

FACULTY OF AGRICULTURE

First Year Diploma in Technology Managed Landscapes

2021-2022 Academic Year

Steps for Simple Registration

1. Login to Dal Online (<https://dal.ca/online>)
2. Select Web for Students
3. Select View Academic Timetable
 - i. From here you can select the Term and Location (Truro)
4. A subject list will load, click on subject applicable to program (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 timetable.
9. Once you have found all the CRN's for your courses in the term, return to the Web for Students page.
10. Select Registration,
 - i. Then select Add/Drop Classes, Select a Term, enter the CRNs, and Submit Changes.
11. Select view Schedule by Day & Time at the bottom of the page and scroll to the bottom of the generated schedule to check for time conflicts.
12. After completing one term of courses, complete the process again for the alternate term.
13. If errors occur after submitting CRN's please reach out to an advisor for clarification and assistance to resolve the issue.

