

CENTRE FOR AMERICAN EDUCATION

Orientation Programme, January 2021 intake

Pre-Orientation			
Day	Orientation Activity	Time	Online Platform / Face to Face Venue
Before 19 January 2021	<p>Please visit the University orientation website https://university.sunway.edu.my/orientation and go through the following:</p> <p>Let's Get You Started – IT Services</p> <ul style="list-style-type: none"> • Activate your iMail, eLearn and iZone accounts using your Student UID. CAE will create a default password and activate your student account. A welcome email will be sent to you 1 week before the Orientation with the password. Do not change your password until 29 January 2021. <i>(You may obtain your Student UID number from your Offer Letter)</i> <p>Let's Settle In</p> <ul style="list-style-type: none"> • Campus Life at a Glance • Spotlight on Student Life • Stay Healthy, Stay Safe • Campus Tour <p>Install Ultra BB Collaborate eLearn (https://elearn.sunway.edu.my) application on your laptop/desktop or smartphone. We will be sending you an invitation via your student email address, iMail, for the sessions below.</p>		
Orientation Day 1			
Day	Orientation Activity	Time	Online Platform / Face to Face Venue
Tuesday, 19 January 2021	Live Online Orientation Link to session: https://au.bbcollab.com/guest/4a3dd7710300465d8acaf4dfad9ce121	10.00am – 11.00am	Ultra BB Collaborate eLearn
	Live Parents' Orientation Link to session: https://au.bbcollab.com/guest/4a3dd7710300465d8acaf4dfad9ce121	11.00am – 12.00pm	Ultra BB Collaborate eLearn
	English Placement Test (Reading) – 50 minutes*	2.00pm – 3.00pm	Ultra BB Collaborate eLearn
	English Placement Test (Writing) – 40 minutes*	3.15pm – 4.00pm	Ultra BB Collaborate eLearn
	Mathematics Placement Test – 50 minutes*	4.15pm – 5.10pm	Ultra BB Collaborate eLearn

Orientation Day 2			
Thursday, 21 January 2021	LeAd (Learning Advantage) Session <i>By Centre for English Language Studies (CELS)</i> LeAd will provide you with an overview of the various online learning platforms used at Sunway University. This session is designed to equip you with the basics of eLearn, Microsoft Teams and Zoom (where applicable). There will be some tips on how to get the most out of your online learning too so come and join us! <ul style="list-style-type: none"> • Link to sessions available at: Online Workshop Sessions Sunway University 	10.00am – 12.00pm	Ultra BB Collaborate eLearn
	Sunway iLabs Welcomes You! <i>By iLabs Foundry Team</i> Having a business idea? Wish to solve a problem? At Sunway iLabs, we turn ideas into reality. Sunway iLabs aims to foster entrepreneurship and stimulate market-driven innovations, to help entrepreneurs become more competitive in this rapidly changing environment. We are a unique, non-profit, smart partnership between a large conglomerate, a Venture Capital unit, and a University (Sunway Group, Sunway Ventures/ SunSea Capital and Sunway University). It is well connected with the wider start-up ecosystem in Malaysia and abroad through collaborations and strategic partnerships, to enable entrepreneurs to scale their business faster. <ul style="list-style-type: none"> • Link to session available at: Online Workshop Sessions Sunway University Agenda <ul style="list-style-type: none"> • iLabs Introduction Video • Q&A Session with iLabs Foundry Team Email ilabs.community@sunway.edu.my for further info.	1.00pm – 2.00pm	MS Teams
Orientation Day 3			
Friday, 22 January 2021	Subject Advising and Selection of Subjects Link to session: https://au.bbcollab.com/guest/f42e9e140fa54fd0a07711ca7b4cc1fa	10.00am – 11.00am	Ultra BB Collaborate eLearn

Attachment 1: Guide for Placement Test

MATHEMATICS PLACEMENT TEST

- MATH 1024 Pre-Calculus covers a wide range of topics. It is highly recommended for students to take this subject. This subject is required by the ADTP Science and Engineering students. It is optional for the students enrolled under ADTP Arts. However, more competitive business schools in the U.S. will require students to take Pre-Calculus. Students opting for Liberal Arts major may take the lower-level Mathematics subject, which is MATH 1013 Finite Mathematics.
- Students will be exempted from taking Mathematics Placement Test and MATH 1024 Pre-Calculus subject if they fulfil any one of the following criteria:
 - STPM/A-Level: Grade C and above in Mathematics T/Mathematics S
 - SPM: A+ in Additional Mathematics
 - UEC: Grade 2 and above in Advanced Mathematics I & II
 - IGCSE: A* in Additional Mathematics
- Students who qualify for the exemption but decided to sit for the mathematics placement test, and failed the placement test, will be required to take the subject MATH 1024 Pre-Calculus.
- Topics covered:

Topics	Example
Calculation on fraction numbers	$2 - \frac{4}{7} + \frac{1}{3}$
Logarithms	Use identities to solve logarithm equation, for example, $\log_2 x + \log_2 5 = 3$ etc.
Surds	Simplify $\sqrt{2} + \frac{1}{\sqrt{2}}$, $\frac{1}{\sqrt{2}-1} + \frac{1}{\sqrt{2}+1}$, etc.
Indices	Solve $5^{3x} = 125^x$, $5^x - 7 = 0$, etc.
Polynomial	Factorize $x^2 + y^2 + x^4 - y^4$, express x in terms of y and z from an expression $x + y^2 = 3xz - y^4$, etc.
Solving Quadratics Equations	Use formula to solve $x^2 = 3x + 7$, etc.
Solving Inequalities	Solve $(x+2)(3-x)(2x-7) < 0$, $\frac{(x+2)(3-x)(2x-7)}{(2x-3)(x+4)} \leq 0$, etc.
Functions	Find inverse function f^{-1} and composite function $f[g(x)]$, etc.
Trigonometric functions	Find $\sin x$, $\cos x$, $\tan x$ from a triangle. Application of the properties of double angle formula.
Geometry	Find slope, equation of a straight line
Calculus	$\frac{d}{dx}(3x^4 - 7\sqrt{x})$, $\int_1^2 x^3 + \frac{3}{\sqrt{x}} dx$, etc.

- Some important formulas are given, but **NO CALCULATOR IS ALLOWED**.
- Result will be informed via email to your personal email address (as in the system) on the 21st January 2021.

ENGLISH PLACEMENT TEST

1. ENGL 1014 Fundamentals of College Writing (English Composition 1) is taken by all students in the U.S., including American students. It is to assist students to transcend from high school essays to university essays.
2. The English Placement Test is **COMPULSORY** for all students.
3. Criteria **NOT** to take the placement test: Students who attended/passed Intensive English Program (IEP) in the previous semester.
4. Topics covered:
Sentence check, grammar, spelling, punctuation and essay.
5. Result will be informed via email to your personal email address (as in the system) on the 21st January 2021.
6. English Placement Test Result:

<i>Students with written score:</i>	
6.0 and above	Exempted from ENGL 1014
5.0 - 5.5	Advise students to take ENGL 1014
4.5 and below	Advise students to attend the Intensive English Program (IEP) test.

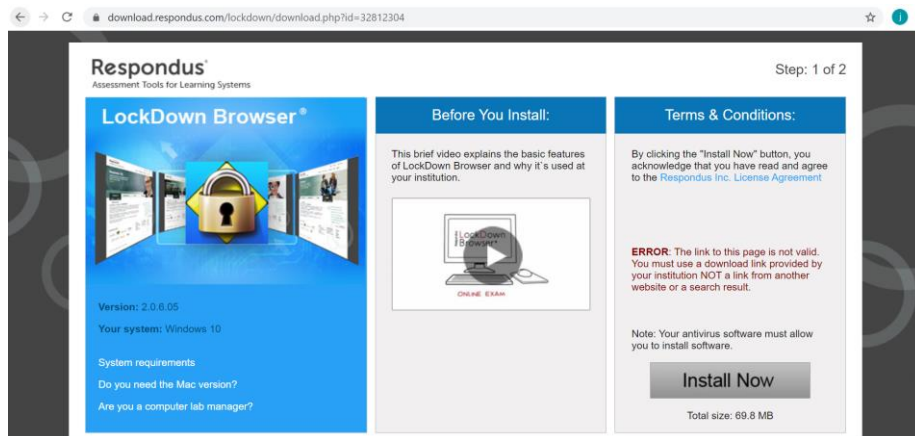
Attachment 2: Using Lockdown Browser for Test

Contributed by Dr. Janitha Nadarajah, Dr Dewika Naidu and Dr Sim

How do I install LockDown Browser?

**PLEASE DOWNLOAD AND INSTALL THE LOCKDOWN BROWSER BEFORE THE EXAM STARTS
DO MAKE SURE YOU HAVE A CAMERA/WEBCAM INSTALLED IN YOUR COMPUTER/LAPTOP**

1. Download the LockDown Browser installer package from the following link
<https://download.respondus.com/lockdown/download.php?id=328123043>
2. Install the lockdown browser on your computer.



3. Locate the installer package in your Downloads folder and run it. Accept all the default prompts to install LockDown Browser. Make sure you create a short cut for the lock down browser on your desktop

Preparation for online test:

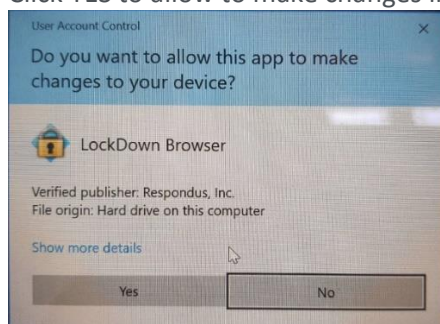
1. Please find a place that you can concentrate and has good internet connectivity.
2. Ensure that you have all the required documents and stationaries with you.
3. Please ensure that your family members are not using the Internet for video watching, or teleconferencing.

How do I start the Test?

1. Go to your desktop and double click on the "LockDown Browser" icon (A blue diamond with a gold padlock) to start LockDown Browser.



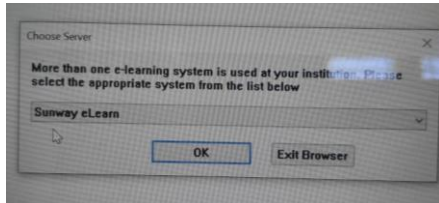
2. Click YES to allow to make changes in your device



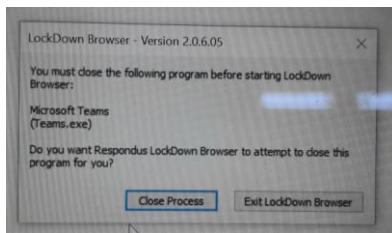
- Wait for the browser to load



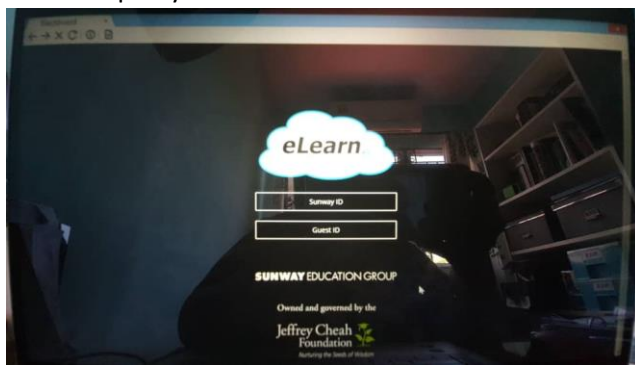
- Choose the 'Sunway eLearn' system and click OK



- If you have another application open, the app will ask you to close all the other applications. Click on Close Process.



- The app will lead you to the eLearn log in page. Log in into eLearn, go into your subject and "Online Class" folder . Open your test and start the test.



- The link will only be available for the FIRST FIFTEEN MINUTES of the test.
- Please follow the instructions as provided after you click on the link.
- You will still need to submit at the SCHEDULED END TIME even if you started late.
- Complete the test within the allocated time. Late submission will be marked ZERO. The timer on eLearn will show you the time available for the full session.
- Please set an alarm to ring at the designated time for the test to end. This is to avoid you from submitting late.
- If there is a mitigating circumstance like "The cat ate your laptop", please take a video or photo and send it immediately to your lecturer and adtp@sunway.edu.my .