

## COMMUNICATION TO FIRST-YEAR STUDENTS dated 9 February 2022

*Afrikaans will follow*

Dear EMS first-year student

Once again: Welcome to the Faculty! We hope you attended the student orientation session on Friday, 4 February 2022, as well as the other events designed to prepare you for your academic journey.

With the start of classes approaching, we would like to inform you of the following:

### **1. On-campus engagement**

As communicated previously, the University will be using an augmented remote teaching, learning and assessment (ARTLA) mode of delivery during the first semester of 2022. Recordings of streamed sessions will be limited, and in-person invigilated assessments will take place on campus. As a result, we strongly encourage all students to be on campus to attend lectures and tutorials either in class as far as possible or via live streaming where in-class attendance is not possible due to venue capacity restrictions. Remember: university is more than just lectures and tutorials; being on campus provides you with the opportunity to develop as a well-rounded individual and future professional.

### **2. Your Stellenbosch University e-mail address, username and password**

Once you have registered, the University uses only your Stellenbosch University e-mail address to communicate with you. It consists of your\_student\_number@sun.ac.za, e.g. 1234567@sun.ac.za. You can access your e-mails here: <https://outlook.office.com/>. Sign in with your\_student\_number@sun.ac.za and your password. Ensure that you check your e-mail regularly for announcements from lecturers and essential communication from the Faculty. Also, always use your SU username and password to log into your device when attending Microsoft Teams meetings for the streaming of classes.

### **3. SUNLearn**

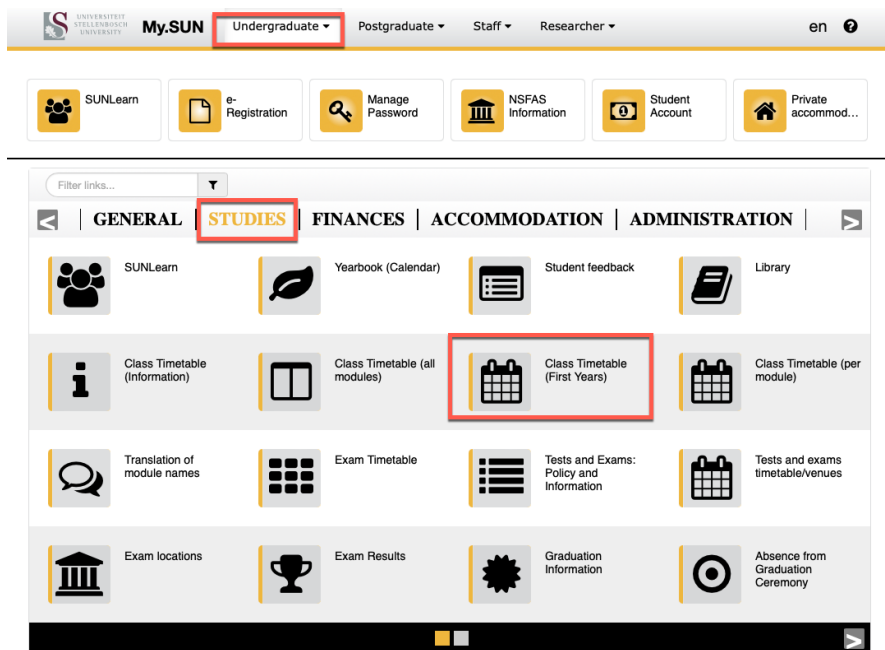
SUNLearn is the University's learning management system. You can access SUNLearn by typing the following e-mail address into an internet browser (Google Chrome is recommended): <http://learn.sun.ac.za>.

You will have access to SUNLearn once you are a registered student. On SUNLearn you will see a SUNLearn space for each module for which you are registered. Here you will find more information about where and when to attend classes.

### **4. Timetable**

First-year timetables are generated automatically and you will receive your personal timetable via e-mail (to your SU e-mail address) on Friday, 11 February or you can download it at the link below. Some modules are divided into more than one group, and these groups will have classes at different times. It is essential that you attend the class of your allocated group. Students who change programmes or modules after registration must download new timetables.

Download a timetable by going to <http://midtier.sun.ac.za/html-navbar/home.html>. Click on Undergraduate, Studies, and Class Timetable (first-years) to get your timetable.

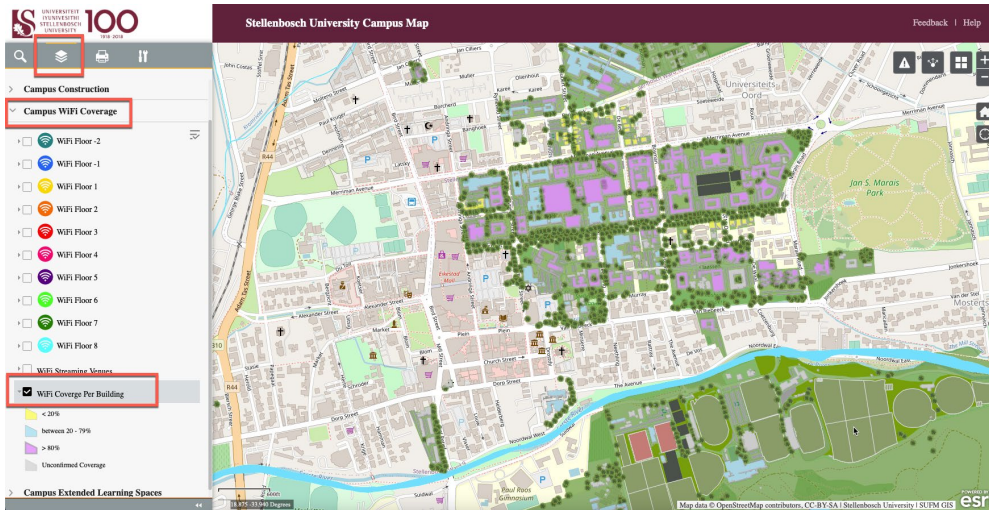


Remember that venue information will not be published on your timetable. Please check the SUNLearn page of every module to see when, where and how to attend class. Due to COVID-19 restrictions, not all students can be accommodated in one venue at the same time; you may be required to attend some classes via live streaming on Microsoft Teams.

## 5. Wi-Fi zones

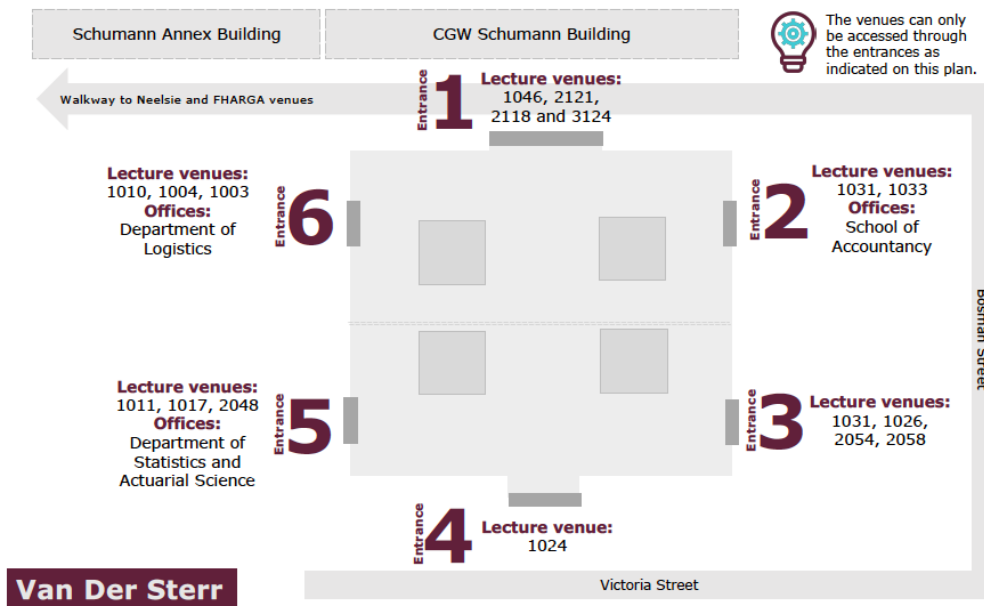
COVID-19 restrictions may require you to attend your lecture or tutorial via live streaming on Microsoft Teams. You can use FHARGA (i.e. the computer user areas) to do this; just remember your headphones or earphones! Alternatively, you may use your own device and one of the Wi-Fi zones on campus. To find a Wi-Fi zone, go to the University's interactive map at <https://campusmap.sun.ac.za/>.

Click on the layers button at the top toolbar to view Wi-Fi zones, then on Campus Wi-Fi Coverage. You can tick the Wi-Fi Coverage per Building box. The purple zones are the zones where there is strong Wi-Fi available. Hover over the purple to see the names of buildings. You can then use the open areas in those buildings to attend classes online. Remember to use your headphones or earphones so that you do not bother other students studying in these areas.



## 6. EMS venues

We hope you explore the EMS venues during the welcoming programme, but also know that you are probably not quite sure where certain venues are. Please use the interactive map above to navigate campus. The image below shows how the different entrances of the Van Der Sterr building give access to different venues.



Kind regards,

EMS Faculty

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Beste EBW-student

Weer eens: Welkom by die Fakulteit! Ons hoop jy het op Vrydag, 4 Februarie 2022 die oriëntasiesessie vir studente bygewoon, sowel as die ander geleentheid wat bedoel was om jou vir jou akademiese reis voor te berei.

Met die klasse wat binnekort begin, wil ons jou graag oor die volgende inlig:

## 1. Teenwoordigheid op kampus

Soos voorheen gekommunikeer, sal die Universiteit van 'n onderrigmodus genaamd aangevulde afstandsonderrig, -leer en -assessering (ARTLA in Engels) gebruik maak gedurende die eerste semester van 2022. Opnames van gestroomde sessies sal beperk word, en assesserings sal van aangesig-tot-aangesig op kampus en met toesighouding plaasvind. Ons moedig dus alle studente aan om op kampus teenwoordig te wees om lesings en tutoriale by te woon, óf in die klas óf via intydse stroming in gevalle waar klasbywoning nie moontlik is nie weens lokale se kapasiteitsbeperkings. Onthou: universiteit is meer as net lesings en tutoriale; om op kampus te wees bied jou die geleentheid om in 'n afgeronde individu en toekomstige professionele persoon te ontwikkel.

## 2. Jou Universiteit Stellenbosch e-posadres, gebruikersnaam en wagwoord

Sodra jy geregistreer het, gebruik die Universiteit slegs jou Universiteit Stellenbosch e-posadres om met jou te kommunikeer. Dit bestaan uit [jou\\_studentenommer@sun.ac.za](mailto:jou_studentenommer@sun.ac.za), bv. 1234567@sun.ac.za. Jy kan by die volgende skakel toegang tot jou e-posse verkry: <https://outlook.office.com/>. Teken aan met jou\_studentenommer@sun.ac.za en jou wagwoord. Maak seker dat jy gereeld jou e-posse nagaan vir aankondigings van dosente en noodsaaklike boodskappe vanaf die Fakulteit. Gebruik ook altyd jou US-gebruikersnaam en -wagwoord om by jou toestel aan te teken wanneer jy Microsoft Teams-vergaderings bywoon vir die stroming van klasse.

## 3. SUNLearn

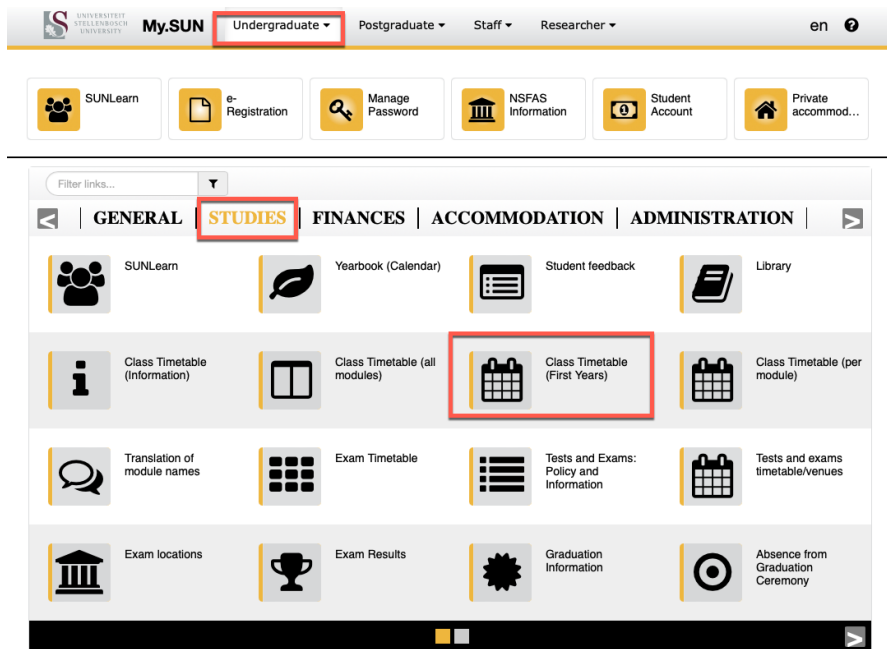
SUNLearn is die Universiteit se bestuurstelsel vir leer. Jy kan toegang daartoe verkry deur die volgende e-posadres in jou internet soekenjin te tik (Google Chrome word aanbeveel): <http://learn.sun.ac.za>.

Jy sal toegang tot SUNLearn hê sodra jy 'n geregistreerde student is. Jy sal sien dat daar 'n SUNLearn-ruimte vir elke module is waarvoor jy geregistreer het. Jy kan meer inligting daar kry oor waar en wanneer om klasse by te woon.

## 4. Rooster

Roosters vir eerstejaars word outomaties geskep en jy sal jou persoonlike rooster per e-pos (by jou US e-posadres) op Vrydag, 11 Februarie ontvang. Jy kan dit ook by die skakel hier onder aflaai. Sommige modules is in meer as een groep verdeel en dié groepe het op verskillende tye klas. Dit is noodsaaklik dat jy die klas bywoon van die groep waarin jy gedeel is. Studente wat hul programme of modules ná registrasie verander, moet hul nuwe roosters aflaai.

Laai roosters soos volg af: Gaan na <http://midtier.sun.ac.za/html-navbar/home.html>. Klik op Voorgraads, Studies en Klasrooster (eerstejaars).

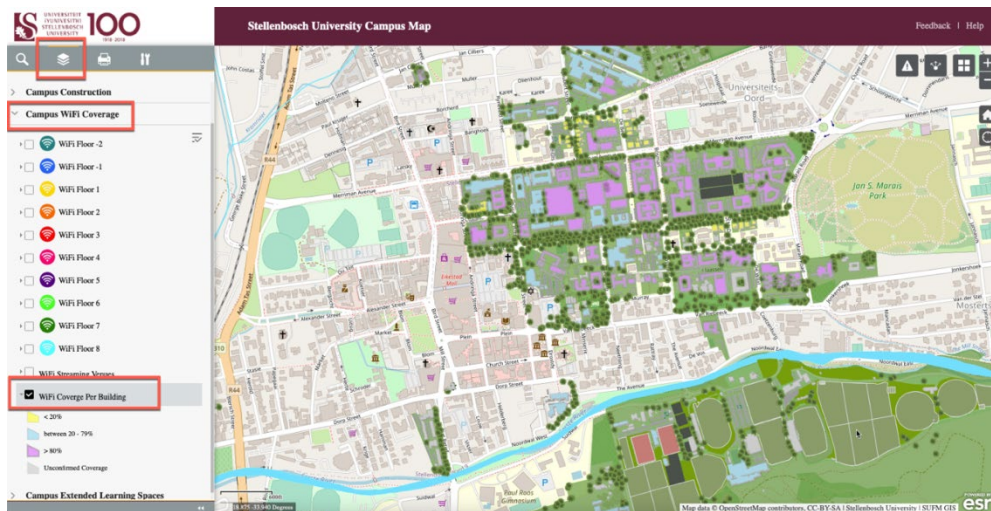


Onthou dat inligting oor lokale nie op jou rooster gepubliseer word nie. Gaan kyk asb. op die SUNLearn-bladsy van elke module om te sien wanneer, waar en hoe jy die klas moet bywoon. Weens COVID-19-bepelings kan alle studente nie terselfdertyd in een lokaal klas bywoon nie; daar kan van jou verwag word om sommige klasse via intydse stroming op Microsoft Teams by te woon.

## 5. Wi-Fi-sones

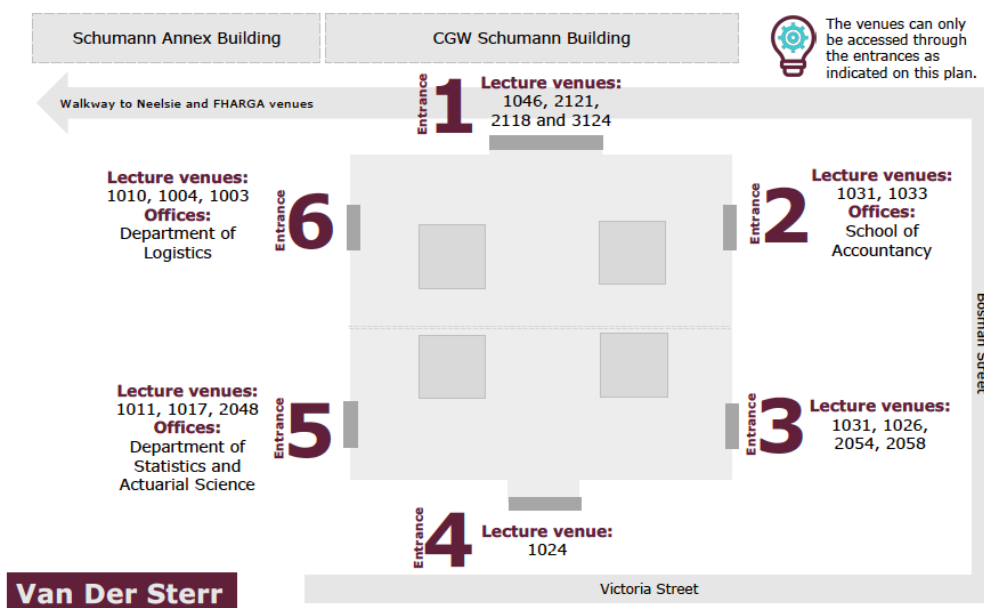
COVID-19-bepelings kan daartoe lei dat jy jou lesing of tutoriaal via intydse stroming op Microsoft Teams moet bywoon. Jy kan dit in FHARGA (die rekenargebruikersareas) doen, maar onthou asb. jou kopstuk of oorfone! Jy kan ook jou eie toestel en een van die Wi-Fi-sones op kampus gebruik. Om 'n Wi-Fi-sone te vind, gaan na die Universiteit se interaktiewe kaart by <https://campusmap.sun.ac.za/>.

Klik op die layers-knoppe op die nutsbalk (toolbar) om die Wi-Fi-sones te sien, dan op Campus Wi-Fi Coverage. Merk die blokkie vir Wi-Fi Coverage per Building. Die pers sones is die plekke waar die Wi-Fi sterk is. Hang (hover) oor die pers gedeeltes om die name van die geboue te sien. Jy kan dan die oop areas in daardie geboue gebruik om klasse aanlyn by te woon. Onthou net om jou kopstuk of oorfone te gebruik sodat jy nie ander studente pla wat in dieselfde areas studeer nie.



## 6. EBW-lokale

Hopelik verken jy die EBW-lokale gedurende die verwelkomingsprogram, maar ons weet jy is waarskynlik onseker oor waar spesifieke lokale is. Gebruik asb. die interaktiewe kaart hierbo om jou pad op kampus te vind. Die illustrasie hier onder wys hoe die verskillende ingange van die Van der Sterrebou toegange verleen tot verskillende lokale.



Vriendelike groete,

EBW Fakulteit