# USING PROGRAMS AND COURSES

**A Guide for New Students** 



#### **Contents:**

#### THE PROGRAMS AND COURSES SEARCH TOOL

**FINDING A PROGRAM** 

MAKING A FLEXIBLE-DOUBLE DEGREE PROGRAM

**PROGRAM REQUIREMENTS** 

**MAJORS AND MINORS** 

FIRST YEAR ENROLMENT INSTRUCTIONS

**FINDING A COURSE** 

OTHER SEARCH TERMS TO TRY

Not sure what that word means? Visit our Frequently Asked Questions

## THE PROGRAMS AND COURSES SEARCH TOOL

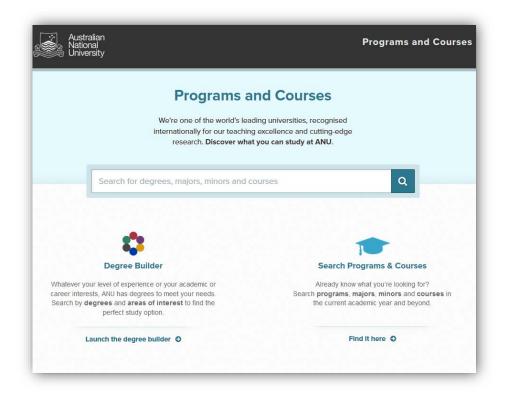


Figure 1. An example of the Programs & Courses homepage.

Using Programs and Courses is easy once you learn how.

Access the site by going to <a href="http://programsandcourses.anu.edu.au/">http://programsandcourses.anu.edu.au/</a>

#### FINDING A PROGRAM

1. Select 'Search Programs & Courses' and then 'Programs' to search for a degree. When searching for a course, major or minor select the relevant options listed about the search box **before** entering search information. Under 'Filter Program Results' you can narrow the search results to fit certain criteria.



Figure 2. An example of search filters.

2. Enter the name of the degree, or a relevant key word and then select the magnifying glass to search. This will bring up a list of relevant results.

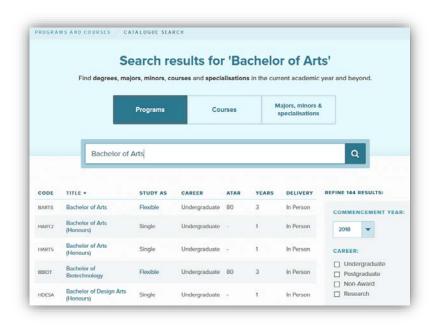


Figure 3. An example of search results.

3. Selecting the relevant degree title from your search results will open its information page. Read the information displayed carefully to ensure you understand the program and its requirements.

Note: If you can't find the program you are looking for, try using the previously mentioned filter or try searching for a more general key word or phrase.

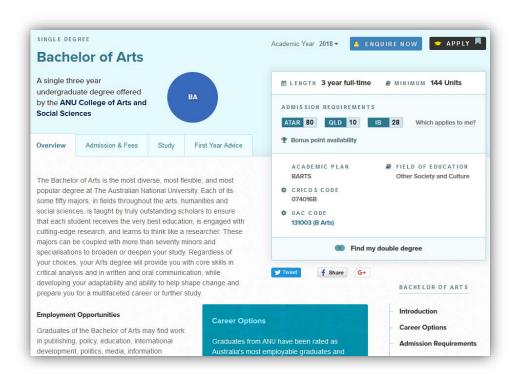


Figure 4. An example of a Bachelor of Arts information page.

#### MAKING A FLEXIBLE-DOUBLE DEGREE

Undergraduate students are able to study many of the ANU Bachelor degrees in combination with another Bachelor degree program. This allows a student to complete two degrees simultaneously. It also means that you can study towards a more specialised career path, give yourself more career options or explore two passions at the same time!

To see if you can combine your two top degree choices, try our Flexible-Double Degree creation tool:

1. Go to the Programs and Courses homepage and select 'Degree Builder', then 'Explore program by type', and finally 'Flexible Double'.

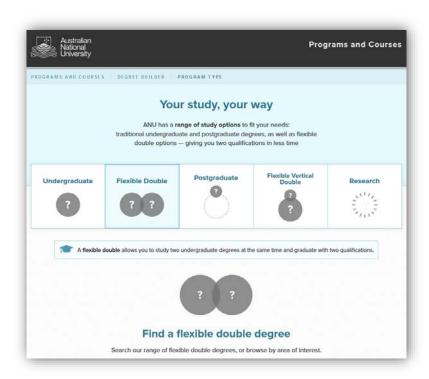


Figure 5. Example of 'Flexible Double' degree page.

2. Scrolling down the page you'll find a search box and a selection of academic areas. To find the first program you are interested in you can either use the search box by entering the name or a key word OR you can select an academic area and see the relevant programs listed.

For example, the first degree we will select is Bachelor of Arts which we found by searching 'arts' in the search box.

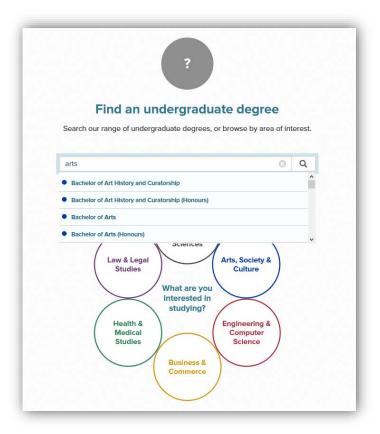


Figure 6. Example of 'Flexible Double' page search options.

3. After selecting this degree your page will refresh to be displayed as below.

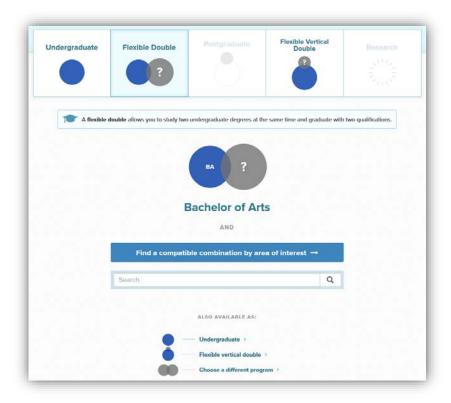


Figure 7. Example of 'Flexible Double' with one degree selected.

You can now search for the second program by again using the search box or by selecting 'Find a compatible combination by area of interest'. For this example we will choose the second option and then select 'Engineering & Computer Science' and 'Advanced Computing'.



Figure 8. Example of second program selection page.

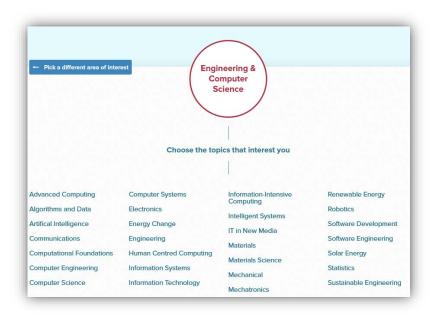


Figure 9. Example of 'Engineering & Computer Science' academic area page.

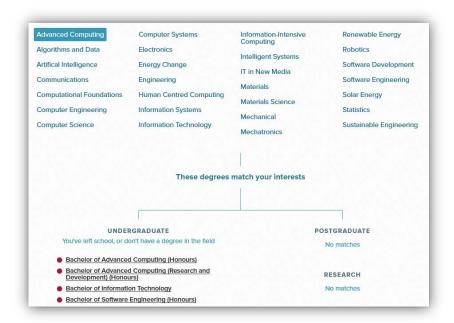


Figure 10. Example of 'Advanced Computing' degree options.

4. Selecting the program you are interested in will return you to the Flexible Double page and show you the information for both programs. Selecting 'Study plan and program details' will bring you to the joint information page for these programs.

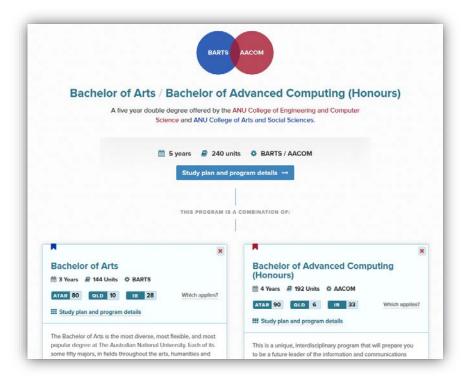


Figure 11. Example of the combined Bachelor of Arts/Bachelor of Advanced Computing (Honours)

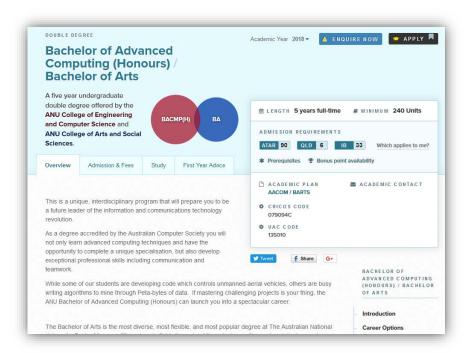


Figure 12. Bachelor of Arts/Bachelor of Advanced Computing (Honours) program information page.

5. When on the program information page, select 'Study' to learn about your program requirements. Listed will be all available majors, minors, and a sample study plan available for your program. Read this information carefully when considering which courses to enrol into as some will be compulsory.

Note: As this program is a flexible double degree you will have less room for electives in your degree. Please keep this in mind when researching the courses you would like to study.

# **PROGRAM REQUIREMENTS**

1. When on the program information page, select 'Study' to learn about your program requirements. Listed will be all available majors, minors, and a sample study plan available for your program. Read this information carefully when considering which courses to enrol into as some will be compulsory.

Note: For more information on a major, minor, or course select the relevant link and view the respective information page/s.

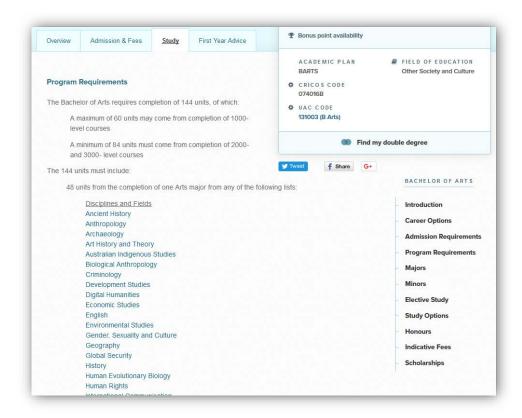


Figure 13. An example of the Bachelor of Arts 'Study' tab.

Listed further down this page is information on Majors and Minors as well as a recommended Study Options.



Figure 14. Example of Majors list.



Figure 15. Example of Minors list.

| Study Options      |  |  |                            |                            |
|--------------------|--|--|----------------------------|----------------------------|
| Year 1<br>48 units | Arts Major<br>1000 level Course<br>6 units         | Arts Minor<br>1000 level Course<br>6 units         | Arts Course<br>6 units     | Elective Course<br>6 units |
|                    | Arts Major<br>1000 level Course<br>6 units         | Arts Minor<br>1000 level Course<br>6 units         | Arts Course<br>6 units     | Elective Course<br>6 units |
| Year 2<br>48 units | Arts Major<br>2000/3000 level<br>Course<br>6 units | Arts Minor<br>2000 level Course<br>6 units         | Arts Course<br>6 units     | Elective Course<br>6 units |
|                    | Arts Major<br>2000/3000 level<br>Course<br>6 units | Arts Minor<br>2000 level Course<br>6 units         | Arts Course<br>6 units     | Elective Course<br>6 units |
| Year 3<br>48 units | Arts Major<br>2000/3000 Course<br>6 units          | Arts Major<br>2000/3000 level<br>Course<br>6 units | Elective Course<br>6 units | Elective Course<br>6 units |
|                    | Arts Major<br>2000/3000 level<br>Course<br>6 units | Arts Major<br>2000/3000 Course<br>6 units          | Elective Course<br>6 units | Elective Course<br>6 units |

Figure 16. Example of Study Options table

#### **MAJORS AND MINORS**

- 1. To search for a major or minor you can select it from the program information page or search for it by returning to the Programs & Courses homepage and selecting 'Search Programs & Courses' and then 'Majors, minors & specialisations'.
- 2. Type in the name of the major/minor/specialisation or a key word and select the magnifying glass to search.

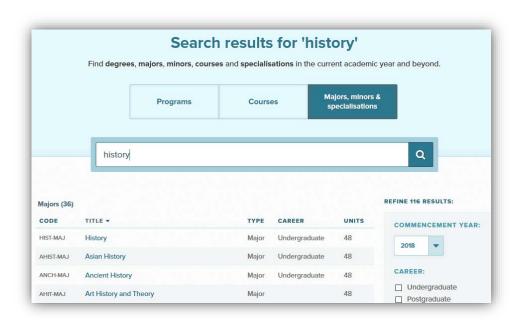


Figure 17. Example of major/minor/specialisation search result list.

3. Select the relevant major/minor/specialisation from the result list to view its information page. Read this page carefully to ensure you understand the major as well as whether you are eligible to complete it under your degree.

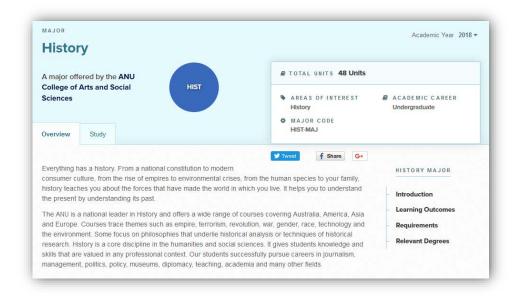


Figure 18. Example of History major information page.

4. Select the 'Study' tab for information on the courses you must complete to be eligible for this major. Please read this information carefully to ensure you complete the correct courses for your major/minor/specialisation. You can subsequently select each of the individual courses to access their information pages.

Note: Majors/minors/specialisations are not awarded automatically. You must nominate these at the beginning of a Semester before the census date. You will only need to nominate a major/minor/specialisation once unless you decide to change them.

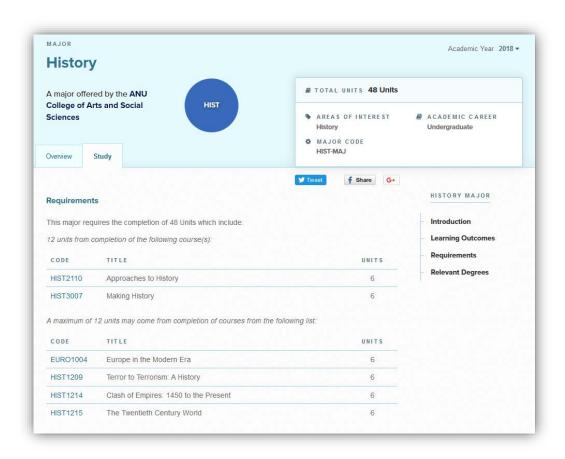


Figure 19. Example of History major 'Study' tab.

#### FIRST YEAR ENROLMENT INSTRUCTIONS

Some program information pages will have an additional section titled 'First Year Advice'. Information within this page is provided by your academic College, and it may also contain details on how to organise an academic advisory appointment for you to meet with a College staff member in person to discuss your degree.

If your program's information page does not contain this section, please refer to your academic College for advice on course selection or refer to the 'Study Options' section under 'Study'.

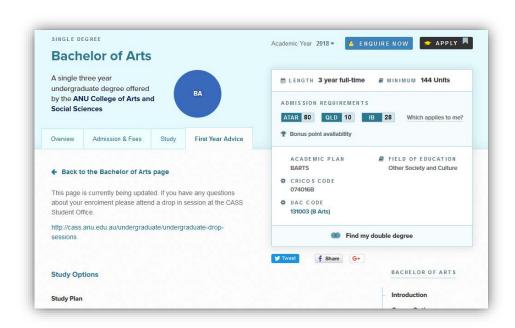


Figure 20. Example of 'First Year Advice' tab.

Contact information for academic Colleges can be found here and online:

| ANU College of Arts and Social Science                           | ANU College of Asia and the Pacific | ANU College of Business and Economics        |
|--|-------------------------------------|--|
| ug.students.cass@anu.edu.au<br>graduate.students.cass@anu.edu.au | cap.student@anu.edu.au              | info.cbe@anu.edu.au                          |
| research.students.cass@anu.edu.au                                | +61 2 6125 3207                     | +61 2 6125 3807                              |
| +61 2 6125 2898  |                                     |  |
|  |                                     |  |
| ANU College of Engineering and Computer Science                  | ANU College of Health and Medicine  | ANU College of Law                           |
| Computer Science   | Medicine                            | ANU College of Law  law.enquiries@anu.edu.au |
|  | •                                   | Ü  |
| Computer Science   | Medicine                            | law.enquiries@anu.edu.au                     |

science.enquiries@anu.edu.au

+61 2 6125 0102

### **FINDING A COURSE**

1. To search for an individual course you can either select it directly from a program information page, major/minor/specialisation page, or you can search for it from the Programs & Courses homepage.

When on the Programs & Courses homepage select 'Search Programs & Courses' and then 'Courses'.

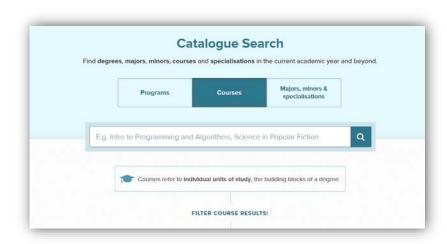


Figure 21. Example of course search page.

2. Enter the name of the course or a key word and select the magnifying glass to search. Then select the course you are interested in from the list of results.



Figure 22. Example of course search results.

3. When you have opened the course information page, read the information carefully to determine your eligibility as well as take note of the assessment, fees, and important administrative dates. Be sure to check the 'Academic Year' at the top-right corner of the page is correct as offerings for courses may change year to year.

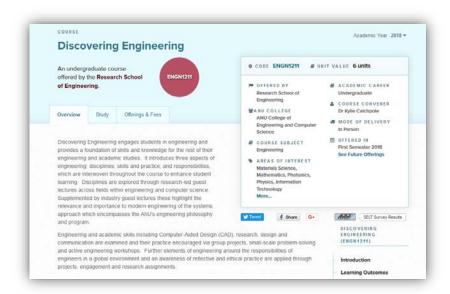


Figure 23. Example of 'Discovering Engineering' course information page.

4. When using Programs & Courses to add courses in ISIS (Interactive Student Information System) you will need to find the 'class number'. This can be found under 'Offerings & Fees' at the very bottom of the page. Make sure you select the correct academic year as class numbers will change every Semester.

