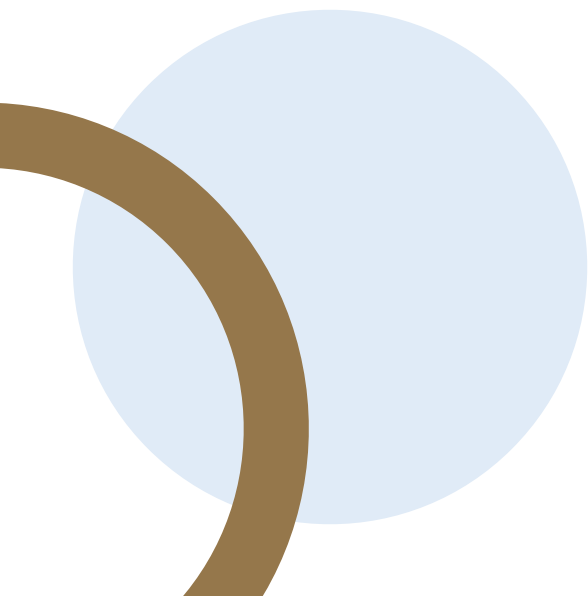


BOSS BIDDING

**GUIDE
BOOK**



PREFACE

Welcome to SMU's official **BOSS Bidding Guidebook**, specially curated for all SMU undergraduates.

We know that bidding is one of the most stressful periods for a SMU student and that the functionalities in BOSS can be overwhelming.

This guidebook consolidates all the useful applications within BOSS and guides you through them. We have also included a few additional tips and tricks that you can utilise when the bidding cycle begins!

This guidebook is proudly brought to you by SMU Students' Association (SMUSA).

Content by: Academic and Welfare Department, SMUSA

Design by: Communications Department, SMUSA



20th SMUSA Executive Committee

1. PRE-BIDDING RESOURCES

Topics covered: Administrative information about BOSS, What course to bid for, How much to bid

▼ Quick Links

- ▶ All About BOSS
- ▶ BOSS Circular
- ▶ Course Offerings
- ▶ Overall BOSS Results
- ▶ Course Sequence
- ▶ Critical Dates
- ▶ Credit Transfer Policy

2. BIDDING FUNCTIONALITIES & RESOURCES

Topics covered: How to place your bids, How to DICE, How to deconflict your schedule, How to check for class and exam schedules

- ▶ Plan & Bid
- ▶ Add To Cart
- ▶ DICE (Drop If Course Exceeds)
- ▼ Quick Links
 - ▶ Class and Exam Schedule

3. POST-BIDDING ACTIVITIES

Topics covered: How to check bidding results, How to drop an enrolled class, How much e\$ refund you can get

- ▼ Quick Links
 - ▶ Overall BOSS Results
 - ▶ Dropping Of Courses

4. BIDDING TIPS AND TRICKS

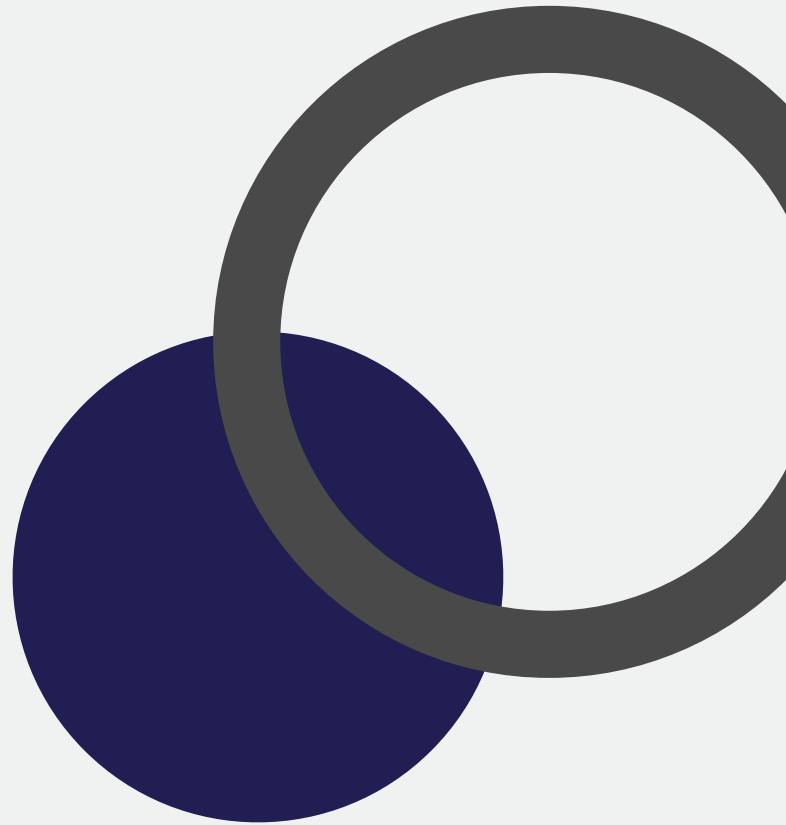
Still unsure of what to do? Here's a summary of our own tips for you!

- ▶ Do Your Research
- ▶ Bid With The Right People
- ▶ Spend Less e\$
- ▶ Frequently Asked Questions



PRE-BIDDING RESOURCES

01



Quick Links

All About BOSS

This webpage outlines the various aspects of the bidding experience. Do read up on them to learn more about or refresh your memory on all administrative matters related to bidding.

Home > BOSS > Course Enrolment & Drop > All about BOSS

All about BOSS

Bookmark this page | Print

Course Enrolment & Drop

All about BOSS

Checklist & Pitfalls

Total Course Units (CUs)

Pre-Assignment of Courses

Declaration of Majors

Bidding in Term 3

Contact Us

Courses & Schedules

BOSS Rounds

e-Dollars (e\$)

Bidding Rules

Bids Processing

Dropping Course

BOSS (Bidding Online SyStem) is SMU's system for the registration of courses. BOSS is intended to empower students with the choice of selecting the courses they wish to enrol for in any one term. This choice is not necessarily an easy one. Based on available resources in the form of e-Dollars (e\$), students will need to make their choice by carefully considering the demand and supply of the courses as well as their academic study plan not just for the current term but also the future terms.

The Bidding Cycle

The bidding activity for each of the BOSS round in Term 1 and 2 is given below:

Rounds	Activities
Round 1	BID for : <ul style="list-style-type: none"> (i) courses offered by their own school; (ii) courses pre-determined by the school; and

BOSS Rounds

This section offers an explanation to what you can and cannot do during the different rounds of bidding.

**We have provided the basic bidding activities of the various rounds. To be more informed of the caveats, please visit this webpage and read up in your own time!*

Round 1

Allows students to bid for:

- Courses offered by their OWN school
- Courses predetermined by their OWN school
- Courses from their OWN school major

For example. Business students with a Second Major in Accountancy are able to bid for Business modules such as MKTG101 but unable to bid for Accounting modules such as ACCT111. Business students with a Second Major in Finance, on the other hand, are able to bid Business modules such as MKTG101 and bid for their Finance (own faculty major) modules such as FNCE201.

- Double Degree Students are able to bid for their secondary degree courses in their secondary degree school.

For example. Business students with a Secondary Degree in Accountancy are able to bid for both Business modules such as MKTG101 and Accounting modules such as ACCT111.

Round 1A

Allows students to bid for:

- Courses offered by their OWN school
- Courses predetermined by their OWN school
- Courses from OTHER school major

For example. Business students with a Second Major in Accountancy are able to bid for both Business modules such as MKTG101 and Accounting modules such as ACCT111.

Allows students to drop:

- Round 1 courses

Round 1B/2/2A

Allows students to bid for:

- Any courses without restrictions

Allows students to drop:

- Any courses without restrictions

e\$ and e-pts

This section discusses the use of e\$ and e-pts. e\$ will be used for bidding of courses while e-pts will be used for the registration of workshops conducted each term. This section also discusses the credit rating for students going for Local Exchange/Overseas Exchange/Local Partial Exchange/Leave of Absence.

**We have provided the basic information about e\$ and e-pts. To be more informed of the caveats, please visit this webpage and read up in your own time!*

Allocation of e\$

Term	Allocated
1	100 e\$ + Roll-over unused e\$
2	100 e\$ + Roll-over unused e\$

Every semester, the following amount of e\$ will be allocated to you:

- 100e\$ by BOSS
- Additional 25e\$ upon the completion of End-of-term Course Feedback
- Additional 5e\$ upon the completion of SMUSA Student Survey (SSS)

Hence, students may be allocated a total of up to 130e\$ every semester upon completion of BOTH the End-of-term Course Feedback and the SSS.

Bidding Rules

This section summarises the rules of the bidding exercise.

**We have provided the basic elaboration of the more important rules. To be more informed of the caveats, please visit this webpage and read up in your own time!*

Minimum bid amount

All students must bid at a **MINIMUM bid amount of 10e\$ or 10e-pts** for their desired module or workshop respectively.

Bidding for courses/workshops

To make a bid, students will need to indicate against the course details the amount of e\$ that he/she wants to use for a successful bid. The incremental value of the bid prices is 0.01e\$. As such, bid prices can be 10.0e\$, 12.57e\$, etc. The same approach applies to e-pts.

DICE (Drop If Course Exceeds)

Students on good academic standing can submit bids of up to 6.5 CUs and be enrolled for up to 5.5 CUs.

When a student submits bids for >5.5 CUs (max of term enrolment limit), BOSS will prompt the student to indicate the course that he/she wishes to drop should all the bids be successful. This is known as DICE. DICE Value '1' is the course you wish to be dropped if all your bids are successful.

If DICE of an enrolled course is activated (the course is dropped), then the e\$ refund will be based on the **max refund policy**:

- 50e\$ (Round 1 & 1A)
- 40e\$ (Round 1B)
- 30e\$ (Round 2)
- 10e\$ (Round 2A)

Multiple Bids and Timetable Conflicts

The system will not allow students to bid for:

- Multiple places in the same class of the same course
- Places in multiple classes of the same course (which means that students cannot bid for more than one Professor under the same course)
- Courses that have class and exam timetable clashing with each other

Reserved Vacancies for Freshmen and Exchange Students

Freshmen courses will be reserved for freshmen bidding windows. The remaining vacancies will be released in Round 2. This is applicable to **Term 1 only**.

Certain courses will be reserved for Exchanges Students. The remaining vacancies will be released from Round 2 onwards. This is applicable to **Term 1 and Term 2**.

Bids Processing

This section summarises how your bids are processed when the bidding window closes.

**We have provided the elaboration of the basic process of how bids are evaluated. To be more informed of the caveats, please visit this webpage and read up in your own time!*

Process

Students with the **highest bids** will be enrolled into the course until all vacancies are being filled up and no more sections are left.

In the event of a **tie bid**, there will be a ballot and the system will **randomly allocate** the available vacancies to the students with tie bids.

Dropping of Courses

This section informs you of the consequences of dropping your courses.

**We have provided the elaboration of the basic process of how bids are evaluated. To be more informed of the caveats, please visit this webpage and read up in your own time!*

Dropping a confirmed course

Students who wish to drop a confirmed course during Round 1, 1A, 1B, 2 or 2A need to do so by checking the course in BOSS. Do note that “Drops” are immediate and e\$ will be refunded immediately.

The maximum refund for each course in BOSS Bidding Round is as follows:

- 50e\$ (Round 1 & 1A)
- 40e\$ (Round 1B)
- 30e\$ (Round 2)
- 10e\$ (Round 2A)

Course Taken In	Course / CU	Drop Period with "W" Grade	Drop Period with "F" Grade
Term 1, Term 2, or MT2 <i>(Course taught over 1 term)</i>	0.5 CU or 1 CU Course	From end of BOSS Round 2A to Week 7	From Week 8 onwards
Term 1 to Term 2 <i>(Course taught over 2 terms)</i>	2 CU Course (eg. Senior Thesis)	From end of BOSS Round 2A in Term 1 to Week 2 in Term 2	From Week 3 in Term 2
Term 3A, Term 3B, MT3A, and MT3B	All Courses	From Day 4 of Week 1 to Friday of Week 2	From Week 3 onwards

Students who drop their courses after close of Round 2A for Term 1, Term 2 or after Round 2 for Term 3 will be issued either a "W" (Withdrawn) grade or "F" (Failed) grade.

In addition, there will be NO refund of e\$ for the dropped courses. Students are not allowed to drop their confirmed workshop after the close of Round 2A.

For Terms 3A and 3B specifically, you must be sure that you want to enroll in the courses. If you **drop a course during Round 2**, you will have to **pay 40% of the course fee as a penalty charge**. There are no penalty charges, however, if the course is dropped before Round 1 ends.

If you manage to secure an internship during or after Round 2 and wish to drop the course, you may refer to the link (on SMUSA's Instagram bio) to find out how to waive off the penalty charges.

Do refer to the "Boss Rounds" for more information on the Dos and Don'ts in each round of bidding.

Quick Links

BOSS Circular

This page categorises the BOSS information based on the year the student is in. The categories are NSMen, Freshmen (Year 1) and Senior Students (beyond Year 1).

**For further elaborations and caveats, please visit this webpage and read up in your own time!*

Important categories of information

Senior Students

- Boss Bidding Period
- Schedule of Final Written Examination
- e\$ allocation
- Make-Up Classes

Freshmen

- Boss Bidding Period
- Make-Up Classes
- Freshmen pre-assigned and biddable courses
- e\$ allocation
- Dropping of courses
- Enrolment of DDP
- Important contacts

Quick Links

Course Offerings

Please refer to BOSS Bidding for the most updated course offerings before the bidding cycle for each term starts.

**For elaborations and caveats, please visit this webpage and read up in your own time!*

2020 - 2021

Title	Modified
Lee Kong Chian School of Business Courses 2020-21	 2020-06-17 16:11:23
School of Accountancy Courses 2020-2021	 2020-06-19 12:42:33
School of Economics Courses 2020-2021	 2020-06-12 11:38:32
School of Information Systems Courses 2020-2021	 2020-06-22 16:11:26
School of Law Courses 2020-2021	 2020-06-08 13:37:40
School of Social Sciences Courses 2020-21	 2020-06-12 17:44:46

2019 - 2020

Title	Modified
Lee Kong Chian School of Business Courses 2019-20	 2020-04-23 11:24:01
Office of Core Curriculum Courses 2019-20	 2020-01-15 15:56:45
School of Accountancy Courses 2019-2020	 2019-06-21 16:24:51
School of Economics Courses 2019-2020	 2020-01-15 16:49:00
School of Information Systems Courses 2019-2020	 2019-07-15 11:55:19
School of Law Courses 2019-2020	 2020-06-11 10:19:57
School of Social Sciences Courses 2019-20	 2020-02-12 10:39:05

By Academic Year

SMU plans the courses by academic year and not by term. There will definitely be enough slots for the entire academic year but not all students will get their preferred choices in any specific term.

For example, if the Term 2 classes are full, students will need to take classes during the Modified Term 2 (refer to the Academic Calendar for the start and end dates) in order to graduate in time. Graduating students should plan for their job commencement date only after Modified Term 2 which is the official end date of the academic year.

Quick Links

Overall BOSS Results

This page will be useful in helping you make a more informed decision if you are unsure of how much to bid for a certain course.

It reveals the **minimum and median bids** for courses in all previously completed bidding windows. It also includes the size of the class (Vacancy), number of enrolled seats (Enrolled) and number of vacancies in the class (Open).

The screenshot shows the 'Overall BOSS Results' search interface. It includes several input fields and buttons:

- Step 1:** Points to the 'Course Career' dropdown menu, which is currently set to 'Undergraduate'.
- Step 2:** Points to the 'Course Type' dropdown menu, which is currently set to 'COURSE'.
- Step 3:** Points to the 'Term' dropdown menu.
- Step 4:** Points to the 'Subject Area' dropdown menu.

Other visible elements include: 'Term' dropdown, 'Modified Term 2 Only' checkbox, 'Round' dropdown, 'Window' dropdown (with a note: 'Note: Windows 4-6 are for Modified Term.'), 'Subject Area' dropdown, 'Catalogue No' text input (with 'E.g. 101' as a placeholder), 'Course Title' text input (with placeholder: 'Please input a title or part of a title with a wildcard %'), 'Reset' button, 'Search' button, and 'Download' link. The status 'No records found' is displayed at the bottom left.

- **Step 3:** Select the term of your choice under *Term*
- **Step 4:** To narrow your search, you may select under *Subject Area* or key in under *Course Title/Catalogue No.*

Make use of the **wildcard function** "%" to save time!

For example. If you want to find the bid prices for the module, "Critical Thinking in the Real World", simply input "Critical Thinking %" in the Course Title search bar.

Choosing the most preferable term

Before the first bidding window commences, the most preferable term to choose would be the **same term** from previous academic years.

For example. If you are about to enter the Academic Year 2020/21 Term 1, select 2019/20 Term 1 for reference. This is because freshmen are protected in their first term where a percentage of seats for particular courses are solely reserved for freshmen.

Quick Links

Course Sequence

The table consists of University core modules, degree core modules, as well as major-related core modules that you are required to complete, and the status of completion.

Highlighted Boxes

The highlighted boxes indicate the suggested term and year that you should take the course. This might help to eliminate the confusion that many students have with regards to when they should complete a certain course.

**Note: It is only a recommendation, not a requirement.*

Remarks Column

Additionally, the Remarks column provides more information about the course. These pointers include:

- Pre-assigned courses
- Compulsory courses
- Alternatives
- Pre-requisites
- Additional information about that course

Quick Links

Critical Dates

This page provides the dates of important events happening in SMU. There are 5 sections under this Calendar: Critical Dates, Main Calendar, CCA Events, SMU Events and Prinsep Street Residence.

**We are providing the basic information for 2 of 5 of the sections in order to keep it concise. To be more informed of the other sections and caveats, please visit this webpage and read up in your own time, as it will be constantly updated.*

Critical Dates

The events listed here are the more critical ones that students should be aware of. For a more in-depth and specific search, proceed to the Main Calendar section.

Main Calendar

Main categories:

- Academic
- Exchange
- Finance
- Admin

Sub-categories:

- Application Dates
- BOSS Bidding
- Ceremonies & Special Events
- Course Feedback
- Exams
- Graduation
- Payment for Students/Staff/Vendor Submission Dates

Quick Links

Credit Transfer Policy

This page provides information about approval to transfer of credits from approved institutions for courses taken outside SMU after matriculation.

**For elaborations and caveats, please visit this webpage and read up in your own time!*

Approval to transfer credits

Such approvals must be obtained before students embark on external study programmes, which include:

- International Student Exchange Programmes (ISEP)
- Singapore Universities Student Exchange Programmes (SUSEP)
- Summer Study Programmes
- Other External Study Programmes (non-exchange and self-arranged by students)

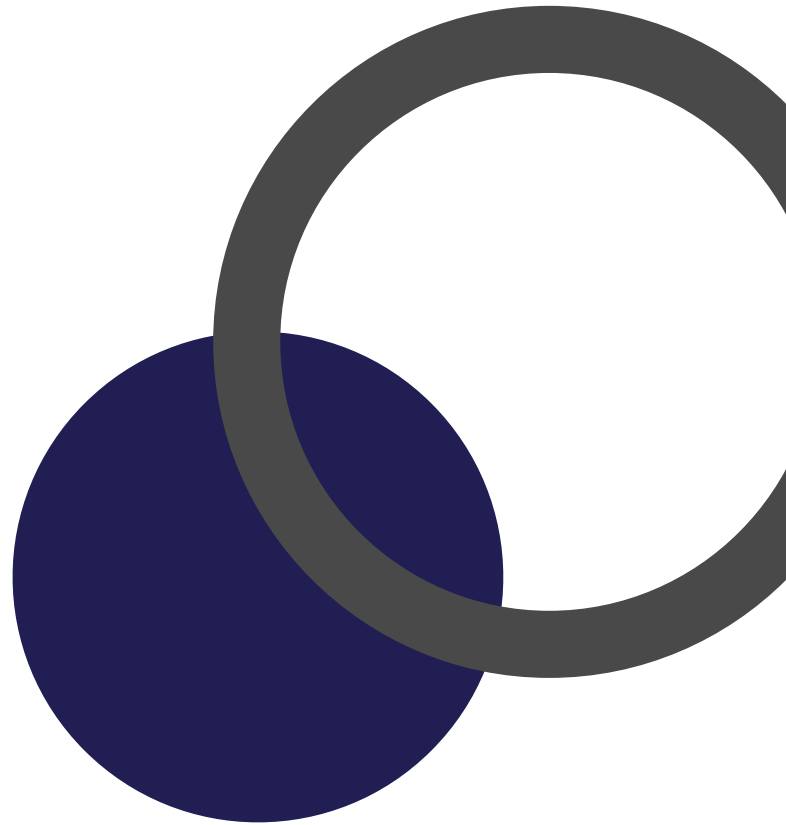
It is important to note that the **credits transferred are not computed into the SMU GPA.**

Also, the grades obtained from these programmes will not be reflected in the SMU Official Transcript. Only the host University and the total number of credits transferred will be stated.



BIDDING FUNCTIONALITIES & RESOURCES

02



Main Tabs

Plan & Bid

This is where your bidding journey begins! Access “Plan & Bid” to view classes and submit your bids.

**For elaborations and caveats, please visit this webpage and read up in your own time!*

The screenshot shows the 'Enrolments' section with a message: "You have currently no enrolment in this term." Below it is the 'Term Info' table:

Course Type	Max Enrolment	Max Biddable
COURSE	5.5 CU	6.5 CU
WORKSHOP	1.0 Bundle	2.0 Bundle

Below the table is the 'E-Account' section with columns: Description, Balance, Amt Left for Bidding. A 'View details' link is present. At the bottom is the 'Bidding Cart' section with a message: "Next bidding (Round 1 Window 1) will be open from 29-Jun-2020 10:00 to 01-Jul-2020 10:00." and an 'Add to Cart' button.

This section shows the classes that you have **successfully enrolled** in. You may choose to drop these classes.

Note: Do refer to Boss Rounds for more information on whether you will be able to drop the course in the next round, and the e\$ you will be refunded back.

This section states the **maximum** number of classes you can enrol in and maximum number of classes you can bid for.

This section outlines the number e\$ and e-pts you have in your account currently. It is wise to check how much you have before you decide how much to bid for your respective courses.

This section shows you the various classes that you have added in your cart, and other detailed information about those classes, such as how much you have bid for it.

The screenshot shows the 'Class Timetable' section with a calendar view for 17-Aug-20 to 23-Aug-20. The y-axis shows times from 08:00 to 22:00. A 'Color Legend' is provided: Enrolled (green), Bid Placed (purple), Classes pinned in the bidding cart (light blue), and Public Holiday (grey). Below is the 'Exam Timetable' section with columns: Code, Description, Sect, Exam Date, Day, Start Time, End Time, Status.

This section helps you check for any **time clashes** between the classes you wish to take in the term.

Pin the various classes in your cart to view your daily, weekly and monthly timetable and check for any clashes.

This section helps you check for any time clashes between the final exams for courses you've added in your cart.

Main Tabs

Add To Cart

This is where your bidding journey begins! Access “Plan & Bid” to view classes and submit your bids.

**For elaborations and caveats, please visit this webpage and read up in your own time!*

Step 1:

Select the **Subject Area** that is relevant to the course you want to bid for.

You may input Course Title/Course Area to narrow your search.

<input type="checkbox"/>	COR3001 - Big Questions Status: Biddable Curriculum Requirement Possibilities*: General Education	COR-COMM1304 G1 Regular Academic Session Total: 33 Enrolled: 0 Reserved: 33 Available: 0 Add to Cart	1.0 CU Graded Open	Course outline:	Completed/Enrolled
<input type="checkbox"/>	COR3304 - Ethics and Corporate Responsibility Status: Completed/Enrolled Curriculum Requirement Possibilities*: University Core				
<input checked="" type="checkbox"/>	COR-COMM1304 - Management Communication Status: Completed/Enrolled Curriculum Requirement Possibilities*: University Core				
<input type="checkbox"/>	COR-IS1702 - Computational Thinking Status: Not Biddable Yet Curriculum Requirement Possibilities*: Business Options General Education Technology Studies				
<input type="checkbox"/>	COR-JPAN2401 - Japanese Status: Biddable Curriculum Requirement Possibilities*: Business Options				

Type	Start Date	End Date	Day	Start Time	End Time	Room	Instructor
CLASS	17-Aug-2020	22-Nov-2020	Wed	12:00	15:15	LKCSB Seminar Rm 3.10	SHYAMALA DEENATHAYALAN

Regular Academic Session	Graded	Open					
Total: 33	Enrolled: 0	Reserved: 33	Available: 0	Add to Cart	Completed/Enrolled		
Type	Start Date	End Date	Day	Start Time	End Time	Room	Instructor
CLASS	17-Aug-2020	22-Nov-2020	Thu	08:15	11:30	SOE/SOSS Seminar Rm 4-3	SHYAMALA DEENATHAYALAN

Regular Academic Session	Graded	Open					
--------------------------	--------	------	--	--	--	--	--

Step 2:

Select the various sections of classes available. In the dropdown, details about the sections, such as the assigned Professor, class timings, course outline and the number of available slots.

The fewer the available slots, the lower the probability of getting the class, the higher you will have to bid to secure the slots.

During bidding window

After adding the classes you wish to bid for into your cart, checkout and input your bid prices. Remember to click on the button to submit your bids! You may submit as many times as you wish during the window and the last recorded bid will be taken.

You are not allowed to submit multiple bids for different sections of the same course during a bidding window, or to bid for a different section of the same course that you have successfully enrolled in unless you drop the course.

Main Tabs

DICE (Drop If Course Exceeds)

When a student submits for >5.5 CUs (max. of term enrolment limit), BOSS will prompt the student to indicate the course that he/she wishes to drop should all the bids be successful.

DICE Value '1' is the course you wish to be dropped if all your bids are successful.

How to DICE

Here are some possible scenarios that students may face with regards to DICE and the outlined steps you need to take to activate DICE.

1. You place bids for 6 CUs (6 courses)

In the event that all the bids are successful, you have to specify 1 CU to DICE, so that you are enrolled in only 5 CUs, which does not exceed the term enrolment limit of 5.5 CUs.

In the event that all the bids are successful, you have to specify 0.5 CU to DICE, so that you are enrolled in only 5.5 CUs, which is the term enrolment limit.

2. You place bids for 6.5 CUs (6 courses)

In the event that all the bids are successful, you have to specify 1 CUs to DICE, so that you are enrolled in only 5.5 CUs, which is the term enrolment limit.

3. In some situations, you may need to specify 2 courses, in order of precedence to be dropped for DICE.

For example, you've bid for 6.5 CUs (7 courses), of which 2 courses are 0.5 CUs. If you DICE a 0.5 CU, you may still exceed your enrolment limit. Therefore, you need to specify the two 0.5 CU for DICE; or else change the first DICE to a course that is 1 CU.

Additional Notes:

- If the number of remaining CUs exceeds 5.5 after DICE, your bid submission will not be successful. An error message will be displayed.
- To indicate DICE value for an enrolled course, click on the LOCK icon to unlock it.
- If DICE of an enrolled course is activated (i.e. the course is dropped), then the e\$ refund will be based on the max refund policy:
 - 50e\$ (Round 1 & 1A)
 - 40e\$ (Round 1B)
 - 30e\$ (Round 2)
 - 10e\$ (Round 2A)

Quick Links

Class and Exam Schedule

You will be allowed to search for the Class and Exam schedule of all courses being offered in that term.

Class and Exam Schedule

*Course Career:

*Term:

Session:

Subject Area:

Course Area:

Course/Workshop:

Class Schedule
 Exam Schedule

Class Schedule:

This displays the day and time of the class. It also includes the Professor who will be instructing the class.

Exam Schedule:

This displays the date and time of the final exam for this module, if applicable.

Step 1:

Select **Undergraduate** as the *Course Career*.

Step 2:

Choose the *Term, Session, Subject Area and Course Area* appropriately.

Step 3:

Choose *Class Schedule* or *Exam Schedule* accordingly.

Step 4:

Click **Search**.

Class and Exam Schedule

*Course Career:

*Term:

Session:

Subject Area:

Course Area:

Course/Workshop:

Class Schedule
 Exam Schedule

Note

- Exams scheduled on the Friday of week 14 are for students enrolled in SG91-SG99 sections (due to Incomplete grades).
- Students enrolled in SG91-SG99 sections are required to check with their instructors/schools for the exact exam arrangement in terms of exam start/end time and venue.
- The search results can be downloaded to Excel by clicking on the 'Export to Excel' button located above the header row of the results table.

Meet = The nth time a class meets per week | **N Instr** = The nth instructor of a class

LKCSB = LKC School of Business | **SOA** = School of Accountancy

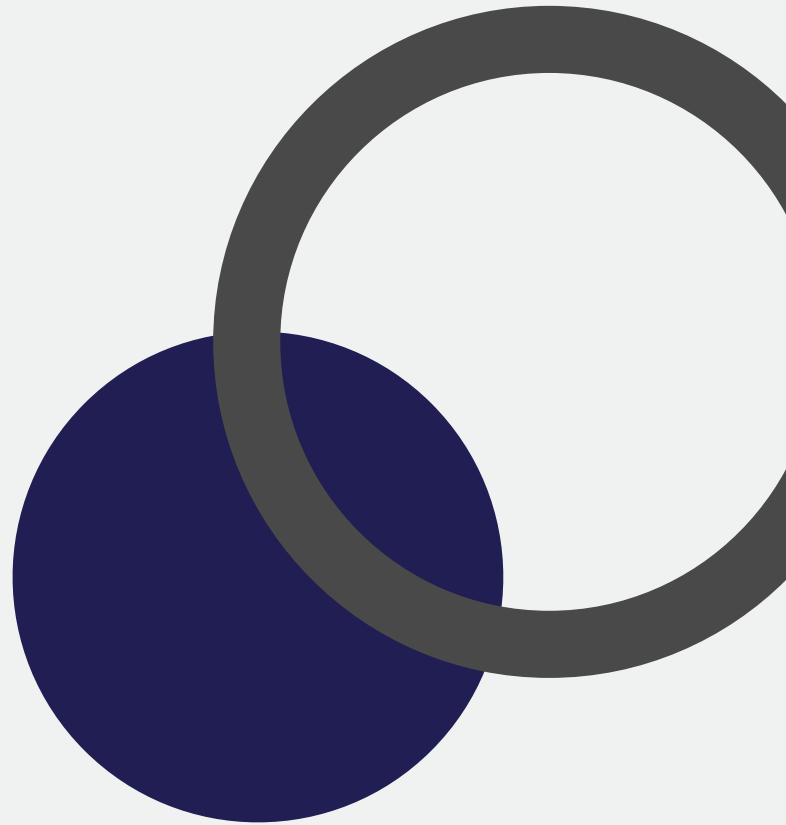
SOE/SOSS = School of Economics/Social Sciences | **SIS** = School of Information Systems | **SOL** = School of Law

Term / Session	Course Code	Title	Topic	Section	Meet	Day	Start	End	Venue	Instructor	N Instr	Start Date	End Date	Class
1 2020-21 Term 1 / 1	OPIM101	Decision Analysis		G1	1	THU	3:30PM	6:45PM	LKCSB Seminar Rm 2.7	BRIAN RODRIGUES	1	17/08/2020	22/11/2020	1133
2 2020-21 Term 1 / 1	OPIM101	Decision Analysis		G10	1	WED	3:30PM	6:45PM	LKCSB Seminar Rm 3.6	LOW CHEE SENG	1	17/08/2020	22/11/2020	1141
3 2020-21 Term 1 / 1	OPIM101	Decision Analysis		G11	1	MON	7:00PM	10:15PM	LKCSB Seminar Rm 3.9	SEAN LAM	1	17/08/2020	22/11/2020	1266



POST-BIDDING ACTIVITIES

03



Quick Links

Overall BOSS Results

Access this page to view more details about the results of the bidding window. It includes the size of the class (*Vacancy*), number of enrolled seats (*Enrolled*) and number of vacancies in the class (*Open*).

Overall BOSS Results

Course Career: Undergraduate Course Type: COURSE

Term: 2 items checked Modified Term 2 Only

Round: 1 Window: [] Note: Windows 4-6 are for Modified Term.

Subject Area: COR-COMM - Core - Communication Catalogue No: E.g. 101

Course Title: Please input a title or part of a title with a wildcard %

[Download](#)

Term	Session	Bidding Window	Course	Description	Sect	Median	Min	Vacancy	Open	Bef Proc	Aft Proc	DICE	Enrolled	Instructor	School	
2019-20	Term 1	Regular Academic Session	Incoming Freshmen Rnd 1 Win 2	COR-COMM1304	Management Communication	G1	-	0.00	30	30	0	0	0	30	SHYAMALA DEENATHAYALAN	LKCSB
2019-20	Term 1	Regular Academic Session	Round 1 Window 2	COR-COMM1304	Management Communication	G1	42.77	40.01	30	15	10	0	0	15	SHYAMALA DEENATHAYALAN	LKCSB
2019-20	Term 1	Regular Academic Session	Incoming Freshmen Rnd 1 Win 2	COR-COMM1304	Management Communication	G2	-	0.00	30	30	0	0	0	30	SHYAMALA DEENATHAYALAN	LKCSB
2019-20	Term 1	Regular Academic Session	Round 1 Window 2	COR-COMM1304	Management Communication	G2	50.02	42.98	30	15	9	0	0	15	SHYAMALA DEENATHAYALAN	LKCSB
2019-20	Term 1	Regular Academic Session	Incoming Freshmen Rnd 1 Win 2	COR-COMM1304	Management Communication	G3	-	0.00	30	30	1	1	0	29	SHYAMALA DEENATHAYALAN	LKCSB
2019-20	Term 1	Regular Academic Session	Round 1 Window 2	COR-COMM1304	Management Communication	G3	40.27	35.89	30	15	10	0	0	15	SHYAMALA DEENATHAYALAN	LKCSB
2019-20	Term 1	Regular Academic Session	Incoming Freshmen Rnd 1 Win 2	COR-COMM1304	Management Communication	G4	19.90	17.01	30	30	3	0	0	30	AKANKSHA RATH	LKCSB
2019-20	Term 1	Regular Academic Session	Round 1 Window 2	COR-COMM1304	Management Communication	G4	35.11	35.00	30	15	10	0	0	15	AKANKSHA RATH	LKCSB
2019-20	Term 1	Regular Academic Session	Incoming Freshmen Rnd 1 Win 2	COR-COMM1304	Management Communication	G5	26.74	18.17	30	30	6	0	0	30	AKANKSHA RATH	LKCSB
2019-20	Term 1	Regular Academic Session	Round 1 Window 2	COR-COMM1304	Management Communication	G5	42.45	37.88	30	15	10	0	0	15	AKANKSHA RATH	LKCSB
2019-20	Term 1	Regular Academic Session	Incoming Freshmen Rnd 1 Win 2	COR-COMM1304	Management Communication	G6	22.72	15.00	30	30	7	2	0	28	AKANKSHA RATH	LKCSB
2019-20	Term 1	Regular Academic Session	Round 1 Window 2	COR-COMM1304	Management Communication	G6	31.55	21.32	30	15	10	0	0	15	AKANKSHA RATH	LKCSB
2019-20	Term 1	Regular Academic Session	Incoming Freshmen Rnd 1 Win 2	COR-COMM1304	Management Communication	G7	30.97	30.97	30	30	9	8	0	22	CHAN BOH YEE	LKCSB
2019-20	Term 1	Regular Academic Session	Round 1 Window 2	COR-COMM1304	Management Communication	G7	31.95	27.53	30	15	10	0	0	15	CHAN BOH YEE	LKCSB
2019-20	Term 1	Regular Academic Session	Incoming Freshmen Rnd 1 Win 2	COR-COMM1304	Management Communication	G8	29.93	24.86	30	30	10	8	0	22	CHAN BOH YEE	LKCSB
2019-20	Term 1	Regular Academic Session	Round 1 Window 2	COR-COMM1304	Management Communication	G8	32.89	30.90	30	15	12	0	0	15	CHAN BOH YEE	LKCSB
2019-20	Term 1	Regular Academic Session	Incoming Freshmen Rnd 1 Win 2	COR-COMM1304	Management Communication	G9	22.00	16.55	30	30	10	2	0	28	CHAN BOH YEE	LKCSB
2019-20	Term 1	Regular Academic Session	Round 1 Window 2	COR-COMM1304	Management Communication	G9	32.00	29.99	30	15	10	0	0	15	CHAN BOH YEE	LKCSB
2019-20	Term 1	Regular Academic Session	Incoming Freshmen Rnd 1 Win 2	COR-COMM1304	Management Communication	G10	11.15	11.15	30	30	7	4	0	26	FAROOQ JAMIL ALVI	LKCSB
2019-20	Term 1	Regular Academic Session	Round 1 Window 2	COR-COMM1304	Management Communication	G10	23.81	21.78	30	15	10	0	0	15	FAROOQ JAMIL ALVI	LKCSB

Page size: 20 180 items in 9 pages

Step 1:

Select *Undergraduate* as the *Course Career*.

Step 2:

Select *Course* for *Course Type*.

Step 3:

Select the term of your choice under *Term*.

Step 4:

To narrow your search, you may select under *Subject Area* or key in under *Course Title/Catalogue No*. Make use of the wildcard function "%" to save time!

For example. If you want to find the bid prices for the module, "Critical Thinking in the Real World", simply input "Critical Thinking %" in the *Course Title* search bar.

Main Tabs

Dropping Of Courses

Students may find this option under your enrolled classes in the Enrolments section in the Plan & Bid page only upon successful enrollment into the course and are not able to drop courses that are pre-assigned to them.

Drop enrolled courses

Once you have been enrolled into the class(es) after a bidding window, you have the option to drop the class(es).

Step 1:

Click on **Drop Enrolled Class**.

You will be shown the Code, Description, Section, Bid Amount and Refund Amount of each class that you are enrolled in. Remember to consider the refund amount before you decide to drop the class.

Step 2:

Select the **tick-box** next to the class you wish to drop.

Step 3:

Click on the **Drop Enrolled Class** button at the bottom to confirm the option.

This step is NOT reversible.

e\$ refund

This section informs you of the consequences of dropping your courses.

The maximum refund for each course in BOSS Bidding Round is as follows:

- 50e\$ (Round 1 & 1A)
- 40e\$ (Round 1B)
- 30e\$ (Round 2)
- 10e\$ (Round 2A)

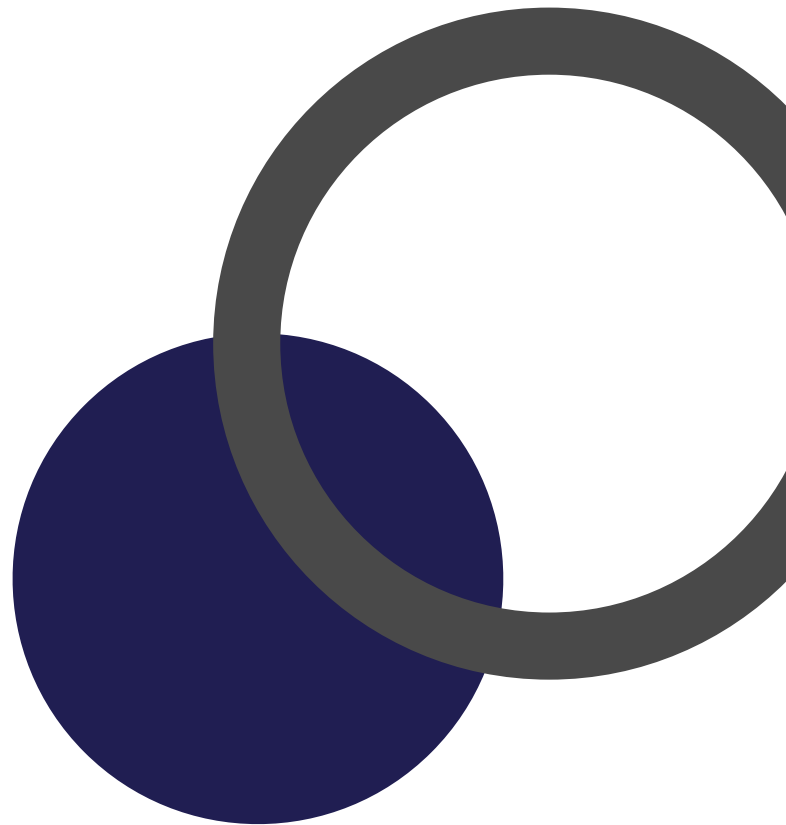
Students who drop their courses after close of Round 2A for Term 1, Term 2 or after Round 2 for Term 3 will be issued either a “W” (Withdrawn) grade or “F” (Failed) grade.

Access this page through **All about BOSS > Dropping of Courses** for more information (or refer back to the Pre-Bidding Resources in this guidebook).



BIDDING TIPS & TRICKS

04



Additional Information

Do Your Research

It is imperative that you know what you're doing when you bid.

- Do your due diligence as a student to find out more about the modules you are looking to bid for. Read up on the Course Outline, which provides you with detailed information about the module.
- Ask your seniors about their own experience. There is no better advice than learning from those who already had their first-hand experience!
- Take the initiative to reach out to the Professor first! Email the Professor teaching that particular course you're interested in to find out more about what you will learn from it for the whole term.
- If Plan A fails, proceed with Plan B! Do look out for additional modules that you'd like to take should your first round of bids be unsuccessful.

Additional Information

Bid With The Right People

It is imperative that you know what you're doing when you bid.

We can only imagine how much fun it will be to attend the same classes with your friends! However, do give a thought about who you are bidding with and how much your group of friends decide to bid. These factors will contribute to your overall course experience in aspects such as project work.

Additional Information

Spend Less e\$

It is imperative that you know what you're doing when you bid.

Be prepared to spend more e\$ if you're going for more popular class timings, sections or modules. Bid for morning/night classes to save on some e\$ as they are less popular class timings than afternoon classes!

Additional Information

Frequently Asked Questions

Will I be refunded if the bid I placed is unsuccessful?

Yes, you will be FULLY refunded (100%) for each unsuccessful bid.

Do I get e\$ credits when I am on Leave of Absence (LoA)?

No, e\$ are only credited to your account if you are bidding for courses for the semester.

Will DICE be activated if I have 5 successful bids after Round 1 and bid for a 6th course in Round 1A?

Yes, DICE will be activated when the number of courses you have and/or bids you place exceeds the maximum enrolment limit of 5.5 CUs.

Do students need to bid for courses that are pre-assigned?

No, you do not have to bid for pre-assigned modules. When modules are pre-assigned, the class timing and Professor are already decided and cannot be changed. Furthermore, 20e\$ will be deducted from your e\$ account for every pre-assigned course.

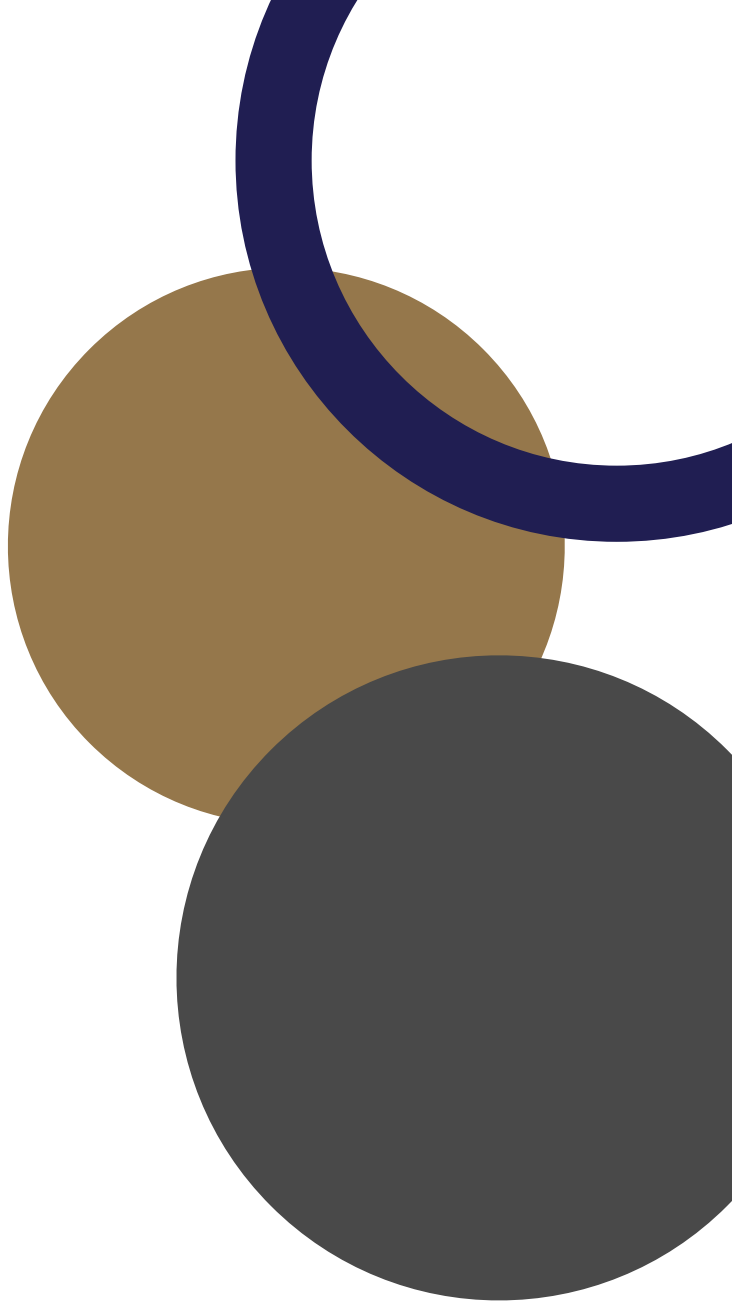
Contact Us

For more information on **faculty-specific academic matters**, do refer to your respective **Student Academic Handbooks**:

OASIS > Academic (tab) > Curriculum Advisement > Student Academic Handbook

For any other queries, you may contact SMUSA's Academic and Welfare Department at acad.welfare@sa.smu.edu.sg.

Alternatively, you may email your respective faculty for queries regarding specific courses.



CONNECT WITH US:



@sgsmusa



@sgsmusa



www.smusa.sg



SMU Students' Association (SMUSA)