UCSI University

ORIENTATION | JANUARY 2022 INTAKE

Orientation	Date, Time & Agenda		Link
Part 1	**30/12/2021**		https://bit.ly/3px30XF
	8:00 AM	Registration (8:30am for online participants)	
	9:00 AM	Welcome	
	9:05 AM	The National Anthem: Negaraku	
	9:10 AM	WHO Video on COVID-19 and Student Achievements Sharing	
	9:15 AM	Welcome Speech by Vice Chancellor	
	9:25 AM	Welcome Notes by Student Council President + Student Pledging Session	
	9:40 AM	Opening Performance	
	9:50 AM	Group Photo Session	
	10:00 AM	BREAK TIME	
	10:10 AM	Small Activity (Brain Gym)	
	10:20 AM	Registrar Office	
	10:40 AM	Student Affairs & Alumni: Excellence in Student Services	
	11:00 AM	IIS/LMS Briefing	
	11:20 AM	Exam Centre	
	11:30 AM	BREAK TIME	
	11:40 AM	2nd Performance	
	11:50 AM	SDG Presentation	
	12:00 PM	Postgraduate Office Briefing (Postgraduate student. Please refer to next page)	
	12:10 PM	Library Briefing	
	12:20 PM	Peer Assisted Learning	
	12:25 PM	Global Engagement Office	
	12:30 PM	UCSI 1 Card	
	12:35 PM	Hong Leong Bank	
	12:40 PM	Student Council Briefing	
	2:30 PM	Part 2: Faculty Briefing (Please refer to next page)	

For step by step guideline on how to access the Microsoft Teams – Live Event of the Orientation, please refer to Page 4 (if you don't have a Microsoft Teams account of have difficulty logging in) or Page 9 if you have a Microsoft Teams account and are able to log in)

You may also email to orientation@ucsiuniversity.edu.my or message Student Affairs & Alumni Helpdesk via: m.me/ucsisaa should you face any difficulty in the process

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For Undergraduate students (Foundation, Diploma, Degree)

Orientation	Date, Time & Agenda	Link
Part 2	**30/12/2021** 2:30pm – 4:30pm: Faculty Briefing	Please refer to next page

For Postgraduate students (Master, PhD)

Orientation	Date, Time & Agenda	Link
Part 1a	**30/12/2021** 12:00pm – 12:30pm: Postgraduate Office Briefing	https://bit.ly/3sBwTrR
Part 2	**30/12/2021** 2:30pm – 4:30pm: Faculty Briefing	Please refer to next page

If you are unsure which faculty you belongs to, please refer to this list: https://bit.ly/3ftWv02
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Faculty	Link
Faculty of Applied Sciences	https://bit.ly/32KY1da
Faculty of Business and Management	http://bit.ly/3JqJrYQ
Faculty of Engineering, Technology & Built Environment	https://bit.ly/3qt0bGu
Faculty of Hospitality & Tourism Management	https://bit.ly/3ECI0D8
Faculty of Pharmaceutical Sciences	https://bit.ly/3EzEmK4
Faculty of Social Sciences & Liberal Arts	https://bit.ly/3z2UC5n
Graduate Business School	https://bit.ly/3Esg8BC
De Institute of Creative Arts and Design	https://bit.ly/3pGiN6N
Institute of Computer Science and Digital Innovation	https://bit.ly/3FyojOb
Institute of Music	https://bit.ly/32pQJM6

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Guideline for those who do not have a Microsoft Teams Account or have difficulty access the account, if you have a Microsoft Teams Account, please proceed to Page 9

Step 1: Click the Orientation Link in the Orientation Email or click the link here: https://bit.ly/3px30XF

Step 3: To access the online orientation:

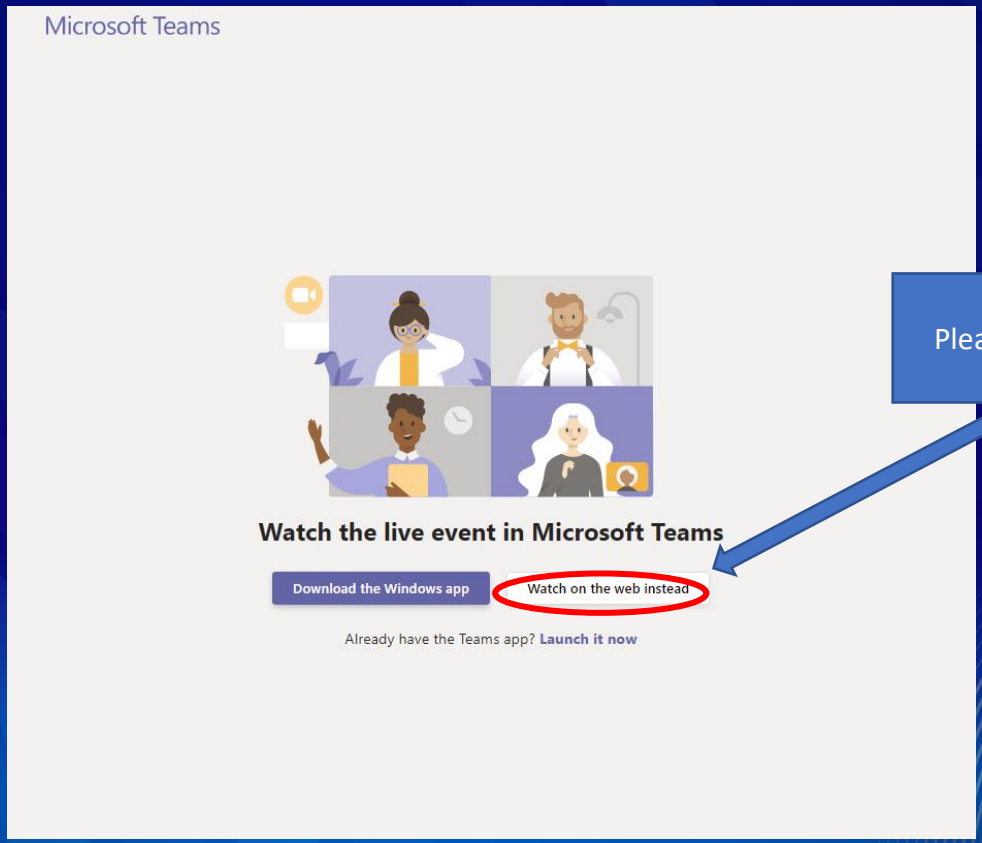
The arrangements and assess to the online Orientation will be available for student to access on **30/12/2021, 8:30am GMT +8 Malaysia Time**, students can access the link below to attend the online orientation.

Link to access E-Orientation: https://bit.ly/3px30XF

You may refer to the step by step guideline attached in this email on how to access the online orientation link

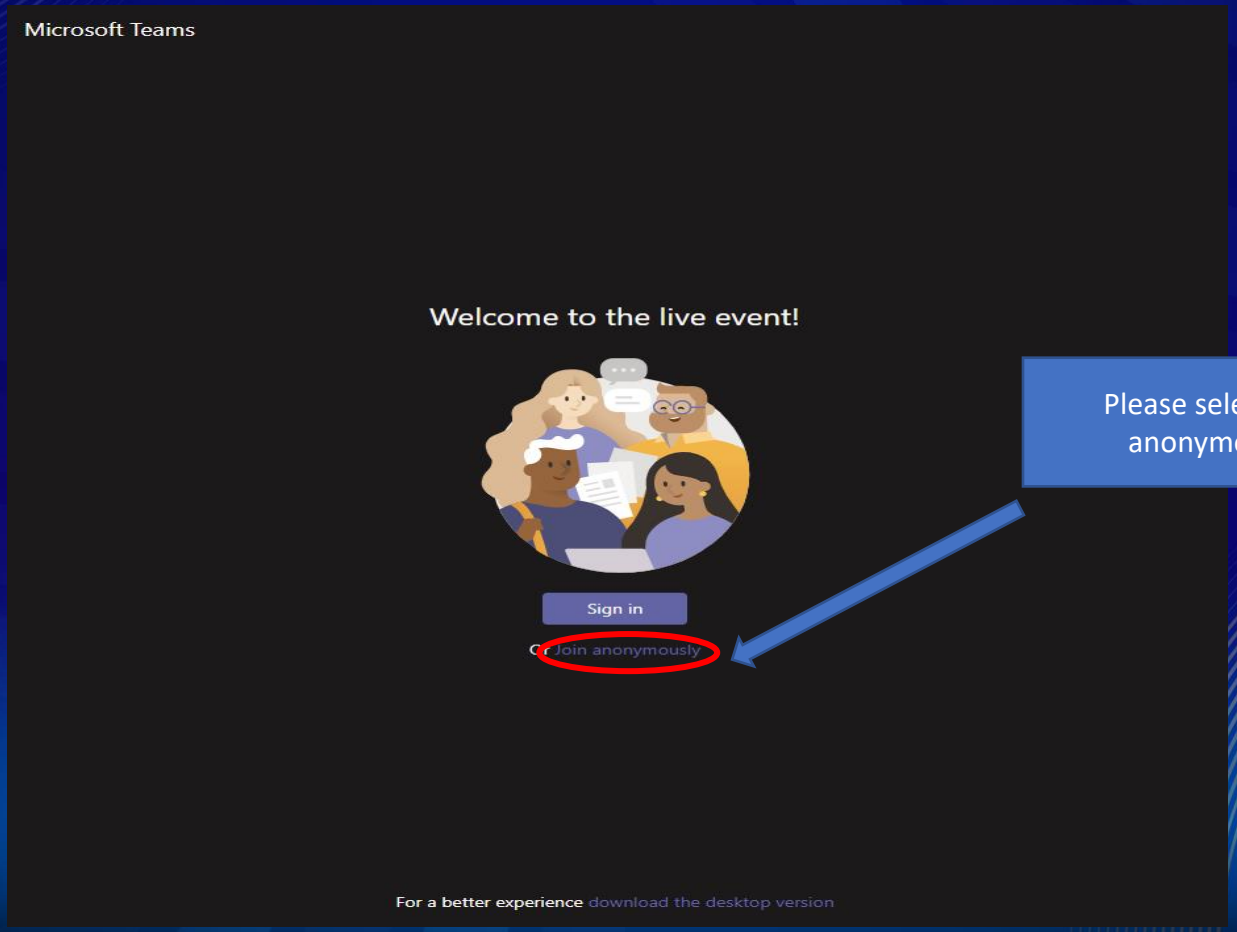
Guideline for those who do not have a Microsoft Teams Account or have difficulty access the account, if you have a Microsoft Teams Account, please proceed to Page 9

Step 2: You will prompted on how you want to join the session. Choose "Watch on the web instead"



Guideline for those who do not have a Microsoft Teams Account or have difficulty access the account, if you have a Microsoft Teams Account, please proceed to Page 9

Step 3: You will prompted to sign in or join anonymously without sign in.
Choose "Join anonymously"



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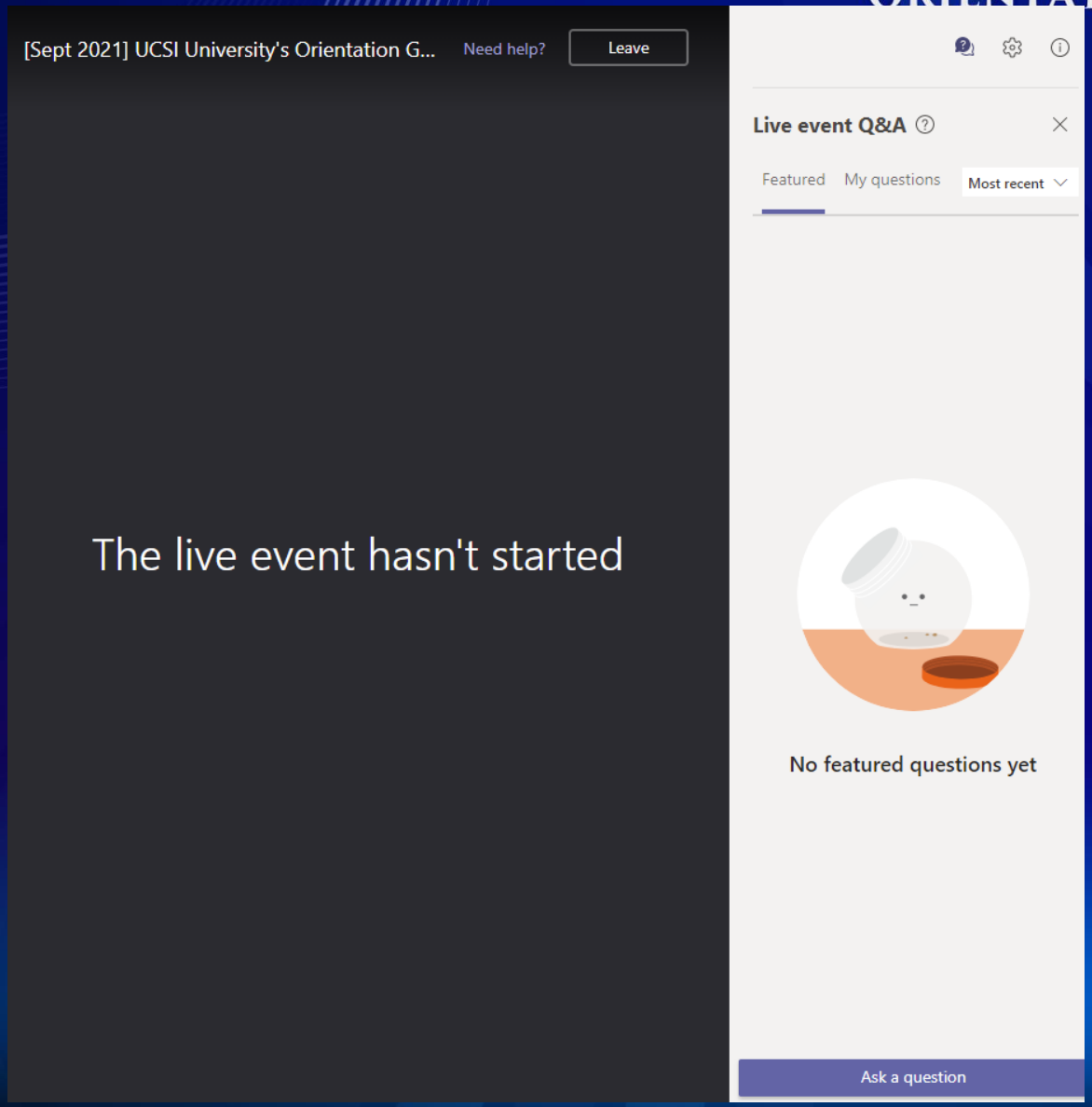

Step 4: Access to the Live Session

You will be able to view the live event at 830am, 30th December 2021

If you access the link before that, you will see the message "The live event hasn't started", this is not an error, the live event will start at 830am, 30th December 2021

Guideline for those who do not have a Microsoft Teams Account or have difficulty access the account, if you have a Microsoft Teams Account, please proceed to Page 9

Step 5: Announcement & Q&A during the orientation

Click this button to view the latest announcement and you may also ask questions here during the General Briefing session, our officer will answer your question

Once the event started at 830am, 2nd September 2021, you will be able to view the live event similar to the image above

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Step 1: Click the Orientation Link in the Orientation Email or click the link here: https://bit.ly/3px30XF

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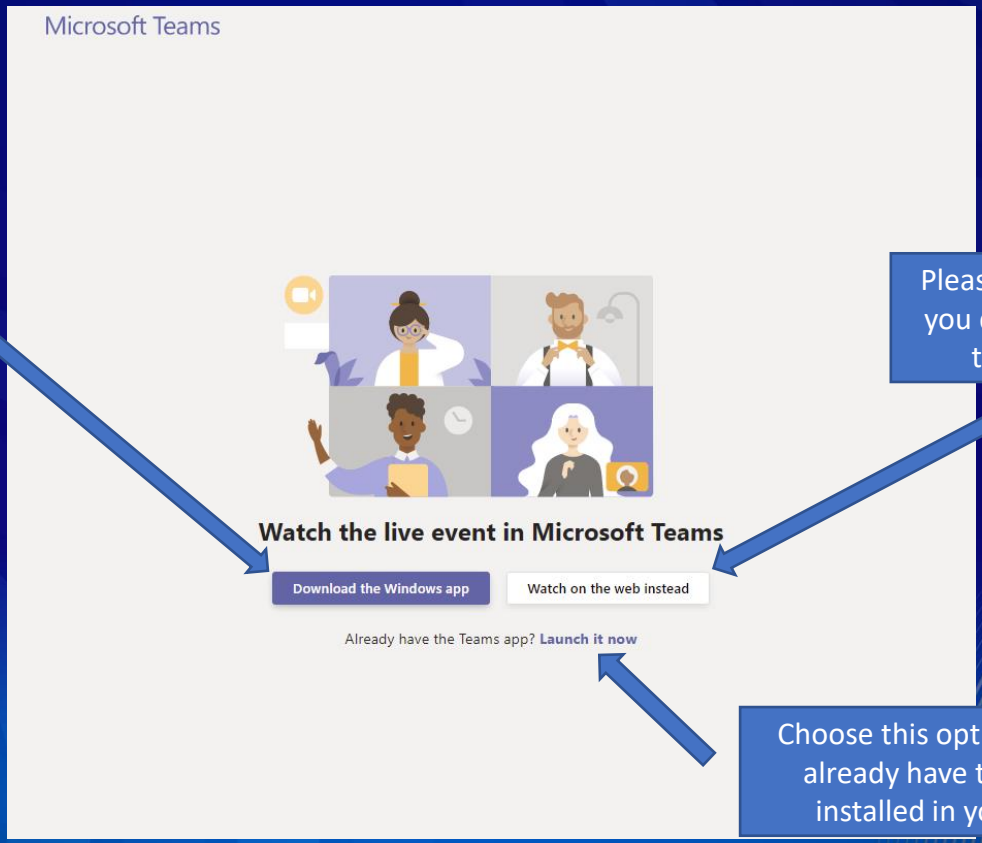
Step 2: You will prompted on how you want to join the session. You can either install the Microsoft Team in your PC/Laptop/Smartphone or use the web app

Choose this option if you would like to install the app, for details on how to install the app, please refer to: https://bit.ly/3pw2gPG



Please select this option if you do not want to install the app in your PC

Choose this option if you already have the app installed in your PC

Guideline for those who have a Microsoft Teams Account

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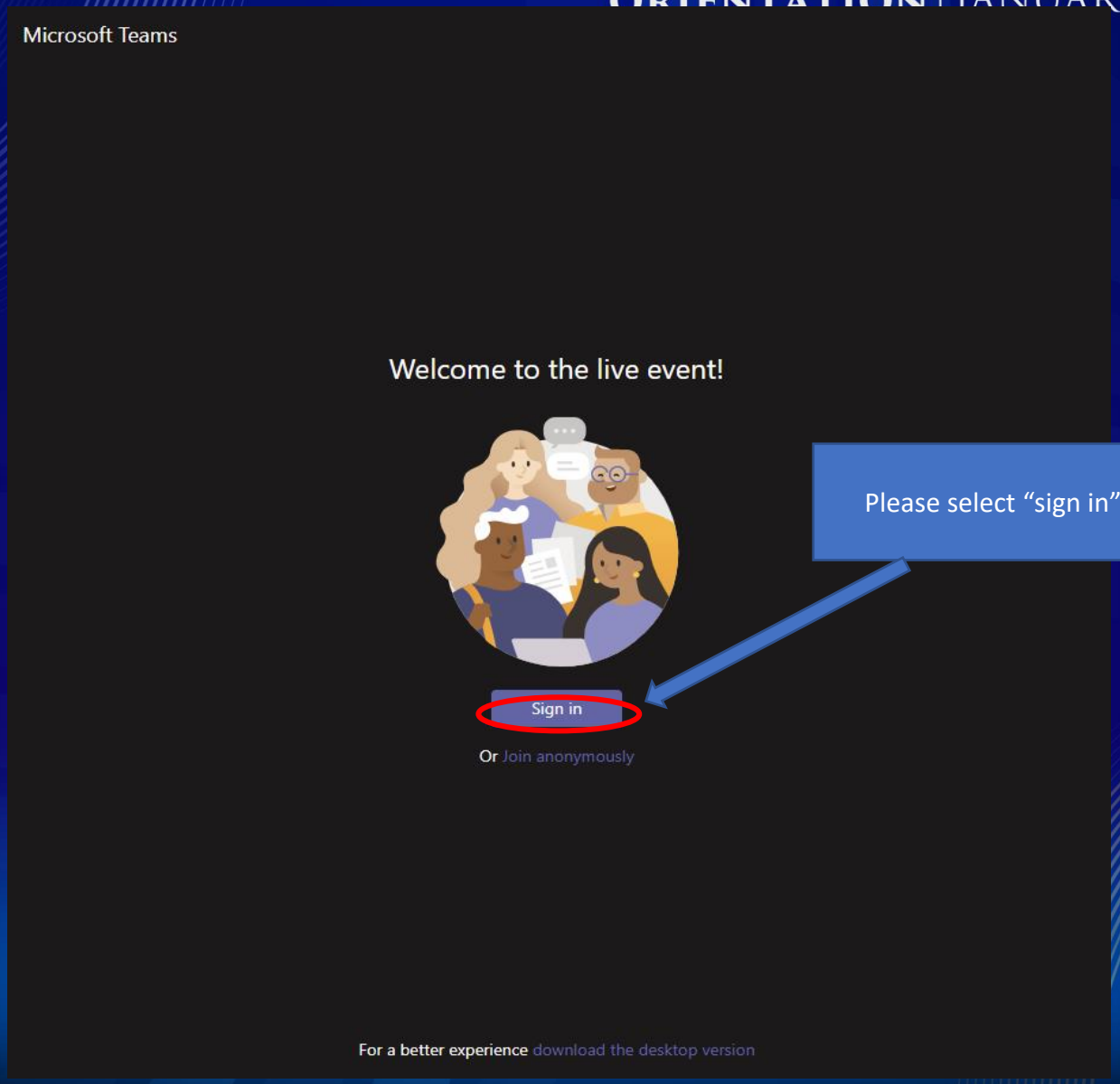

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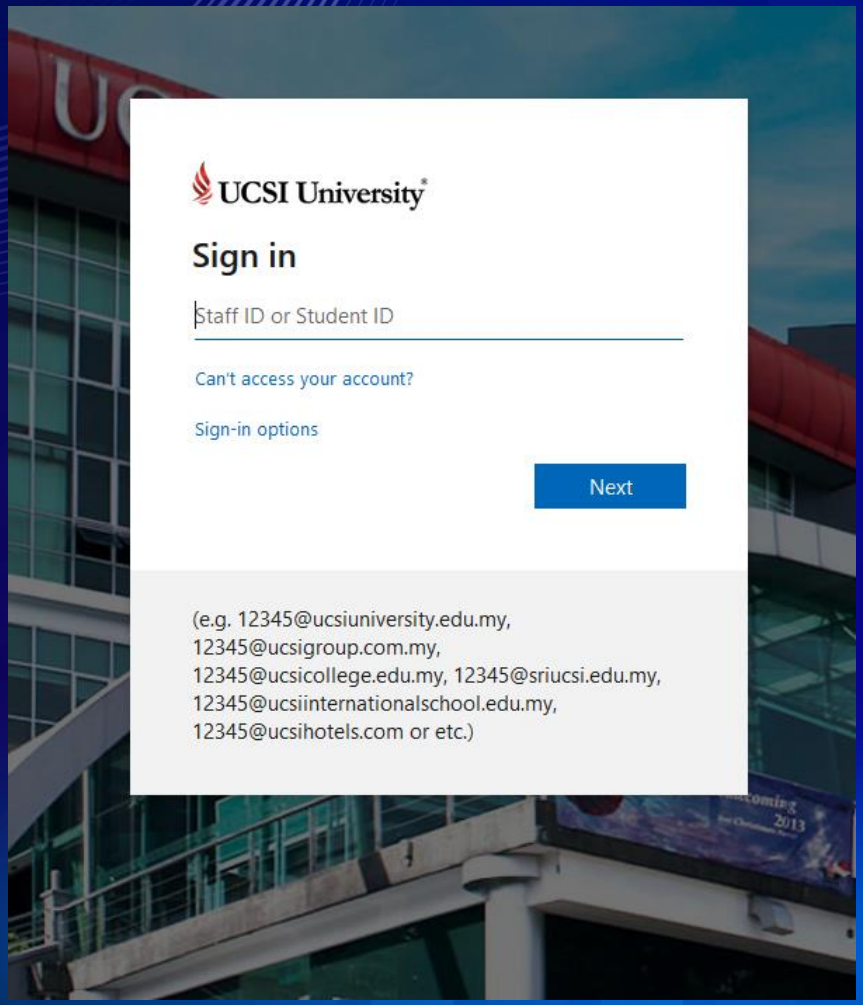
Step 3: Log in



The user id is studentid@ucsiuniversity.edu.my
if your student ID is 1002012345, your User ID to access Microsoft 365 will be 1002012345@ucsiuniversity.edu.my
(this student id is a sample ID only)

Password: The password is the same password as Integrated Information System (IIS)

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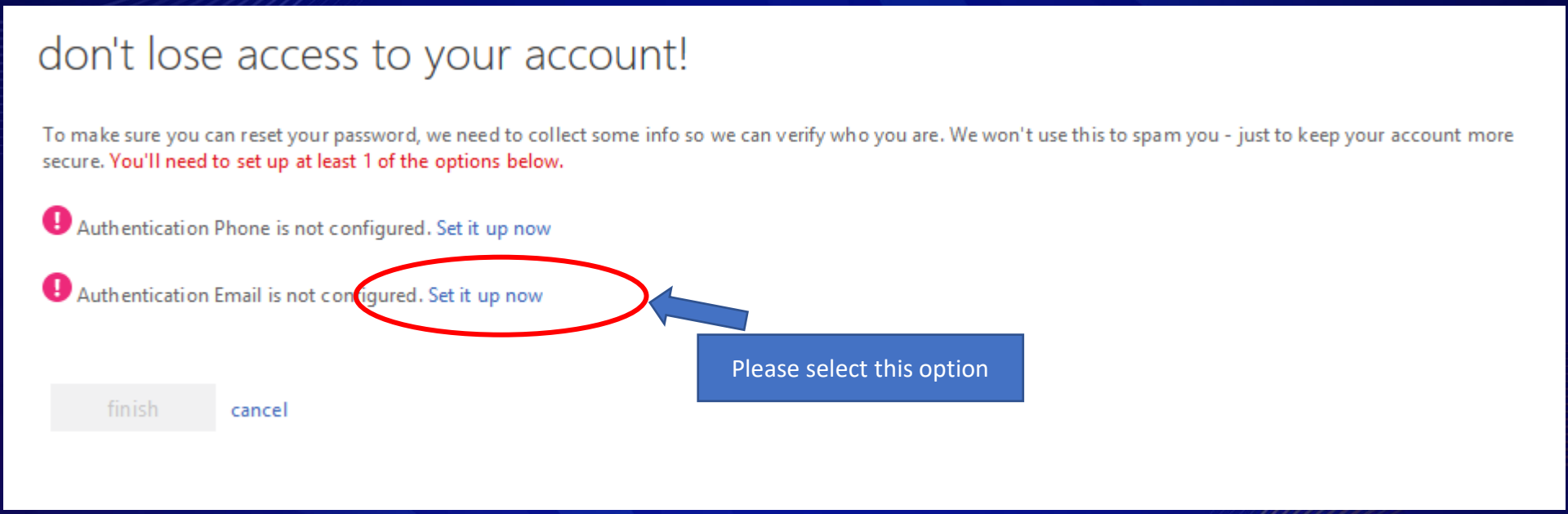
Step 4: Setup the Authentication Phone or Email



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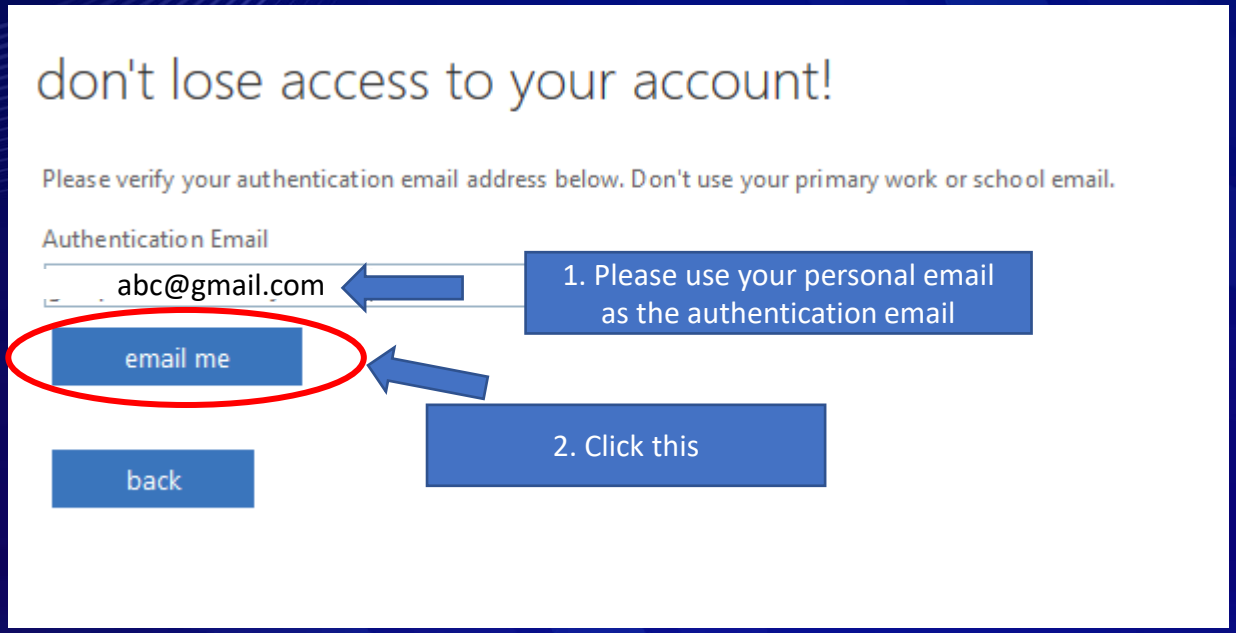

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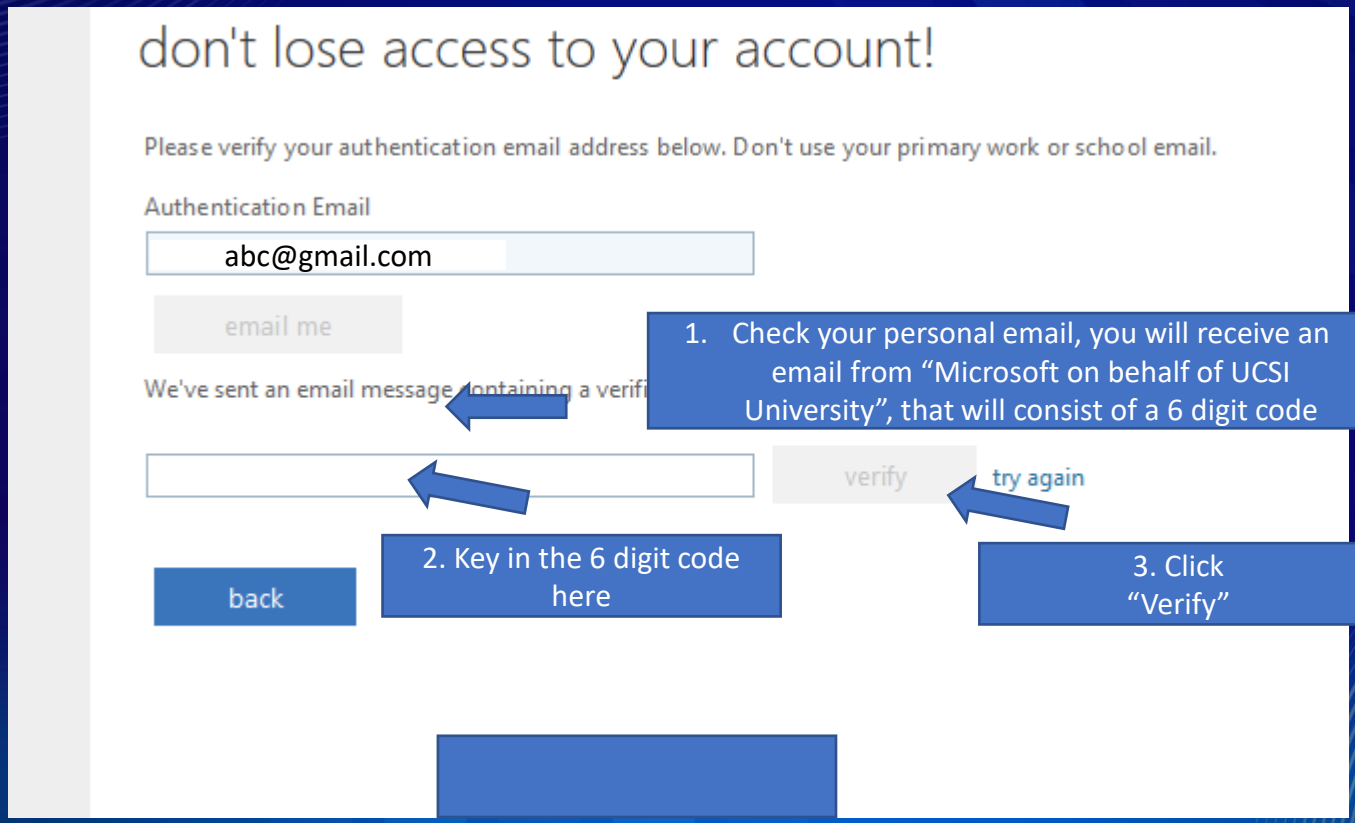

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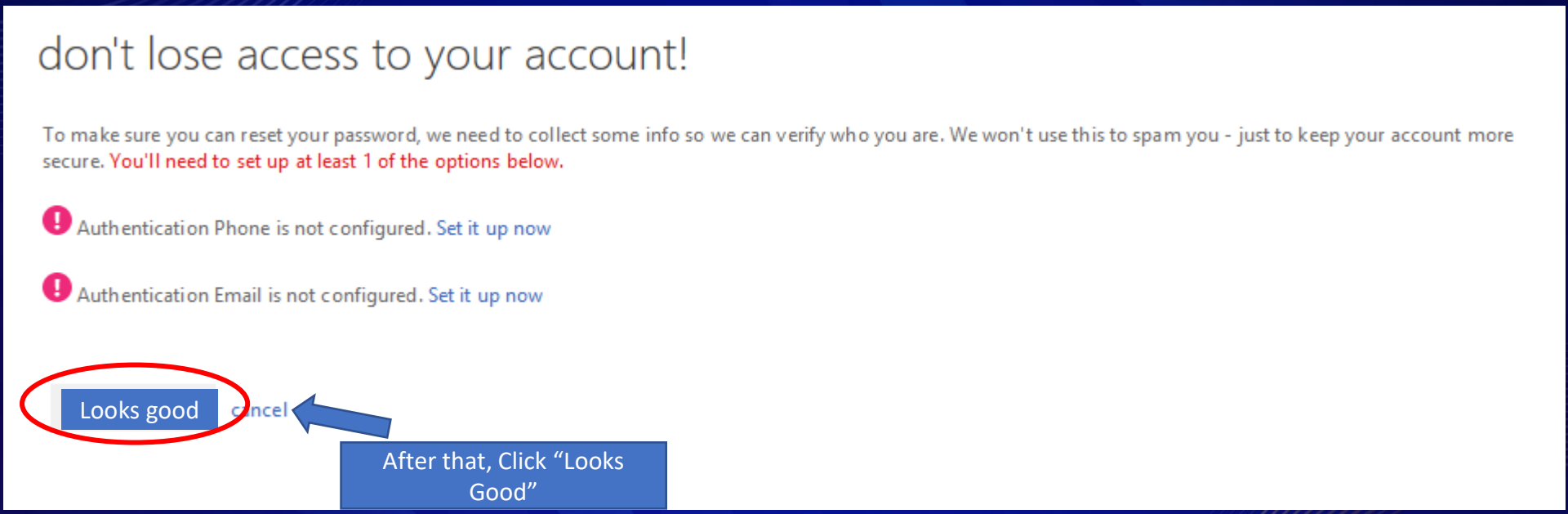
Step 4: Setup the Authentication Phone or Email



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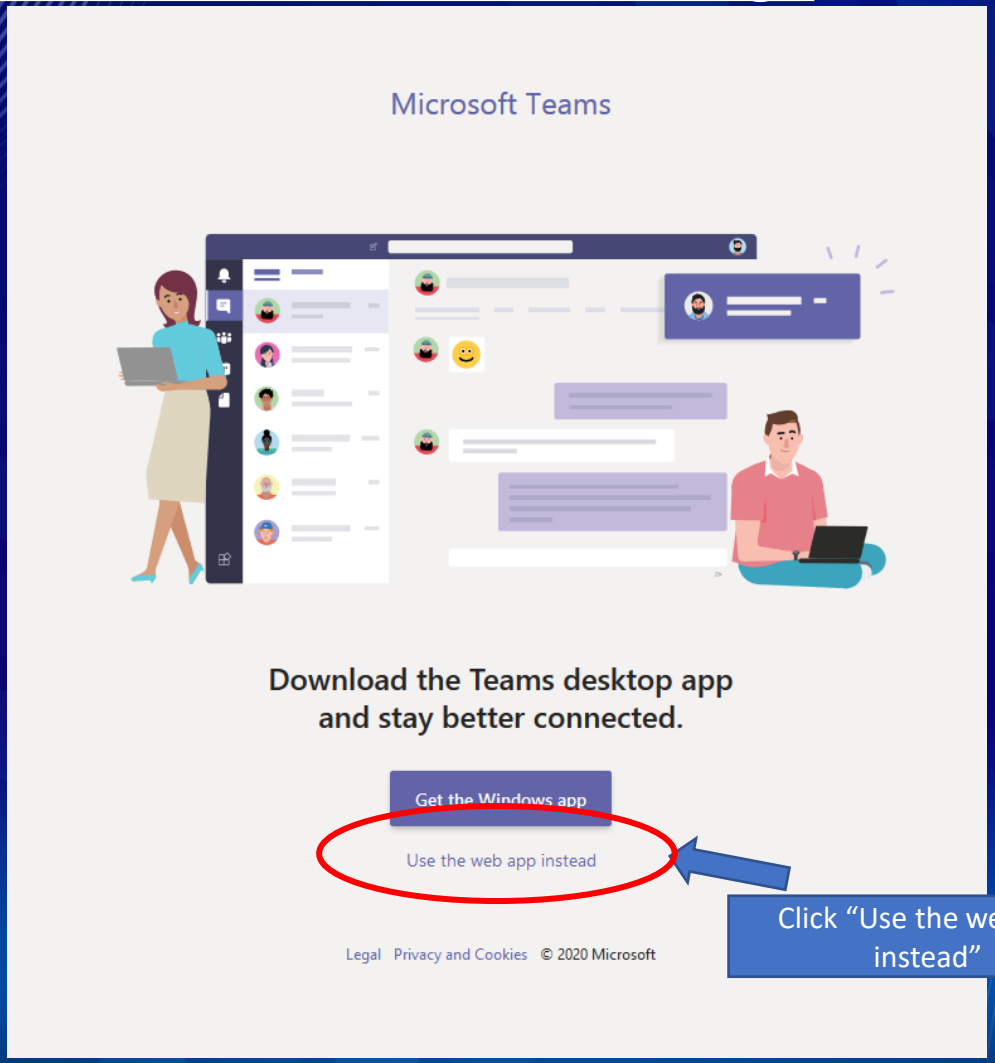
Step 5: Enter the Microsoft Team Page



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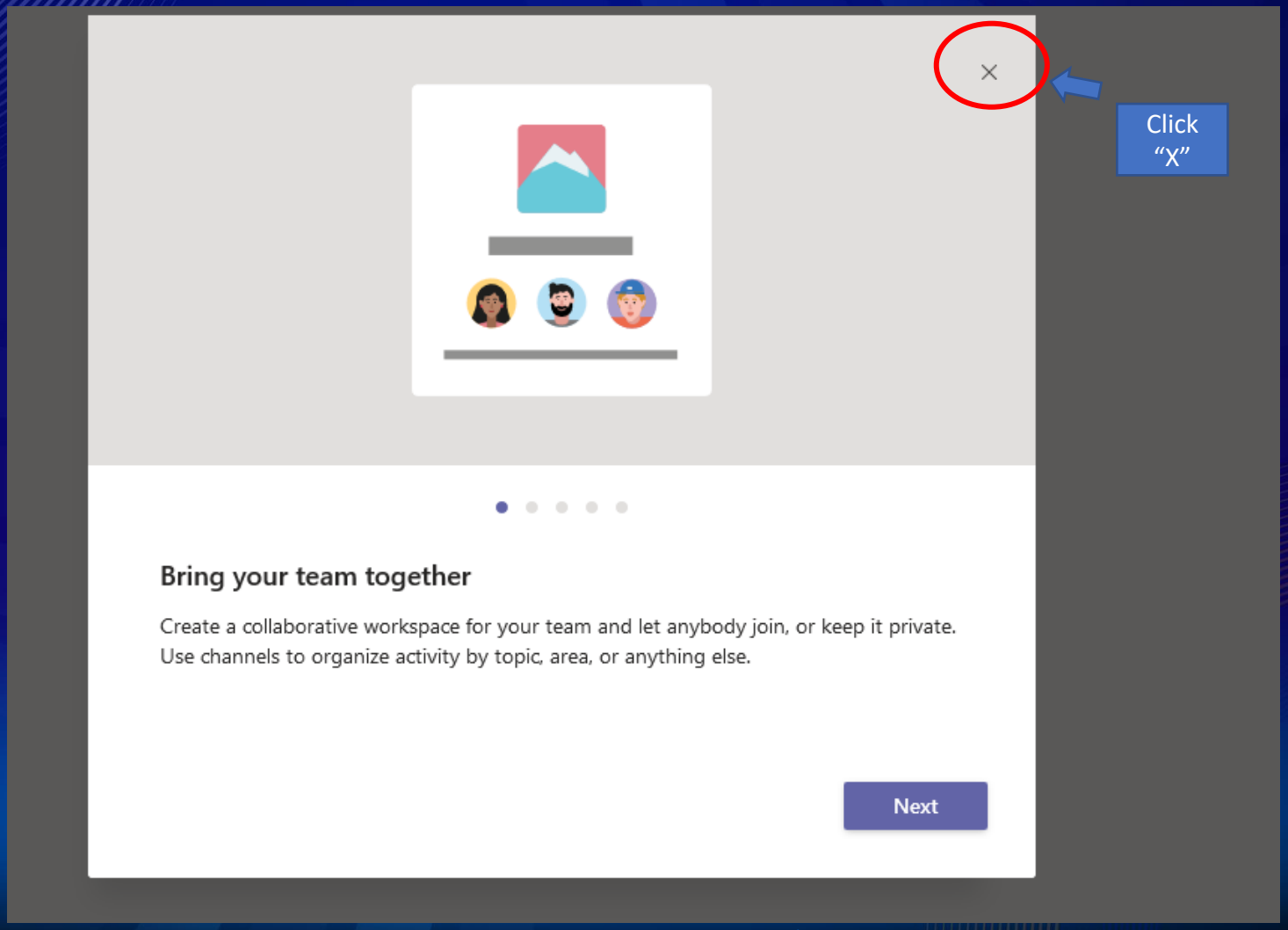

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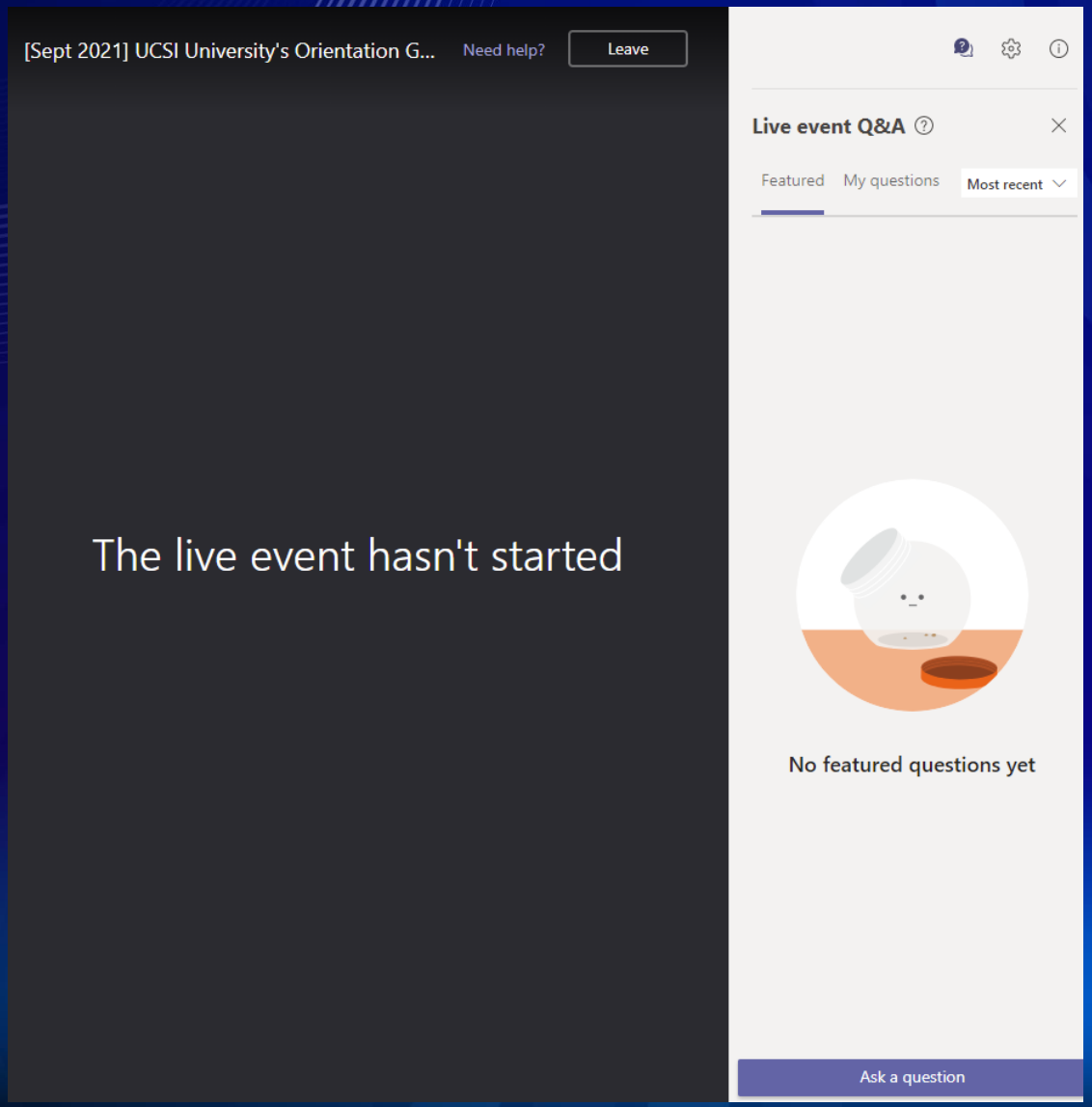

Step 7: Access to the Live Session

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Step 8: Announcement & Q&A during the orientation

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