



Aalto University
School of Electrical
Engineering

Orientation

Course practices and online tools for studying

4.9.2019

Today's schedule

9-10.30

- General info about course practices
- Online tools for students

10.30-12

- Exercises in small groups (check your group and room at the end of the session)
- Getting familiar with the tools, course registration etc.

13:00-14:00 Info for students with AMK degree

- Maarintie 8, room TU3

14:00-15:00* Info for Aalto scholarship students

- Maarintie 8, room TU3

*Note! Advanced Energy Solutions students: 14.15-16.00 First lecture of course AAE-E1000 Introduction to Advanced Energy Solutions (Otakaari 4, 213a).

Course practices

How courses are organised

- **Courses generally consist of a combination of these components:**
 - lectures, exercises (exercise sessions and exercise submissions), laboratory works, group work, project, written report, learning diary, exam
 - **In most cases there are compulsory activities each week**
 - All though lectures may not be compulsory, eg. the weekly submission of assignments may be compulsory.
 - Teaching periods are short so it's important to be awake from the very beginning of the courses.
 - **Course requirements, evaluation principles and all other practical arrangements are described in the course syllabus (course home page in MyCourses –system) and during the FIRST LECTURE.**
-

Grading and evaluation

- **scale from 1-5**
 - 5 = excellent
 - 4 = very good
 - 3 = good
 - 2 = very satisfactory
 - 1 = satisfactory
 - 0 = failed – not visible on transcript
- **pass/fail**
- **absolute grading**



- **Course components and their weight in the final grade are explained in the course syllabus.**
 - Eg. assignments 60%, final exam 40%
- **In many cases the weight of the final exam is minimal! -> instead courses are using a method of **continuous evaluation**.**

Course registration

- Course registration is done separately for **each course and each teaching period (unless course lasts for eg. two periods)**
- Registering for a course is at the same time registration for **interim tests** and for **the course examination** (when applicable).
- Registration opens 1-2 weeks days before the start of the period.
- **Registration closes 7 days after the start of the period**
 - Except for courses where number of participants is limited or course arrangements require earlier registration -> registration closes **before** the start of the period.
- Also remember to unregister if you decide to drop a course!
 - Unregistration possible while the registration is open
 - After registration closes by contacting the teacher directly

Exams

- Course registration automatically registers you for the final exam as well.
- Exams can be retaken (a minimum of two possibilities per year).
- Exam registration for retake exams is done separately from course registration and **it is compulsory!**
 - opens 60 days before the exam
 - closes 7 days before the exam
 - **MARK both the exam days and their registration days IN YOUR CALENDAR!**
- However students are advised to take the first exam offered.
- Assignments etc. are valid until the course is organized next time.
 - Affects the number of retake possibilities.
- Failed courses will not appear on transcript of records.

Course practices

- Pay attention to the difference between personal assignments and group work: you can work on personal assignments with friends but two students cannot hand in identical assignments.
- Exercise sessions are usually optional but submitting the weekly exercises is compulsory
- Students decide if they want to work on the exercises on their own or in the exercise sessions.

Managing overlapping course schedules

- Due to the wide variety of selected courses, overlaps in timetables are hard to prevent.
 - Flexible attendance requirements usually allow the completion of two overlapping courses.
 - First you should get familiar with the courses' requirements and workload.
 - You can register for several courses and drop extras. If you drop out, inform the teacher. Otherwise the course may be graded as fail.
 - Then prioritize the more difficult/interesting/time-consuming course.
 - Always prioritize the compulsory courses of your degree!
 - If you notice overlaps in the compulsory courses, contact the planning officer!
-

Turnitin

- **Some courses use Turnitin submission box for assignments.**
- **Checks texts against comparison databases for similarity.**
 - web pages
 - student papers
 - library databases
 - publications


Turnitin is a tool for enhancing skillful writing and preventing plagiarism!

- **It's possible to do originality checks independently**
<https://wiki.aalto.fi/display/turnitin/Turnitin+for+Students>
- **Using Turnitin Originality Check is regulated by Aalto University Code of Academic Integrity**

Where to study?!

Study facilities in Aalto

- **Computer class rooms are available for students during the opening hours of each building (unless there's teaching).**
 - Real-time availability of computers: computers.aalto.fi
 - Software in (windows) classrooms:
<https://www.aalto.fi/en/services/default-applications-on-windows-workstations>
 - Locations of printers: <https://www.aalto.fi/en/services/locations-of-printing-devices-printingpoint-and-magnacard-colour-printing>
 - Free software for home computers:
<https://www.aalto.fi/en/services/free-software-for-home-computers>
 - **Aalto space – Application available for ios/android.**
 - Space reservations eg. for group work
 - **Harald Herlin Learning Centre**
 - Main library
 - Special facilities (3-d printing, video production...)
-

 **"Learning hubs" = libraries around campus**
Aalto University
School of Electrical
Engineering

Online tools for students

Online Learning Services

oodi.aalto.fi

WebOodi

Study Management
Website

Course and Exam
Registrations

Official Study
Register

Personal
information

courses.aalto.fi

Additional course
search tool

mycourses.aalto.fi

MyCourses

Course
Information Portal

Course News and
Results

Course materials and
online exercises

Virtual Learning
Space

Turnitin

sis-aalto.funidata.fi

SISU

Online study plan

into.aalto.fi

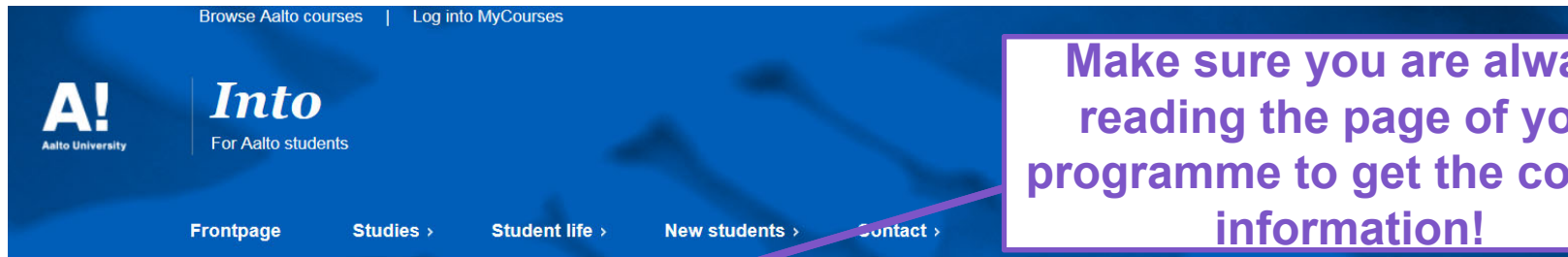
Into

Study Guides

University & Studies
Information Portal

News from University
and Schools

Intro – how Aalto works



Master's Programme in Automation and Electrical Engineering

- > How to apply
- > Starting your studies
- > Key dates
- > Curriculum 2017-2018
- > Curriculum 2018-2019 & 2019-2020
- > Previous curricula
- > Planning your studies
- > Graduation
- > Career planning
- > Feedback and surveys

Automation and Electrical Engineering

The Master's Programme in Automation and Electrical Engineering contains three (3) majors:

- Control, Robotics and Autonomous Systems
- Electrical Power and Energy Engineering
- Translational Engineering

The Master of Science degree consists of 120 ECTS and is recommended to be completed within two years of full-time studies.

You will find [study tracks](#) and [recommended study schedules](#) under Planning your studies.

This website is mainly aimed at the students of the programme. The site contains the student study guide for the master's programme with materials and instructions on all the majors available in the programme. Here you will find the programme curriculum as well as detailed guidelines for planning your studies.

If you are thinking about applying for the programme, please see [Automation and Electrical Engineering and studies.aalto.fi](#).

World Development Report 2019 Competition (entry by 31 Aug)

an hour ago

WebOodi – Official Study Register

- Official course portal – confirmed course descriptions for 2019-2020.
- Course and exam registrations always through weboodi.
- From weboodi you can order digitally signed transcript of records.
 - For sealed copies visit the student services.



The WebOodi front page

The screenshot shows the WebOodi front page for Aalto University. The top navigation bar includes the university logo and name in three languages (FI, SV, EN) and the text 'WEBOODI · AALTO UNIVERSITY'. Below this is a secondary navigation bar with links for 'FRONTPAGE', 'MY STUDIES', 'STUDY PLANS', 'INSTRUCTION AND COURSES', and 'TOOLS'. The 'MY STUDIES' menu is expanded, showing options for 'Registrations', 'Completed studies', and 'Inactive studies'. A purple arrow points to the 'MY STUDIES' dropdown menu with the text 'Use the drop-down menus to navigate the page'. The main content area features a 'WELCOME Student number' section, a 'NEWS AND ANNOUNCEMENTS (2)' section with two entries, and a 'MOST RECENTLY VIEWED' section with a 'Browse catalogues' link.

A Aalto-yliopisto
Aalto-universitetet
Aalto University

WEBOODI · AALTO UNIVERSITY

FI | SV | EN

FRONTPAGE | **MY STUDIES** ▼ | STUDY PLANS | INSTRUCTION AND COURSES ▼ | TOOLS ▼

WELCOME
Student number

- Registrations
- Completed studies
- Inactive studies

di!

Use the drop-down menus to navigate the page

NEWS AND ANNOUNCEMENTS (2)

Language of study attainments to be shown on transcript of records as of 1 Aug...	01.08.2018
Academic Year 2018-2019 via WebOodi during 02.05.2018 - 14.09.2018.	30.04.2018

MOST RECENTLY VIEWED

[Browse catalogues](#)

Course registrations

View your personal information via the drop-down menu ↓

A Aalto-yliopisto
Aalto-universitetet
Aalto University

WEBOODI · AALTO UNIVERSITY

FI | SV | EN ?

Student

- FRONTPAGE
- MY STUDIES ▾
- STUDY PLANS
- INSTRUCTION AND COURSES ▾
- TOOLS ▾

My studies ([Instructions](#))

If a course you have completed has not been registered into Oodi, please contact the unit responsible for the course.

[Order a transcript](#)

Your registrations

[Archive registrations](#) [Removed registrations](#)

[Registrations](#) [Completed studies](#) [Inactive studies \(expired, improved, failed\)](#)

Registrations

Code ▾	Study module ▾	Extent	Type	Status	Time Δ
NBE-E4120	Cellular Electrophysiology	5 cr	Course	Registration valid	12.09.18-05.12.18
CS-C2000	Human Perception	5 cr	Examination	Registration valid	07.09.18
NBE-E4530	Special Course in Human Neuroscience / Keskushermoston neurofysiologiset tutkimusmenetelmät potilastyössä	2 cr	Course	Registration valid	30.10.17-14.11.17

Status of registration ↓

Duration of course ↓

Completed studies

View your completed studies. Your professor has 4 weeks time to announce your grades

Aalto-yliopisto Aalto-universitetet Aalto University WEBOODI · AALTO UNIVERSITY FI | SV | EN ? Student Search for

FRONTPAGE | MY STUDIES ▾ | STUDY PLANS | INSTRUCTION AND COURSES ▾ | TOOLS ▾

My studies (Instructions)

If a course you have completed has not been registered into Oodi, please contact the unit responsible for the course.

[Order a transcript](#)

[Archive registrations](#) [Removed registrations](#)

[Registrations](#) [Completed studies](#) [Inactive studies \(expired, improved, failed\)](#)

Completed studies

Number of credits 233.0 cr

The scope in parenthesis indicates that the completed credits will not be included in the transcript.

Code	Study module	cr	Grading	Date	Te
CS-E5740	Complex Networks	5	3	31.12.2017	Ja
NBE-E4045	Functional Brain Imaging	5	4	18.12.2017	La
NBE-E4240	Advanced Course on Human Neuroscience	5	5	24.05.2017	Mi

Grades 0-5, or
Pass or 0
*(HYV or 0)

Date of completion

*Sometimes a letter “HYV” might appear instead of “Pass” in your WebOodi. These are the same thing! (HYV is just Finnish for pass)

Search for courses

Course search

Search by course name or code

ADVANCED SEARCH

Name or code
Complex networks

Organisation
- select -

SEARCH CLEAR

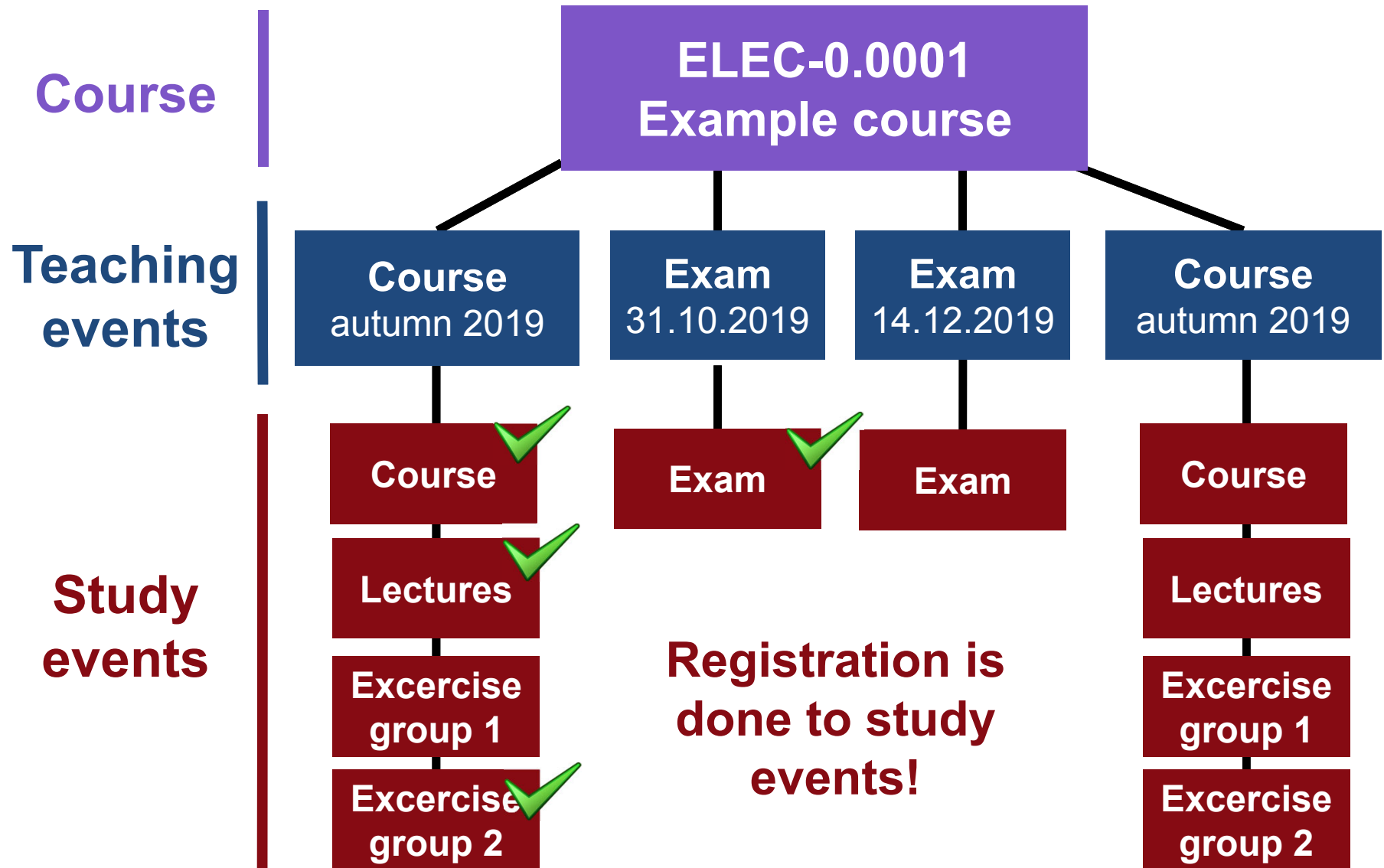
After finding the right course, go to the registration page here

Found 5 (showing 5)
 Show only those with ongoing registration Show all Show teaching only Show exams only

< 1 >

Code	Name	Scope	Unit
CS-E5740	Complex Networks	5 cp	Department of Computer Science
Course	Complex Networks 12.9.2018 - 12.12.2018	5 cp	Mikko Kivelä, Jari Saramäki

REGISTER



Study Event Example

Registration checkbox

Event type

Building and classroom (click for more information)

Registration		Lecture	Teacher	Time and place	
Reg.	Remove	Number	Mechanics	Sami Kujala	10.09.-10.12.13
<input type="checkbox"/>		62/-			tue 10.00-12.00 4S4
Registration time					11.09.-18.09.13
10.08.13 klo 09.00-					wed 10.00-12.00 4S4
23.09.13 klo 23.59					02.10.-11.12.13
					wed 10.00-12.00 4S4

Registered students / Maximum number of students

MyCourses – Course Portal and Virtual Learning Environment (Moodle-based)

- Course workspaces including eg.
 - Lecture slides
 - Reading materials
 - Assignment instructions
 - Online assignments/exercise submissions
 - Group work spaces
 - Course results
- Course Syllabus – details and instructions for each course round
- Course news and communication
 - General news posted by teacher
 - Possible discussion areas
- **Calendar** including all study events, deadlines etc. of the courses you are enrolled to.
 - Calendar export is possible

Course information

Skills in master's studies, 10.09.2018-31.05.2019

Forums Workshops

Turn editing on Syllabus

COMPLETION PROGRESS

NOW

Mouse over or touch bar for info.

Overview of students

LATEST ANNOUNCEMENTS

[Add a new topic...](#)

(No announcements have been posted yet.)

UPCOMING EVENTS

Start lecture Lecture, AS2 (2006), TUAS, Maarintie 8
Monday, 10 September, 16:15 »
18:00

Syllabus includes all general information about the course

Studies in the School of Electrical Engineering!

through the first year of your master's studies.

In the right corner you can find the course description, learning outcomes and other practical information.

The course is on Monday 10 September, 16-18, in lecture hall AS2. Attendance in the first lecture is compulsory and detailed instructions for passing the course will be explained there.

The course consists of compulsory parts and elective parts, where you can choose the content. Majority of the assignments are elective. Contact hours depend on your selections in the elective part.

The course for master's studies is organised as a part of this course.

Course feedback

- **In the end of the course, you'll receive an email with a link to a course feedback survey.**
- **Some teachers may give extra points for giving feedback.**
- **Courses are developed based on the student feedback, so your opinions are important!**
- **If there are problems during the course, please contact the teacher already during the course!**

Questions?

IT Exercises 10:30

- **Master's Programme in Automation and Electrical Engineering: Otakaari 1, rooms U256 and U257**
- **Master's Programme in Computer, Communication and Informarion Sciences, room U351**
- **Master's Programme in Electronics and Nanotechnology, room U344**
- **Master's Programme in Advanced Energy Solutions, room U344**