

Master of Science in Engineering Management

Student Handbook (2024-2025)

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August, 2024

1. PROGRAMME AIMS

Programme Aim:

This programme aims to equip students with analytical, managerial, and behavioural skills / knowledge in aspect of contemporary engineering management in order to prepare them to meet the educational needs of engineers transiting into practising engineering managers.

Programme Intended Learning Outcomes (PILOs):

Upon successful completion of this Programme, students are expected to:

1. reflect on extensive knowledge in engineering management in supporting problem solving, decision making and undertaking projects of discovery and innovation;
2. apply managerial skills, including, behavioural and communication skills, needed in the effective transition from the role of an engineer to that of an engineering manager;
3. integrate and apply engineering and managerial knowledge in the management of engineering projects, operations, products and services in engineering/manufacturing enterprises and departments;
4. be able to generate innovative ideas, to undertake engineering management projects/research and turn the discovery & innovative ideas into practical implementation;
5. reflect on responsibility and sensitivity for environmental and societal concerns, inter-cultural issues and global development.

2. PROGRAMME OF STUDY

Required Core Courses (12 CUs)

Course Code	Course Title	Level	Units Worth
SYE5006	Operations Management	P5	3
SYE5010	Engineering Management Principles and Concepts	P5	3
SYE6009	Project Management	P6	3
SYE6012	Technological Innovation and Entrepreneurship	P6	3

Elective Courses (18 CUs)

A minimum of 12 CUs from ADSE is required.

Course Code	Course Title	Level	Units Worth
EE6610	Queueing Theory with Telecommunications Applications	P6	3
EE6620	Linear Systems Theory and Design	P6	3
MGT5313	International Organisational Behaviour	P5	3
MGT6314	Global Human Resource Management	P6	3
MGT6325	International Entrepreneurship & Intrapreneurship	P6	3
MGT6326	Managing International Business	P6	3
MS5217	Statistical Data Analysis	P5	3
MS6219	Predictive Modeling and Forecasting for Business	P6	3
SDSC6004	Data Analytics for Smart Cities	P6	3
SDSC8009	Data Mining and Knowledge Discovery	R8	3
SYE5009	Industrial Marketing Management for Engineers	P5	3
SYE6014	Asset and Maintenance Management	P6	3
SYE6015	Supply Chain Management	P6	3
SYE6018	Dissertation	P6	9
SYE6037	Managing Strategic Quality	P6	3
SYE6043	Quality and Reliability Engineering	P6	3
SYE6045	Industrial Case Study	P6	3
SYE6047	Quality Improvement: Systems and Methodologies	P6	3
SYE6050	Engineering Economic Analysis	P6	3
SYE6053	Business Process Improvement and Innovation	P6	3
SYE6101	Estimation and Control of Random Dynamic Systems	P6	3
SYE6102	Managerial Decision-making Systems with Artificial Intelligence	P6	3
SYE6103	Financial Engineering for Engineering Managers	P6	3
SYE6105	Risk and Decision Analysis	P6	3
SYE6106	Intelligent Manufacturing for Engineering Managers	P6	3
SYE6107	Contemporary Occupational Safety and Health Management	P6	3
SYE6108	Energy Conservation and Management	P6	3
SYE6109	Semiconductor Manufacturing and Management	P6	3
SYE6110	Data Analysis and Artificial Intelligence for Systems Engineering	P6	3
SYE6111	Transportation and Logistics Management	P6	3
SYE8202	Systems Modelling and Management	R8	3
SYE8204	Process Modelling and Control	R8	3
SYE8205	Managerial Economics	R8	3

Remark: These elective courses will be offered subject to availability of resources.

3. ASSESSMENT AND AWARD CLASSIFICATIONS

Students should observe the University's related regulations and guidelines on assessment at all times. More information can be available by referring to the websites maintained by Chow Yei Ching School of Graduate Studies.

http://www.cityu.edu.hk/qac/assessment_policy/university_assessment_policy.htm

Students will be awarded the following classifications based on their CGPA attained upon completion of all appropriate graduation requirements.

Master's Degree	CGPA
Distinction	3.50 or above
Credit	3.20 – 3.49
Pass	2.00 – 3.19

4. TUITION FEES AND PROGRAMME DURATION

For students admitted in 2024/25

Academic Year	Tuition Fee
2024/25	HK\$6,900 per credit
The tuition fee indicated in the above schedule will apply until the end of your study in this programme.	

Credits required : 30 CUs

Full time students who are not sure whether they will take up the MSc Dissertation (9 cus) in Semester B and Summer Term, can study 15 cus in semester A, i.e. 6 cus required core courses + 9 cus elective courses.

For those who complete 15 cus in Semester A, they can still register for 6 cus of elective courses and 9 cus of Dissertation giving a total of 30 cus in Semester B and Summer Term. All the 30 cus will be used to calculate the overall CGPA.

Duration of study :

Normal Period	Maximum Period
Full-time (1 year)	Full-time (2.5 years)
Part-time (2 years)	Part-time/ combined mode (5 years)

5. **GRADUATION DATES**

The date to be printed on the award certificates will be the graduation date of the students' graduating semester/term.

The graduation date of individual students is determined by students' own study progress. Students who complete their graduation requirements in a specific semester/term will have the corresponding graduation date of that semester/term. Students should plan their studies ahead to fulfill their graduation requirements in their preferred semester/term. After fulfilling all their graduation requirements, students will not be allowed to defer their graduation to a later semester/term.

The University's graduation dates for 2024/25* are as follows:

Graduates of	Graduation Date
Semester A 2024/25	3 February 2025
Semester B 2024/25	2 June 2025
Summer Term 2025	2 October 2025

**Subject to amendment upon the official announcement of public holidays by the HKSAR Government*

<https://www.cityu.edu.hk/sgs/student/masters/info-graduates/awardcert>

6. **ACADEMIC REGULATIONS AND GUIDELINES**

Students should observe the University's academic regulations and guidelines at all times. More information can be available by referring to the websites maintained by Chow Yei Ching School of Graduate Studies.

<https://www.cityu.edu.hk/sgs/student/masters/regulation>

7. **ACADEMIC HONESTY**

Academic honesty is central to the conduct of academic work. Students are responsible for knowing and understanding the Rules on Academic Honesty. To enhance students' understanding on academic honesty, all students are required to complete a tutorial on academic honesty and make a declaration on their understanding of this core academic principle online on or before 30 November 2024 in order to access their course grade.

http://www.cityu.edu.hk/provost/academic_honesty/

8. **COMMUNICATIONS**

In general, students are encouraged to discuss freely any of their problems with the Programme Leaders, Year Tutors and Course Lecturers.

Specifically, the following communication channels between students and the department are recommended:

- i) Students who are having academic difficulties with a course should speak directly to the Lecturer of that course.
- ii) A student who wishes to discuss issues on a particular part of the programme should speak to the Year Tutors.
- iii) A student who wishes to discuss the overall organization of the programme should speak to the Programme Leader or his/her deputy.
- iv) A formal consultative process between students and staff exists in the department in the form of a Joint Staff & Student Consultative Committee (JSSCC). One student from each year will be elected to sit in the JSSCC Committee.
- v) One part-time student from each year of the programme and two full-time students will be elected to sit in the Programme Committee.

9. PROGRAMME LEADER, YEAR TUTORS AND COORDINATORS

<u>Position</u>	<u>Staff Name</u>	<u>Tel.</u>	<u>Email</u>
Programme Leader	Prof. SUN Hongyi	3442-9587	mehsun@cityu.edu.hk
Deputy Programme Leader	Prof. CHU Yinghao	3442-4703	yinghao.chu@cityu.edu.hk
	Prof. LIU Cheng	3442-8431	cliu647@cityu.edu.hk
FT Year Tutors			
2024-2025 Cohort	Prof. LIU Cheng	3442-8431	cliu647@cityu.edu.hk
2023-2024 Cohort	Prof. CHU Yinghao	3442-4703	yinghao.chu@cityu.edu.hk
PT Year Tutors			
2024-2025 Cohort	Prof. CHU Yinghao	3442-4703	yinghao.chu@cityu.edu.hk
2023-2024 Cohort	Prof. SUN Hongyi	3442-9587	mehsun@cityu.edu.hk
Dissertation Tutor	Prof. LIU Yingxia	3442-4728	yingxliu@cityu.edu.hk

10. INFORMATION TO NEW STUDENTS

10.1 How to access your Personal Class Schedule

- i) Go to <http://www.cityu.edu.hk> from any terminal on campus or off campus, then point to “Quick Links” at the top and click “AIMS”. Log onto AIMS.

- ii) Click "**Course Registration**" menu. Then click "**Main Menu for web add/drop**".
- iii) Choose "**Weekly Schedule**" then select appropriate term and press "**Submit**".
- iv) You will find your class schedule in matrix form.
- v) Press the "**View Detail Schedule**" button at the bottom of your matrix timetable to display details of your class schedule.

10.2 How to get Instructors' handouts through Canvas

- i) Go to the CityU e-Portal from any terminal on campus or off campus.
- ii) Choose "**Canvas**" and login.
- iii) Enter the course under "**My Courses**". Click "**Files**".

10.3 How to check Programme Requirements and Course Syllabus

Log onto the CityU home page and click "**Academics**", then "**Programme and Course Catalogue**".

10.4 Course Registration for Semester A 2024-2025

For Semester A 2024-2025, students will be pre-registered in required courses if possible.

- i) Please check your curriculum requirements, review your study plan and then make appropriate adjustments to your pre-registered courses.
- ii) Add/Drop of courses can be made through AIMS for web-enabled courses during the web registration period. Students can make use of the Add/Drop Form in AIMS to submit their add/drop requests for courses which are not web-enabled to the course-offering academic unit for approval.

How to do the Add/Drop:

- Go to <http://www.cityu.edu.hk> from any terminal on campus or off campus and click "AIMS".
- Log onto "AIMS" and then click "Course Registration".
- Click "Main Menu for web add/drop".
- Choose "Add or Drop Classes".

- iii) Web registration begins on 27 August 2024 but you need to check your time ticket first from "AIMS".
- iv) The deadline for all add/drops is **9 September 2024, 11:30 pm**.
- v) Detailed arrangements on Course Registration for Semester A 2024-2025 can be referred to the SGS website:

<https://www.cityu.edu.hk/sgs/student/masters/courseereg>

10.5 How to access your Student Email Account

- i) Go to www.cityu.edu.hk and point to "QUICK LINKS" at the top of the screen and select "Email".
- ii) In the Email Services home page, click "@my.cityu.edu.hk" under the column of "Student" to go to **M365 Sign-in Page**.
- iii) At the M365 Sign-in Page, please enter your **CityU EID** and **password** to login.
- iv) You can read and compose mail after signing in.

Important note:

For email communication:

please state your *student name, number and HK contact telephone number*.

10.6 How to check your Course Grade and GPA

Go to <http://www.cityu.edu.hk>, then point to "Quick Links" at the top and click "AIMS" then Student Record - My academic record - Grade display - Select programme

10.7 Credit Transfer

Applications for credit transfer must be made before a semester begins. For Semester A 2024-2025, the application period is from **11 July to 30 August 2024**. For details, please refer to SGS website:

<https://www.cityu.edu.hk/sgs/student/masters/records/credittransfer>

10.8 The Application and Reimbursement Procedures for Continuing Education Fund Application (CEF)

- i) Please read carefully the guidelines and regulations under the government website <https://www.wfsfaa.gov.hk/cef/en/> or call 3142 2277 and website <https://www.cityu.edu.hk/sye/cef.htm>.
- ii) Submit the completed application form to the General Office to get it certified by placing our official stamp. The applicants must complete the application form, submit the required documents and return them to the CEF office upon completion of the CEF course.

Semester A, commences on 2 September 2024

Semester B, commences on 13 January 2025

Summer Term, commences on 9 June 2025

- iii) For seeking CEF reimbursement, students **must not** hold any other publicly-funded financial assistance for the same programme or course/ modules/ units of study.
- iv) Please note the references to be quoted on your documents to CEF:

Name of Institution/Course Provider:	City University of Hong Kong
CEF Institution Code:	005
CEF Course Title:	SUPPLY CHAIN MANAGEMENT (MODULE FROM MASTER OF SCIENCE IN ENGINEERING MANAGEMENT) (sample)
CEF Course Title:	36Z147353 (sample)

10.9 Chow Yei Ching School of Graduates Studies (SGS) 周亦卿研究生院

Students may contact the School of Graduates Studies for the following matters:

- Student Identity Card
- Academic Transcript and Testimonial
- Graduation and Award Certificate
- Letter of Certification

Address: 4/F Fong Yun Wah Building (方潤華樓)
Chow Yei Ching School of Graduate Studies
Tel: 3442 9014
Email: tpenquir@cityu.edu.hk
Website: <https://www.cityu.edu.hk/sgs/>

10.10 Global Engagement Office (GEO)

Address: Room 3210, 3/F, Cheng Yick-chi Building (鄭翼之樓)
Tel: 3442 8089
Email: geovisa@cityu.edu.hk (For student visa application enquiries)
Website: <https://www.cityu.edu.hk/geo/>

10.11 Administrative Support from Department of Systems Engineering (SYE) General Office

Mon to Fri 9:00am to 5:30pm
Lunch Break 12:30pm to 1:45pm

Inquiry: 3442-9321
Email: sye.office@cityu.edu.hk

(Please note that the information given in this Handbook is accurate at the time of printing in August 2024. Changes to the information may be made from time to time without prior notification.)

For further information, please contact:

Department of Systems Engineering
Room P6600, 6/F, Purple Zone
Yeung Kin Man Academic Building
City University of Hong Kong
83 Tat Chee Avenue
Kowloon Tong, Hong Kong

Tel: (852)3442 9321
Email: sye.office@cityu.edu.hk
Website: <https://www.cityu.edu.hk/sye/>