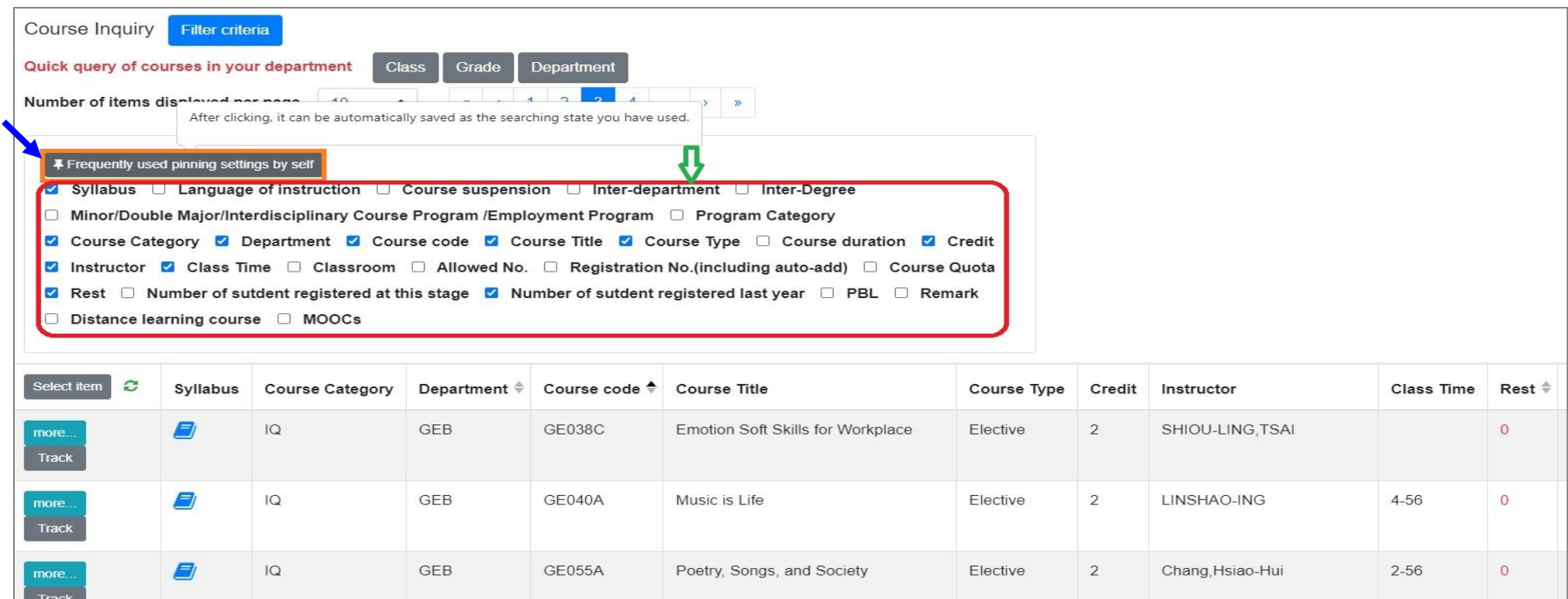


IV. Pre-registration for Course Schedule (1/9)

A. Open time : Before the First Stage Registration, using the "Track" can be allowed the pre-registration for course schedule by Students.

B. Frequently used pinning settings by self : After selecting the required display fields and clicking "Pinning settings by self ", the system will be automatically saved as the searching state you have used.

《After re-logging in, the system will maintain the latest settings. If you would like to change the displayed column, please reselect the column and then click "Pinning settings by self ".》



Course Inquiry **Filter criteria**

Quick query of courses in your department **Class** **Grade** **Department**

Number of items displayed per page: 10 20 30 40 50 60 70 80 90 100

After clicking, it can be automatically saved as the searching state you have used.

Frequently used pinning settings by self

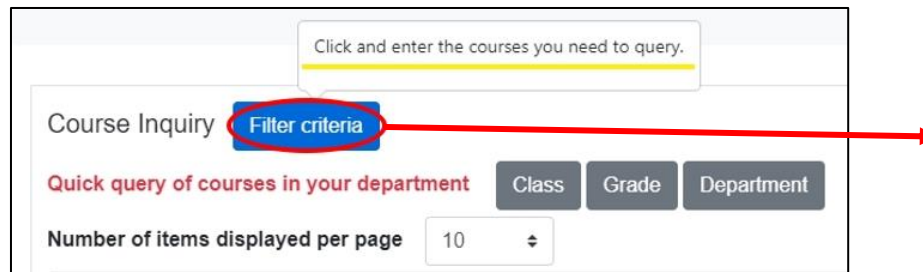
- ☒ Syllabus ☐ Language of instruction ☐ Course suspension ☐ Inter-department ☐ Inter-Degree
- ☐ Minor/Double Major/Interdisciplinary Course Program /Employment Program ☐ Program Category
- ☒ Course Category ☒ Department ☒ Course code ☒ Course Title ☒ Course Type ☐ Course duration ☒ Credit
- ☒ Instructor ☒ Class Time ☐ Classroom ☐ Allowed No. ☐ Registration No.(including auto-add) ☐ Course Quota
- ☒ Rest ☐ Number of student registered at this stage ☒ Number of student registered last year ☐ PBL ☐ Remark
- ☐ Distance learning course ☐ MOOCs

Select item	Syllabus	Course Category	Department	Course code	Course Title	Course Type	Credit	Instructor	Class Time	Rest
more... Track		IQ	GEB	GE038C	Emotion Soft Skills for Workplace	Elective	2	SHIOU-LING, TSAI		0
more... Track		IQ	GEB	GE040A	Music is Life	Elective	2	LINSHAO-ING	4-56	0
more... Track		IQ	GEB	GE055A	Poetry, Songs, and Society	Elective	2	Chang, Hsiao-Hui	2-56	0

IV. Pre-registration for Course Schedule (2/9)

C. Course Inquiry

(1) In the Course Inquiry, "Filter criteria" can enter multiple conditions to search for the required courses.



Course Inquiry

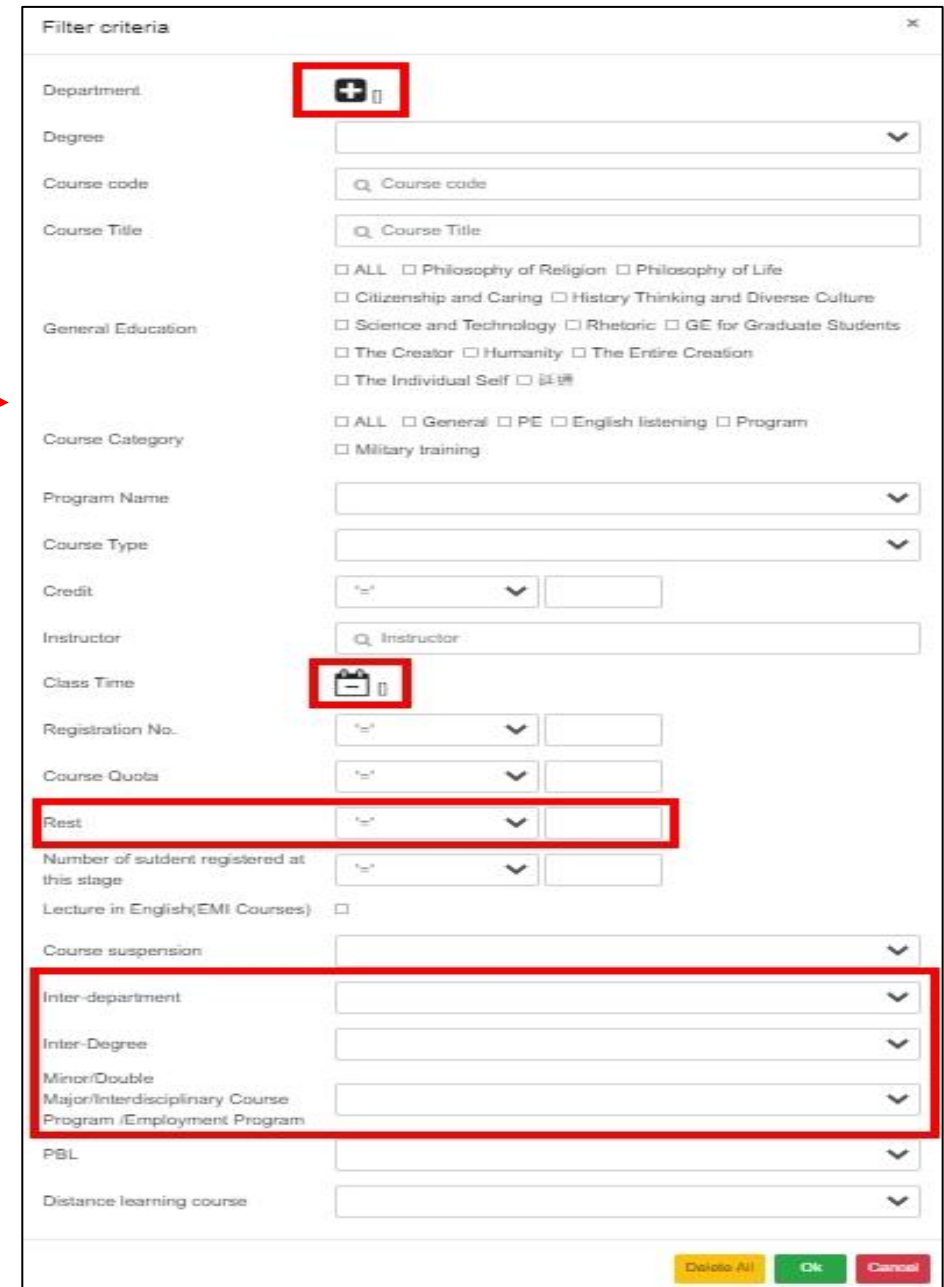
Click and enter the courses you need to query.

Filter criteria


Quick query of courses in your department

Class Grade Department

Number of items displayed per page 10



Filter criteria

Department 

Degree

Course code

Course Title

General Education ☐ ALL ☐ Philosophy of Religion ☐ Philosophy of Life ☐ Citizenship and Caring ☐ History Thinking and Diverse Culture ☐ Science and Technology ☐ Rhetoric ☐ GE for Graduate Students ☐ The Creator ☐ Humanity ☐ The Entire Creation ☐ The Individual Self ☐ 課程


Course Category ☐ ALL ☐ General ☐ PE ☐ English listening ☐ Program ☐ Military training

Program Name

Course Type

Credit

Instructor

Class Time 

Registration No.

Course Quota

Rest

Number of student registered at this stage

Lecture in English(EMI Courses) ☐

Course suspension

Inter-department

Inter-Degree

Minor/Double

Major/Interdisciplinary Course

Program /Employment Program

PBL

Distance learning course

Delete All Ok Cancel

IV. Pre-registration for Course Schedule (3/9)

Example 1. Enter "Department" to query

- (1) Click "Department" and "Save".
- (2) Click "All" to select all courses providing units.
- (3) Click "Delete All" to cancel all courses providing

College of Science

- ☐ Department of Applied Mathematics
- ☐ Department of Physics
- ☐ Department of Chemistry
- ☐ Department of Psychology
- ☐ Department of Bioscience Technology
- ☐ Master Program in Nanotechnology

College of Engineering

- ☐ Department of Chemical Engineering
- ☐ Department of Civil Engineering
- ☐ Department of Mechanical Engineering
- ☐ Department of Biomedical Engineering
- ☐ Department of Environmental Engineering

College of Business

- ☐ College of Business
- ☐ Master Program in Commercial Applications of Big Data
- ☐ International Undergraduate Program in Business and Management
- ☐ Department of Business Administration
- ☐ Department of International Business
- ☐ Department of Accounting
- ☐ Department of Information Management
- ☐ Ph.D. Program in Business
- ☐ Department of Finance
- ☐ International Master of Business

College of Humanities and Education

- ☐ Department of Special Education
- ☐ Department of Applied Linguistics and Language Studies
- ☐ The Language Center
- ☒ Center for General Education
- ☐ The Center for Teacher Education
- ☐ Graduate School of Religion
- ☐ Graduate School of Education
- ☐ Department of Teaching Chinese as a Second Language
- ☐ Undergraduate Program in College of Humanities and Education
- ☐ Pre-Major Program for International Freshman Students
- ☐ Master Program in Music Industry

College of Electrical Engineering and Computer Science

- ☐ Department of Industrial and Systems Engineering
- ☒ Department of Electronic Engineering
- ☐ Department of Information and Computer Engineering
- ☐ Department of Electrical Engineering
- ☐ Undergraduate Program in College of Electrical Engineering and Computer Science
- ☐ Undergraduate Program in Applied Artificial Intelligence

ALL Delete All Save Cancel

Example 2. Enter "Class Time" to query

- (1) Click "Class Time" and to save.
- (2) Click "Delete All", all selected class time can be canceled.

Select courses time

PS. Click a square and drag as to select more areas
the weekdays or anytime, can mark the whole column/row at a time.

		Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.	Sun.
A	07:10 ~ 08:00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1	08:10 ~ 09:00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	09:10 ~ 10:00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	10:10 ~ 11:00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	11:10 ~ 12:00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B	12:10 ~ 13:00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	13:10 ~ 14:00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6	14:10 ~ 15:00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Delete All Save Cancel

IV. Pre-registration for Course Schedule (4/9)

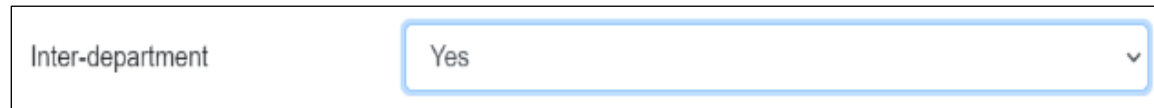
Example 3. Enter "Rest" to query : Choosing 「 \leq 」, 「 \geq 」, 「 $=$ 」 and the rest number.

As shown below, 「 >0 」 means : You can check courses that are remaining number.



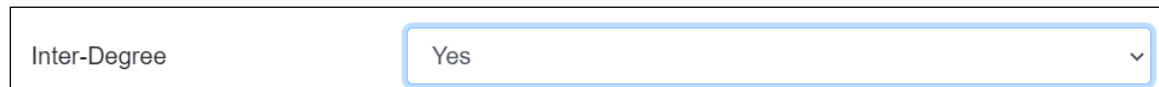
The screenshot shows a form with three rows. The first row is labeled 'Course Quota' and has a dropdown menu with a downward arrow and an empty input field. The second row is labeled 'Rest' and has a dropdown menu with the option '>' selected (circled in red) and a numeric input field containing '0' (also circled in red). The third row is labeled 'Number of student registered at this stage' and has a dropdown menu with a downward arrow and an empty input field.

Example 4. To query "Inter-department" : Click "Yes" to check in see if open for students from other departments to choose.



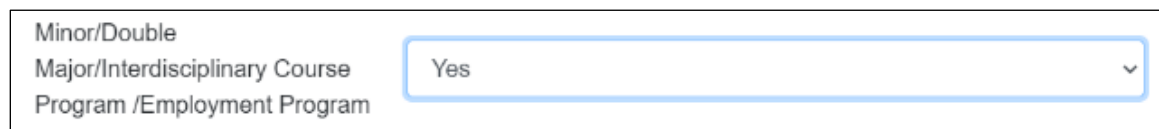
The screenshot shows a form with a single row labeled 'Inter-department' and a dropdown menu with the option 'Yes' selected.

Example 5. To query "Inter-degree" : Click "Yes" to check in see if open for students from other degrees including "Bachelor", "Master/PhD", "Master's in-service" to choose.



The screenshot shows a form with a single row labeled 'Inter-Degree' and a dropdown menu with the option 'Yes' selected.

Example 6. To query "Minor/Double major/Interdisciplinary Course Program/Employment Program " : Click "Yes" to check in see if open for students who have the status of Minor, Double major, Interdisciplinary course program, and Employment program.



The screenshot shows a form with a single row labeled 'Minor/Double Major/Interdisciplinary Course Program /Employment Program' and a dropdown menu with the option 'Yes' selected.

IV. Pre-registration for Course Schedule (5/9)

- (2) After clicking the course inquiry criteria, choose the "Ok" button at the bottom of the page. It will back to the main screen of the course selection system and then list the courses you inquired.

《Click "Delete All" to cancel the selected filter conditions》




- (3) Quick query of courses in your department : Click "Class you belong to", "Year you belong to", "Department you belong to" to check in the courses of your department directly.

Course Inquiry

Quick query of courses in your department

Number of items displayed per page

D. The function of track : Click "Track" and the course will be added to the "Tracking List".

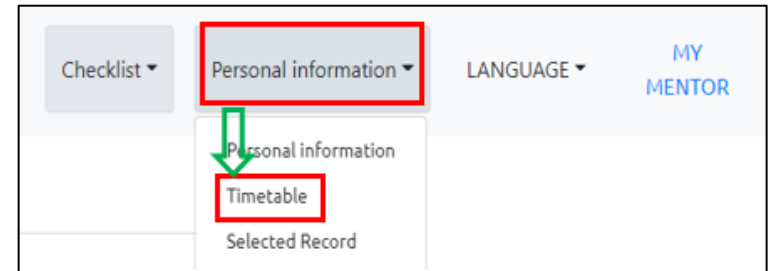
《Clicking the "  " button, the information of the course list can be updated immediately such as Rest, Registration No. and so on.》

Select item	Syllabus	Course Category	Course code	Course Title	Course Type	Credit	Instructor	Class Time
		General	IE325H	Operations Research(I)	Core	3	Hxxxx	1-234
		General	IE347H	Quality Control	Core	3		4-678

IV. Pre-registration for Course Schedule (6/9)

E. Check the result of Pre-registration course.

(1) The [Timetable] visible after you click on [Personal Information].



(2) Click on "Related Instructions" to explain the status of the course represented by the symbol or color.

【Blue: Courses already tracked. 「※」 means : Auto-add Course.】

Timetable		Description for the restriction of Distance learning course	Description
2. 09:10 ~ 10:00	※ MI239D-Economics(I)(遠) -C2-402	※ MI218D-Data Structures -B2-201	Description ※ : Auto-add Course ° Black : Been selected ° Blue : Been tracked ° Red : Been registrated ° Yellow : Course time conflicts ° Green : Course is in the waiting list ° (DL) : Distance Learning Course °
3. 10:10 ~ 11:00	※ MI239D-Economics(I)(遠) -C2-402	※ MI218D-Data Structures -B2-201	
4. 11:10 ~ 12:00	※ MI239D-Economics(I)(遠) -C2-402	※ MI218D-Data Structures -B2-201	
B. 12:10 ~ 13:00	※ : Auto-add Course		
5. 13:10 ~ 14:00		※ MI234D-Multimedia Programming(遠) -B2-201	→Blue: Courses already tracked
6. 14:10 ~ 15:00		※ MI234D-Multimedia Programming(遠) -B2-201	
7. 15:10 ~ 16:00		※ MI234D-Multimedia Programming(遠) -B2-201	

Description
※ : Auto-add Course °
Black : Been selected °
Blue : Been tracked °
Red : Been registrated °
Yellow : Course time conflicts °
Green : Course is in the waiting list °
(DL) : Distance Learning Course °

IV. Pre-registration for Course Schedule (8/9)

(4) Click "Excel" to download Timetable.




檔案 常用 插入 版面配置 公式 資料 校閱 檢視 告訴我您想要執行的動作...						
E16						
	A	B	C	D	E	F
1	EXCEL	週一	週二	週三	週四	週五
2	A. 07:10 ~ 08:00					
3	1. 08:10 ~ 09:00					
4	2. 09:10 ~ 10:00	※ IE325H-Operations Research(I) -E3-206				※ IE322H-Production Planning and Control -E3-105
5	3. 10:10 ~ 11:00	※ IE325H-Operations Research(I) -E3-206			※ IE390H-Quality Control Laboratory -E3-307	※ IE322H-Production Planning and Control -E3-105
6	4. 11:10 ~ 12:00	※ IE325H-Operations Research(I) -E3-206			※ IE390H-Quality Control Laboratory -E3-307	※ IE322H-Production Planning and Control -E3-105
7	B. 12:10 ~ 13:00					
8				GE226A-Introduction to Life Education -		
9	5. 13:10 ~ 14:00					
10						
11	6. 14:10 ~ 15:00		IE306E-Probability & Statistics (I) -E3-206	GE226A-Introduction to Life Education -	※ IE347H-Quality Control -E3-206	
12						
13	7. 15:10 ~ 16:00				※ IE347H-Quality Control -E3-206	
14	8. 16:10 ~ 17:00				※ IE347H-Quality Control -E3-206	
15	C. 17:05 ~ 17:55	※ IE323H-Production Control Labs -E3-307				
16	D. 18:00 ~ 18:50	※ IE323H-Production Control Labs -E3-307				
17	E. 18:55 ~ 19:45					
18	F. 19:50 ~ 20:40					
19	G. 20:45 ~ 21:35					
20	The following subjects have no class hours:					

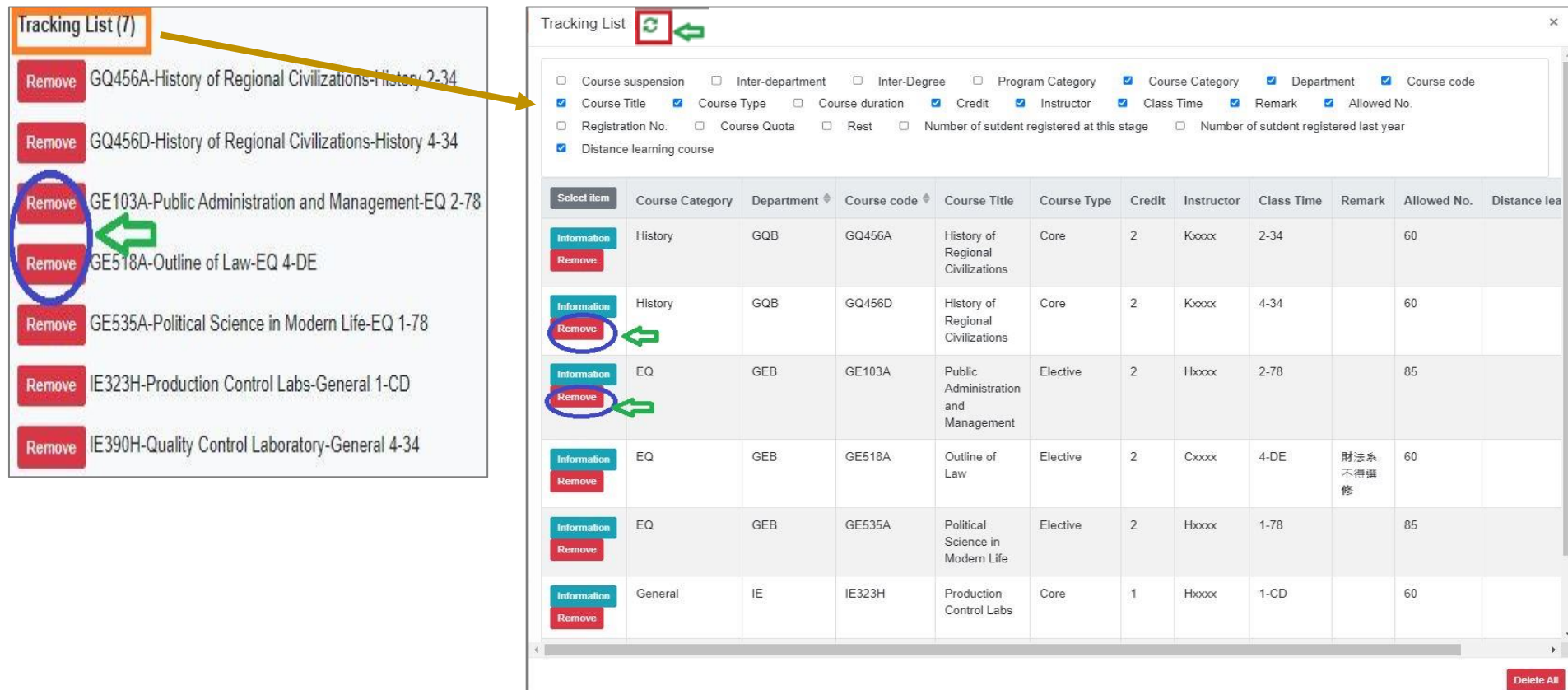
IV. Pre-registration for Course Schedule (9/9)

F. Cancel tracking the course : Enter "Tracking List" and select "  " or "Remove" to cancel tracking the course.

[Left List]

(1) Click "**Tracking List**" to display the detailed information of the course in "Tracking List". After clicking the upper left button "  ", the information of the course list can be updated immediately such as Rest, Registration No. and so on.

(2) Add the information about Course Credits.



The screenshot displays the "Tracking List" interface. On the left, a sidebar titled "Tracking List (7)" lists seven courses, each with a "Remove" button. A yellow arrow points from the "Remove" button of "GE103A-Public Administration and Management-EQ 2-78" to the "Remove" button in the main table. A green arrow points from the "Remove" button of "GE518A-Outline of Law-EQ 4-DE" to the "Remove" button in the main table. The main table has a header with various filters and a table body with course details. The table body contains the following data:

Select item	Course Category	Department	Course code	Course Title	Course Type	Credit	Instructor	Class Time	Remark	Allowed No.	Distance lea
<div>Information Remove</div>	History	GQB	GQ456A	History of Regional Civilizations	Core	2	Kxxxx	2-34		60	
<div>Information Remove</div>	History	GQB	GQ456D	History of Regional Civilizations	Core	2	Kxxxx	4-34		60	
<div>Information Remove</div>	EQ	GEB	GE103A	Public Administration and Management	Elective	2	Hxxxx	2-78		85	
<div>Information Remove</div>	EQ	GEB	GE518A	Outline of Law	Elective	2	Cxxxx	4-DE	財法系不得選修	60	
<div>Information Remove</div>	EQ	GEB	GE535A	Political Science in Modern Life	Elective	2	Hxxxx	1-78		85	
<div>Information Remove</div>	General	IE	IE323H	Production Control Labs	Core	1	Hxxxx	1-CD		60	

At the bottom right of the main table, there is a "Delete All" button.