

Introduction to Year 2

Duncan Hull
Year 2 UG tutor

Who? Where?

- The person you contact when you have a problem that your personal tutor can't handle
- (following on from Sean Bechhofer who was your first year tutor)
- Office: Room LF25, Kilburn
- Email: duncan.hull@manchester.ac.uk
- Please use hashtag #year2 in your emails

Joint Honours CS & Maths

- Andrea Schalk
- Room 2.34
- Email: andrea.schalk@manchester.ac.uk

Course unit selection

- Theme requirements differ by degree programme
- CS, CM, CSBM: free choice
- AI, CSE et see <http://studentnet.cs.manchester.ac.uk/ugt/programmethemes.php>
- Permission must be granted for any not in the approved list
- Select course units NOW, changes allowed up to week 2

Degree change

- You can change degree program subject to having met the right conditions and having permission
 - Discuss with personal tutor
 - Changes on / off IE, fill in change of degree form and get me to sign it
 - For off / on Meng see Nick Filer
 - Changing to four year programmes has funding implications

Second year tutorials

- Two per semester
- Sem1 (weeks 1 and 2): Reflection on Year 1;
Review of CV, course unit selection
- Sem1 (weeks 10 and 11) Review of Sem1;
Sem2 Course unit choices; exam preparation

Around 75% have the same tutor as last year

2nd year labs

- Lab group information available soon, read carefully via Arcade & MyManchester
- Lab group assignments depend on your course
 - Unit choice changes may change lab group
 - Lab groups fluctuate during first two weeks
 - Individual preferences can't be taken into account

Attendance

- Satisfactory attendance is a requirement to pass the year! For students with Tier 4 passports it is a requirement to be allowed to stay.
 - Full attendance is required at all lectures, laboratories, examples classes and any tutorials which may be scheduled. Completed laboratory work should be handed in on time. Attendance at laboratories and examples classes, and at many lectures, is monitored and attendance registers kept. Please note that the expectation is that students will be required to undertake approximately forty hours per week of study i.e. an average of one hour's private study will be required for every scheduled hour of lectures, laboratories etc. and some students may require much more time than this. BEING A STUDENT IS A FULL-TIME OCCUPATION! Absence for holidays is not permitted in term-time.
(Undergraduate Handbook)
- Hackathons are great but not holidays, balance work and other activities carefully, second year is one of the most demanding of the degree

Code of conduct

- Don't cheat in the labs
- Don't copy code
- Don't cheat in the exams
- Don't hack
- The penalty for any of these can be very serious....
- The School, the EPS Faculty, and the University all have resources to help you understand and avoid Plagiarism in your writing.

It's not worth it

- We do catch people. Don't know what percentage (because we don't know about the ones we don't catch). But we do catch more than we'd like to catch. And we do penalise them. There are people over the last couple of years who have failed their degrees because we caught them cheating. Don't do it.

Problems?

- Don't suffer in silence, talk to
 - Lecturer, lab organiser
 - Personal tutor
 - Year tutor
 - University Counselling Service
 - Anyone you feel comfortable with
- But talk early and often, before you fall behind, esp. with lab work

Illness

- Inform SS
 - Inform your personal tutor
 - Negotiate any late deadlines
 - For short periods of illness (less than a week), get a self certification from from SSO
- For longer periods, you must get a doctor's note or documentary evidence (register with doctor now if you haven't already)

Mitigating circumstances

MC can be taken into account

- Considered by a small committee **IN CONFIDENCE**
- Recommendations made to the examiners' meetings with no reference to the detailed circumstances
- WE MUST HAVE FORMS ON PAPER (from SSO)
- Provide any documentary evidence (so register with a doctor now)
- Tell us how it has affected your studies
- Exams, coursework, attendance etc. Submit sooner rather than later.
- Deadlines are in the handbook.

PASS

- Second year PASS session are in collab on Friday 1pm
 - Picking course options
 - Placement advice
 - Free food!
- Sign up to be a PASS tutor (consolidate what already you know)

Good luck



Tutorials: Week 1 & 2

- Bring your CV see git.io/mycv
- Monday at 1pm
- Tuesday at 2pm (CM students)
- PASS Mondays 3pm (from next week)
- Careers fair in Kilburn 3rd & 4th October



Volunteering in Computer Science

- Speak to Giles Reger
- See <https://goo.gl/ZGnYV9>

MANCHESTER
1824

The University of Manchester

Become a Computer Science Student Ambassador



CS Student Ambassadors

- **Help** raise the profile of the school, we can't do it by ourselves!
- **Experience**, you have been through the admissions process; applicants can relate to you.
- **Learn** new skills
- **Pass** on your knowledge of our courses, give applicants an insight into life at the school.

CS Student Ambassador Role

- **Recognition** from the School and University
- **Opportunity** to showcase your own work
- **Paid work:** £7.92 per hour
- **Socialise** and interact with other CS students from different years of study
- **Gain** transferable skills for career development

Our Work:

- Visit days
- Open days
- Other events:
 - e.g. British Science Week, Discover & Explore Days, Science Spectacular

Fancy joining the team...

- Express your interest by emailing:
alyson.owens@manchester.ac.uk

How to apply:

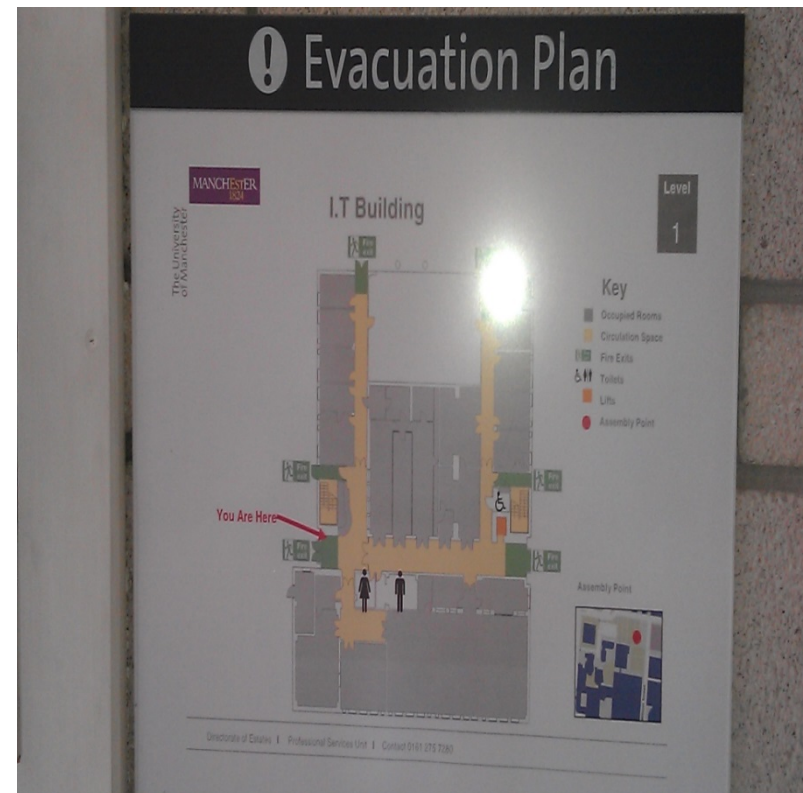
- Fill out the online application form, link will be available and details to follow in **Toby's Monday Mail 24th September '18**

Building evacuation plans

Kilburn Building



IT Building



IT Building weekly fire alarm test

When do we test our fire

- ▣ The IT Building has a weekly fire alarm test every Thursday at 2pm. There is no need to evacuate the building during this test
- ▣ Fire notices are positioned next to each exit point in the building
- ▣ Single stage fire alarm system

Fire action notice



Kilburn Building weekly fire alarm test

- ▣ The Kilburn Building has a weekly fire alarm test every Wednesday at 1.45pm. There is no need to evacuate the building during this test
- ▣ Fire notices are positioned next to each exit point in the building
- ▣ Two stage alarm system



- Intermittent sound, prepare to evacuate
- Continuous sound, you must evacuate the building

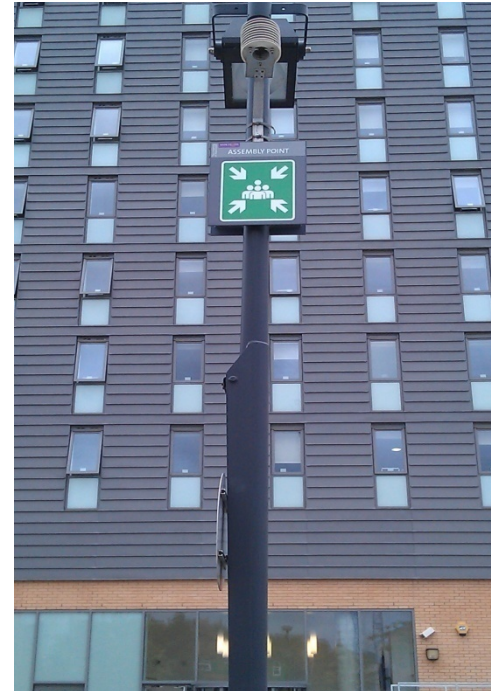
Fire Assembly Points

Kilburn Building



Precinct area

IT Building



Outside GKH

Some fire do's and don'ts....

Stand well clear of the building following an evacuation



Don't overload electrical sockets



DON'T RE-ENTER A BUILDING FOLLOWING AN EVACUATION UNTIL YOU ARE TOLD THAT IT IS SAFE TO DO SO

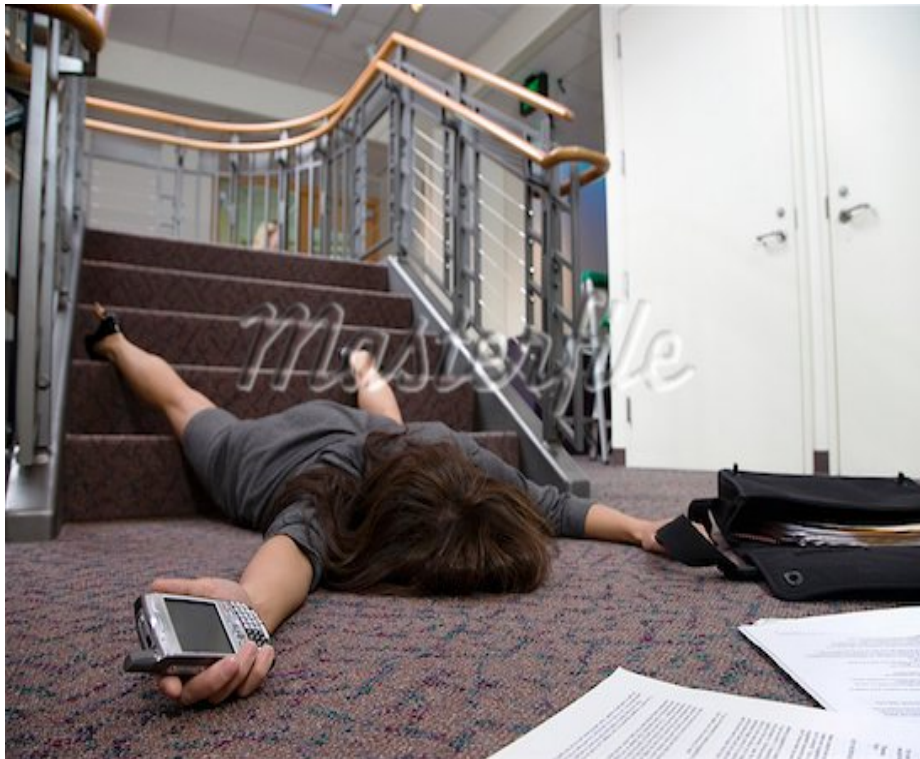
**Get Out
Stay Out
Call 999**

Don't stop to collect your stuff

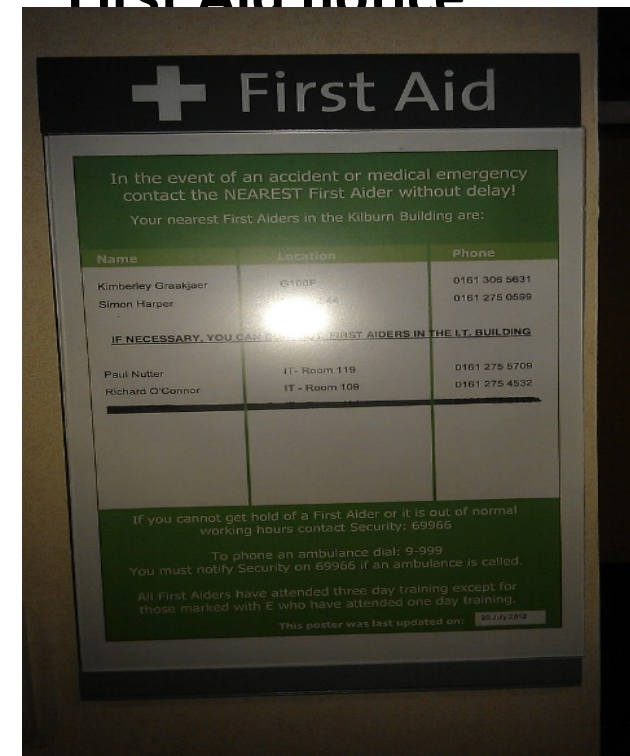


First Aid

SLIPS, TRIPS AND FALLS - OUR MOST COMMON ACCIDENT



First Aid notice



Can be found next to fire notices at all entrances of the building and other locations

If in doubt, call Security

- Our diligent security staff patrol the University 24 hours a day, 7 days a week. They aim to respond to all incidents within 5 minutes.
- All security staff are qualified in first aid.
- Their telephone number is on the reverse of your student card.
- For helpful tips about staying safe please visit the following website
[http://
www.estates.manchester.ac.uk/
CrimeReduction/
crimereduction.html](http://www.estates.manchester.ac.uk/CrimeReduction/crimereduction.html)



Out of hours building access

For 2nd & 3rd year Undergraduate students

- Out-of-hours access for UG students who have successfully completed the Out of Hours Test has changed. From September 2018 you will be able to access the building until 11.30 pm weekdays and between the hours of 10 am and 8 pm during Weekends and Bank Holidays.
- If you have already passed the Out of Hours Test last year, you will not need to re-take the test for the new academic year.
- Entry into the building out of hours is by swipe access at The Loading Bay only. All other doors are closed and can be used only for emergency evacuation.
- During Out of Hours you may use the undergraduate facilities on the Lower First floor and The Quiet Lab. All other areas are out of bounds
- A member of House Services will patrol the building during this time and may ask you to leave the building if you are using the facilities for anything other than quiet study.

The University of Manchester prohibits smoking or the use of electronic cigarettes within 5 meters of all doorways, and directly beneath windows.



Please help to keep you University a happy and safe place to be
Thank you

What else - Personal Safety

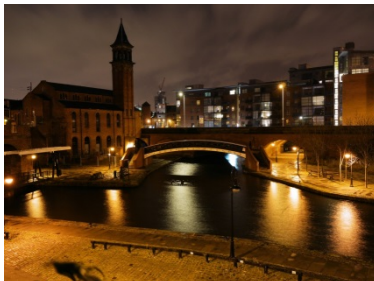


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Printworks
Deansgate Locks
Manchester Canal
Salford Quays



Don't put yourself
in danger Contact t
he Police or
University Security



Be safe on the road