

2025–2026

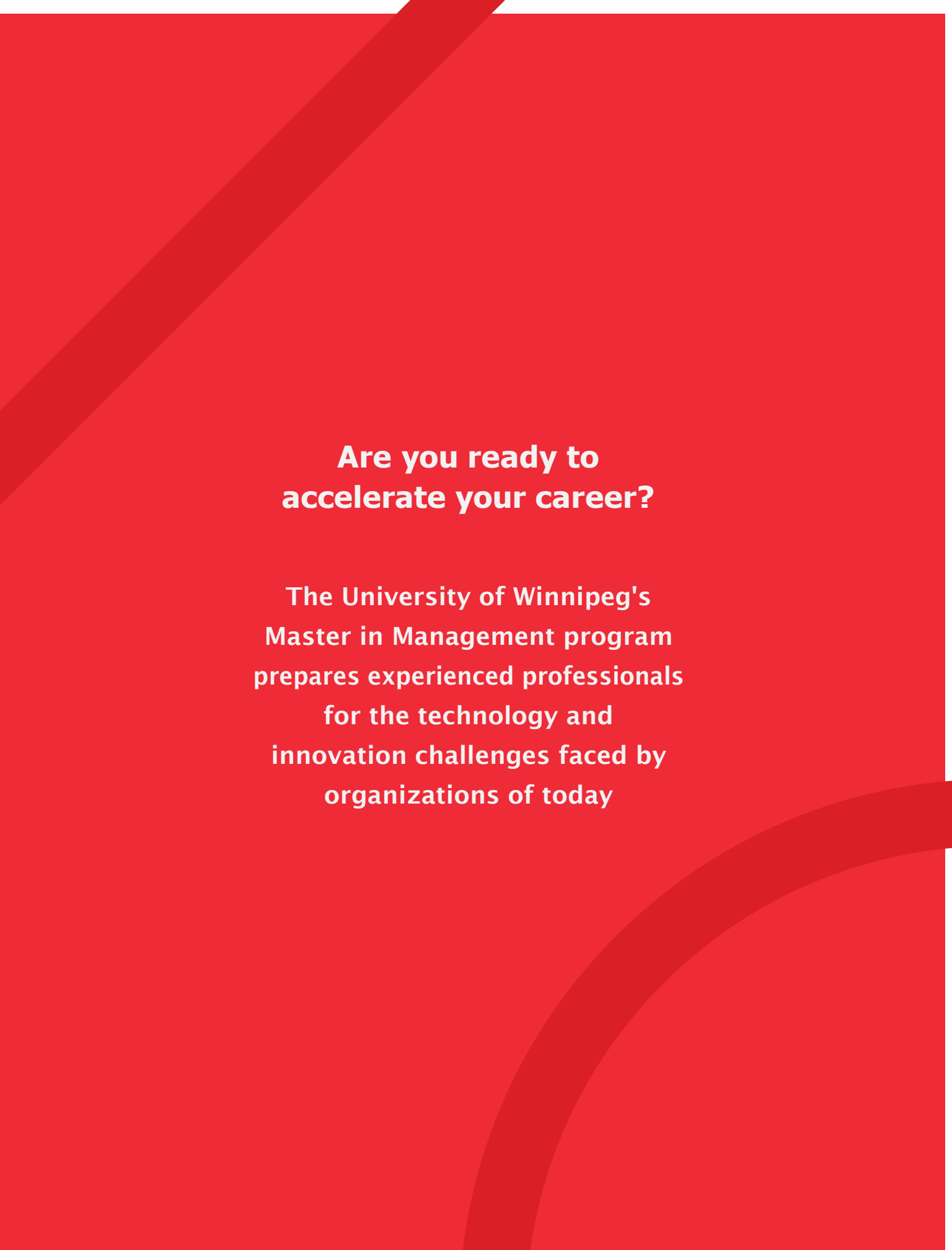
Master in Management

# Master in Management Handbook



THE UNIVERSITY OF  
WINNIPEG

Faculty of Business  
and Economics

The background is a solid red color. It features two abstract geometric shapes: a dark red diagonal band running from the top-left towards the center, and a large, dark red curved band in the bottom-right corner.

**Are you ready to  
accelerate your career?**

**The University of Winnipeg's  
Master in Management program  
prepares experienced professionals  
for the technology and  
innovation challenges faced by  
organizations of today**

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## Introduction to MiM

The Master in Management (MiM) program at the University of Winnipeg is a comprehensive and dynamic graduate program designed to equip students with the essential skills and knowledge to excel in a management position in their chosen field. The program offers a solid foundation in business and management principles while emphasizing critical thinking, effective communication, and ethical decision-making.

### Post-Graduate Work Permit (PGWP)

International students wishing to qualify for post graduate work permits (PGWP) must complete more than 50% of their courses on campus in in-person courses (as opposed to online) and must be enrolled as full-time students. There are sufficient courses offered in both specializations to meet this requirement.

### Master In Management, Technology, Innovation and Operation

#### MiM-TIO Stream

The Master in Management, with the specialization in technology, innovation and operations is a course-based degree with the majority of courses offered online for maximum flexibility.

**Full-time (one year)**

**Part-time (two years)**



#### Current Topics

This degree integrates current technology, innovation, and economic development topics

innovation, and operations management. Unlike other business-related graduate programs that offer general business courses as part of the core curriculum, this degree is designed for those with prior business knowledge (e.g., through a degree and experience). Industry experience is required so that the courses can focus on specific areas and integrate the experiences of the participants.

The degree is aimed at individuals interested in pursuing or enhancing management careers where technology and innovation intersect with operations management.

The degree harnesses recognized current and trending topics, specifically in technology and innovation, and in economic development in Manitoba and Canada and marries these to the fast-moving discipline of supply chain and operations management.

In addition, the degree incorporates the international perspective of globalization, digitization and sustainability in strategic leadership and business strategy courses among others.

The primary objective of the program is to provide students with in-depth training on technology,



## Master In Management Data Analytics

### MiM-DA Stream

The Master in Management with a specialization in data analytics is a course-based degree offered in-person and online.

**Full-time (one year)**  
**Part-time (two years)**



### Core Topics

This degree covers Leadership, Strategy, and Knowledge Management.

The Data Analytics stream was created in response to the growing demand for technologically savvy leaders that can use and recommend cutting-edge tools and techniques to improve decision making and support evolving organizational strategies.

The Data Analytics stream is built on the foundations of the Technology, Innovation and Operations Management degree providing skills and insights in important topics such as Leadership, Strategy, and other management courses, alongside four courses focused on Data.

Unlike other business-related graduate programs that offer general business courses as part of the core curriculum, this degree is designed for those with prior business knowledge (e.g., through a degree and experience), who can demonstrate sound quantitative skills and demonstrated knowledge/skills in statistics, math, and/or other quantitative backgrounds.

The degree is for individuals interested in pursuing or enhancing management careers where technology and data intersect with operations management.

# Important Dates

## 2025

Aug 9	Orientation & Networking Brunch
Aug 11 - 22	Incoming/Outgoing Cohort Bootcamp
Aug 18	Industry Tours
Aug 22	CEO / Discussion Panel
Aug 23 -	Exams Period per individual course
Sept 2 - Dec 3	Fall Lecture Period
Dec 8 – 20	Exam Period as per individual course

## 2026

Jan 5 - Apr 6	Winter Lecture Period
Apr 9-22	Exam Period as per individual course
May 4	Spring Courses begin
Aug 10 - 21	Incoming/Outgoing Cohort Bootcamp

\*Attendance at the Orientation and all bootcamp classes is mandatory. Latecomers will not be permitted to continue and forfeit their deposit and tuition.

For all other dates, refer to the 2025-2026 Academic Year Calendar:

[uwinnipeg.ca/academics/graduate-calendar/index.html](http://uwinnipeg.ca/academics/graduate-calendar/index.html)



# Course Descriptions

## Introduction to Technology, Innovation and Operations Management

**GBUS-7110 (3)**  
**(In-person Seminar/Discussion)**

Through case studies, critical review of research papers, readings, student presentations and group activities, this course aims to equip students with the core concepts of technology innovation and operations management including the foundations of technological innovation, gaining an in-depth understanding of how and why innovations occur in an industry, and why some innovations rise to dominate others.

Also, this course introduces students to problems and analyses related to the design, planning, control, and improvement of manufacturing and service operations. It aims to help students become leaders of technology, innovation, and operations management.

## Leadership and Innovation

**GBUS-7120 (3)**  
**(In-person Seminar/Discussion)**

Leadership and Innovation will introduce students into the complexities of managing an organization during times of change. The ability of leaders to systematically encourage and enhance an organization's human capital to transform institutional knowledge into innovative products, services, and systems, as well as using technology where appropriate is key to the development of a sustainable innovative organization.

In this course students will be introduced to the elements and attributes of the innovation and change process and understand the types of leadership that is needed to facilitate it. Students will be expected to critically analyze papers and cases, discuss key aspects of leadership in different types of organizations. Students will also be expected to analyze the impact of and the leadership implications of developing more innovation, technological change, and operational change.

### Educational Background

Applicants may hold a 4-year Bachelor of Business and Administration or other similar degrees.

# Course Descriptions

## Business Strategy

**GBUS-7210 (3)**

**(Online-Asynchronous or in-person Seminar/Discussion)**

Business Strategy will introduce you to the tools used to assess strategy and the process of strategic management in organizations from the perspective of senior management. Students are provided with a framework to diagnose and solve critical problems in organizations using cases, exercises, discussions, and simulations and touching on all functional areas.

Although this approach emphasizes the senior management's perspective, functional specialists are also expected to understand the entire organization and how they contribute to the organization's mission and objectives. Attention will be given to the importance of technology and innovation in strategy.

### **Requisite Courses:**

GBUS-7110 & GBUS-7120.

## Project Management

**GBUS-7220 (3)**

**(Online-Asynchronous or in-person Seminar/Discussion)**

Intended to develop the knowledge and skills to effectively manage workplace projects. Students learn the value of formal processes and the roles and responsibilities of project managers.

We examine best practices in each stage of the project management cycle including needs assessment, project selection and bidding, planning, budgeting and scheduling, implementation and communication, and project evaluation. These project phases are examined in the context of ensuring strategic alignment with broader organizational goals with emphasis on fostering innovation. Students will also have the opportunity to use common project management tools and apply their knowledge to case studies and projects.

### **Requisite Courses:**

GBUS-7110 & GBUS-7120.

## Descriptive Analytics

**GBUS-7225 (3)**

**(In-person Seminar/Discussion)**

This course introduces students to the field of business analytics by first providing an overview of descriptive, predictive, and prescriptive analytics. It then covers descriptive analytics in depth by examining topics such as big data, data visualization, descriptive data collection, random variables and probability theories, and business reporting using descriptive analytics.

### **The focus is on experiential learning as students:**

- › Conduct case analyses based upon real companies
- › Get hands-on experience using various descriptive analytics programs/packages
- › Participate in a simulation that brings together many of the concepts covered throughout the course into a cohesive, holistic final assignment

### **Requisite Courses:**

GBUS-7110 & GBUS-7120.

## Strategies in Operations and Supply Chain Management

**GBUS-7230 (3)**

**(In-person Seminar/Discussion)**

This course develops a framework that allows students to advance their knowledge of the linkage between operations and supply chain of firms and their strategic positioning in the market.

Students will get an appreciation for the role of business processes as determinants of the operation function, supply chain strategy and the competitive advantages of an organization. Students will develop an understanding of the concepts and tools that are fundamental to the operations function and supply chain strategies.

### **Requisite Courses:**

GBUS-7110 & GBUS-7120.



## Advanced Prescriptive Analytics

**GBUS-7235 (3)**

**(In-person Seminar/Discussion)**

The objective of this course is to enable students to develop skills in modeling, analyzing, and improving business processes and operational systems through simulation techniques and optimization models. The course is centered on discrete-event simulation, a powerful tool for imitating the behaviour of virtually any type of operational system that unfolds over time and in which uncertainty plays an important role. The emphasis is on hands-on experience in transformation a real situation into a quantitative model and obtaining reliable results.

**Requisite Courses:**

GBUS-7110, GBUS-7120 & GBUS-7225.

## Information Systems and Knowledge Management

**GBUS-7240 (3)**

**(In-person Seminar/Discussion)**

The objective of this course is to develop students' analytical abilities to deal with issues relating to information systems and knowledge management within organizations. Students study the development, control, and management of both information systems and knowledge management.

Regarding information systems, the emphasis is on IT governance, the strategic power and capabilities of information systems, the role and importance of business process re-engineering within the realm of information systems development, security, business continuity, and enterprise resource planning (ERP) systems.

In terms of knowledge management, the course provides students with the skills necessary to strategically manage individual, group, and organizational assets.

**Requisite Courses:**

GBUS-7110 & GBUS-7120.

## Strategic Management Accounting

**GBUS-7250 (3)**

**(Online-Asynchronous)**

This course aims to develop the students' analytical abilities to deal with problems relating to financial situations within the firm.

The course deals with the role of accounting in an organization's planning and control system with an emphasis on responsibility accounting, performance evaluation, and risk management. Topics covered include management control and decentralization, activity-based costing and management, strategy mapping and the balanced scorecard, value chain analysis, and strategic cost management and profitability analysis.

**Requisite Courses:**

GBUS-7110 & GBUS-7120.

## Innovation Management

**GBUS-7260 (3)**

**(In-person Seminar/Discussion)**

This course provides students with an understanding of the key concepts of technology and innovation, their relationship with the organizational environment, and their overall impact on management and organizations.

Students get an understanding of fundamental concepts of Innovation Management, the development of the area from a historic perspective, develop awareness related to current trends and challenges related to innovation, and develop a knowledge of the typical objectives, leverage points and constraints in working with innovation. The course is based on a selection of innovation management readings and business cases.

**Requisite Courses:**

GBUS-7110 & GBUS-7120.

## Multivariate Data Analysis

**GBUS-7265 (3)**

**(In-person Seminar/Discussion)**

This course examines advanced and practical considerations of major multivariate data analysis techniques. Emphasis is placed on the terminology, concepts, procedures, and statistical techniques involved in processing, analysis, and interpretation of these techniques. All major multivariate techniques are illustrated with practical application in business research and decision areas.

### Requisite Courses:

GBUS-7110, GBUS-7120 & GBUS-7225.

## Advanced Predictive Analytics

**GBUS-7255 (3)**

**(In-person Seminar/Discussion)**

This course exposes students to the fundamentals of prediction algorithms and their application in business operations. It equips students with the knowledge of operational principles of predictive algorithms and how to deploy these tools for predicting future events with optimum accuracy.

Students learn to identify patterns and structures in historical data, understand their implications, and unpack and implement appropriate predictive algorithms in R programming to predict future outcomes in a realistic business environment.

### Requisite Courses:

GBUS-7110, GBUS-7120,  
GBUS-7225 & GBUS-7235.

## Current Trends in Technology, Innovation and Operations Management

**GBUS-7310 (3)**

**(In-person Seminar/Discussion)**

Given the importance of technology and innovation for firms' success in today's business environment, the purpose of this course is to equip students with an in-depth understanding of the most recent trends in practice of technological innovations.

Students will be developing an awareness regarding the key role of technological innovations in managing resilient operational systems; understanding the scope of technology adoption in operations practice; comparing the most innovative technological trends adopted in practice with the recent academic development in this area and gaining a full appreciation for the synergies between three pillars of the MiM program; operations, technology, and innovation.

### Requisite Courses:

GBUS-7110, GBUS-7120, GBUS-7210,  
GBUS-7220, GBUS-7230, GBUS-7240  
or GBUS-7220, GBUS-7250 & GBUS-7260.

## Graduate Capstone Course

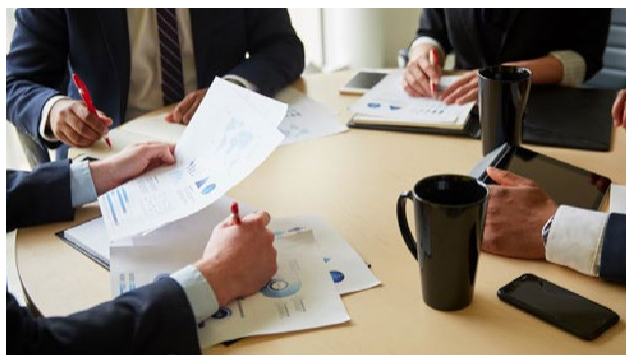
**GBUS-7320 (3)**

**(In-person Seminar/Discussion)**

This course requires students to draw upon the theoretical constructs, principals, and applications, in the courses taken within the program. Students will be demonstrating their accumulated knowledge, skill sets, and abilities through case analysis, and a final comprehensive report submitted by a paper and delivered in a presentation.

### Requisite Courses:

GBUS-7110, GBUS-7120, GBUS-7210, GBUS-7220, GBUS-7230/  
GBUS-7225, GBUS-7240 or GBUS-7220/ GBUS-7235, GBUS-7250/ GBUS-7255, GBUS-7260/ GBUS-7265 & GBUS-7310.



# Study Plans

## Technology, Innovation, and Operations Management Stream

### Module 1

Module 1 is an intensive, in-person, two-week introduction to the degree held in August.

The courses delivered will be:

- › Introduction to Technology, Innovation, and Operations Management (3 credits)
- › Leadership and Organizational Behaviour in Innovative Organizations (3 credits)

### Module 2

Module 2 is the core of the program with six courses which can either be taken online or hybrid as online/in-person (for students seeking PGPW after graduation). Generally, students studying part-time will take one course per university term.

*Note: There are no pre-requisites other than Module 1 for any of the Module 2 courses.*

The courses delivered will be:

- › Business Strategy (3 credits) [online OR in-person](#)
- › Project Management (3 credits) [online OR in-person](#)
- › Strategies in Operations and Supply Chain Management (3 credits)
- › Information Systems and Knowledge Management (3 credits)
- › Strategic Management Accounting (3 credits)
- › Innovation Management (3 credits)

### Module 3

Module 3 concludes the program and will be delivered in an intensive two-week, in-person capstone session also in August.

The courses delivered will be:

- › Current Trends in Technology, Innovation and Operations Management (3 credits)
- › Graduate Project (3 credits)

## Data Analytics Stream

### Module 1

Module 1 is an intensive, in-person, two-week introduction to the degree held in August.

The courses delivered will be:

- › Introduction to Technology, Innovation, and Operations Management (3 credits)
- › Leadership and Organizational Behaviour in Innovative Organizations (3 credits)

### Module 2

Module 2 is the core of the program with six courses, two online and four in person. As a full-time program, students will take two courses per university term.

The courses delivered will be:

- › Business Strategy (3 credits) [online OR in-person](#)
- › Information Systems and Knowledge Management (3 credits)  
OR Project Management (3 credits) *with LOP\** [online OR in-person](#)
- › Descriptive Analytics (3 credits)
- › Advanced Prescriptive (3 credits)
- › Advanced Predictive (3 credits)
- › Multi-Variate (3 credits)

### Module 3

Module 3 concludes the program and will be delivered in an intensive two-week, in-person capstone session also in August.

The courses delivered will be:

- › Current Trends in Technology, Innovation and Operations Management (3 credits)
- › Graduate Project (3 credits)







# Graduate Studies Policies

## Registration

Students are required to enroll in a course each term until they complete all degree requirements. Fall/Winter course registrations start on the first business day after the Canada day holiday in July. Spring/Summer registrations start on the first business day in February. Students will receive an email from their advisor once their courses have been approved for registration.

Students must plan AND register for their courses online via WebAdvisor/Student Planning ([uwinnipeg.ca/student-planning](http://uwinnipeg.ca/student-planning)). See Appendix 1 for instructions on how to register for courses.

Current registration fees information can be found on the Faculty of Graduate Studies website:

[uwinnipeg.ca/graduate-studies/fees/index.html](http://uwinnipeg.ca/graduate-studies/fees/index.html)

Fees are subject to change to the Fall term.

For fee payment information, visit:

[uwinnipeg.ca/graduate-studies/fees/fee-payments.html](http://uwinnipeg.ca/graduate-studies/fees/fee-payments.html)

## Course Withdrawal

Students who wish to withdraw from a course before the designated voluntary withdrawal deadline for the course (see course outline for the VW deadline) must submit Withdrawal/Course Change Form to the MiM Program office with a brief reason for the withdrawal request.

If the Program Chair or the Graduate Program Committee approves the request, the form is forwarded to the Student Services (Graduate Studies) for processing.

## More information

Students must adhere to all policies and procedures found in the Graduate Studies guidelines:

[uwinnipeg.ca/academics/graduate-calendar/docs/grad-regandpols.pdf](http://uwinnipeg.ca/academics/graduate-calendar/docs/grad-regandpols.pdf)

## Program Attendance Policy

Students in the MiM Program are expected to adhere to the following attendance policy set by the Faculty of Graduate Studies.

*"Students are expected to be regular in their attendance at lectures and in the completion of work required in each course. Absence may be excused by instructors on the grounds of illness, physical disability, or challenging personal circumstances which are beyond the student's control. The instructor may require a medical certificate or other evidence if many classes are missed. Poor attendance may result in loss of term marks."*

[uwinnipeg.ca/academics/graduate-calendar/docs/grad-regandpols.pdf](http://uwinnipeg.ca/academics/graduate-calendar/docs/grad-regandpols.pdf)

Attendance policies for each course are described in the course outline.





# Graduate Studies Policies

## Leave of Absence

Part-time and full-time students must enroll in at least one course each term until they complete all degree requirements.

If circumstances develop that make it difficult to continue their studies, students should discuss options with their Advisor or the Program Chair.

### Graduate Studies policy states:

*"Students may be granted an approved leave of absence for personal, health, lack of course availability, or other reasons which temporarily prevent continuation in the graduate program as a full-time, part-time, or continuing student. During a leave of absence approved by the Graduate Studies Committee, students will not be required to register or pay fees."*

*The time away on an approved leave of absence is not counted toward the residency requirement nor is it counted towards the time required to complete the degree program. The Leave of Absence is normally granted up to a maximum of one year. A leave will not be granted to a student whose registration is not current. Students who apply for a leave of absence after the dates for course withdrawal has passed will have to appeal to the Senate Student Appeals Committee for retroactive withdrawal from courses."*

[uwinnipeg.ca/academics/graduate-calendar/docs/grad-regandpols.pdf](http://uwinnipeg.ca/academics/graduate-calendar/docs/grad-regandpols.pdf)

If taking a leave of absence is deemed appropriate after discussions with the Advisor or the Program Chair, the student should submit a copy of the Application for leave of absence form along with any required supporting documentation to the MiM Graduate Program Committee. Students must apply for a leave of absence [uwinnipeg.ca/graduate-studies/docs/application-for-leave-of-absence.pdf](http://uwinnipeg.ca/graduate-studies/docs/application-for-leave-of-absence.pdf)

Should the GPC decide to support the student's request, they shall forward the leave request along with relevant documentation to the Graduate Studies Committee for decision.

Students will have to submit a continuance form and pay any applicable continuance fees before being able to register after a leave of absence. Continuance forms must be received by the Graduate Studies office no later than August 17 (for Fall term), December 17 (for Winter term), and April 17 (for Spring/Summer term).

<https://www.uwinnipeg.ca/graduate-studies/docs/current-student/continuance-term-application-form.pdf>

## Voluntary Withdrawal from Program

Students wishing to withdraw voluntarily from the MiM Program shall contact the Program Chair first. When all options are considered and withdrawal is deemed appropriate, a written request for voluntary withdrawal must be submitted.

**The request should be addressed to the MiM Graduate Program Committee and include the following:**

- › The reasons for withdrawal
- › Supporting documents (if any)
- › The effective date of withdrawal

The request must be submitted no later than the earliest voluntary withdrawal dates for all courses in which the student is registered.



## Satisfactory Progress

Students in the MiM Program are expected to meet the following Minimum Academic Standing and Performance Requirements set by the Faculty of Graduate Studies:

*“Students are expected to maintain a minimum degree grade point average (GPA) of 3.0 in order to maintain continuance in their Program of graduate studies. Students who receive one course grade of C+ shall be placed on probationary status, and may be required to repeat the course in order to achieve a grade of B. A grade of C+ or lower on the second attempt, or grades of C+ in excess of 6 credit hours, will require withdrawal according to the regulations set out in ‘Involuntary Withdrawal for Academic Reasons’. Students who receive one course grade of C or lower may be required to withdraw according to the regulations set out in ‘Involuntary Withdrawal for Academic Reasons.’”*

Please consult the Regulations and Policies section of the Graduate Studies Calendar for complete information on Minimum Academic Standing and Performance Requirements.

## Appeals

Grade appeal on an individual item or work, final grade appeal, and other Senate appeal procedures are outlined in the Regulations and Policies section of the Graduate Studies Calendar.

[uwinnipeg.ca/academics/graduate-calendar/docs/grad-regandpols.pdf](http://uwinnipeg.ca/academics/graduate-calendar/docs/grad-regandpols.pdf)

Students wishing to appeal must consult the Program Chair to discuss their situation, to seek information on appeal procedures, and to obtain the appropriate appeal form as required. Students should familiarize themselves with the timelines and deadlines for various appeals.

## Complaints and Grievances

During a student's training, they may encounter difficulties with faculty, instructors, supervisors, Program administration or other students.

Students are encouraged to attempt to resolve these difficulties through the most directly involved student, instructor, supervisor, faculty or Chair, at the lowest institutional level first. If they are unable to resolve the issue at that level, or for extenuating circumstances it would be inappropriate to involve these individuals directly (e.g., harassment, ethical violations, etc.), students should address their concerns to the Program Chair.

The Regulations and Policies section of the Faculty of Graduate Studies Calendar outlines the processes for formal Senate appeals. Students can also refer to the Respectful Working and Learning Environment Policy procedures for informal resolution options or formal complaints.

[uwinnipeg.ca/institutional-analysis/docs/procedures/respectful-working-and-learning-environment-procedures.pdf](http://uwinnipeg.ca/institutional-analysis/docs/procedures/respectful-working-and-learning-environment-procedures.pdf)

## Respectful Work and Learning Environments

The MiM Program adheres to the University of Winnipeg's Respectful Working and Learning Environment Policy and Procedures, available through the Human Rights and Diversity office. [uwinnipeg.ca/respect/respect-policy.html](http://uwinnipeg.ca/respect/respect-policy.html)

These policies and procedures include the University's anti-discrimination and harassment policies. All MiM students, staff, instructors, supervisors and faculty are required to make themselves aware of and accountable to these policies.



# Resources

## Library

The University of Winnipeg's Library and Information Services has a subject librarian for the MIM Program.

[library.uwinnipeg.ca/](http://library.uwinnipeg.ca/)

Michael Hohner's contact information may be found here:

[libguides.uwinnipeg.ca/prf.php?account\\_id=3145](http://libguides.uwinnipeg.ca/prf.php?account_id=3145)

## Accessibility Services

Students with invisible/visible disabilities or medical conditions are encouraged to contact Accessibility Services (AS) and Deaf & Hard of Hearing Services (DHHS) at **204.786.9771** and set up an appointment for a new student intake.

Students requesting academic accommodations are required to contact an AS professional within the first two weeks of lectures/labs of each 39 term and discuss their situations with each faculty member from whom they are seeking academic accommodations.

For more information, please visit:

[uwinnipeg.ca/accessibility-services/](http://uwinnipeg.ca/accessibility-services/)

## Student Wellness

The University of Winnipeg provides comprehensive general and specialized counselling and health services to all students for free at the Wellness Centre, located on the first floor of Duckworth Centre (1D25).

For more information, please visit:

[uwinnipeg.ca/student-wellness/](http://uwinnipeg.ca/student-wellness/)

## Technology Services & Training

All students are encouraged to familiarize themselves with the Technology Service Desk on campus for training and assistance opportunities with WebAdvisor, student webmail, etc.

[uwinnipeg.ca/tech-sector/index.html](http://uwinnipeg.ca/tech-sector/index.html) (UPLINK - 4C32B)

The Technology Service Desk receives requests by phone and email from faculty, staff and students who need assistance with computer software, computer hardware and electronic equipment used in teaching, research and the administration of the university.

[servicedesk@uwinnipeg.ca](mailto:servicedesk@uwinnipeg.ca)

**204.786.9149**

## Helpful links

WebAdvisor/Student Planning

[uwinnipeg.ca/student-planning/index.html](http://uwinnipeg.ca/student-planning/index.html)

Using technology (Nexus, Zoom)

[uwinnipeg.ca/remote-hub/learning/using-the-technology.html](http://uwinnipeg.ca/remote-hub/learning/using-the-technology.html)

Nexus

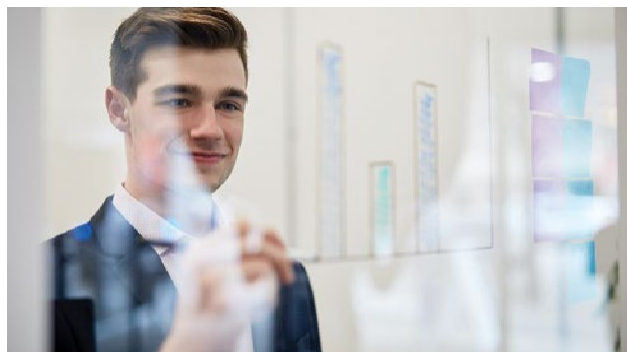
[uwinnipeg.ca/student-learning-technologies/nexus/index.html](http://uwinnipeg.ca/student-learning-technologies/nexus/index.html)

Zoom

[uwinnipeg.ca/student-learning-technologies/zoom.html](http://uwinnipeg.ca/student-learning-technologies/zoom.html)

Remote Learning FAQ

[uwinnipeg.ca/remote-hub/index.html](http://uwinnipeg.ca/remote-hub/index.html)



# Appendix - 1

## How to Register for MiM Courses

You will use Student Planning (WebAdvisor) to register for your courses.

To access WebAdvisor, go to the main webpage [uwinnipeg.ca](http://uwinnipeg.ca) and select the WebAdvisor link under Academics.

The first time you use WebAdvisor, you will have to enter your emergency contact information. You are then required to confirm your emergency contact information every 12 months.

### Getting Started with WebAdvisor

Here is the link for getting started with Student Planning (WebAdvisor).  
[uwinnipeg.ca/student-planning/getting-started.html](http://uwinnipeg.ca/student-planning/getting-started.html)

At the bottom of the above webpage, you will also find a link to the WebAdvisor/Student Planning Guide (PDF).

### Begin Registration

Plan and create a schedule of courses; they appear as yellow blocks and student cannot access the register button.

- › In Student Planning you can click on My Progress.
- › Select the course you want to add to your plan by clicking on Add course to plan button. It will ask you to select the term you want to add the course.
- › Or you can click on Course Catalogue and search for the course using the course number.
- › Select the course and click on the Add course to plan button. It will ask you to select the term you want to add the course.

## Contact for Registration issues

If you are having trouble registering, you can contact:

Student Central  
**204.779.8946** or **1.800.956.1824** (toll-free)  
[studentcentral@uwinnipeg.ca](mailto:studentcentral@uwinnipeg.ca)

### Timetable Section

Now you need to Timetable the section for the courses.

- › In the Plan & Schedule section you will see the courses that are planned listed on the left side. For each course you will find a button 'View other Sections'. You will click on there and select the section and 'Add section to schedule'.

### Course Approval

Students need to have their courses approved before they can register for the courses.

- › On the Plan & Schedule page, select the Advising Tab
- › Click on Request Review

Advisor approves planned courses; they appear as green blocks that say approved.

### Register

Students can now click on register button and courses say registered, not yet started. The following are two options to register.

- › Click on the Register Now button on the top right-hand corner, this will register all available courses at one time.
- › You can also register by clicking on the Register button, under each course listed on the left side bar.  
You have to click Register for each course individually.

For more information:

[youtu.be/vnQiSfVLj3Q](https://youtu.be/vnQiSfVLj3Q)

# Appendix - 2

## How to Use Nexus

You will find the link to Nexus on the main University webpage, [uwinnipeg.ca](http://uwinnipeg.ca), and hover over the Academics tab and then select Nexus. This is also where you will find WebAdvisor.

Here is the direct link for Nexus:  
[nexus.uwinnipeg.ca/d2l/login](http://nexus.uwinnipeg.ca/d2l/login)

### Browser Check

To ensure proper optimal performance, please ensure your internet browser is supported and up to date. Do a browser check to make sure.

System Check: [nexus.uwinnipeg.ca/d2l/systemCheck](http://nexus.uwinnipeg.ca/d2l/systemCheck)

### Log In

You will use the same username and password as WebAdvisor.

*Note: You will not be able to log into Nexus until a course has been assigned to you.*

Once you have logged on, you will see your registered course listed under “My Courses”, click on the course name to enter the course site.

**If you have troubles logging in, you can contact the Help Desk:**

› [servicedesk@uwinnipeg.ca](mailto:servicedesk@uwinnipeg.ca)

› **204.786.9149**

### Getting Familiar with Nexus

Here is a link to the website that provides students with information on Nexus. It has introductory videos, a user guide and FAQs.

[uwinnipeg.ca/student-learning-technologies/nexus/index.html](http://uwinnipeg.ca/student-learning-technologies/nexus/index.html)

If you are already logged on Nexus, you can also access tutorials, and assistance with using Nexus, click on the arrow beside “Help”.

The screenshot displays the Nexus student interface. At the top, the University of Winnipeg logo is on the left, and the user's name 'Sam Student' is on the right. A navigation bar includes a 'Help' dropdown menu, which is currently open, showing options: 'Nexus Tutorials - Student', 'Student Support Site', 'Nexus Twitter Support', and 'Report a Nexus Problem'. Below the navigation bar, the 'My Courses' section features a course titled 'My Online Course 750' with a landscape image. To the right, the 'Announcements' section shows 'There are no announcements to display.' At the bottom, the 'Help for Students' section provides a link to the Help resources.





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