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 or try a digital site like Coursicle. Information on the overall requirements for the Bachelor of Technology in Small Business Management can be found in the academic calendar.

Fall Term	Winter Term
ECOA 1000 Principles of Microeconomics	ECOA 1001 Principles of Macroeconomics
EGLA 1000 Composition	MGTA 1002 Food Supply Chain Management
MGTA 1004 Introduction to Business	MGTA 2000 Human Resource Management
MGTA 2004 Financial Accounting	MGTA 3000 Management Accounting
MGTA 2019 Organizational Behaviour	MGMT 2902 Introduction to Design Thinking*

*MGMT 2902 is equivalent to MGTA 2902, which will not be offered at the AC in the 2025/26 academic year. Students are directed to register for the online version of the course, **MGMT 2902 – Section 2**, offered by the Faculty of Management.

Students are required to complete **60 credit hours** regardless of prior post-secondary background, meaning student will complete 20 courses with Dalhousie, assuming that each course is 3 credit hours.

Students are required to complete the program within 6 years. Students interested in pursuing their studies part time are encouraged to speak to an academic advisor about course selection.

Students must complete **6 credit hours of general electives** to meet program requirements, of which 3 credit hours must be Humanities electives and the remaining 3 credit hours must be a Management (MGTA) elective. Students should meet with an advisor to discuss possible electives when planning courses for their second year of study.

CERTIFICATE IN ENTREPRENEURSHIP AND INNOVATION
Students are eligible to complete the Certificate in Entrepreneurship and Innovation as part of their degree program. Students must earn a minimum grade of B- for all courses required for the certificate. Student must declare the certificate within DalOnline. Questions related to the certificate may be directed to Tasha Richards, tasha.richard@dal.ca.

Specific program related questions should be directed to Christopher Hartt, Chris.Hartt@Dal.Ca.

FACULTY OF AGRICULTURE
First Year Bachelor of Technology Small Business Management
2025-2026 Academic Year

BUILD YOUR SCHEDULE

1. Login to DalOnline.
2. Select Web for Students.
3. Select View Academic Timetable.
   a. 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.
   a. 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), except for CSCI Computer Science courses.
5. Find the intended course (e.g. ECOA 1000) and record the Course Registration Number (CRN) number for one of the lecture (Lec) sections.
   a. 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).
   a. 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 selected programs.
8. Repeat steps 4 through 7, 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.
   a. The registration system **will allow** you to register for lecture, labs, and tutorials that **conflict**. It is your responsibility to ensure you can attend all required course components.
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

1. Access DalOnline and navigate to Web for *Students*, then the *Registration* page.
2. Select *Register for Classes*, twice,
   a. From the drop-down menu select your term, starting with **2025/2026 Fall** and *Continue*.
3. Select *Enter CRNs* from the option across the top of the screen, **do not** use the *Class Search* option.
   a. Add as many CRN text boxes as needed.
   b. Type one CRN into each text box, once complete select *Add to Summary*.
4. 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.
   a. Confirm your schedule is accurate and that there are **no course conflicts**.
5. Next to each pending course confirm your intended action - usually Web Registered - and select *Submit* to finalize your course registration.
6. After registering for the Fall term, complete the process for the **2025/2026 Winter** term.
7. If errors occur after submitting CRN's please reach out to newtodalac@dal.ca for clarification and assistance to resolve the issue. A screenshot of the error message is helpful.

DALHOUSIE UNIVERSITY

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 1002					
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. Biology 1002					
Lecture CRN	10241					
Lab CRN	10245					
Tutorial CRN	10255					