

Selecting Modules via Student Self-Service

Contents

Registration Details	2
Optional Modules.....	3
Selecting Modules	4
Rules and Error Messages	5

Please note the below are only example screens and may not be an exact representation of what you see.

Registration Details

1. Log onto student self-service <http://studentselfserve.surrey.ac.uk> and go to the Module Registration Page.

Your details

Programme you are studying: Bachelor of Arts Honours 4 year Lev P 0%

Route you are following: Theatre and Performance BA

Mode of Attendance: Sandwich (Thick) according to Fund Council defs

Compulsory modules

Module	Module name	Period	Occ	Level	Credits	Status
THE2022	CRITICAL THINKING IN PERFORMANCE	SEMR1	1	2	15	Compulsory
THE2025	RESEARCH METHODOLOGIES	SEMR2	2	2	15	Compulsory

Make any choices from the electives contained within this block

Choose 45 credits in Semester 1 from Semester 1 Optional Modules

View List

AND

Choose 45 credits in Semester 2 from Semester 2 Optional Modules

View List

All my modules Modules from current block

Selected Modules

Module	Name	Level	Credits		
					✓

Totals

Overall Progress	Required	Current	✓
Credits	N/A	0	✓

Submit Selections

This shows your registration details, any core or compulsory modules that you must take and allows you to select modules for any credit value that you have remaining.

If you have any queries regarding module selection, you should raise a case to the MySurrey Hive team using the Ask a question tab on [Surrey Support](#). Select 'My course' as the enquiry topic.

Optional Modules

In addition to any core and compulsory modules, you may have remaining credit with which to choose optional modules.

Make any choices from the electives contained within this block

Choose 45 credits in Semester 1 from Semester 1 Optional Modules

Hide List

Search

Module	Name	Lev	Crd	Add
THE2017	INDEPENDENT STUDY SEMESTER 1	2	15	Add
THE2018	DIGITAL PERFORMANCES	2	15	Add
THE2023	THE ART AND PERFORMANCE OF PLACE	2	15	Add
THE2024	ACTING: PERFORMING THE SELF	2	15	Add
THE2027	THEATRE LABORATORY: DEVISING	2	15	Add

Showing 1 to 5 of 5 entries

First Previous **1** Next Last

AND

Choose 45 credits in Semester 2 from Semester 2 Optional Modules

Hide List

Search

Module	Name	Lev	Crd	Add
DAN2032	DRAMATURGY: DEVISING FOR DANCE, THEATRE AND PERFORMANCE	2	15	Add
ELI2018	CONTEMPORARY STORYTELLING	2	15	Add
THE2020	INDEPENDENT STUDY SEMESTER 2	2	15	Add
THE2026	ARTS ANALYSIS	2	15	Add
THE2028	THEATRE LABORATORY: PERFORMANCE	2	15	Add
THE2030	DESIGN DIALOGUES	2	15	Add

Showing 1 to 6 of 6 entries

First Previous **1** Next Last

You may have several groups of optional modules to choose from and each will have a rule about the number of credits to be chosen from the group. There may also be overarching rules across multiple module groups with criteria you will need to meet. Read these carefully as you will not be able to submit your selections until this criteria is met.

In the example above 45 credits must be selected from the first group, and 45 credits must be selected from the second group.

Selecting Modules

Modules are selected by clicking the **Add** button. Once added, modules will appear in your selected modules pot on the right hand side of the screen.

All my modules
Modules from current block

Selected Modules					
Module	Name	Level	Credits		
ELI2018	CONTEMPORARY STORYTELLING	2	15		
THE2017	INDEPENDENT STUDY SEMESTER 1	2	15		
THE2023	THE ART AND PERFORMANCE OF PLACE	2	15		
THE2024	ACTING: PERFORMING THE SELF	2	15		
THE2026	ARTS ANALYSIS	2	15		
THE2028	THEATRE LABORATORY: PERFORMANCE	2	15		

Totals			
Overall Progress	Required	Current	
Credits	N/A	90	

Submit Selections

If you are happy with your selections click on **Submit Selections**

This will take you through to the Confirm Selections screen. Check your selected modules are appearing correctly and if you are happy click [Confirm Selections](#). **You must complete this final confirmation. Your modules will not be confirmed and submitted until you do this (see screen shot below).**

Module Selections								
You have selected a total of 8 module(s) which total 120 credit(s)								
Year	Period	Status	Rank	Module	Occ	Level	Credits	Name
2017/8	SEMR1	O		THE2017	1	2	15.00	INDEPENDENT STUDY SEMESTER 1
2017/8	SEMR1	O		THE2018	1	2	15.00	DIGITAL PERFORMANCES
2017/8	SEMR1	C		THE2022	1	2	15.00	CRITICAL THINKING IN PERFORMANCE
2017/8	SEMR1	O		THE2023	1	2	15.00	THE ART AND PERFORMANCE OF PLACE
2017/8	SEMR2	O		DAN2032	2	2	15.00	DRAMATURGY, DEVSING FOR DANCE, THEATRE AND PERFORMANCE
2017/8	SEMR2	O		ELI2018	2	2	15.00	CONTEMPORARY STORYTELLING
2017/8	SEMR2	O		THE2020	2	2	15.00	INDEPENDENT STUDY SEMESTER 2
2017/8	SEMR2	C		THE2025	2	2	15.00	RESEARCH METHODOLOGIES
					Go back		Confirm Selections	

Rules and Error Messages

Some modules will have rules applied to them by the programme specification. The system will not allow you to select that module if you have not complied with the rule. Rules are defined in the module descriptor and can be found on the [module catalogue](#).

If a module rule has not been met an error message will appear:

Requisites Not Met

You have selected a module that you do not have the requisites for.

- THE2028 - IN THE SAME YEAR AS TAKING THIS MODULE YOU MUST IN THE SAME YEAR TAKE THE2027

Hover over any icons for additional information (after closing the dialog):

✖ is displayed for any errors

⚠ is displayed for any warnings (which do not prevent your re-submission)

Once you are satisfied with any changes, submit your selections again.

OK

Click OK. Errors will then be highlighted in your selected modules pot:

All my modules
Modules from current block

Selected Modules						
Module	Name	Level	Credits			
ELI2018	CONTEMPORARY STORYTELLING	2	15			✓
THE2017	INDEPENDENT STUDY SEMESTER 1	2	15			✓
THE2023	THE ART AND PERFORMANCE OF PLACE	2	15			✓
THE2024	ACTING: PERFORMING THE SELF	2	15			✓
THE2026	ARTS ANALYSIS	2	15			✓
THE2028	THEATRE LABORATORY: PERFORMANCE	2	15			✗

Totals			
Overall Progress	Required	Current	✓
Credits	N/A	90	✓

Submit Selections

To correct errors, remove modules with a ✗ and make another selection.

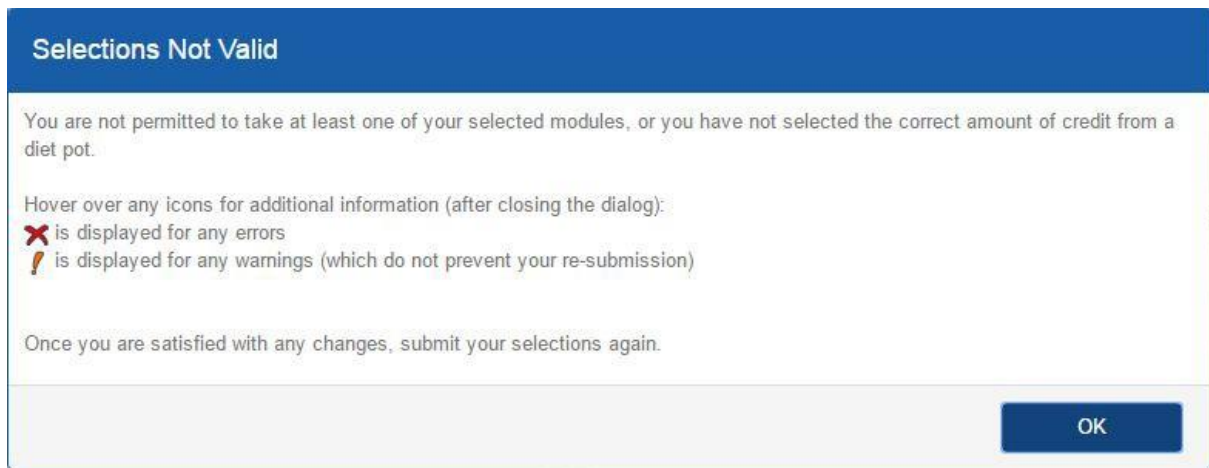
If you attempt to select too many credits from a group you will get an error message:

Too many credits

You have selected the maximum number of modules or credits from this group.

OK

If you select insufficient credits from a group you will get an error message:



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