Academic Session	6/1, 13/1, 20/1, 3/2, 10/ 24/2, 2/3, 9/3, 16/3, 23/ 20/4, 27/4

Option	Status	Class	Meeting Dates	Days and Times	Room	Instructor	Seats
1	Open	( 5096 ) B - LEC	6/1, 13/1, 20/1	Monday 2:30PM to 5:15PM	Humanities Building 114	FDX, Lh Lkm 中文名	Open Seats 5 of 60
			3/2, 10/2, 17/2, 24/2, 2/3, 9/3, 16/3, 23/3	Monday 2:30PM to 5:15PM	Humanities Building 114	FDX, Lh Lkm 中文名	
			6/4	Monday 2:30PM to 5:15PM	Humanities Building 114	FDX, Lh Lkm 中文名	
			20/4, 27/4	Monday 2:30PM to 5:15PM	Humanities Building 114	FDX, Lh Lkm 中文名	
2	Open	( 5095 ) C - LEC	8/1, 15/1, 22/1	Wednesday 3:30PM to 6:15PM	Humanities Building 213	FDX, Lh Lkm 中文名	Open Seats 3 of 62
			5/2, 12/2, 19/2, 26/2, 4/3, 11/3, 18/3, 25/3	Wednesday 3:30PM to 6:15PM	Humanities Building 213	FDX <mark>, Lh</mark> Lkm 中文名	
			8/4, 15/4, 22/4, 29/4	Wednesday 3:30PM to 6:15PM	Humanities Building 213	FDX, Lh Lkm 中文名	

1	COMM 2500 - Introduction to Global Communication Okay to Add to Class Schedule.
	PHED 1034 - Squash (Women)
	Okay to Add to Class Schedule.
,	UGFN 1000 - In Dialogue With Nature
	Okay to Add to Class Schedule.
¢	COMM 2922 - Introduction to Creative and New Media
	There is a time conflict for class number 5565 and class number 6708. There is currently a meeting time conflict for two of your shopping cart classes or a shopping cart class and one of your enrolled classes for this term. Use the class numbers to check the meeting times.
,	PSYC 1000 - General Psychology
	Okay to Add to Class Schedule.





Appointment Ends

19 September 2021

Appointment Ends

Max Wait List Units

08:30PM

18.00

11 August 2021

19 September

10:00PM

2021

9:00PM

### • Videos of Course Enrollment:

 https://www.cuhk.edu.hk/cusis/ho wto/ug-course-enrollment.mp4

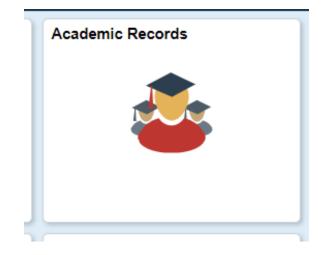
## Enroll Course on Your Big Day

< Student Homepage Enrollment Status				Status	🖗 Q 🗄										
2019-20 Ter Undergraduate The Chinese U		hange													
Enrolime	ent(Add/Drop/Swap) R	equest Status					_								
		Enrollment Request ID 0	005465009									Enroll	D	elete	Validate
This		Submission Date 0													
During peak	enroliment period, the system n	or overall and final result, please refe nay take longer time (15-25 minutes) you can click the Refresh button to	to process your request.		our S	hopping Ca	rt								
in the clubbs	in your request to an integress ;	you can clear the rear can outer to	get the international		Select	Availability	Class	Description	Session	Days and Times	Room	Instructor	Units	Seats	Preferences
						Open	(5096) B - LEC	COMM	Regular	Monday	To be	Staff	3.00	Open	Change
	#Seq Status*	Class	Course Code	Request 1				1150 Intro to Media Ind &		2:30PM to 5:15PM	Announced			Seats 5 of	Preferences
1	1 In Progress	( 5565 ) LEC	COMM 2500	Enroll				Practices		Monday 2:30PM to	Humanities Building 114	L. FDX		60	
2	2 In Progress	( 8424 ) B - LEC	COMIM 2710	Enroll						5:15PM					
3	3 In Progress	( 5334 ) B - LEC	COMM 2740	Enroll						Monday 2:30PM to 5:15PM	Building 114				
4	4 In Progress	(6886)LEC	GRMD 1402	Enroll						Monday 2:30PM to	Humanities Building				
5	5 In Progress	(8184) B - LEC	PSYC 1000	Enroll						5:15PM	114				
*Please refe	er to View My Classes for the enr	ollment result of waitlisted class.				Open	(5565)LEC	COMM 2500 Intro	Regular Academic	Wednesday 10:30AM to	To be Announced	Staff	3.00	Open Seats	Change Preferences
1. M	lax. 8 classes in	each enrolment	attempt					to Global	Session	1:15PM				16 of 44	Freierences
2. Max. 2 class sections of same course in each enrolment				nt				Comm		Wednesday 10:30AM to	Lee Shau Kee	X. L***		44	
	tempt									1:15PM	Building 515				
		V CE classos in or	ach enrolment atten	nt						Wednesday 10:30AM to	Lee Shau Kee	X. L***			
				τρι						1:15PM	Building 515				
	class for Sumr										010				
4. M	lax. swap 1 PHE	<u>ED</u> class in each e	enrolment attempt											•3	0

## Check Your Academic Result @CUSIS

- GPA
- What's Your Performance

Student Homepage	Academic Record	ds	ę	Q
Course History	Course History			
View Grades	Ţ			54 row
View Unofficial Transcript	Class $\Diamond$ Description $\Diamond$	Term ◇ Grade ◇	Units 🗘 Status 🛇	>
Browse Program Information	DSME	2021-22 Term 2	3.00 🔶 In Pro	ogress
	DSME	2021-22 Term 1	3.00 🔶 In Pro	ogress



# Physical Access to CUHK & VTR

TH 4908

CUHI

### Collect CU Link (Postgraduates)

- Call 3943 8507 to check if your card is ready
- Confirm/Provide a valid Hong Kong address to collect student card via registered post OR
- Collect it in person after making an appointment at <u>Online</u> <u>Booking System</u>

https://culink.cuhk.edu.hk/wpcontent/uploads/2022/07/Collection-of-CU-Link-Student-Card-for-New-Postgraduates-2022-23.pdf



## Collect CU Link (Undergraduates)

- Card logistics starts from 26 Aug (Fri) 10AM
- You can
  - 1. Confirm/Provide a valid Hong Kong address to collect student card via registered post
  - 2. Collect it in person after making an appointment at Online Booking System

<u>https://culink.cuhk.edu.hk/wp-</u> content/uploads/2022/07/Collection-of-<u>CU-Link-Card-for-New-Undergraduate-</u> <u>Students-2022-23.pdf</u>



## After Card Collection via Postal Mail

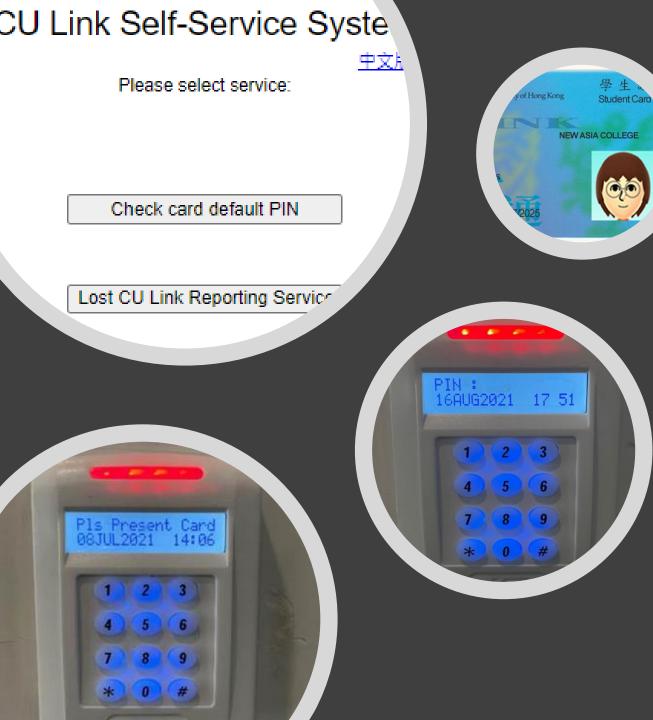
 Please activate your card at <u>https://cloud.itsc.cuhk.edu.hk/CULINK-</u> <u>SelfService/cardmailing.aspx</u>



Card Number is the set of code at the bottom right corner of the back of your CU Link.

Please input it below to activate your CU Link Card

Activate Card



## CU Link – Physical Access

 Don't forget to get your PIN through the CU Link Default PIN Enquiry System

https://www.cuhk.edu.hk/culink/pin



## 。入校園前先申報疫苗接種資料

Complete the declaration form before entering the campus.

#### COVID-19 Vaccination/Regular Testing Report System (VTR) 2019冠狀病毒病疫苗接種/定期病毒檢測申報系統

University ID

**OnePass Password** 



What is your University ID? For current students, it is your Student ID in 10 digits. For staff, it is your Staff ID in 6 characters. Check <u>here</u> for instructions on getting your Student/Staff ID number. Please contact <u>ITSC Service Desk</u> if you still fail to login.

#### Submit

### Cope with Vaccine Pass

• Log in <u>VTR</u> to report your vaccine dosage / test results at least a day before entering the campus.



## @Link Email & M365

Stay Connected with the University and Peers via Microsoft 365

## How To login?



CUHK LOGIN	
Login ID OnePass Password	
Sīgn in	
?> Login Help Change Password   Forgot Password	
Forgot Alumni ID   Password	
CADS	
(CADS Reference Number: 233)	

itsc Information Technology Services Centre The Chinese University of Hong Kong

## CUHK LOGIN

StudentID@link.cuhk.edu.hk

Reach this page when you go to Microsoft 365: <u>https://www.cuhk.edu.hk/o365</u>

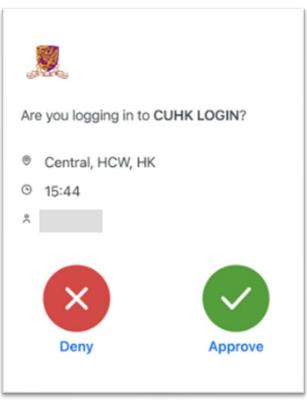
## How to Login?

#### (On Browser.)

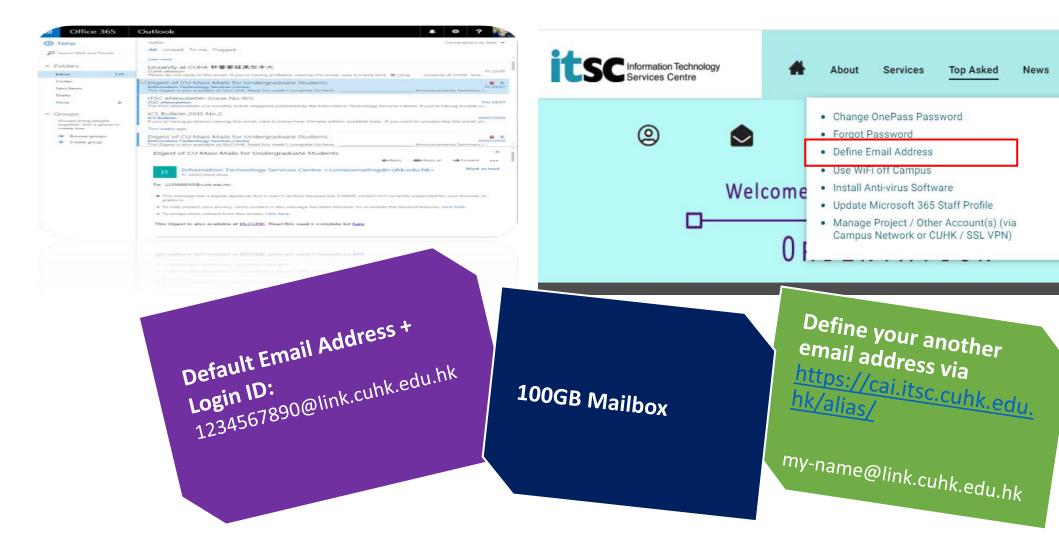
### CUHK LOGIN

<b>.</b>		≡ Settings
Device:	(IOS)	Ŷ
	Send Me a Push	
	Enter a Passcode	1. (
Remember r	ne for 12 hours	

#### (On Mobile.)







Contact

## Download Free & the Latest Office @ Office 365 5 Notebook + 5 Tablets + 5 Phones





## OneDrive free of 1024.00 GB

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LEE,		+ New ~	↑ Upload × 🔒 Sync	纾 Automate ~		↓= Sort × = × 🤅			
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RR	Shared	My files				Files, Folders		• Can I	
6	Recycle bin		Name 🗸	Modified ~		ed by Name ~	= 8	<ul> <li>Sync</li> <li>Can u</li> </ul>	
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	2020 DSME		ITM	August 8, 2020	<mark></mark>	ERP shared folder			
	Peer Evaluation				-	ITM		☑ ☐	ng
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					Home	Files S	hared	Template	

- 1TB Storage
- Share Project Files with Peers / Teachers
- Sync Across Devices

rent Show/

hide

 Shared with Vendor

Option

 Can use after graduation (opt-in needed)

\_

Search OneDrive - The Chinese Univers..

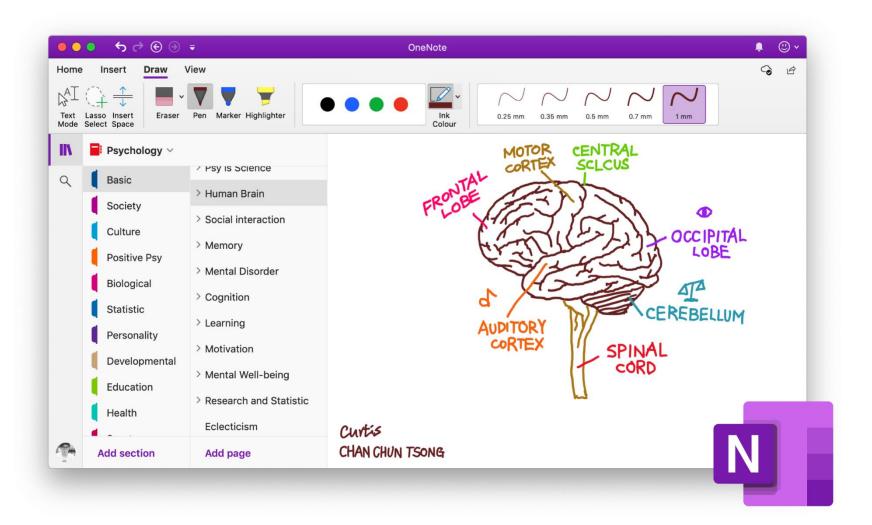
× ^ (?)

## Other Tools in Microsoft

 OneNote – Quick Notes for Your Lessons & Share it with Peers

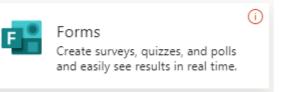
OneNote
 Capture and organize your notes
 across all your devices.

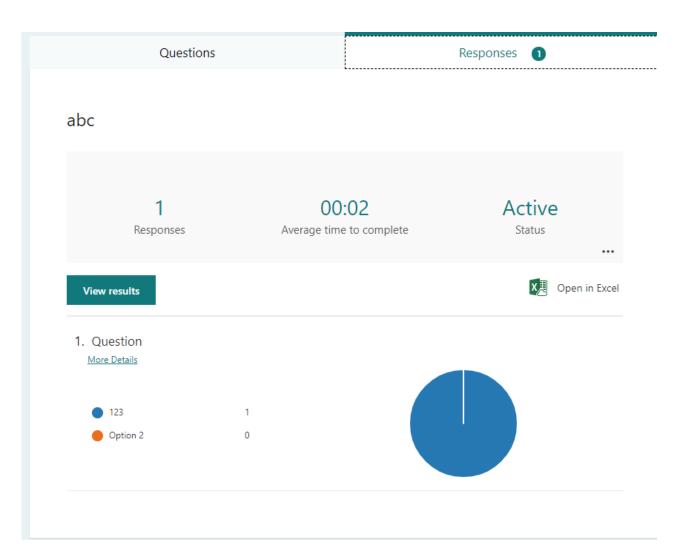
Ν



## Other Tools in Microsoft

 Forms – Open / Closed Survey with Fast Report Generation

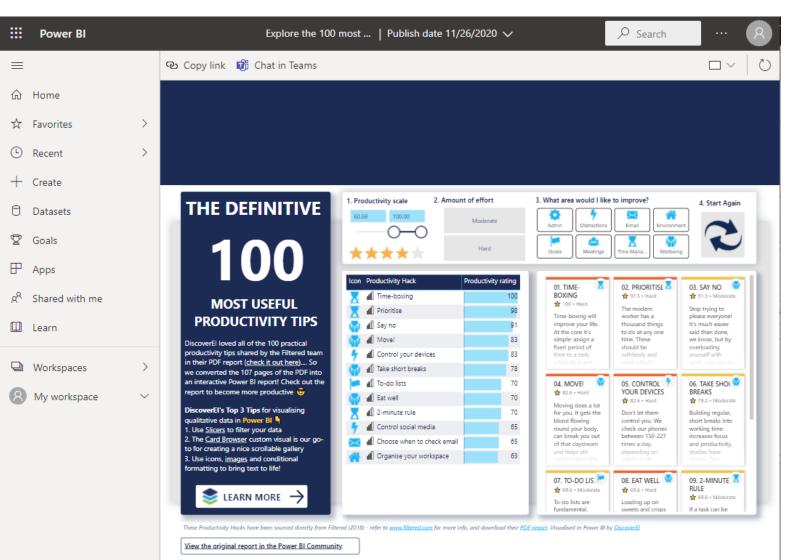




## Other Tools in Microsoft

PowerBI – Visualize
 Your data

Power BI
Create actionable, dynamic, and
engaging data dashboards you can
share with others.



## CUHK Network Service

WiFi and Network

-

Free WiFi

## WiFi on / off Campus

- CUHK Wi-Fi Service @ CUHK
  - SSID / Network Name = CUHK1x
  - Login with email address + OnePass password
- Wi-Fi Hotspot Partnership Programme @ / out of CUHK
  - SSID / Network Name = eduroam / CSL / Y5ZONE
  - Account registration required: https://wifipartners.itsc.cuhk.edu.hk

Tips: CUHK1x and Eduroam only needs login once

<b>〈</b> 設定	Wi-Fi	
Wi-Fi		
V CUHK1	x	🔒 🗢 i
網絡		
Android	dAP5A7C	🔒 🤶 🚺
CSL		<del>?</del> (j)
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eduroa	m	🔒 🗢 i
Kingfiv	e	🔒 후 🚺
Kingtw	0	●
Wi-Fi.H	IK via CUHK	<del>?</del> (j)
Y5ZON	IE	<del>?</del> (i)
其他…		
-		
詢問是否	加入網絡	通知 >

## Virtual Private Network (VPN) – CUHK / SSL VPN

- Some CUHK websites / online resources are accessible off campus only if users have connected to a VPN connection.
- Two VPN Services
  - CUHK VPN <u>https://www.itsc.cuhk.edu.hk/all-it/wifi-and-network/cuhk-vpn</u>
  - SSL VPN <u>https://www.itsc.cuhk.edu.hk/all-it/wifi-and-network/ssl-vpn</u>
- Services Require VPN Connection
  - CUHK Restricted Webpage at <a href="https://www.cuhk.edu.hk">https://www.cuhk.edu.hk</a>
  - Kaspersky anti-virus download center
  - Camtasia registration list
  - Virtual Classroom to access SPSS/SAS/Matlab
- Connection in China may be unstable due to the Great Firewall. If needed, can Use Add-ons at <u>https://help.edtech.cuhk.edu.hk/docs/pilot-cuhk-vpn-add-on-service</u> (Dept help to apply)

## Software Must Be Used for eLearning

## Blackboard – Lecture Notes Exchange

	2020		Course Contents				
×	е о •	Course Co	ontents	III csl. 1	<del>ç</del> ∣Analysis	3:59 PM	‱ <b>⊈</b> ☆
<u>倉</u> 오	Notifications Announcements		<u>Unit 1 - Introduction to ERP</u>		169.5	Marks Not Posted Based on	
∰ Ē	Course Outline Course Contents		<u>Unit 2 -</u>	DUE D	DATES	submitted work	
£° ₽	Discussion Board Groups		<u>Unit 3 -</u>	Ē	No Items Due In the next 2 we		>
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Ľ	гоом		<u>Unit 4 - '</u>	$\bowtie$	Messages		>
Ð_ •	Panopto Video My Groups		<u>Unit 5 - (</u>		Course Conte 10 items	ent	>
	2		<u>Unit 6 - Implementing ERP</u>	<b>&gt;&gt;&gt;</b> 1	<b>Collaborate</b> 1 item		>
					Discussions 0 items		>
				INSTR	UCTORS		



- Read Lecture Notes
- Submit Assignment
- View Project Grade
- View Lecture Video

#### https://blackboard.cuhk.edu.hk

#### Zoom / Teams – Online Meeting & Chatting (i) zoom Teams The customizable, chat-based team workspace in Office 365. ✓ Lock Meeting Show device settings Enable Waiting Room Show meeting notes X Allow participants to: Ask to Unmute Student A More ) Chat 🖾 Enter full screen Ask to Start Video Share Screen Mute participant Make Host Show background effects ✓ Chat Make Co-Host 52 Pin Allow Record cc Turn on live captions (preview) ✓ Rename Themselves Rename Put in Waiting Room 👯 Keypad Remove participant 3 Unmute Themselves Remove Start recording Report... å Make a presenter

Report...

Mute

_			9.6.1	▲ ▲	<b>€</b> <sup>†</sup>		
<sup>^</sup>		. *				•••	End
	Stop Video	Security	Participants	Share Screen	Reactions	More	



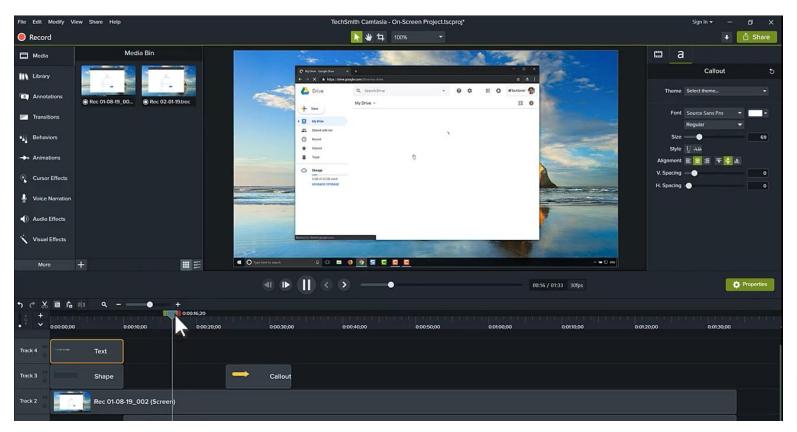
 $\sim$  End meeting

☐ Turn off incoming video

## Camtasia – Video Editing

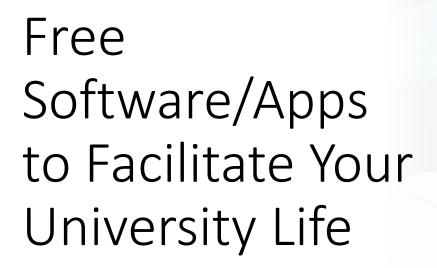
#### Camtasia

- create & edit learning videos
- Register at <u>https://io.edtech.cuhk.</u> <u>edu.hk/slms/</u>



### Qualtrics / MyCU Form / Microsoft Forms – Survey Tool

							Questions		R	esponses 1
Report: Default Report V Add F	Filter ~	Share Report $\checkmark$								
★ Add Report Breakout ~	Ŧ Back to Top						abc			
<b>Q</b> Search Questions	Q3 - 2. Have you resided / Are you residing in	CUHK student Page Options								
+ Create Custom Page							1	00	:02	Active
• Q2 - 1. Please indicate if you are							Responses		to complete	Status
Q3 - 2. Have you resided / Are you residing in CUHK student	Yes, I am residing in CUHK student hostels									
hostels?	Yes, I once was residing in CUHK student hostels						View results			X Open in Excel
Q5 - 1. What type of computer(s) do you use most at your home or student hostel for study?	student hostels	Manage Forms					⊑ Sign Out			
Q6 - 2. What OS version of	No					Add a Field	Field Properties Form Properties			
computer(s) do you use most at your home or student hostel for study?	0 0.1 0.2 0.3 0.4 0.5	Untitled Form This is your form description. Click here to ed				${ m T}$ Single Lin	ne Text 8 Number			
Q7 - 3. What type of smartphone		Text				Paragrap		1 0		
do you use most to connect to the Internet?							Choice 📑 Drop Down			
Q66 - 1. Have you ever used the following University applications?		Name				😭 Time	C Phone			
Q10 - 2. Have you ever used the		First Last				Address				
following network access methods?		Please answer the following questions	: Answer A Answ	ver B Answer C	Answer D	Price	Email			
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		Second Question	0 (	) ()	0	L. Page Bre	ak / Signature			
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		🖱 s	ave Form 🕒 Add Fi	eld						



#### CUHK Mobile App



## CUHK Mobile Education

Available @ Download on the App Store



\*\*\*\*\*\*\* 6

## CUHK Mobile App



- Check hotline for each department
- Classroom location
- Shuttle bus schedule

## Mobile App



Student Class Timetable This App is for students to check their class schedule in CUHK.

- Merge your class timetable to your mobile device
- Download it at <u>https://campusapps.its</u> <u>c.cuhk.edu.hk/store/lo</u> <u>gin.aspx</u>
- Notes for iPhone users: <u>https://support.apple.c</u> <u>om/en-us/HT204460</u>

II csl. ♥ 3:30 PM ● ¥ 49% ♥ Student:1155 Logout	
All No Time	DSME Database & Big
2021-22 TERM 1	Town Centre Sapphire Room
DSME Database & Big D Section:IA Component:LEC Dates and Time:	Tuesday, 19 Oct 2021 from 6 PM
2021-22 TERM 2 DSME Bus Intelligence T Section:IA Component:LEC Dates and Time:	7 PM DSME 8 PM 9 PM
	Calendar • CUHK Class Timetable >
	Alert None >
	Notes Component: Lecture Instructors: Professor
71IWeekDayClass	Delete Event

Safeguard Yourself & Your Device



## Enroll 2FA to Use IT Systems

# DUO2FA



## Enroll 2FA to Use IT Systems



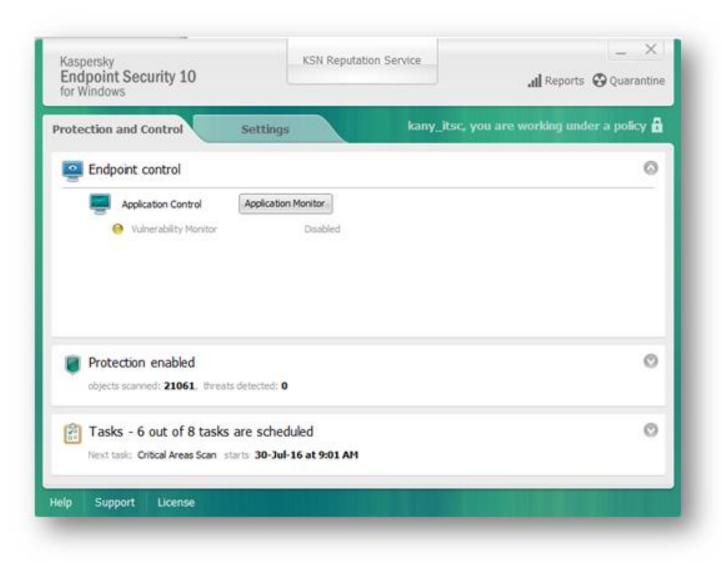
- It is a MUST to use 2-factor authentication (2FA) to log in popular IT services
  - Microsoft 365 (e.g. email Services:
  - https://www.cuhk.edu.hk/o365
  - CUHK / SSL VPN
  - Personal Information Update in CUSIS
- Get a smartphone / mobile device;
- Go to <u>DUO Portal</u> > Start setup > Tablet to enroll 2FA on your device.

#### 登記PUO雙重驗證 Duo 2FA Enrollment



## Install Antivirus

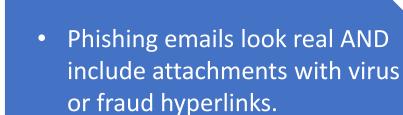
 Get a free copy of anti-virus software at <u>https://www.itsc.cuhk.edu.h</u> k/all-it/informationsecurity/anti-virus-onpcs (Require a VPN for offcampus access!)



## Phishing







- Beware of the sender, attachments & hyperlinks!
- Contact ITSC if in doubt! ullet



Phishing Alert: One Time Activation to Secure your Email

21 Jul Phishing Alert: 投遞失敗 缺少地址詳細信息 2021

From: 香港郵政局 <xxxxx@xxxxxxx> Sent: Wed 21-Jul-21 8:29 AM Subject: 投遞失敗 缺少地址詳細信息

親愛的收件人:

為了送遞包裹,編號 EBxxxxxxxHK,我們需要您採取其他行動。 由於我們的送遞員無法到達此位置,因此為此包裹提供的送貨地址不正確或不存在。

由於此送遞嘗試失敗,因此包裹已退回我們的倉庫。 在這裏,您可以選擇幾種不同的選項:

>> 更新提供的送遞地址 >> 安排將包裹送遞到其他地址

您也可以诱過此連結追蹤包裹的進度。 如果您未能在兩日內回覆,此包裹將退回給寄件人。 根據包裹的類型,寄件人將負責退回費用

您也可以從我們在 的倉庫提取包裹 重新送遞此包裹將收取費用,在上面提供的連結中有詳細說明。

諽致間候 香港郵政

這是一封自動電郵。請不要直接回覆此地址。 如果您希望停止從 香港郵政 接收有關包裹的資料,可以在此處停止訂閱。

## Facilities for Group Project, Printing and Scanning



## IT Facilities

## Discussion Room for ProjectsPrinting and Scanning Service



#### User Area, 1/F Pi Chiu Building



Learning Commons 6/F, Wu Ho Man Yuen Building

# Contact & Follow Us



### Follow us@FB or Our New IG/TG



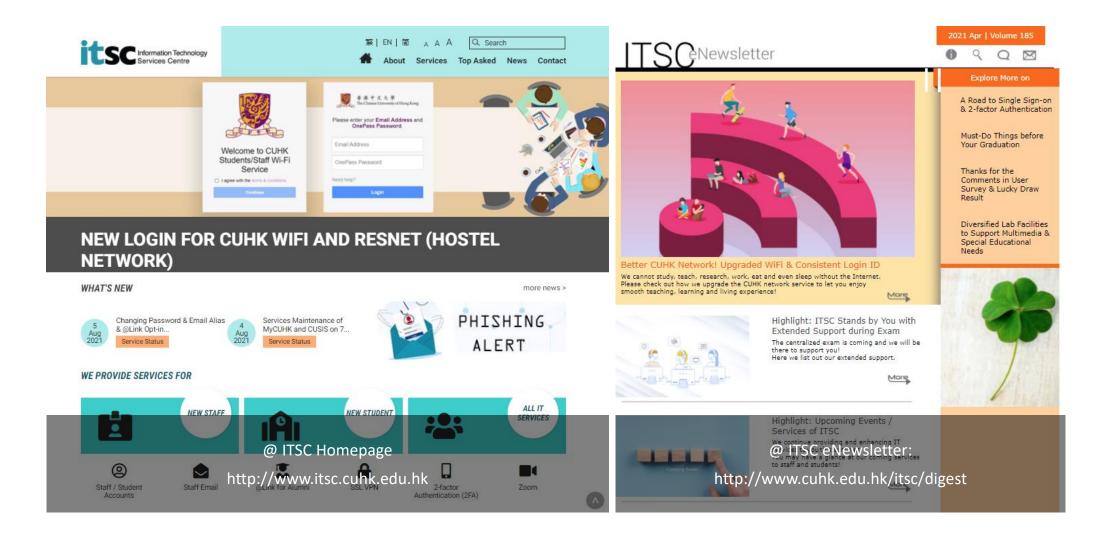




#### FOLLOW US POLLOW US POLLOW US Pollow QitscCUHK

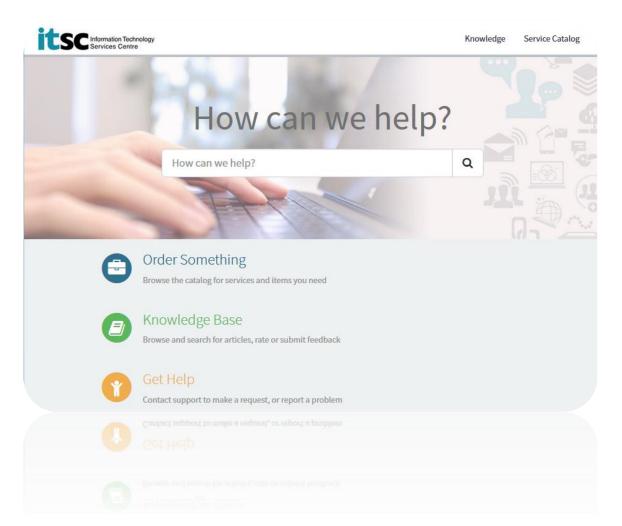






## Stay Tuned - ITSC Homepage & eNewsletter

#### **Need Help!?**



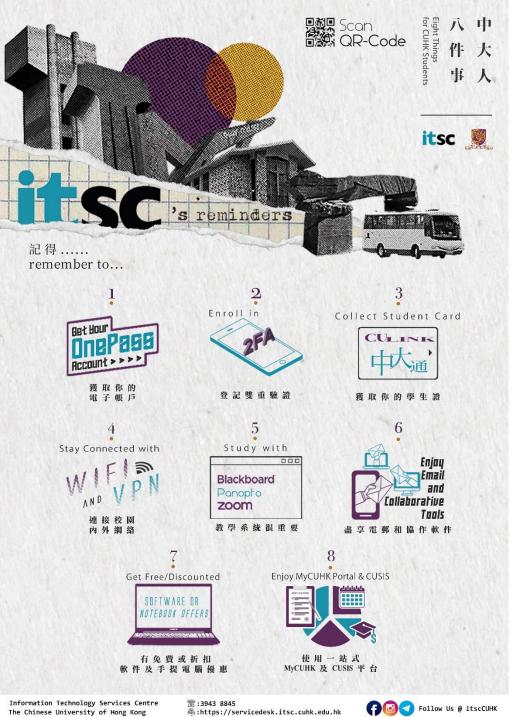
#### ♦ Hotline: 3943 8845

#### ITSC Service Desk:

https://servicedesk.itsc.cuhk.edu.hk

#### Visit us at

- Learning Commons: 6/F, Wu Ho Man Yuen Building
- CU Link Card Centre: Room 804, 8/F, Wu Ho
  Man Yuen Building



### More...

 Please refer to New Student Guide at <u>https://www.itsc.cuhk.edu.hk/user-trainings/i-want-to/quick-guide-for-new-students/</u>





## Thank you ! CUHK ITSC