

Participant Instructions - Selecting Courses

Take special care when selecting course(s). Make sure that you select the correct course and the correct section when selecting any research credit eligible course in which you are enrolled. When you are logging in for the first time in a new term, be sure to update the courses in which you are enrolled.

To choose the list of course(s) from which you want your credits to be applied, click on the “My Profile” option from the top tool bar, then select “Change Courses”. To select multiple research credit eligible courses, hold down the Ctrl key (Apple key for Macintosh users) (those courses and sections will light up in blue).

University of Regina
experiment management system
Paul J. Hill School of Business

Studies • My Schedule/Credits • My Profile • Logout •

Test Account Participant

My Profile

You may use this page to change your password and update other information about yourself. All fields are required unless marked otherwise.

My Profile

Name Test Account

User ID test123 @uregina.ca

Alternate Email Address
Optional. If provided, all emails sent to you from the system will be sent to this address. (please enter twice for verification purposes)

Change Password Enter your current password, then your new password twice, to change your password. Otherwise, leave blank.
 Current Password
 New Password
 New Password (confirm)
 Your password may be sent via email, so please choose a password that is not used on any other sites or accounts.

Student ID Number

Phone Number (optional)

Credits Earned 0

Credits Required 0

Course(s)

- BUS 100 002 B. Anderson
- BUS 100 004 S. Campbell
- BUS 312 001/002 T. Levit

[Change Courses]

Prescreen Status Not Completed

Remember: You are only able to earn a **maximum of TWO (2)** research credits in each research eligible course you are enrolled in. It is up to you to ensure that you allocate your credits accordingly. You cannot earn more than two (2) research credits in a single course, regardless of whether you have allocated more than that to a single course. If you do choose to allocate more than two research credits to a single course, only two (2) credits will be awarded and any remaining credits will be forfeit. It is up to you to manage your credit allocations appropriately.

Remember: Research credits cannot be double counted and applied to multiple research eligible classes in which you are enrolled. Earned research credits can only be applied once. It is up to you to choose your credit allocations accordingly.

Take special care when selecting course(s). Make sure you select the correct course and the correct section when selecting any research credit eligible course in which you are enrolled. Hold down the Ctrl key (Apple key for Macintosh users) to select multiple research credit eligible courses in which you are enrolled (those courses and sections will light up in blue).

Be sure that you are assigning your earned research credits to the correct courses.

Make sure that you select the correct course and the correct section when selecting any research credit eligible course in which you are enrolled. When you are logging in for the first time in a new term, be sure to update the courses in which you are enrolled.

Reassigning credits

If you belong to multiple research credit eligible classes in the pool, and should you make an error in allocating your research credits, you may reassign a credit from one class to another. To do this, use the *Reassign* link that appears when you view your progress. The link appears under the class entry for each item in your progress listing. You may only reassign credits within a specific term and by no later than one week before the last day of classes in a term. Should this system become too difficult to administer, the credit reassignment option may be revoked.

If you have any questions about the Participant Pool, please contact the Participant Pool Coordinator. The coordinator's address is business.participant.pool@uregina.ca.