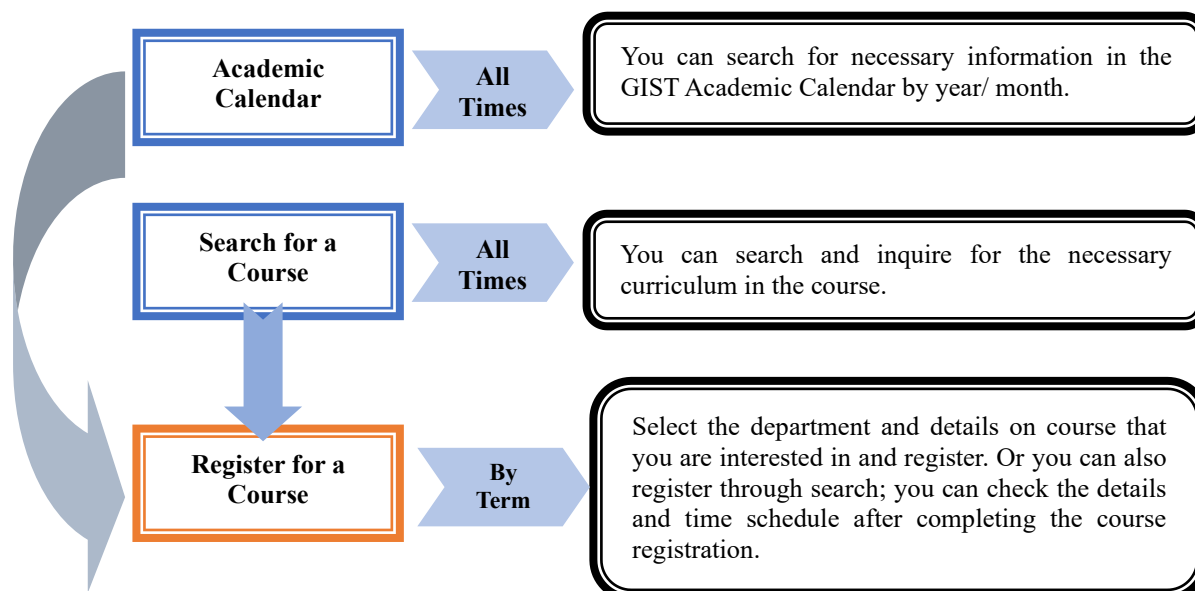


Gwangju Institute of Science and Technology Course Registration System

User's Manual

1. Overview of Course Registration System



[Basic Service Composition of Course Registration]

Students can systematically plan their semester in advance through academic calendar and course search. They can also receive information on their department about necessary course registration guides and precautions in advance, and view timetable and view information easily during course registration. It also has printing function enabled.

- Academic calendar is an academic history information service that allows students to view necessary information for academic work based on the current year/month, and they can also check the same schedule content on the portal system.
- Course search is an externally provided service, thus external students without log-in can search for courses opened in the current year/semester in GIST and check the courses they are interested in.
- Course registration can be accessed using GIST student's personal information (ID, password). During the course registration period, students can search for subjects by departments and register for them. After course registration is completed, the students can print and view the timetable and the course registration details.

2. Access to the Course Registration System and Precautions

◆ URL: https://zeus.gist.ac.kr/sys/lecture/lecture_main.do

- Students can access the GIST course registration page for a convenient course registration.

◆ Precautions

1) No multiple logins allowed

- Students cannot login using multiple browser in one computer or login using one information from multiple computers.

2) Browser and Optimal Resolution

- Can be used in a diverse kind of browsers, such as Internet Explorer (Higher than V.11), Chrome, Safari, etc.

- Course Registration screen is developed based on (1600*900) resolution or higher, so it will be optimized when using Internet Explorer of V.11 or higher.

3) Use of Pop-ups

- If the student had set a pop-up blocker in their browser, they need to add <https://zeus.gist.ac.kr> as a website that allows pop-ups to be able to use some functions.(Tools → Internet Options → Privacy → Pop-up Blocker → Settings → Add to allowed sites)

※ The setting method for each browser may be different.

※ **In Chrome, do not check “Block this page from generating additional dialogs” message.**

3. Course Registration Screen Composition and Functions Description

3.1 Main Screen

The screenshot shows the main interface of the Course Registration System. At the top, there is a navigation bar with 'Academic Calendar', 'Course Search(Kor)', 'Course', and 'Registration log-in'. Below this, there are three main sections:

- 1. 2021/Summer Session enrollment calendar:** A table with columns for Division, Date, Time, and Program.
- 2. 수강 유의사항 (Course Registration Precautions):** A list of rules and procedures for course registration, including information on credit requirements, prerequisites, and grade policies.
- 3. 수강 공지사항 (Course Registration Notice):** Additional notices regarding course registration, such as the number of semesters for course completion and the process for course repetition.
- 4. LOGIN:** A login form with fields for 'Id' (containing 'pjh2007') and 'Password', and a '로그인' (Login) button.

- ① Information on Course Registration Schedule.
- ② Information on Course Registration Procedure and Precautions.
- ③ Information on Necessary Notice for Course Registration.
- ④ Log in to the Course Registration System using ID and password and then click on the button.
 - Id search/Password search
 - Use this function to find ID or password.
 - ZEUS system
 - Go to the ZEUS system login screen.

3.2 Course Registration Information Page

①

NO	Syllabus	Title	Type	Timetable	Instructor	Grade	Credit
1	G5152-02	Writing and Speaking	M	MON 10:30-12:00 WED 10:30-12:00	Soo-jong Lee	Letter	2
2	G5243-01	Understanding of the Modern Art	E	FRI 09:00-12:00	Ryun gy suk	Letter	3
3	G5112-02	General Physics Experiment II	M	FRI 14:30-16:30	Kim, Keu-Young	Letter	1
4	G5232-02	General chemistry Experiment II	M	MON 17:00-19:00	Kim, Tae-Young	Letter	1
5	G5273-01	Technical Drawing	M	MON 15:30-17:00 WED 15:30-17:00	Sangseop Park	Letter	3
6	G5001-02	English I	M	MON 20:30-22:30	Ahn Hyeon	S/U	0
7	G5002-02	English II	M	MON 14:00-15:30 WED 14:00-15:30	Kang, Hyeonuk	Letter	3
8	G5008-02	Hiphop Dance	M	TUE 20:30-22:30	Yu Hyun Jang	S/U	0

②

입학년도	구분	이수구분별 최소이수기준								영학분 최소이수기준								필독서 권수	논문 장차
		기초 필수	기초 선택	교양 필수	교양 선택	전공 필수	전공 선택	자유 선택	논문연구 선택	연구학점	총학점	필점평균	기초과목	기초교양	기초전공	신입생 세미나	전공 세미나		
Enter year	Class Section	Course credits	Research credits	Total credits	Grade point average	Thesis proposal registration	Eng Course	Kor Course	Special Course	DQC result	Thesis result	Foreign language	Assistant select	Numbers of Thesis					

③

University classification: GIST College | Open educational: Division of Liberal Arts and Sciences | Course No./Title: [Search]

NO	Crs.Code	Title	Course registration information

① Print the course registered.

- 1) Courses: Total number of subjects on the course registered.
- 2) Credits: Total number of credits for the course registered.
- 3) If the student clicked the course number, the Syllabus content of the selected course is displayed as a pop-up.
- 4) **Registration** : Move to the course registration processing (for students) screen.

② This function is currently under construction and will be announced later.

③ Print the information content on the course registered.

- By default, it will print the course that the student is affiliated with.

3.3 Course Registration Processing (for students)

수업>수강신청처리(학생)[UlsTsnStudApplyE]

The screenshot shows the course registration interface. On the left, a department tree is visible. The main area is divided into two sections: 'Information on course' and 'List of course registration'. A 'Timetable' view is shown on the right.

Information on course (Total Credits: 21, Total GPA: 3.7)

NO	Syllabus	Title	Type	Timetable	Instructor	Grade	Size	Seats	Credit	Add
1	CH5101-01	Advanced Synthetic Organic Chemistry	E	MON 15:30~17:00 WED 15:30~17:00	Chung, Won-jin	Letter			3	Add
2	CH5201-01	Advanced Quantum Chemistry I	E	MON 09:00~10:30 WED 09:00~10:30	Pang, Yoonsoo	Letter			3	Add
3	CH5203-01	Chemical Kinetics and Dynamics	E	MON 14:00~15:30 WED 14:00~15:30	Lee, Hohjai	Letter			3	Add
4	CH5401-01	Advanced Analytical Chemistry	E	MON 10:30~12:00 WED 10:30~12:00	Kim, Min-Gon	Letter	21	2	3	Add
5	CH7002-01	Nobel Lectures in Science II	E	TUE 09:00~12:00	Kim, Hie-Joon	Letter			3	Add
6	CH8401-01	Biological Mass Spectrometry	E	TUE 20:00~23:00	Kim, Tae-Young	Letter			3	Add
7	CH9401-01	Thesis Research / M.S.	R			S/U			0	Add
8	CH9500-01	Individual Research	R			S/U			0	Add
9	CH9600-01	Thesis Research / Ph.D.	R			S/U			1	Add
10	CH9701-01	Thesis Research / Ph.D.	R			S/U			0	Add
11	PH6001-01	Physics Concentration	E	MON 15:30~17:00 WED 15:30~17:00	Kim, Kyung Taec	Letter			3	Add
12	PH6003-01	Physics Concentration	E	TUE 10:30~12:00 THU 10:30~12:00	Suk, Hyiyong	Letter			3	Add
13	PH6006-01	Advanced Solid State Physics	E	MON 10:30~12:00 WED 10:30~12:00	Noh, Do Young	Letter			3	Add

List of course registration (Courses: 7, Credits: 12)

NO	Syllabus	Title	Type	Timetable	Instructor	Grade	Credit	Drop
1	CC0008-01	English II : Research Writing in Science and Engineering	M	MON 09:00~10:30 WED 09:00~10:30	Andrew Black	Letter	0	Drop
2	IC7204-01	Detection and Estimation	E	MON 17:00~18:30 WED 17:00~18:30	Shin, Jong Won	Letter	3	Drop
3	MD9401-01	Research for Master Thesis	R			S/U	2	Drop
4	MD5051-01	Systems physiology I	M	TUE 09:00~10:30 THU 09:00~10:30	Lee, Boreom	Letter	3	Drop
5	CC0602-01	Introduction to Patents	E	TUE 14:00~17:00	Park, Kyi Hwan	Letter	3	Drop
6	MD9601-01	DMSE Seminar	R	THU 17:00~18:30 FRI 15:30~17:00	Kwon, Hyuk San	S/U	1	Drop
7	CC0006-02	Enlish I: Introduction to Academic Communication	M	MON 10:30~12:00	James Robertson	Letter	0	Drop


Timetable


Time	MON	TUE	WED	THU	FRI
09:00	CC0008	MD5051	CC0008	MD5051	
10:00					
10:30	CC0006		CC0006		
11:00					
11:30					
12:00					
13:00					
13:30					
14:00		CC0602			
14:30					
15:00					
15:30					MD9601
16:00					
16:30					
17:00	IC7204		IC7204	MD9601	
17:30					
18:00					
18:30					
19:00					
19:30					
20:00					
20:30					
21:00					
21:30					
22:00					

- ① If the student clicked the department name, they can view the courses from that relevant department.
- ② The student can view the subjects of the open courses and register for them.
 - 1) **Course No/Title:** Enter the course number or name on the “Information on Course” and click **Search**.
 - 2) **Refresh** : Review the content on “Information on Course.”
 - 3) **Total Credits:** Total credits completed.
 - 4) **Total GPA:** Total grade point average.
 - 5) **Transcript** : Print the content of completed transcripts.
- ③ The student can view the courses they have registered for and cancel subjects.
 - 1) **Grade** : Modify the grade evaluation method of other departments' subjects.
 - 2) **Credit** : Enter the credits for the grad research dissertation course.
 - 3) **Save** : The modified grade evaluation method or entered credits are reflected here.
 - 4) **Courses:** Total number of subjects on the course registered.
 - 5) **Credits:** Total number of credits for the course registered.
 - 6) **Print** : Print the course registration form.

④ The timetable for the courses they have registered for is displayed by color.

1)  : Print Timetable.

⑤  : Course registration is done by moving the desired subjects from “Information on Course” to “List of Course Registration.”

⑥  : Courses registered in the “List of Course Registration” will be cancelled, and so does the Timetable.


3.4 Academic Calendar

GIST Course registration System Academic Calendar Course Search(Kor) Course Search(Eng) Registration log-in

Year* 2021 Month 6월 Search

Academic Calendar [총 12 건]

NO	Date	Schedule(Kor)	Schedule(Eng)
1	2021-06-04	가을학기 교과과정(안) 제출마감	Last day to submit curriculum plan for Fall Semester
2	2021-06-06	현충일	Memorial Day (national holiday)
3	2021-06-10	GIST대학 전공 선언 및 취소 마감	(Undergrad students) Last day to submit declaration of concentration
4	2021-06-14 ~ 2021-06-18	봄학기 기말고사 및 종강	Final exams and Spring Semester ends
5	2021-06-15	박사학위논문(제출용) 제출마감(2021년 8월 졸업예정자)	(Ph.D.) Last day to submit final Ph.D. dissertation for Summer graduation
6	2021-06-21 ~ 2021-08-13	GIST대학 재학생 해외대학 여름학기 수강	(Undergrad sophomores) International Summer Program period
7	2021-06-24 ~ 2021-06-25	여름학기 수강신청	Course registration period for Summer Session
8	2021-06-28	여름학기 개강	Summer Session begins
9	2021-06-28 ~ 2021-07-02	여름학기 수강신청 변경	Course add/drop period for Summer Session
10	2021-06-30	학사학위논문(제출용) 제출마감(2021년 8월 졸업예정자)	(B.S.) Last day to submit final B.S. thesis for Summer graduation
11	2021-06-30	학사학위 및 석사학위논문 결과보고서 제출마감(2021년 8월 졸업예정자)	(M.S./B.S.) Last day to submit M.S./B.S. thesis evaluation for Summer graduation
12	2021-06-30	봄학기 성적 제출마감	(Faculty) Grades due for Spring Semester

- Print the contents of the academic calendar by month or year.
- If a student wanted to view other schedule, select the year or month and then click the  button.

3.5 Course Search

Course registration System
New Technology Global Frontier GIST

Academic Calendar
Course Search(Kor)
Course Search(Eng)
Registration log-in

Graduate/undergraduate

Graduate School

- Graduate School
- GIST College

Opened by - All -

Year/Semester 2021 Summer Sessi

Search

Type1 - All -

All -

Level - All -

Course No/Title

Lecture Language - All -

Information on course

NO	Opened by	Crs.Code	Title	Type1	Type3	Type2	Instructor	Level	Credit	Timetable	Class Room	Size	Sylla bus

- **It shows the content of the open courses.**
- **If the student wanted to view desired subject, select the subject name or enter the name of the subject and click the Search button.**