



# Postgraduate Orientation Programme



School of  
**EDUCATION**

OCTOBER 2024

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# Welcome Message



Associate Professor  
**Dr Malissa Maria Mahmud**  
Dean, School of Education

Welcome to the School of Education at Sunway University! We are excited to have you join our diverse and innovative academic community. Our mission is to cultivate outstanding educators and leaders who are prepared to tackle the challenges of modern education. We emphasize a strong foundation in both theoretical knowledge and practical skills, ensuring our graduates are well-equipped to make significant contributions to the educational sector.

Our programmes are meticulously designed to stay current with the latest trends and advancements in education. This dynamic curriculum, combined with our faculty's extensive expertise, provides an enriching learning experience that fosters critical thinking, creativity, and a passion for lifelong learning.

We are deeply committed to research, with various projects that address contemporary educational challenges. Our state-of-the-art facilities and active participation in groundbreaking research projects offer students the opportunity to engage in innovative work, enriching their academic journey and preparing them to be thought leaders in education.

We invite you to explore the myriad opportunities available at the School of Education. Together, we can make a meaningful impact on the future of education. We look forward to supporting you on your journey to becoming an inspiring educator. For more information, please visit our School of Education webpage.

# Orientation Programme

Pre-Orientation

27 Sept - 3 Oct 2024

Orientation

4 October 2024

## Pre-Orientation

Please visit the University orientation [website](#) and go through the following (by 4 October 2024):

### 1 Let's Get You Started – IT Services

- Activate your student account to access your **iMail, eLearn, iZone and Microsoft Office 365**. (You may obtain your Student ID Number from your Offer Letter)
- Please note that the Student Account Activation can only be done 7 DAYS before semester commencement, i.e. from **27 September 2024 onwards**.



### 2 Let's Settle In

- **Campus Highlights**
  - > Campus Life at a Glance
  - > Campus Tour
- **Campus Life**
  - > Spotlight on Student Life
  - > International Students
  - > Stay Healthy, Stay Safe



### 3 Install Microsoft Teams and Zoom

Install Microsoft Teams and Zoom applications on your laptop, PC or smartphone. Ensure that you have activated your student account before you join live sessions in Microsoft Teams platform. Some of the live sessions would be done in Teams and Zoom.



### 4 Download Power Apps

Download Power Apps to access **Student App - Whizzy**, for information at your fingertips. You may access the app once you have activated your student account. The guide is available [here](#). Additionally, **Sunway MyCampus App** your official campus navigator, is available on the Apple App Store or Google Playstore.



# Orientation Day 1

Pre-Orientation

27 Sept - 3 Oct 2024

Orientation

4 October 2024

## Instructions:

1. Please ensure that your student account has been activated by **4 October 2024**.

## Friday | 4 October 2024

Time	Activity	Platform
10:00am	<b>Welcome Address</b> <i>by Dean of School of Education, Associate Professor Malissa Maria Mahmud</i>	<a href="#">Meeting Link</a>  <i>Registration required</i>  After registering, you will receive a confirmation email containing information about joining the meeting
10.30am	<b>Post Graduate Research Programme Overview</b> <i>by Programme Leader, Dr Ahmad Faizuddin</i>  Participate in the Post Graduate Research Programme Overview where Dr. Ahmad Faizuddin, the Programme Leader, will guide you through the learning opportunities, resources, and outcomes that await throughout your educational journey.  This session covers: <ul style="list-style-type: none"><li>• Introduction to Sunway University</li><li>• Introduction to the School of Education</li><li>• School of Education Staff Members</li><li>• Programme Overview</li><li>• Changes to Candidature and Student Records</li><li>• Introduction to Support Services</li><li>• Student Services, Representation and Participation</li></ul>	
11.30am	<b>Short Break</b>	
11.45am	<b>Online Learning Workshop</b> <i>by Mr Adam Sharizman, Instructional Designer and eLearn Coordinator for the School of Education</i>  This hands-on workshop aims to familiarise students with the Learning Management System, eLearn; the system used to manage coursework, learning resources, and communication.  This session covers: <ul style="list-style-type: none"><li>• Logging into eLearn</li><li>• Student Dashboard</li><li>• Course Overview</li><li>• Navigation and Interaction within Courses</li></ul>	
12.45pm	<b>Lunch Break</b>	

# Orientation Day 1

Pre-Orientation

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Friday | 4 October 2024

Time	Activity	Platform
1:30pm	<p><b>Meeting with Research Supervisors</b> by Programme Leaders and Academics via Breakout Rooms</p> <p>The icebreaker session begins with an introduction and initial meeting with your assigned supervisors. This meeting aims to establish research goals, build rapport, and set the stage for a productive relationship.</p> <p>This session covers:</p> <ul style="list-style-type: none"> <li>• Student – Supervisor Introduction / Icebreaker</li> <li>• Supervisor Research Interest Overview</li> <li>• Research Goals and Expectations</li> </ul>	<p><a href="#">Meeting Link</a></p> <p>Registration required</p> <p>After registering, you will receive a confirmation email containing information about joining the meeting</p>
2:00pm	<p><b>Student Networking Session</b> by Programme Leaders and Academics via Breakout Rooms</p> <p>This session will include a meet and greet with fellow research students, designed to facilitate connections, build a supportive community and encourage collaborations.</p> <p>This session covers:</p> <ul style="list-style-type: none"> <li>• Student Research Topics and Challenges</li> <li>• Student – Student Collaboration/Advice and Discussion</li> </ul>	
2:30pm	<p><b>Q&amp;A Session</b> by Programme Leaders and Academics via Breakout Rooms</p> <p>The floor is open for questions and answers! Ask faculty members questions, seek insights from experienced researchers, or address specific concerns you may have!</p> <p>This session covers:</p> <ul style="list-style-type: none"> <li>• Introduction Session with Faculty Members</li> <li>• Open Floor for Questions</li> </ul>	
3:00pm	<p><b>Library Services Overview</b> by Ms Goh Wei Haan, Head - Reference and Research &amp; Academic Services, Sunway Library</p> <p>This 30-minute session include navigating online resources and databases, familiarizing students with library resources and teaching them how to access these effectively. Watch our <a href="#">Postgraduate Video</a> catered just for you!</p> <p>This session covers:</p> <ul style="list-style-type: none"> <li>• Demonstration of Key Library Databases</li> <li>• Tips on Effective Search Strategies</li> <li>• Overview of Library Support Services</li> </ul>	
3:30pm	<p><b>Closing Remarks</b> by Dr Ahmad Faizuddin, Programme Leader</p>	

# Orientation Checklist

## PRE-ORIENTATION

- 1. Check for Welcome email from the University in your iMail**  
*iMail is your formal university email correspondence*
- 2. Browse the Orientation website:**  
[Orientation | Sunway University](#)
- 3. Check your orientation schedule**
- 4. Activate your student account**  
*Student Account Activation can only be done 7 DAYS before the semester commences*
- 5. Clear your payments**  
*– tuition fees and other related semester fees*
- 6. Test Your Technology**  
*Ensure your computer, webcam, microphone and internet connection are functioning properly*

## ORIENTATION DAY

- 7. Attend Orientation Webinar**  
*Refer to your [orientation schedule](#) for details*
- 8. Attend Information Skills Workshop**  
*Refer to your [orientation schedule](#) for details*

## POST-ORIENTATION

- 9. Familiarise Yourself with Online Learning Platforms**  
*Learn to navigate the university's learning management system and any other platforms used for coursework*
- 10. Create a Study Plan**  
*Develop a schedule that includes dedicated study times and breaks to manage your coursework effectively*
- 11. Access Library Resources Online**  
*Learn how to use the university's digital library and online resources for research and study*

## END OF ORIENTATION

# Settling in at Sun-U: The Essential Guide

## • Student Identification Card

You will **receive your** Student ID card with your photo, name and your student ID number **during School orientation**. This card shows you are part of Sunway University and helps you use different campus services. Remember, your ID card belongs to the university and cannot be passed to others. It is important to keep it safe and always have it with you while on campus. **If you happen to lose your student card, feel free to reach out to the Registry for guidance.**



## • Dress Code

You are expected to dress neatly and modestly, taking cultural norms and sensitivity into consideration.

## • Smoke-free Campus

You must not smoke and/or vape in any form, including the use of traditional cigarettes, electronic cigarettes, pipes, and other smoking devices, within the institution premises and all Student Residences managed by Sunway Education. Refer to the [Student Handbook](#) and the [Student Code of Conduct](#) for more information.



## • Commuting to Campus

The **parking facilities** operate on a first-come, first-served basis. The campus basement parking is available at RM 5.00/day. Alternative parking at Sunway Pyramid and the Sunway BRT station is also available.



Student season parking is available at Sunway Pyramid and is priced at RM 80.00/month. You may apply via [Sunway Smart Parking](#) or the Sunway Super App. Feel free to contact the nearest carpark helpdesk at Sunway Pyramid for further information. Kompleks BRT Sunway parking is available at RM 7.00/day. All parking rates are subject to change.

The **Free Shuttle Bus** operates within the city where the University is located and is available for all students, staff and visitors.

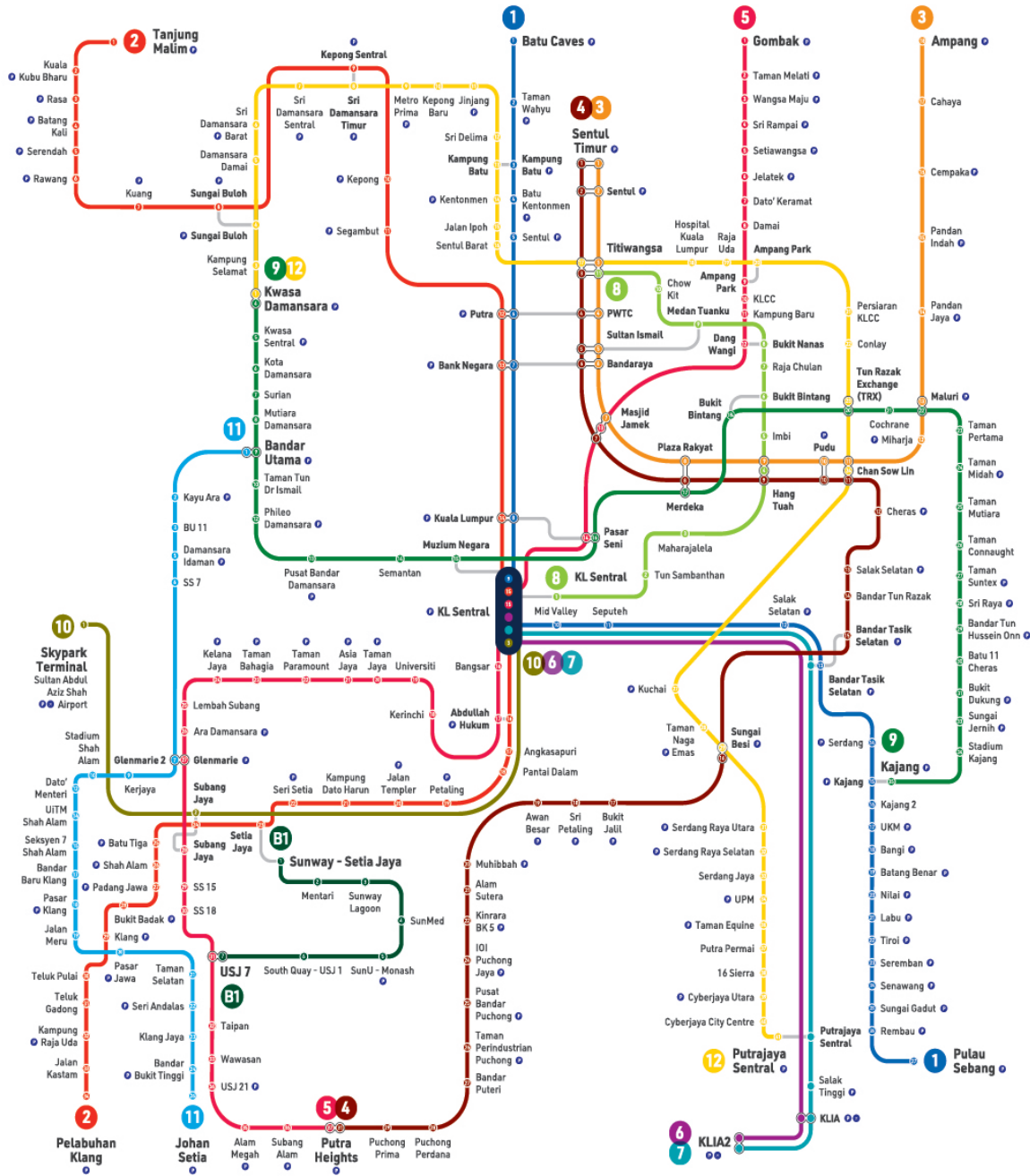


The university is also connected to the SunU-Monash BRT Station, which can be accessed via the **Bus Rapid Transit (BRT)-Sunway Line**.

Refer to the next page for the [Klang Valley Integrated Transit Map](#).



# Klang Valley Integrated Transit Map



**1** KTM Larian Batu Caves - Pulau Sebang  
**2** KTM Batu Caves - Pulau Sebang Line  
**3** KTM Klang - Tanjung Malim - Pelabuhan Klang  
**4** KTM Klang Malim - Pelabuhan Klang Line  
**5** LRT Larian Ampang  
**6** LRT Ampang Line  
**7** LRT Larian Kelana Jaya  
**8** LRT Kelana Jaya Line  
**9** SRT Larian KLIA Ekspres  
**10** ERL Larian KLIA Transit  
**11** ERL KLIA Transit Line  
**12** SRT Larian KLIA Ekspres  
**13** ERL KLIA Ekspres Line  
**14** MRT Larian Kajang  
**15** MRT Kajang Line  
**16** MRT Larian KL Sentral - Skypark Terminal  
**17** KTM KL Sentral - Terminal Skypark Line  
**18** LRT Larian Shah Alam (Alam Datang)  
**19** LRT Shah Alam Line (Scoring 5000)  
**20** MRT Larian Putrajaya  
**21** MRT Putrajaya Line  
**22** BRT Sunway Line  
**23** BRT Sunway Line  
**24** Terminal Larian Rancangan Park and Ride  
**25** Terminal Lapangan Terbang Airport

Stesen Sambungan Connecting Station  
 Stesen Pertukaran Interchange Station  
 Stesen Station  
 Stesen Terminal Terminal Station

Informasi Peta | Map Information



Muat Turun Peta  
Download Map

**rapidKL**

**Waktu Operasi Perkhidmatan/Service Operating Hours**

Inis - Sabtu/ Monday - Saturday: 6:00 pagi/ am - 12:30 tengah malam/ am  
 Ahad dan Cuti Umum/ Sunday and Public Holidays: 6:00 pagi/ am - 11:30 malam/ pm

\*Waktu operasi perkhidmatan adalah tertakluk kepada keadaan dan keperluan semasa/  
 Service operating hours are subject to current situation and needs.

03 7885 2585

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AskRapidKL

For more details, visit: <https://myrapid.com.my/bus-train/rapid-kl/rapid-kl-integrated-transit-map/>

All information is correct at the time of printing (as of 9 August 2024). This schedule may be subject to change.

# THE CAMPUS

All information is correct at the time of printing (as of 9 August 2024). This schedule may be subject to change.



## Connectivity & Transportation



### On-Campus Accommodation



## PARKING OPTIONS\*

### SEASON PARKING AT SUNWAY PYRAMID

10 mins walk to campus (via Canopy Walk)

RM80 per month  
(excluding weekends and public holidays)

#### HOW TO APPLY?

- Prepare these Information/documents to create your account
  - Student ID number
  - Course Name
  - Scanned copy of Student ID card
- Create your Sunway Parking account  
<https://seasonpass.sunwayparking.com/dashboard>

\*Prices stated are subject to change

Incorporate walking into your daily routine to give your mood and health a boost!

### SUNWAY UNIVERSITY BASEMENT PARKING

First 2 hours : RM2.00  
Subsequent hour : RM1.00  
Maximum charge per entry : RM5.00  
Ticketless & cashless - Payment via:  
Touch & Go / Sunway Super App

### BRT COMPLEX (PARK & RIDE)

Opposite Monash University

10 mins walk to campus (via Canopy Walk)

First 3 hours : RM3.00  
Subsequent hour : RM1.00  
Maximum charge per entry : RM7.00

## PUBLIC TRANSPORTATION

### SUNWAY CAMPUS NEAREST STATIONS

**SMART SELANGOR BUS**  
Alight at **Sunway Medical Centre** or **Sunway Pyramid** and walk to campus via Canopy Walk.

Connects to:

- Subang Jaya
- Puchong and more

**BRT**  
• SunU-Monash

**KTM**  
Alight at the **Setia Jaya** station, switch to BRT. Connects to:

- Klang
- Seri Kembangan
- Rawang and more

**myrapid CONCESSION CARD FOR STUDENTS**  
Fare discount of 50% for every journey on RapidKL Bus, BRT, LRT, Monorail, MRT services

**DOCUMENTS NEEDED**

- Passport photo
- Original MyKad/Passport
- Original student card
- Original student confirmation letter

Getting your confirmation letter:  
i) Sunway College: Programme Office  
ii) Sunway University: iZone






For more details, visit <https://myrapid.com.my/>

**SHUTTLE BUS STOP**

- Sunway Resort Hotel
- Sunway Metro (Bus Stop)
- Sunway Lagoon BRT Station
- Sunway GEO Avenue
- Monash University
- A'Marine / Nautica
- LaCosta
- Sunway House Waterfront Residence
- Sun-U Monash BRT Station
- Sun-U Residence
- Sunway Medical Centre (Bus Stop)
- Sunway Lagoon Club (Bus Stop)

**FREE SHUTTLE BUS SERVICE AROUND BANDAR SUNWAY**

**Follow Us on  
Social Media:**

-  [facebook.com/SunwayUniversity](https://facebook.com/SunwayUniversity)
-  [@SunwayU](https://twitter.com/SunwayU)
-  [@SunwayUniversity](https://instagram.com/SunwayUniversity)
-  [@SunwayUniversityOfficial](https://youtube.com/SunwayUniversityOfficial)
-  [linkedin.com/school/sunway.university](https://linkedin.com/school/sunway.university)

