Academic Advising
Early pre-advising user guide
Contents

- Annual Academic Advising cycle
- What is ‘early pre-advising’?
- What is pre-advising?
- What is Academic Advising?
- Where can I see my allocated modules from early pre-advising?
- How do I complete the ‘Early pre-advising module preference form’?
- Who to I contact if I have any questions?
This guide provides information and guidance to students in Schools which take part in early pre-advising, and the subsequent steps; essentially, the blue rectangles on the left.
What is ‘early pre-advising’?

Early pre-advising is the process in which certain Schools engage with their students during April and May, in order to allocate them into modules. Students may submit their module preferences in a number of ways (one-to-one meetings, on-line forms, paper forms, etc.). The Schools then decide to allocate students to specific modules, which are stored in MySaint, in an ‘early pre-advising placeholder’.

Currently, the following Schools take part in early pre-advising: Art History, Classics, English, Film Studies, History, International Relations, Modern Languages, Social Anthropology.

NB. If your School allocates you to modules in early pre-advising, you must enter these modules in module registration in June pre-advising.
What is pre-advising?

Pre-advising is the process in which you select your preferred modules using the Module Registration tool, usually in late June (you will receive an email from Registry prompting you to do this). Module Registration will check that your selection complies with Senate Regulations, your Programme Requirements, and Module requisites.

If your School takes part in early pre-advising and has allocated you to specific modules, you must enter these modules in Module Registration in June pre-advising.
What is Academic Advising?

**Academic Advising** is the process in which you select your preferred modules using the Module Registration tool (if you haven’t already done so in pre-advising), and then meet with your Adviser of Studies. They will also check that you are taking the correct modules and credits you need for your degree programme, compare with early pre-advising modules, and discuss any academic issues with you.
Where can I see my allocated modules from early pre-advising?

The early pre-advising links can be found in the My courses section of MySaint under My tasks.

To see your allocated modules, click on ‘View early pre-advising module allocations.

The menu in MySaint may not be exactly the same as here, but you will be able to find the link.
Where can I see my allocated modules from early pre-advising?

After clicking on ‘View early pre-advising module allocations’, this page will open, which will show you the modules allocated to you.

When you enter choices in Module Registration during pre-advising in June, you must enter these choices. Otherwise, your choices may be void.

If you encounter any issues in pre-advising (e.g. you are not able to enter the modules allocated to you), then please contact the Honours Adviser of the School or ser-advising@st-andrews.ac.uk.
How do I complete the ‘early pre-advising module preference form’?

If your School asks you to submit and rank your Honours module preferences for next year as part of 'early pre-advising', you will need to complete the 

**early pre-advising module preference form.**

Not all Schools are using this form; please check with your School to make sure you follow the appropriate process.
How do I complete the ‘early pre-advising module preference form’?

Read the information in the Guidance section.

Depending on your programme requirements, the screen may show more than one ‘Module list’ boxes. Click Select modules in the box(es), to enter your choices for each section.
How do I complete the ‘early pre-advising module preference form’?

This is an example of a screen which shows more than one ‘Module list’ boxes.

Click **Select modules** in the appropriate box(es), to enter your choices for each section.
How do I complete the ‘early pre-advising module preference form’?

Enter your choices, in order of preference.

When you’ve entered a choices in all drop-down menus, click ‘Submit’

You will not be able to proceed if you entered the same module twice, or if you left any drop-down menus blank.

**This question is mandatory and cannot be left blank**
How do I complete the ‘early pre-advising module preference form’?

Enter your choices, in order of preference.

When you’ve entered a choices in all drop-down menus, click ‘Submit’

You will not be able to proceed if you entered the same module twice, or if you left any drop-down menus blank.
How do I complete the ‘early pre-advising module preference form’?

After submitting your choices for the section, a new screen will show your selections.

Click ‘Back’ to go back to the form, and complete any remaining sections.
How do I complete the ‘early pre-advising module preference form’?

After completing all sections, click ‘Next’.

A green tick indicates completed sections.

Enter any comments relating to early pre-advising in the Comments box.

After completing all sections, click ‘Next’.

### Module List: FM4000 - FM4899 (except FM4099, FM4794 - FM4797)

<table>
<thead>
<tr>
<th>Module Code</th>
<th>Module</th>
<th>Semester</th>
<th>Rank</th>
</tr>
</thead>
<tbody>
<tr>
<td>FM4308</td>
<td>Film Sound</td>
<td>Semester 2</td>
<td>01</td>
</tr>
<tr>
<td>FM4106</td>
<td>War and Cinema</td>
<td>Semester 2</td>
<td>02</td>
</tr>
<tr>
<td>FM4110</td>
<td>Images and Impact: The Uses of Film</td>
<td>Semester 1</td>
<td>03</td>
</tr>
<tr>
<td>FM4114</td>
<td>Film Genres</td>
<td>Semester 1</td>
<td>04</td>
</tr>
<tr>
<td>FM4117</td>
<td>Modernity and the Moving Image</td>
<td>Semester 1</td>
<td>05</td>
</tr>
<tr>
<td>FM4118</td>
<td>Film and Fashion</td>
<td>Semester 2</td>
<td>06</td>
</tr>
<tr>
<td>FM4206</td>
<td>Cinemas of India</td>
<td>Semester 1</td>
<td>07</td>
</tr>
<tr>
<td>FM4207</td>
<td>British Cinemas: Conventions, Subversions, and Outsiders</td>
<td>Semester 2</td>
<td>08</td>
</tr>
</tbody>
</table>

Enter comments

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test
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How do I complete the ‘early pre-advising module preference form’?

A new screen will show all your selections, for all the sections in the form. Click ‘Next’ to return to the Home page.

You can revisit this page later, and edit it, up to the deadline. After the deadline, you will still be able to see your submitted choices, but will not be able to edit them.

If you would like to edit your choices, click ‘Clear all’. All your selections will be deleted, and you can complete the form from scratch.
Any questions or issues, please email the Honours Adviser of the relevant School or ser-advising@st-andrews.ac.uk.