

FACULTY OF AGRICULTURE

First Year Diploma in Technology- Business Management Concentration: Agriculture
2023-2024 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
ECOA 0100 Introductory Microeconomics	Elective
ACAD 0020 Skills for Academic Success	CMMT 0020 Career and Employment Skills

Students are encouraged to speak with Joy Galloway-Jones, Joy.Galloway-Jones@Dal.Ca, early in their winter term to discuss their summer internship, INTA 0100, course.

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). Some of these courses will be scheduled throughout the term, and others will be offered at the beginning of the term. Students may be required to bring protective clothing and footwear.

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

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Build your Schedule

1. Login to [DalOnline](#).
2. Select Web for Students.
3. Select [View Academic Timetable](#).
 - i. From here you can select the Term and Location, it is recommended to review course offering one term (fall or winter) at a time.
4. Select the subject from the drop-down list, note that courses are listed by subject not program or degree.
 - i. All courses offered on the Agricultural campus will be indicated by either Agri Campus, Agricultural Campus, or AGR 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. You must register for one of each of the sections that appear for each 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 such as restrictions (R), or preferred sections for select programs.
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 schedule.
9. Once you have found all the CRN's for your courses in the Fall term, repeat the same process for the Winter term.

Register for Courses

10. Access [DalOnline](#) and navigate to Web for Students, then the Registration page.
11. Select Register for Classes, twice,
 - i. From the drop-down menu select your term, starting with **2023/2024 Fall** and Continue.
12. Select Enter CRNs from the option across the top of the screen, **do not** use the Class Search option.
 - i. Add as many CRN text boxes as needed.
 - ii. Type one CRN into each text box, once complete select Add to Summary.
13. Your tentative schedule will be available in the panel in the bottom left and your summary of courses can be seen in a panel in the bottom right of the screen.
 - i. Confirm your schedule is accurate and that there are no course conflicts.
14. Next to each pending course confirm your intended Action generally Web Registered and select Submit to finalize your course registration.
15. After registering for the Fall term, complete the process again for the **2023/2024 Winter** term.
16. If errors occur after submitting CRN's please reach out to newtodalac@dal.ca for clarification and assistance to resolve the issue.

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. ECOA 1000					
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. ECOA 1000					
Lecture CRN	10241					
Lab CRN	10245					
Tutorial CRN	10255					

