



**QUEEN'S  
UNIVERSITY  
BELFAST**

# **Academic Studies at Queens University**

**Dr Lisa Bradley (QMS)  
September 2022**

**SHAPING A  
BETTER  
WORLD  
SINCE 1845**

# Academic Studies at Queens

- Modules
  - Lectures
    - Tutorials, Seminars and Workshops
    - Labs and Practical's
- Forms of Assessment
- Role of Academic Staff
- Sources of Help



# Undergraduate Academic Modules

- 3 Modules a semester
  - Each module is typically equally weighted
  - Combines a range of teaching delivery types
  - Assessed through a balance of continuous assessment and examination
  - Include weekly private study not timetabled
  - Each module will have its own online Canvas module site
- <https://blogs.qub.ac.uk/digitallearning/canvas-for-students/>





# Dashboard

## Published Courses (16)



MGT7036: Finance (2211\_AUT)  
MGT7036  
AY 2021/22 - AUT



ACC1017: Queen's Management S...  
ACC1017  
AY 2021/22 - AUT



ACC2012: Accounting Personal Tu...  
ACC2012  
AY 2021/22 - FYR



QUEEN'S  
UNIVERSITY  
BELFAST

# Undergraduate Lectures – structure

- Typically 50 minute blocks of one, two or three hours each week for 11 weeks
- Begins 5 minutes past the hour and ends 5 minutes to the hour
- On campus unless stated otherwise in the module handbook or module canvas site
- Two or three hour lectures will include one or two breaks
- Attendance is monitored (formally and informally)



# Lectures – your role



- Prepare
  - <https://www.qub.ac.uk/student-blog/studying-courses/make-most-of-lectures.html>
  - Review PPT or recommended reading in advance of class
  - 1 hour lecture : 5 hours independent study
- Listen, rather than write down everything
- Ask questions (before, during and after) in person, by email or via MS Teams
- Review before next lecture

# Tutorials, Seminars and Workshops – structure

- Typically smaller group teaching depending on subject
  - May or may not be taken by module lecturer
- Compulsory and attendance monitored
  - Often will not start until week 2
- On campus unless stated otherwise in the module handbook or module canvas site
- Typically require student participation
  - Pre prepared tutorial questions
  - Group discussion
  - Views on readings





# Tutorials ... – your role

- Prepare
  - Introduce yourself before first class
  - Read material beforehand and complete given tasks
- During
  - Get there early and say hello to tutorial leader
  - Participate in discussions, tutorials are not assessed unless informed by tutorial lead
  - Ask questions
- After
  - Review answers and reading





# Assessment

- Unique to each module
  - Consult the module handbook or canvas module
  - Can be individual or group based
  - Often a combination of two or three of :
    - Class tests
    - Reflective writing
    - Essays
    - Reports
    - Practical's
    - Presentations
    - Examinations (generally end of semester)



# Assessment – your role

- Don't panic
  - All assessment seems more difficult than it is on first view
  - You will often know the assessment before you have covered the material in class
- Plan
  - What are the deadlines
    - Avoid late penalties
    - Get to know your group
    - Raise issues, worries, concerns as soon as they arise
- Submit
  - Online via Canvas assessment submission tool



# Assessment excluding examinations – your role

- Bibliographic citation and referencing
  - Avoid plagiarism
    - ensure your submissions are your own work
    - Cite all sources
  - Different style for each discipline
    - Consult with module handbook or assessment outline
    - Use the resources
      - <https://www.qub.ac.uk/cite2write/home.html>
      - <https://www.qub.ac.uk/directorates/sgc/learning/LearningResources/Referencing/>



# Examinations

- Typically 2 or 3 hours duration
- May include
  - MCQ's
  - Short answer
  - Essay style questions
  - Problem solving exercises
- Previous papers sometimes available on the library website
  - No material allowed in exam
  - No electronic devices allowed including watches



# Role of Academic and Non Academic Staff

- Module coordinator / Lecturer / Tutor
- Personal Tutor
- Advisor of Studies
- Director of Education (DE)
- Professional Services Staff
- Students Union
- Student Guidance Centre
- Student Wellbeing





# Never Forget Why You Started!

