



Department of Economics

Induction Meeting for Diploma Students (L1PA)

Dr Emil Kostadinov

**UNIVERSITY
OF WARWICK**



Diploma Course Director



Dr. Emil Kostadinov

Emil.Kostadinov@warwick.ac.uk

Advice and Feedback hours: S0.85

Tuesdays 11:30-13:30

Book an appointment click [here](#).

This Presentation will discuss.....

- Immediate things you need to do
- Course structure and modules
- Assessments & examinations
- Key people and places
- Support Systems (Departmental and University)
- Teaching and Learning
- Attendance and Monitoring Points
- Academic Integrity
- Communication
- Student-Staff Liaison Committee (SSLC)



Getting Started...1

By now, you should have:

- ✓ Completed the University online enrolment
- ✓ Registered your IT Services (ITS) account
- ✓ Obtained your Warwick ID number and email
- ✓ Browsed the Department's Diploma Induction Pages
- ✓ Familiarised yourself with the Diploma webpages and online Handbook
- ✓ Looked at the **Refresher Mathematics for Economics**
- ✓ Logged on to Tabula
- ✓ Checked the timetable for Welcome Week Activities
- ✓ Completed the Warwick Values Student Conduct Course
- ✓ Downloaded the My Warwick app
- ✓ Checked your **Personalised Welcome checklist**



Getting Started...2



What Should You Do Now?

- Attend the pre-sessional Maths and Statistics classes during Welcome Week
- Check the module webpages and **Moodle** pages for more information about modules
- Choose your optional modules (module queries will be covered in the Optional Module lecture on Tuesday)
- Module registration opens **Wednesday 30th September**. Please register your modules on eVision before **Monday 19th October, 17:00**. You will receive an email with instructions on how to do this. You will also learn more in your Optional Modules lecture.
- Meet your Personal Tutor in the coming weeks
- Check your lecture timetable: Class sign-up opens in Weeks 1–2. The UG Office will email you when it's time

Where to go for advice?



- For general queries, speak to the **Economics UG Office**
 - Location: S0.88, Social Sciences Building
 - Email: economics.ugoffice@warwick.ac.uk
 - Open Monday-Thursday 9:00-17:00 and Friday 9:00-16:00

- Want to speak to a fellow student?
 - Visit the **Ask an Ambassador help-desk**
 - 10:00-16:00 in the Social Sciences foyer (outside the UG Office) during Welcome Week

- If you're struggling and want to talk, speak to our **Pastoral Team**:
 - Location: S1.132, Social Sciences Building (first floor, above the UG Office)
 - Email: economics.pastoral@warwick.ac.uk

- Make use of the **Academic drop-in sessions** this week:
 - Tuesday 1– 2pm in OC1.07; Wednesday 12 – 1pm in OC0.04; Friday 1 – 2pm in OC1.09

- Pop into our **Maths and Stats drop-in sessions**, for advice and support on Maths queries. In term 1, they are Monday 3 – 4pm in S1.141 and Tuesday 11 – 12pm in S0.45.

Reminders



Communication Guidelines for Students

- **Use your Warwick email** for all communication with the department (please do **not** use personal accounts such as Hotmail, Gmail, Yahoo)
- **Check your Warwick email daily** to avoid missing important announcements
- **Include your student ID number** in every email you send
- If you have any problems, it's important to tell someone early so they can be resolved quickly

- **The Economics UG Office** is a good first point of call for queries.
 - Email: economics.ugoffice@warwick.ac.uk
 - Location: S0.88, Social Sciences Building, pop in and see the team

Introduction Sessions

- Introduction to Optional Modules session - **Tuesday 29th September**
- Drop-in Sessions (optional) - Tuesday 1– 2pm in OC1.07 and Friday 1 – 2pm in OC1.09
- You can find out more about our Library and IT services here:

<https://warwick.ac.uk/fac/soc/economics/current/dip/induction/videos/support-services-videos>

- **Introduction to the Library Session** will take place in week 1
 - **Date:** Friday 9 October
 - **Time:** 10:00–11:00 am
 - **Location:** Online (joining link available on your Tabula timetable)
Led by Jackie Hanes, Economics Academic and Support Librarian



Scan for Diploma Welcome Week timetable



Pre-sessional Classes

During this week, you will have introductory mathematics and statistics classes.

- These cover key mathematics and statistics topics, with economic applications, to ease your transition into the core modules that start next week.
- You can find the Maths Lecture notes (and lecture notes with solutions) on the Diploma induction pages here: [Useful Material](#)

Structure

- 16 hours of Maths (with me) and 7 hours of Stats (with Genevieve Jeffrey).
- 9-10, 11-1, 2-4 each day in FAB2.32
 - except Monday 9-10 (now)
 - and Tuesday 9-10 (optional module session)
- Taking the form of workshops
 - combining teaching and short exercises



Welcome Week Timetable



Date	Time	Session	Rooms
Monday 28th September	09:00-10:00	Diploma Welcome Lecture	S0.17
	11:00-13:00	Maths Classes	FAB2.32
	14:00-16:00	Maths Classes	FAB2.32
	17:00-18:30	Head of Department Welcome Celebration	Panorama
Tuesday 29th September	09:00-10:00	Introduction to Optional Modules	FAB2.32
	11:00-13:00	Maths Classes	FAB2.32
	13:00-14:00	Optional Drop-in (Q&A)	OC1.07
	14:00-16:00	Maths Classes	FAB2.32
Wednesday 30th September	09:00-10:00	Maths Classes	FAB2.32
	11:00-13:00	Maths Classes	FAB2.32
	14:00-16:00	Maths Classes	FAB2.32
Thursday 1st October	09:00-10:00	Maths Classes	FAB2.32
	11:00-13:00	Maths Classes	FAB2.32
	14:00-16:00	Stats Classes	FAB2.32
Friday 2nd October	09:00-10:00	Stats Classes	FAB2.32
	11:00-13:00	Stats Classes	FAB2.32
	13:00-14:00	Optional Drop-in (Q&A)	OC1.09
	14:00-16:00	Stats Classes	FAB2.32

Course Structure



- CATS (**Credit Accumulation and Transfer Scheme**) refers to the number of credits assigned to each module
 - You must take **120 CATS** in your Diploma year, made up of a combination of compulsory and optional modules:

Core Modules

- **EC 201** Macroeconomics 2 (30 CATS)
- **EC 202** Microeconomics 2 (30 CATS)
- **EC 226** Econometrics (30 CATS)

- Modules consist of lectures and classes/seminars/tutorials.

Course Structure



Choosing Your Optional Modules

- **Select either:**
 - One 30 CATS optional module or
 - Two 15 CATS optional modules
- These must be 2nd- or 3rd-year modules
- Choices require my approval before they can be confirmed
- Register your modules on eVision:
 - Deadline: **Monday 19 October by 17:00**
- For full guidance, attend the Optional Module Session tomorrow

Assessment and Examinations



Most 30 CATS modules:

- Combination of end of the year exam 80% and internal assessment (20%)
- Different for Econometrics and some quantitative modules
- Modules from other departments have their own assessment methods
- Exam Board meets in the first week of July.



Assessment Criteria



To pass the Diploma

- Pass (>40%) at least 90 CATS and;
- An average mark of 40% or better over 120 CATS.

To pass the Diploma and proceed to masters

- Pass (>40%) at least 90 CATS and;
- An average of 58% or better in 120 CATS and;
- A mark of 60% or better on at least 60 CATS.

RESIT MARKS ARE CAPPED AT 40%

RESIT MARKS ARE BASED 100% ON THE RESIT EXAMINATION

Economics Academic Team



Professor Jeremy Smith
Head of Department



Dr. Mahnaz Nazneen
Director of Student Engagement and
Progression



**Professor Elizabeth
Jones**
Director of Undergraduate
Studies



Dr. Emil Kostadinov
Deputy Director of
Undergraduate Studies and
Diploma Course Director



Dr. Claudia Rei
Deputy HoD (Teaching
and Learning)



Dr. Cecilia Lanata Briones
Director of Assessment and
Feedback

Economics Academic Team Cont...



Dr Zeynep Kurter
Advisor to Female Students



Dr Andreas Markoulakis
Advisor to Overseas Students



Dr Juliana Cunha Carneiro Pinto
Disabilities Advisor and Disabilities
Champion



Dr Thomas Martin
Widening Participation Advisor



Dr Farzad Javidanrad
Academic Careers Co-ordinator

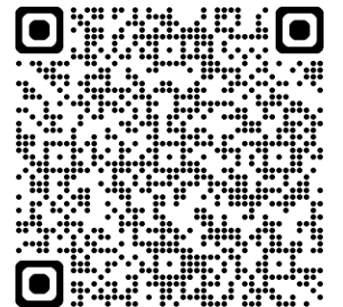


Professor Caroline Elliott
Report & Support Advisor



Dr Devesh Rustagi
Advisor to LGBTQ+ Students

Find out more
and contact staff



Economics Undergraduate (UG) Team



Jo Turrall

UG Programmes Manager:
Student Experience



Jen Mills

UG Programmes Manager:
Operations



Carolyn Andrews

Head of Administration
(Teaching and Learning)



Ram Govindaswamy

Assistant Programme Manager
Joint-Degrees (UG)



Maninderjit Bhogal

Assistant Programme
Manager (UG)



Claire Johnson

Student Engagement & Experience
Coordinator

Economics Undergraduate Team (continued)



Emma McKeown

Joint Degree
Programme Coordinator



Alison Croshaw

Undergraduate
Programme Coordinator



Bethany Cox

Undergraduate Programme
Administrator



Thais Gaylor

Undergraduate Programme
Administrator



Chloe Stirley-Mullis

Undergraduate
Programme Administrator

Pastoral Support....1

Department Support

- **Economics Pastoral Team**-If you are struggling and need someone to talk, to our pastoral team are here for you. Come along for friendly chat!
 - **Daily Drop-ins** — twice-daily sessions available every day in term time
 - **Email**— economics.pastoral@warwick.ac.uk
 - **Speak to Tina and Jess** — our Student Support & Progression Officers, located in S1.132, near the UG Office
- **Mitigation**- If you have been impacted by extenuating circumstances which impact your studies:
 - Submit mitigation under the personal circumstances tab on tabula.
 - ❖ If you are unsure if your situation qualifies, pop in and speak to the pastoral team for an informal chat.
- **Personal Tutor**-All students will be allocated a Personal Tutor
 - See your Personal Tutor at least once every term
 - Your Personal Tutor can provide advice and support on academic or pastoral issues.



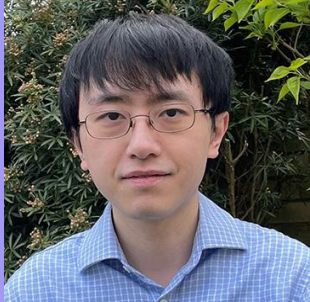
Economics Academic and Pastoral Team



Dr. Amira Elasra
Senior Tutor



Tina MacSkimming
Student Support
and Progression Officer



Dr. Thomas Chen
Year 2 and Diploma
Tutor



Jess Proudlock
Student Support
and Progression Officer



Dr Genevieve Jeffrey
Year 2 and Diploma Tutor



Pastoral Support 2

Central University Support



- **University Wellbeing Services** – Brief Consultations, Self-help Resources, Steps to Wellbeing, Counselling, CBT
- **Report and Support** - A university service you can turn to for support with harassment or bullying of any kind
- **SafeZone App**- Download for quick access to community safety and emergency support.
- **Disability Services**-Reasonable Adjustments
 - If you require adjustments for a known condition, you must meet with Disability Services promptly to have these put in place.
 - The deadline to have your reasonable adjustments approved by Disability Services in time for the summer exams will be announced shortly. To avoid missing out on support, please book an appointment as soon as possible, as applications submitted after the deadline may not be considered.

Institutional Support



- **The University Health Centre** - Register with a GP.
- **The Students' Union** - Advice and Welfare issues
- **The University International Office** - Language, visa, accommodation and financial problems

Teaching and Learning



Support and Feedback classes/seminars/tutorials

- Classes are in-person.
- Classes meet weekly or fortnightly **usually from Week 3** (scheduled on Tabula week 1/2).
- For some modules, you will be allocated to classes; in others you will choose your class on Tabula. (The UG office will email you about this).
- Some modules do not have classes/seminars.
- Classes discuss the work set by your lecturer.
- Prior to attending classes, you should be up to date with appropriate lectures and have tried any pre-class questions.
- If you need to move your class time, please contact the UG office - you are **not** permitted to swap to another class without their permission.
- Classes are compulsory and attendance is monitored.
- If you are unwell, you should submit a form to obtain an authorised absence: 2 permitted per year.

Monitoring Points



- The Department follows government requirements and University guidelines to monitor student engagement throughout the year.
- Engagement is tracked through a series of monitoring points. You can view these under the **Attendance tab** on Tabula.
- Monitoring Points include:
 - Support and feedback class attendance
 - Lecture attendance
 - Submission of module evaluations
 - Exam attendance
- Further details on the exact number and nature of these monitoring points are in the [Undergraduate Handbook](#)

Meeting your monitoring points is essential. Missing too many may result in you being required to withdraw from the University.

- Every year, the University withdraws students due to lack of engagement — **don't let it be you.**

Assessments: Submissions



- **Submit via Tabula:** Economics deadlines are **14:00**
- **External modules:** Check other departments' submission times and methods
- **Plan ahead:** Back up your work and submit early to avoid late penalties (**5 marks per day**)
- **Late submissions:** See the Handbook for commonly refused reasons for late submissions
- **Extensions:** Extension requests need to be made via Tabula (under the Assignments tab)
 - Evidence is required and should be submitted within **1 week** of the assessment date
 - Self-certification: **not** permitted on Economics modules. Check for other departments, as some assessments may permit self-certification
- **Mitigation/Waiver requests:** Apply via Tabula under *Personal Circumstances*
- **Group Work:** One person submits, but it is the group's collective responsibility to ensure you submit and any issues with submission will affect all group members

Academic Integrity



Academic integrity matters:

- Check the rules on plagiarism - there is information in the Handbook, Library resources, and on our Academic Integrity webpage
- Check the guidance/advice on the use of AI in your assessments and complete the Moodle course

Plagiarism consequences: We take plagiarism very seriously:

- Work may receive a **0% mark** (including exams)
- A zero in an exam can impact degree classification and appears on your transcript
- In serious cases, students have had **job offers withdrawn**

! Don't do it!

Careers & Skills Support....1



You'll have access to a wide range of dedicated Careers support throughout your degree, including:

- **Economics Senior Careers Consultant** — Our specialist consultant, *Stephanie Redding*, provides tailored guidance for Economics students.
 - You can book one-to-one appointments with Stephanie for personalised Careers advice.
- **Fortnightly Careers Bulletin** — You'll receive a regular bulletin packed with tips, events, employer opportunities, internships, and job vacancies.
- **Workshops, Events and Careers Fairs** — The University runs an extensive programme designed to help you build skills and explore career paths.
 - You can browse and book all upcoming events through the **myAdvantage** system.

Careers & Skills Support...2



Resources

- myAdvantage: Your portal to browse graduate roles and work experience, and book events, workshops and 1:1 careers advice appointments.
- Graduates First: Free psychometric tests and video interview practice.
- Student Circus: Job search platform for international students.
- GoinGlobal: Worldwide job listings and internships.
- Watch Student Videos for hints and tips
- Identify options using myAdvantage, Bright Network, Forage, RateMyPlacement,

Tips

- Be aware of deadlines (Use Excel to keep track)
- Find out more about organisations before making applications by researching employers and attending relevant careers events
- Consider whether these options are right for you



Warwick Alumni Mentoring

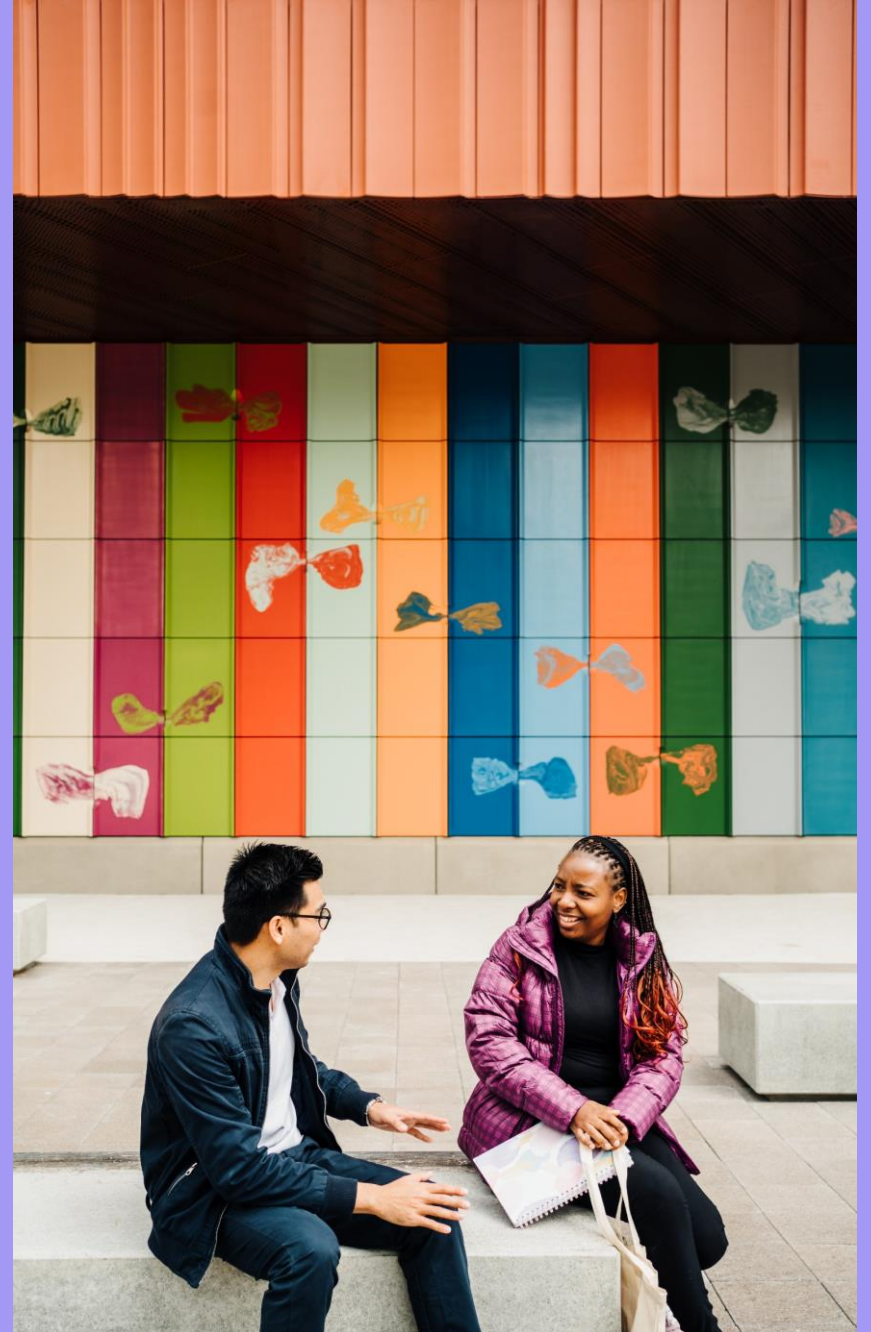
You have big ambitions. Our alumni have inspiring stories

The Warwick Alumni Mentoring programme is your opportunity to benefit from their expertise.

Our alumni mentors play a crucial role in helping students and graduates to find the right career path:

- Search for alumni mentors based on department, employer, job title and more!
 - Connect by sending a short message
 - Gain **industry insights**, expand your **professional networks**, and access **global connections**.
 - Unlock your potential with expert guidance.
-
- Join our community platform **Warwickgrad**
- Find a mentor today!

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Communication

From US to YOU

- **Warwick Email:** check this EVERY DAY to avoid missing important communications
- **Tabula:** Assessment marks/absences/PT log/etc: - check accuracy of our records
- **Moodle Forums**-announcements
- **My Warwick app**
- **Diploma current student webpage**
- **Newsletters and weekly mailouts**
- **Fortnightly Careers Bulletin**

From You to Us

- **Warwick Email**-Please always use your Warwick email address in communications and state your student ID
- **Economics Undergraduate Office**-located in S0.88 Social Science Building
- **Module content queries:**
Moodle Forums, your lecturer/tutor via email or advice and feedback hours
- **Personal concerns:** Personal Tutor/Year Tutors/Senior Tutor/Pastoral drop in sessions
- **Student Staff Liaison Committee (SSLC)**
- **Module Evaluation**

Make use of the resources

- Financial Times Subscription
- The Economist subscription
- Capital IQ
- LSEG Workspace
- Company and Financial Databases
- Economics Library Resources
- Bloomberg terminals
- Mathematics Refresher Course Resources
- Transitioning to Economics Moodle page
- International Orientation Course
- Top Tips information
- Survive and Prosper Guide-coming soon!

Scan to find out more



Student-Staff Liaison Committee (SSLC)



- The SSLC is a committee of elected student representatives from each degree course and year group.
- SSLC reps collect your feedback and raise issues related to teaching, learning, and student support with key departmental staff on your behalf.
- The SSLC has contributed to many important improvements in the department over the years.
- Contact your SSLC rep if you have something you would like them to raise at the meetings.
 - Email [**economics.sslc@warwick.ac.uk**](mailto:economics.sslc@warwick.ac.uk)
 - [**Complete the Feedback form**](#)



Contact your SSLC representative
here

Student-Staff Liaison Committee

Nominations are now open for Diploma SSLC Rep:

Join the SSLC-Nominate yourself as Diploma course rep

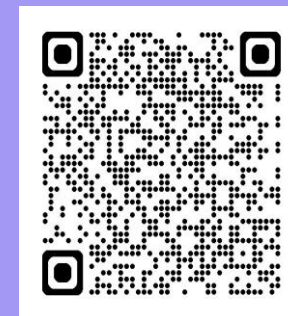
As a member of the SSLC you will:

- Represent the student voice by gathering student feedback
- Representing your cohort at our twice termly SSLC meetings.
- Get involved in the Department
- Implement some positive change
- Gain valuable experience
- Learn key skills
- Have a great addition to your CV

Should you be interested in being part of the SSLC as a student representative, please nominate yourself through this link or by scanning the QR code:

<https://warwick.ac.uk/fac/soc/economics/current/ug/resources/get-involved/sslc/sslc-nomination>.

The deadline for nominations is **9am on Friday 16th October**, after which voting will begin.



We wish you all the best

Work hard but remember to
enjoy your time with us and
have no regrets

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