



**QUEEN'S
UNIVERSITY
BELFAST**

Academic Studies at Queens University

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

**SHAPING A
BETTER
WORLD
SINCE 1845**

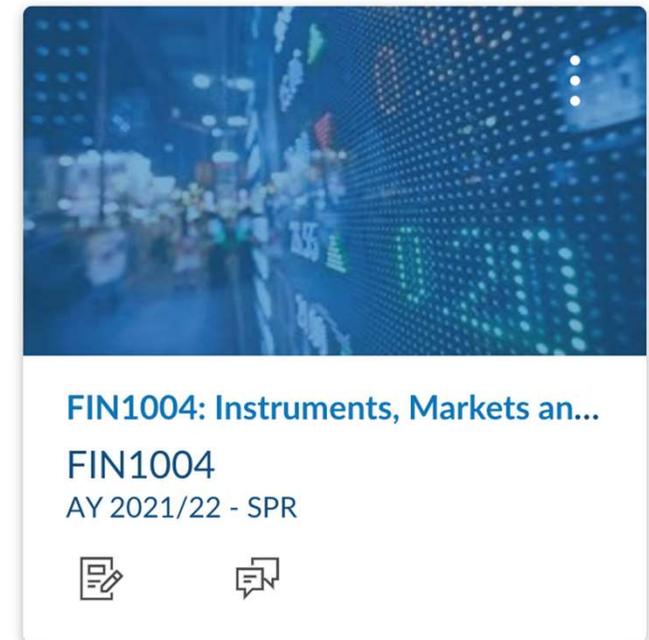
Academic Studies at Queens

- 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/digitalllearning/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



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!

