

FACULTY OF AGRICULTURE

First Year Diploma in Technology- Business Management Concentration: Agriculture
2022-2023 Academic Year

This worksheet is intended to guide first year students in making their first-year course selections. Use the [academic timetable](#) to look up the course reference numbers (CRN), days and times of the lectures, labs and tutorials you wish to take. Use the blank schedule template to build your weekly schedule. It is recommended that you schedule your required courses first, followed by your elective(s). Information on the overall requirements for the Diploma in Business Management can be found in the [academic calendar](#).

Fall Term	Winter Term
EGLA 0101 Writing for Business	MGTA 1004 Introduction to Business
ANCS 0112 Animal Biology and Management or PLSC 1001 Introduction to Plant Science	MGTA 0101 Applied Accounting and Taxation
MGTA 0100 Accounting	AGRN 2002 Forage and Cover Crops
SOIL 2000 Introduction to Soil Science	Elective
MTHA 0100 Business Math	Elective
EOCA 0100 Introductory Microeconomics	Elective
ACAD 0020 Skills for Academic Success	CMMT 0020 Career and Employment Skills

CHOOSE YOUR ELECTIVES

Electives can be taken at both the diploma and degree level. Degree courses may be at the 1000 or 2000 level, provided prerequisites are met. Electives should be selected in consultation with an advisor to ensure course requirements are met. Four of the eight elective courses required for the program must be chosen from the following subjects: Agriculture (AGRI), Agronomy (AGRN), Animal Science (ANSC), Applied Science (APSC), Biology (BIOA), Horticulture (HORT) and Plant Science (PLSC).

WORKPLACE READINESS COURSES

The workplace readiness courses develop the practical skills and knowledge required to work in business and agriculture. The workplace readiness courses common to all the concentration options include career preparation, public speaking, first aid, Occupational Health and Safety (OHS), Workplace Hazardous Materials Information System (WHMIS), business ethics, and professionalism. Specialty workplace readiness courses are specific to the area chosen, e.g., Hazard Analysis and Critical Control Point (HACCP) and livestock medicines for the Dairy Farming and Agriculture options. Some of these courses will be scheduled throughout the semester, and others will be offered at the beginning of the semester. Students may be required to bring protective clothing and footwear, depending on the option chosen.

Specific program related questions should be directed to Gillian Fraser, gillian.fraser@dal.ca.

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Steps for Simple Registration

1. Login to [DalOnline](#).
2. Select Web for Students.
3. Select [View Academic Timetable](#).
 - i. From here you can select the Term and Location (All or Truro or Truro and Distance).
4. A subject list will load, click on subject applicable to program.
 - i. All courses based on the Agricultural Campus will indicate this in the subject title (e.g. Economics-Agricultural Campus).
5. Find the course required (e.g. ECOA 1000) and record the CRN number for one of the lecture (Lec) sections.
 - i. The CRN is a five-digit code (e.g. 13789).
6. If applicable, select a tutorial (Tut) or lab section and record the CRN for that section. You must register for one of each of the sections which appear for that course (Lec, Lab, and Tut).
 - i. Note that not all courses have a lab or tutorial section, e.g. ECOA 1000.
7. Check the first column for notes and restrictions.
8. Repeat, finding the CRN's for all courses required for the given term and be mindful of time conflicts, while recording CRN's in your blank schedule.
9. Once you have found all the CRN's for your courses in the term, return to the Web for Students page within [DalOnline](#).
10. Select Register for Classes, you may need to select this twice.
 - i. From the drop-down menu select your term, starting with **2022/2023 Fall** and Continue.
11. Select Enter CRNs from the options across the top of the screen.
 - i. Add as many CRN text boxes as needed.
 - ii. Type in one CRN to each text box, once complete select Add to Summary.
12. Your tentative schedule will be available in the panel in the bottom left and a list of your courses can be seen in a panel in the bottom right of the screen.
13. Next to each pending course select the intended Action (e.g. ****Web Registered****) and select Submit to finalize your course registration.
14. After completing one term of courses, complete the process again for the **2022/2023 Winter** term.
15. If errors occur after submitting CRN's please reach out to fyedalac@dal.ca for clarification and assistance to resolve the issue. Include a screen shot of the error message in your email.

MY PLAN FOR FALL TERM

TIME	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
8:35am					
9:35am					
10:35am					
11:35am					
12:35pm					
1:35pm					
2:35pm					
3:35pm					
4:35pm					
Evening Classes					

Course	Ex. Biology 2030					
Lecture CRN	10241					
Lab CRN	10245					
Tutorial CRN	10255					



MY PLAN FOR WINTER TERM

TIME	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
8:35am					
9:35am					
10:35am					
11:35am					
12:35pm					
1:35pm					
2:35pm					
3:35pm					
4:35pm					
Evening Classes					

Course	Ex. BIOL 2030				
Lecture CRN	20241				
Lab CRN	20245				
Tutorial CRN	20255				

