

ONLINE REGISTRATION GUIDELINE FOR SERVICE-LEARNING AND RESEARCH SCHEME (SLRS)

Office of Service-Learning

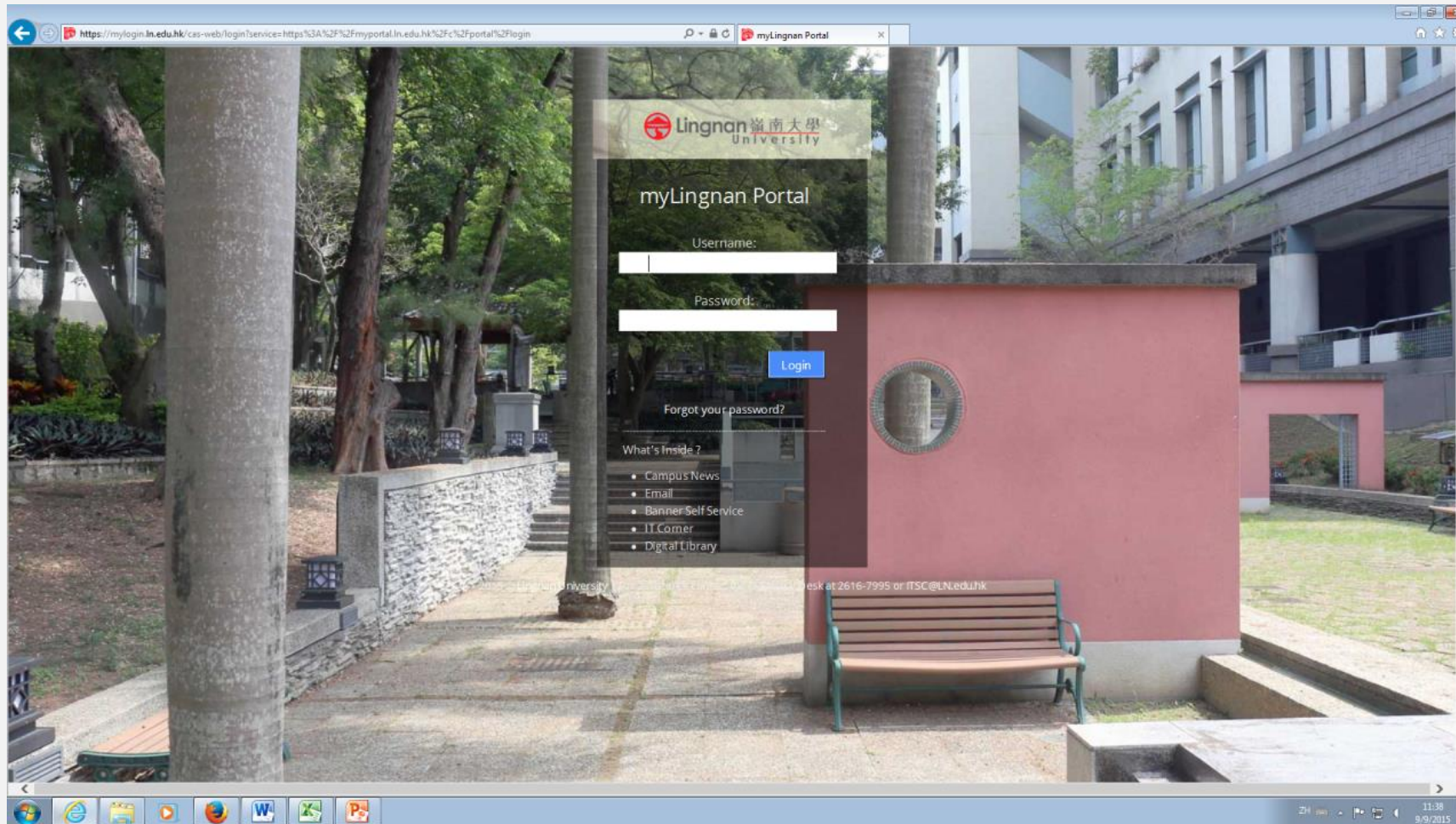
Sept 2019

ONLINE REGISTRATION FOR SERVICE-LEARNING (S-L) PROJECTS

- If you want to fulfill the S-L graduation requirement in Semester I 2019/20, you **must register** for the specific S-L project of the course which you have enrolled.
- The period of S-L registration of the current semester will start from **10:00, Sept 9** (Monday) and end at **16:00, Sept 10** (Tuesday).
- The online registration system can be accessed through Lingnan University's Intranet Portal (<https://mylogin.ln.edu.hk>).

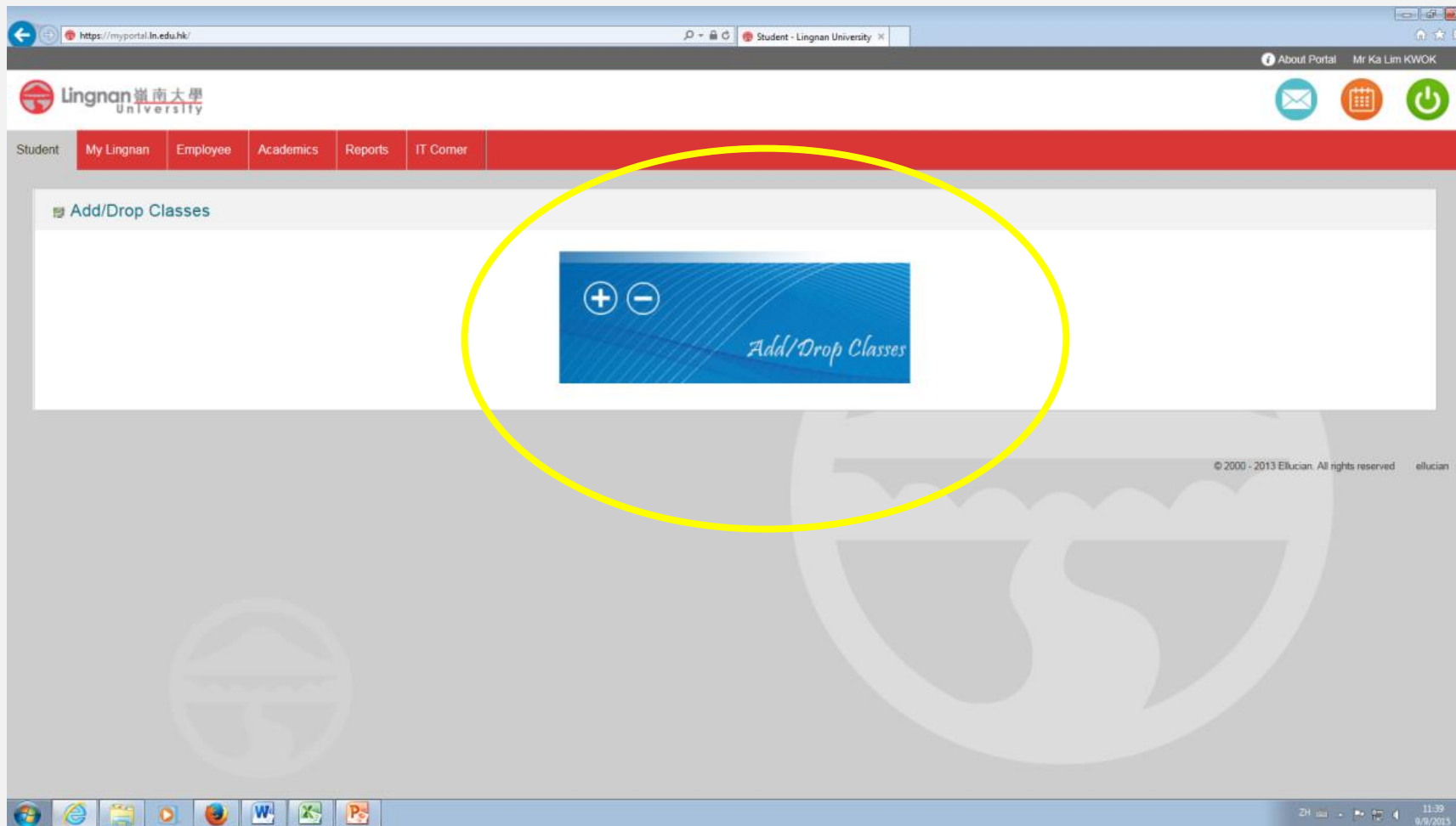
DEMONSTRATION OF ONLINE REGISTRATION

- Go to [myLingnan Portal](#) and login your account



DEMONSTRATION OF ONLINE REGISTRATION

- In the page of Lingnan portal, please select the icon of “Add/Drop Classes”.



DEMONSTRATION OF ONLINE REGISTRATION

- Please select “1st Term 2019-2020” and click “submit”.



 **Lingnan** 嶺南大學
University

Banner System

Personal Information Student Services Employee

Select Term

Select a Term:

Submit

RELEASE: 8.4

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DEMONSTRATION OF ONLINE REGISTRATION

- Please enter the **project CRN** into the box and click “**submit change**”. Please refer to the **Table of Project CRN Codes** on the next page for details.

Add/Drop Classes:

Use this interface to add or drop classes for the selected term. If you have already registered for the term, classes registered will appear in the Class Registered Successfully table. The Course Reference Number (CRN) in the Add Class table. Classes may be dropped by using the options available in the Action field. If no options are listed in the Action field, Submit Changes. If you are not sure of which classes to add, please click Class Search to review the class schedule.

Current Schedule

Status	Action	CRN	Subj	Crse	Sec	Level	Cred	Grade	Mode	Title
Registered on Jun 22, 2015	None	672	POL	4319	1	Undergraduate	3.000	Standard		Int'l PoliticsofNortheastAsia
Registered on Jun 22, 2015	None	673	POL	4319	2	Undergraduate	0.000	Standard		Int'l PoliticsofNortheastAsia
Registered on Jun 22, 2015	None	735	SOC	3319	1	Undergraduate	3.000	Standard		Family, Gender and Society
Registered on Jun 22, 2015	None	205	CLB	9003	1	Undergraduate	3.000	Standard		Children's Fantasy Literature
Registered on Jun 22, 2015	None	209	CLB	9003	5	Undergraduate	0.000	Standard		Children's Fantasy Literature
Registered on Jun 22, 2015	None	665	POL	3216	1	Undergraduate	3.000	Standard		American Foreign Policy
Registered on Jun 22, 2015	None	666	POL	3216	2	Undergraduate	0.000	Standard		American Foreign Policy
Registered on Jun 22, 2015	None	670	POL	4308	1	Undergraduate	3.000	Standard		SellIssuesAsiaPacificGovernance
Registered on Jun 22, 2015	None	671	POL	4308	2	Undergraduate	0.000	Standard		SellIssuesAsiaPacificGovernance
Web Registered on Sep 01, 2015	None	736	SOC	3319	2	Undergraduate	0.000	Standard		Family, Gender and Society

Total Credit Hours: 15.000
Billing Hours: 15.000
Minimum Hours: 0.000
Maximum Hours: 18.000
Maximum ILP Units: 40.00
Date: Sep 09, 2015 11:40 am

Add Classes Worksheet

CRNs

Submit Changes Class Search Reset

[View Holds]

Add Classes Worksheet

CRNs

Submit Changes

Class Search

Reset

TABLE OF PROJECT CRN CODES

Code	Course Title	SVL ¹	Project CRN	Project Name	S-L Coordinator
BUS4301	Strategic Management	SC	5907	Strategic Plan for Tencent Westart	Mr. Nicholas OOI
CHI3237	News Writing	SO	5919	Medicine and Food: Interview, Dietary Therapy and Daily Life	Dr. HU Taihua
CLA9011	Issues in Audiovisual Tran&Cul	SO	5925	Video Translation for People Service Centre	Dr. Jasper VAN HOLSTEIJN
CLA9011	Issues in Audiovisual Tran&Cul	SO	5929	Video Translation for Dragon Kiln video	Dr. Jasper VAN HOLSTEIJN
CLA9021	Inn&EntrepGlobGrandChallenges	SC	5928	Humanitarian entrepreneurship product and business design	Dr. Jasper VAN HOLSTEIJN
CLB9009	The Origin and Function of Art	SO	5915	Along with You - Art Workshops for Kids with ADHD /ASD	Dr. Zoe XIAO
CLC9006	Law and Governance	SO	5913	Migrant Worker Services for Mission for Migrant Workers	Dr. Zoe XIAO
CLC9008	Business Ethics	SC	5918	Data Privacy on campus and beyond	Dr. Jasper VAN HOLSTEIJN
CLC9009	Corporate Social Responsibility	SC	5941	Fantastic Ladies' Café's Project	Dr. Aloysius Wilfred Raj AROKIARAJ
CLE9023	Service Leadership	SC	5930	Good Character Show Program	Mr. CHAN Wing Fung, Chad
CLE9025	Understanding Life & Happiness	SO	5917	Understanding Happiness through Games	Dr. HU Taihua
CUS3112	Literature & Cultural Studies	SO	5914	Campus Farming	Dr. Zoe XIAO
CUS3310	Media, Culture and Society	SO	5931	Video Production on intergenerational harmony	Dr. Jasper VAN HOLSTEIJN
CUS3310	Media, Culture and Society	SO	5932	Video production on Hong Kong ethnic minorities	Dr. Jasper VAN HOLSTEIJN
CUS3310	Media, Culture and Society	SO	5933	Hong Kong alternative media video production	Dr. Jasper VAN HOLSTEIJN
HRM3352	Leadership and Teamwork	SC	5935	SKH-TM-Lego Serious Play training	Dr. HU Taihua
HRM3352	Leadership and Teamwork	SC	5936	STEM Workshops for Elderly	Dr. HU Taihua
HRM3352	Leadership and Teamwork	SC	5937	POH- Lego Serious Play Training	Dr. HU Taihua
HRM3352	Leadership and Teamwork	SC	5938	Design and operate information booth	Dr. HU Taihua
HRM3352	Leadership and Teamwork	SC	5939	OSL-JC Program with Elderly	Dr. HU Taihua
HST3208	History of Hong Kong from 1941	SC	5940	Oral History Project of Sha Tau Kok	Mr. LAU Ka Hing, Calvin
SLPI101	Community Engagement through Service-Learning	SC	5916	Challenges and Opportunities of Urban Agriculture in Hong Kong	Dr. Zoe XIAO
SOC3203	Social Gerontology	SO	5908	Be a Happy Person	Mr. CHAN Wing Fung, Chad
SOC3203	Social Gerontology	SO	5921	Smart phone class for the elderly	Mr. CHAN Wing Fung, Chad
SOC3203	Social Gerontology	SO	5922	Development of the Elderly Service Enhancement Platform	Mr. CHAN Wing Fung, Chad
SOC3203	Social Gerontology	SO	5909	CDME Apps Training for Volunteers	Mr. CHAN Wing Fung, Chad
SOC4002	Gender and Society	SO	5912	Mapping of Nursery Rooms in Hong Kong	Dr. Zoe XIAO
SSC3319	Junior Research Project	SO	5934	TBC	Mr. CHAN Wing Fung, Chad

Note 1. SC refers to Service-Learning as a compulsory component of the course.
SO means students can choose to do Service-Learning or not in the course.

DEMONSTRATION OF ONLINE REGISTRATION

- please select “register” for registration.

Look-Up Classes to Add:

Select	CRN	Subj	Crse	Sec	Schd	Cmp	Cred	Title
NR	6052	UBUS	T0026	001	SVL	SL	5.000	AccountingGoCo

Register Add to WorkSheet New Search

C: Section Closed
SR: Student Restriction
NR: Not Allowed for Registration

[Student Schedule by Day & Time | Stud

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Sections Found

Service-Learning Project (BUS)

Select	CRN	Subj	Crse	Sec	Schd
NR	6052	UBUS	T0026	001	SVL

Register Add to WorkSheet New Search

C: Section Closed

SR: Student Restriction

NR: Not Allowed for Registration

LATE REGISTRATION & TECHNICAL PROBLEM

- Late registration without special reasons will not be accommodated.
- If you have any questions related to S-L project online registration, please contact your [S-L coordinator](#) or call [2616-8067](#).
- For technological problems, please feel free to contact [ITSC 2616-7995](#).