



Freshman Orientation Programme 2024

School of
Mechanical & Aeronautical Engineering



Welcome Message

Mr. Duncan Sih, Acting Director

School of Mechanical & Aeronautical Engineering



“MAE, Brings out the ‘A’ in ME”

Dear MAE Freshmen,

My colleagues and I warmly welcome you to the School of Mechanical & Aeronautical Engineering (MAE) and be part of our big family. We thank you for choosing MAE and believing in us, as we take pride in providing excellent engineering learning experience and holistic education to you and your fellow classmates.

During the course of your 3-year study, you will be constantly engaged in exciting engineering activities and challenged to push the frontier of engineering. The real life engineering problems encountered in your course work will require you to be a self-directed learner and exercise your creativity to leverage on digital tools and design sustainable solutions in the areas of advanced manufacturing, aerospace, robotics, etc. The rigour of our curriculum and various applied learning programmes will equip you with the relevant knowledge and skills to serve the industry, support local/overseas community as well as further your studies.

All students are required to have a notebook with internet access as it forms part of your learning. If you do not already own one, you can purchase one at the SP Notebook/PC Roadshow. For more information on the notebook/PC roadshow, please refer to the SP Notebook Corner @ www.sp.edu.sg/notebook.

All freshmen are required to go through the online SPICE training. You can find the URL links for the SPICE training videos on the SP FOP website.

The MAE Freshmen Orientation will be held from 8th Apr to 11th April 2024. Please look through page no. 6 - 9 for the scheduled activities you have to attend.

There are also many co-curricular activities, clubs and societies that you can join to enhance your leadership, communication and teamwork skills. A holistic education is important as it will help you develop to be a well-rounded person. You can go to the CCA Carnival website <https://www.sp.edu.sg/ccas/our-events/cca-carnival> to get more details on the CCAs offered by SP.

All Year 1 students have to go through SP Wellness for Life (WFL) programme for one semester. You can find out more about WFL on <https://www.sp.edu.sg/ccas/our-programmes/sports-wellness>

Last but not least, as SP celebrates her 70th birthday this year, I would like to invite all of you to participate actively in the celebratory activities as you embark on an enriching and memorable learning experience with us.

For enquiries on Freshman Orientation Programme, please contact :

Name: Mr Chiam Tow Ming

Telephone: 67721586

Email: chiam_tow_ming@sp.edu.sg

Dear freshman,

Welcome to SP! We have many activities in store to make your orientation more enjoyable and meaningful.

Have a wonderful FOP week! 😊

Psst... If you are lost, please approach our information booth located in front of SP Convention Centre (SPCC) for help.



Before coming to school



Complete the “Important things to do before coming to school” on the FOP webpage:

<https://www.sp.edu.sg/ccas/our-events/freshman-orientation-programme>



Remember to complete the modules in BrightSpace by their respective due date.



Dress Code:

Tees, long pants/jeans, and covered shoes (compulsory for laboratory tours)



Things to bring:

- your student matriculation card (you will need this for entry to SP)
- canned/dried food donation items for SP Cares
- a sweater, if necessary (for air-conditioned places)



Read our Student Handbook on the school rules:

<https://www.sp.edu.sg/sp/student-services/osc-overview/student-handbook>

Freshman Orientation Programme

Schedule



Our compulsory programme spans over 2 days so that students can get to know their classmates through activities and have the opportunity to explore the campus and interact with their Personal Tutor.



Please take note of the schedule for your respective diploma in the following pages (Pg. 6 -9).

Other events:

CCA Carnival

Date: 9 & 11 April 2024

Time: 11am to 6pm

Venue: Food Court 5 foyer, Sports Arena (SPAR) Walkway and Rockwall Central Plaza, outside Student Development Office

Visit our two-day CCA Carnival to explore the CCA booths and sign up for your most favourite CCA! Enrich your student life and make your time in SP memorable!

<https://www.sp.edu.sg/ccas/our-events/cca-carnival>

SP Games

Date: 11 April 2024

Time: 2pm to 6pm

Venue: Multi-purpose field, Sports Complex, Poly Centre, Basketball Courts

A series of tele-match games to build camaraderie among freshmen. Do come down to support your school!

SP Cares

Date: 8, 9 & 11 April 2024

Time: 10am-5pm

Venue: SPCC Foyer

Please check your school programme for your SP Cares activity as a class.

<https://www.sp.edu.sg/ccas/our-events/sp-cares>

Diploma in Aeronautical Engineering (DARE)

**9th April 2024
(Tuesday)**

| Time | Activity | Course | Venue |
|-------------|---|------------------|-----------------------|
| 0830 – 0930 | <ul style="list-style-type: none"> ➤ Welcome Speech by Acting Director ➤ Briefing by Course Chair | All DARE Classes | Khoo Kay Chai Complex |
| 0930 – 1030 | <ul style="list-style-type: none"> ➤ ECG & admin Brief / SP CARES | | Various locations |
| 1030 – 1230 | <ul style="list-style-type: none"> ➤ The Squid Game (bonding) | | |

**11th April 2024
(Thursday)**

| Time | Activity | Class & Venue |
|-------------|---|--|
| 0830 – 0930 | <ul style="list-style-type: none"> ➤ Meet Personal Tutor | DARE/1A/01 – T1742 DARE/1A/02 – T1743 DARE/1A/03 – T1744 DARE/1A/04 – T1745 DARE/1B/21 – T1646 DARE/1B/22 – T1753 DARE/1B/23 – T1754 DARE/1B/24 – T1755 |
| 0930 – 1030 | <ul style="list-style-type: none"> ➤ Library Tour | |
| 1030 – 1100 | <ul style="list-style-type: none"> ➤ CCA Carnival | |



Diploma in Mechanical Engineering (DME)

**9th April 2024
(Tuesday)**

| Time | Activity | Course | Venue |
|-------------|---|-----------------|-----------------------|
| 1300 – 1400 | <ul style="list-style-type: none"> ➤ Welcome Speech by Acting Director ➤ Briefing by Course Chair | All DME Classes | Khoo Kay Chai Complex |
| 1400 – 1500 | <ul style="list-style-type: none"> ➤ ECG & admin Brief / SP CARES | | Various locations |
| 1500 – 1700 | <ul style="list-style-type: none"> ➤ The Squid Game (bonding) | | |

**11th April 2024
(Thursday)**

| Time | Activity | Class & Venue |
|-------------|---|---|
| 0830 – 0930 | <ul style="list-style-type: none"> ➤ Meet Personal Tutor | DME/1A/01 – T1631 DME/1A/02 – T1632 DME/1A/03 – T1633 DME/1B/21 – T1634 DME/1B/22 – T1635 DME/1B/23 – T1641 DME/1B/24 – T1642 DME/1B/25 – T1755 DME/1B/26 – T1644 |
| 0930 – 1030 | <ul style="list-style-type: none"> ➤ Library Tour | |
| 1030 – 1100 | <ul style="list-style-type: none"> ➤ CCA Carnival | |

Diploma in Mechatronics & Robotics (DMRO)

**9th April 2024
(Tuesday)**

| Time | Activity | Course | Venue |
|-------------|---|------------------|-------------------|
| 0830 – 0930 | <ul style="list-style-type: none"> ➤ Welcome Speech by Acting Director ➤ Briefing by Course Chair | All DMRO Classes | LT18A |
| 0930 – 1030 | <ul style="list-style-type: none"> ➤ ECG & admin Brief / SP CARES | | Various locations |
| 1030 – 1230 | <ul style="list-style-type: none"> ➤ The Squid Game (bonding) | | |

**11th April 2024
(Thursday)**

| Time | Activity | Class & Venue |
|-------------|---|---|
| 0830 – 0930 | <ul style="list-style-type: none"> ➤ Meet Personal Tutor | DMRO/1A/01 – T1645 DMRO/1A/02 – T1646 DMRO/1B/21 – T1635 DMRO/1B/22– T1656 |
| 0930 – 1030 | <ul style="list-style-type: none"> ➤ Library Tour | |
| 1030 – 1100 | <ul style="list-style-type: none"> ➤ CCA Carnival | |

Common Engineering Programme (CEP)

**8th April 2024
(Monday)**

| Time | Activity | Course | | Venue |
|-------------|---|---|---|-----------------------|
| 0830 – 0930 | <ul style="list-style-type: none"> ➤ Welcome Speech by Acting Director ➤ Briefing by Course Chair | CEP/1A/01 CEP/1A/02 CEP/1A/03 CEP/1A/04 CEP/1A/05 | CEP/1A/06 CEP/1A/07 CEP/1A/08 CEP/1A/09 CEP/1A/10 | Khoo Kay Chai Complex |
| 0930 – 1030 | <ul style="list-style-type: none"> ➤ ECG & admin Brief / SP CARES | | | Various locations |
| 1030 – 1230 | <ul style="list-style-type: none"> ➤ The Squid Game (bonding) | | | |

| Time | Activity | Course | | Venue |
|-------------|---|---|---|-----------------------|
| 1300 – 1400 | <ul style="list-style-type: none"> ➤ Welcome Speech by Acting Director ➤ Briefing by Course Chair | CEP/1A/11 CEP/1A/12 CEP/1A/13 CEP/1A/14 CEP/1A/15 | CEP/1A/16 CEP/1A/17 CEP/1A/18 CEP/1A/19 CEP/1A/20 | Khoo Kay Chai Complex |
| 1400 – 1500 | <ul style="list-style-type: none"> ➤ ECG & admin Brief / SP CARES | | | Various locations |
| 1500 – 1700 | <ul style="list-style-type: none"> ➤ The Squid Game (bonding) | | | |

**11th April 2024
(Thursday)**

| Time | Activity | Class & Venue | |
|-------------|---|--|---|
| 1100 – 1200 | <ul style="list-style-type: none"> ➤ Meet Personal Tutor | CEP/1A/01 – T1742 CEP/1A/02 – T1743 CEP/1A/03 – T1744 CEP/1A/04 – T1745 CEP/1A/05 – T1746 CEP/1A/06 – T1753 CEP/1A/07 – T1754 CEP/1A/08 – T1755 CEP/1A/09 – T1631 CEP/1A/10 – T1632 | CEP/1A/11– T1633 CEP/1A/12 – T1634 CEP/1A/13 – T1635 CEP/1A/14 – T1641 CEP/1A/15 – T1642 CEP/1A/16 – T1643 CEP/1A/17 – T1644 CEP/1A/18 – T1645 CEP/1A/19 – T1646 CEP/1A/20 – T1655 |
| 1200 – 1300 | <ul style="list-style-type: none"> ➤ Library Tour | | |
| 1300 – 1330 | <ul style="list-style-type: none"> ➤ CCA Carnival | | |

SP Cares

READY. SET.



FOOD FROM THE HEART

LET'S



**Before donating
food items, consider:**



NUTRITION

Look out for the healthier choice logo and items higher in nutrients!

CONVENIENCE

A few 1kg packs of rice can be given to one family but one bag of 10kg rice is harder to distribute among a few families.

FOOD SAFETY

Check the packaging and that the expiry date is three months or more.

THEIR PRIDE

Give something you will be happy to receive yourself to put a smile on their face!

SP Cares

**READY.
SET.
DONATE
RIGHT!**



**FOOD FROM
THE HEART**



FOOD WISH LIST

We require all donations
to be dated at least

3 MONTHS BEFORE EXPIRY

RICE 1 - 2.5 KG

COOKING OIL 1L

CANNED MEAT SARDINES, FRIED DACE, CHICKEN, PORK

CANNED VEGETABLES/MUSHROOMS

CANNED SOUP

EVAPORATED/CONDENSED MILK

BREAD SPREADS

BISCUITS 200 G - 500 G

INSTANT BEVERAGES, IN SATCHETS MALT, TEA, COFFEE

INSTANT NOODLES

RICE VERMICELLI

Food from the Heart is an independent, homegrown food charity that aims to alleviate hunger by providing reliable, consistent and sustainable food support to the less fortunate through efficient food distribution programmes. Working with social service agencies, grassroots organisations and welfare homes islandwide, Food from the Heart made a difference to more than 59,300 individuals with \$7.23 million worth of food support in 2022.

6280 4483

info@foodheart.org

foodfromtheheart.sg

Getting to know SP

1. What is the acronym of my School?

| School | Acronym |
|---|----------|
| Media, Arts & Design School | MAD |
| School of Architecture & the Built Environment | ABE |
| School of Business | SB |
| School of Chemical & Life Sciences | CLS |
| School of Computing | SoC |
| School of Electrical & Electronic Engineering | EEE |
| Singapore Maritime Academy | SMA |
| School of Mechanical & Aeronautical Engineering | MAE |
| School of Mathematics & Science (Poly Foundation Programme) | MS (PFP) |

Please click on > [School and Course Information](#) for more information.

2. Where do I go for my lesson?

Venue codes

LT = Lecture Theatre, e.g. LT4A

MLT = Main Lecture Theatre, e.g. MLT8

T = Teaching Block, e.g. T3A

W = Workshop, e.g. W5

Classroom and Office Location

Example 1: T1741

Location : Teaching Block **17**, Level **4**, Room **1**

Example 2: T18A209

Location : Teaching Block **18A**, Level **2**, Room **09**

Getting to know SP

3. Where is my School Admin Office?

- ABE - T3A Level 4
- CLS - T11A Level 6
- EEE - T14 Level 7
- SB - School of Business Building Level 7
- SoC - T19 Level 4
- SMA - T1A Level 7
- MAD - T19 Level 4
- MAE - T18 Level 6
- MS - T7 Level 4

4. Where can I find information on IT Support and Services?

Please click on > [IT Support and Applications](#)

IT Service hotline: 67721260

5. I am an international student, where can I find information to help me settle into SP?

Please click on > [Resource Information for International Students](#)

6. Where can I find information on CCAs in SP?

For information on CCA, please click on > [CCA Information, Events and Programmes](#)

7. I need financial assistance for my studies, where can I find information or assistance?

Please click on > [Course Fees, Scholarships and Financial Assistance Schemes](#)

8. What are the sports and recreational facilities available in SP?

Check out the following facilities to take a break from studies or to keep fit :

1. Swimming Pool
2. Gym@Pool
3. Tennis Courts
4. Badminton Courts
5. Squash Courts
6. Basketball Courts
7. Running Track

For more information and booking procedures, please click on > [Sports Facilities](#)

9. SP Campus Map

View our campus map at <https://www.sp.edu.sg/map>

SP Campus Map

