



# Welcome to the Department of Economics

## Induction Meeting for Diploma Students (L1PA)

- Dr Emil Kostadinov



# Diploma Course Director



## **Dr. Emil Kostadinov**

[Emil.Kostadinov@warwick.ac.uk](mailto:Emil.Kostadinov@warwick.ac.uk)

Advice and Feedback hours: S0.85

Wednesday 12:00 - 14:00

Book an appointment click [here](#).

# This Presentation will ....



- ✓ Identify key people and places
- ✓ Immediate things you need to do
- ✓ Course structure and modules
- ✓ Support System (Departmental and University)
- ✓ Attendance
- ✓ Communication

# Courses

L1PA-Diploma course leading to an MSc



# Economics Team



**Professor Ben  
Lockwood**  
Head of Department



**Dr. Claudia Rei**  
Deputy Head  
of Department  
(Teaching)



**Dr. Atisha Ghosh**  
Director of Joint-  
Degrees (UG)



**Professor Elizabeth Jones**  
Director of UG Studies



**Dr. Emil Kostadinov**  
Deputy Director of UG Studies  
and Diploma Course Director



**Dr. Christian Soegaard**  
Director of Student Engagement and Progression



**Dr. Cecilia Lanata Briones**  
Director of Assessment & Feedback (UG)

# Economics Team



**Dr. Eleanya Nduka**

Year 2 and Diploma tutor



**Jo Turrall**

UG Programmes  
Manager



**Ramkumar Govindaswamy**

Joint-Degrees Co-  
Ordinator (UG)



**Claire Johnson**

Student Engagement  
& Experience Coordinator



**Dr. Amira Elasa**

Senior Tutor (UG) Term 1



**Dr. Emil Kostadinov**

Senior Tutor (UG) Term 2 & 3



**Tina MacSkimming**

Student Support  
and Progression Officer



**Inga Turner**

Student Support and  
Progression Officer

# Economics UG Office Team



**Maninderjit Bhogal**  
Assistant Programme  
Manager



**Nina Tricker**  
Undergraduate  
Programme  
Administrator



**Alison Crowshaw**  
Undergraduate  
Programme Coordinator



**Carol Rice**  
Undergraduate Programme  
Administrator



**Katy Slater**  
Undergraduate  
Programme  
Administrator



**Bethany Cox**  
Undergraduate Programme  
Administrator

The UG office can be contacted via email on [economics.ugoffice@warwick.ac.uk](mailto:economics.ugoffice@warwick.ac.uk) or are located in S0.88

# Economics Team



**Dr Eman Abdulla**  
Advisor to Female  
Students



**Dr Andreas  
Markoulakis** Advisor to  
Overseas Students



**Dr Mahnaz Nazneen**  
Advisor to LGBTQ+  
Students



**Dr Subham Kailthya**  
Academic Careers Co-ordinator



**Professor Caroline Elliott**  
Report & Support Advisor



**Dr Juliana Cunha Carneiro Pinto**  
Disabilities Advisor



**Professor Robin Naylor**  
Widening Participation Academic Lead



# Getting Started....1



- ✓ 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](#)
- ✓ Logged on to **Tabula**
- ✓ Checked the timetable for [Welcome Week Activities](#)
- ✓ Completed the [Warwick Values Student Conduct Course](#)

# Getting Started....2



You should now:

- Look at your module webpages via **Moodle**
- Check the lecture timetable (sign up for classes is on tabula in weeks 1/2 – you will be emailed by the UG office when you can do this)
- Decide on your **optional modules** (more on this tomorrow)
- Register for your modules (by Monday 14 October 17:00) via eMR
- Meet with your Personal Tutor in the first couple of weeks
- If you are struggling, please see the Pastoral team.
- Make use of the Academic drop-in sessions (dates/times to follow)

# Reminders

- You should communicate with the department using your **Warwick email address**. Please do NOT communicate with us via your personal email address, (e.g. Hotmail/gmail/Yahoo)
- Please check your email EVERY DAY to ensure you don't miss important announcements.
- If you have any problems, the best way to get these sorted out is to let someone know.
- The Economics UG office can be contacted on [economics.ugoffice@warwick.ac.uk](mailto:economics.ugoffice@warwick.ac.uk)

# Introduction Sessions

## Introduction to STATA

- You should have received an email with links to online introduction to STATA courses
- There will be two Q&A Stata sessions, one on Friday 27th September 10:00-11:00 and another in the first few weeks of term (timings TBC)
- Optional module introduction session: Tomorrow, Tuesday 24th September, 14:00- 15:00



# Induction Sessions (continued)

- 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>

- Your Introduction to the Library and Library database session will take place:

Friday 27th September 12:00-13:00

This session will be run by our Economics Librarian, Jackie Hanes.

- Check out our [Careers pages](#), get application and CV advice, attend Careers events or book a one-to-one Careers appointment with our Economics Senior Careers Consultant, Stephanie Redding.

# Course Structure 2

PLUS One optional 30 CATS/ Two 15 CATS modules

- These must be 2nd or 3rd year modules
- Need my approval
  
- Register online on eMR before the deadline of Monday 14th October 17:00  
[start of week 3]
  
- For more details attend tomorrow's Optional module session:  
Tuesday 24th September 14:00-15:00

# Pre-sessional Classes



- EC201, EC202 and EC226 (Micro, Macro and Metrics)
- Can be found on your induction timetable
- Will be held by class tutors
- Will cover basic exercises in the three fields



# Technical Content

- Core modules in particular (Micro, Macro and Metrics) are quite technical.
- If necessary:
  - Check out first year UG Quantitative Methods notes
  - Can find many on other University websites and on youtube
  - Talk to your class tutors.



# Course Structure

**Total 120 CATS (Credit Accumulation and Transfer Scheme)**

**Modules:** lectures and classes/seminars/tutorials.

## Core Modules

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

# 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%**

# Pastoral Support...1

Everyone is allocated a Personal Tutor

- See your Personal Tutor at least once every term
- Personal Tutor Weeks: Weeks 1- 5 of each term.

# Pastoral Support...2

- **Pastoral Team** – Support available within the department, mitigating circumstances (e.g. academic concerns, short-term/long-term illness or health concerns, bereavement etc.) **Come and talk to us**
- **Daily Drop-In Sessions** – Run by the Pastoral Team. 2 hours per day throughout term-time
- **University Wellbeing Services** – Brief Consultations, Self-help Guides, Steps to Wellbeing, Counselling, CBT
- **Disability Services** – Reasonable adjustments, individual support requirements – make an appointment as soon as possible
- **Report and Support** - A university service you can turn to for support with harassment of any kind.



# 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

## Reasonable Adjustments

- If you require reasonable adjustments for a known condition, then you must meet with [Disability services](#) as soon as possible to get these in place.
- For summer exams, you must meet with Disability Services and have your adjustments in place before their **March** deadline, otherwise any applications received after this point may be declined for that academic year and students will need to submit mitigation if necessary.

# Teaching and Learning



## Support and Feedback classes/seminars/tutorials

- Classes will only be available in-person.
- Classes meet weekly or fortnightly **usually from Week 3**.
- 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 you should be up to date with appropriate lectures and have tried pre-class questions.
- If you need to move your class time, please contact the UG office
- Classes are compulsory and attendance is monitored. If you are unwell, submit a form to obtain an authorized absence: 2 permitted per year.

# Monitoring Points

- The Department follows University guidelines and monitors student engagement.
- The Department has a series of monitoring points during the year. Check them under the attendance tab on **Tabula**.
- The monitoring points include:
  - support and feedback class attendance
  - lecture attendance
  - submission of module evaluations
  - exam attendance
- Further details on the exact nature of these monitoring points for your Degree and the number of points of engagement can be seen in the Diploma Handbook

**Meeting your monitoring points is vital – if you miss too many, you will be required to withdraw from the University.**

**Every year, we do withdraw numerous students due to lack of engagement – don't let it be you**



# Assessments and Integrity

- **Submission** is via Tabula. Economics deadlines are 14:00.
- External modules: check other Departments' submission times/methods
- **Back up** your work and submit ahead of deadline to avoid **late penalties (5 marks/day)**
- See the Handbook for regularly refused reasons for late submissions
- **Extension** requests must be made on Tabula (tab under assignments)
- Evidence is required and should be submitted within 1 week of the assessment date
- **Exemption** requests should be made on Tabula via 'Mitigating Circumstances'
  
- Check the rules on **plagiarism** – you will be completing a plagiarism module for PDM, but for a recap see the Handbook, Library resources and [our academic integrity webpage](#).
- We take plagiarism very seriously: a mark of 0% may be applied to any piece of work (incl. exams)
- Having a zero on an exam can affect degree classification and will appear on your transcript
- In the past, students have had job offers removed due to being found guilty of plagiarism

**DON'T DO IT**

# Communication

## From US to YOU:

- **Warwick Email:** check EVERY DAY
- **Tabula:** Assessment marks/absences /PT log/etc: - check accuracy of our records
- **Moodle Forums:**
- **MyWarwick app**
- **UG student hub page**
- **Newsletters twice a term**
- **Careers Bulletin & Teams Channel**
- **Website-up to date information on modules and handbook**

## From YOU to US

- **Warwick Email** (only use your Warwick email address when emailing)
- **UG Office**-for general queries
- **Module content queries:** Moodle Forums, your lecturer/tutor via email or advice and feedback hours
- **Personal concerns:** Personal Tutor/Year Tutors/Senior Tutor
- **SSLC and Module Evaluation**

# Make use of the resources

- Financial Times Subscription\*
- Economist subscription\*
- Bloomberg terminals
- Mathematics Refresher Course Resources
- Transitioning to Economics Moodle page
- Academic Writing Resources
- International Student Success (warwick.ac.uk)
- \* Log in details available here



**We wish you all the best!  
Work hard but remember to enjoy your  
time with us and have no regrets.**

**Remember-I am here if you need to talk.**

**Enjoy and good luck!**

