



# **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

TBA

Book an appointment click [here](#).



# This Presentation will ....



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

# 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 20 October 17:00) via eVision
- 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)

# Economics Team



**Professor Elizabeth Jones**  
Director of Undergraduate  
Studies



**Dr. Emil Kostadinov**  
Deputy Director of  
Undergraduate Studies



**Dr. Cecilia Lanata Briones**  
Director of Assessment  
and Feedback



**Dr. Mahnaz Nazneen**  
Director of Student  
Engagement and Progression



**Dr. Amira Elasra**  
Senior Tutor



**Dr. Bhaskar  
Chakravorty**  
Year 2 and  
Diploma Tutor



**Dr. Claudia Rei**  
Deputy HoD (Teaching and Learning)



**Professor Jeremy Smith**  
Head of Department

# Economics Team



**Jo Turrall**

UG Programmes  
Manager



**Carolyn Andrews**

Head of Administration  
(Teaching and Learning)

**Mini Bhogal**

Assistant Programme  
Manager (UG)



**Tina MacSkimming**

Student Support  
and Progression Officer



**Ram Govindaswamy**

Assistant Programme  
Manager Joint-  
Degrees (UG)



**Suky Cheema**

Student Support and  
Progression Officer



**Claire Johnson**

Student Engagement  
& Experience  
Coordinator



**Inga Turner**

Student Support and  
Progression Officer

# Economics UG Office Team



**Alison Crowshaw**  
**Undergraduate  
Programme Coordinator**



**Katy Slater**  
**Undergraduate  
Programme  
Administrator**



**Nina Tricker**  
**Undergraduate  
Programme  
Administrator**



**Carol Rice**  
**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 Zeynep Kurter**  
Advisor to Female  
Students



**Dr Andreas  
Markoulakis** Advisor to  
Overseas Students



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



**Dr Farzad Javidanrad**  
Academic Careers Co-ordinator



**Professor Caroline Elliott**  
Report & Support Advisor



**Dr Juliana Cunha Carneiro Pinto**  
Disabilities Advisor and Disabilities Champion



**Dr Thomas Martin**  
Widening Participation Advisor



# 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 3rd October and another on Wednesday 8th October.
- Optional module introduction session- Tuesday 30th September





# 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 3rd October. 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.

# Pre-sessional Classes



- EC201, EC202 and EC226 (Micro, Macro and Metrics)
- Can be found on your induction timetable
- 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)

# 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 eVision before the deadline of Monday 20th October 17:00 [start of week 3]
- For more details 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%**

# 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** – [economics.pastoral@warwick.ac.uk](mailto:economics.pastoral@warwick.ac.uk)  
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 deadline of 23rd January, otherwise any applications received after this point may be declined for that academic year and students will need to submit mitigation if necessary.

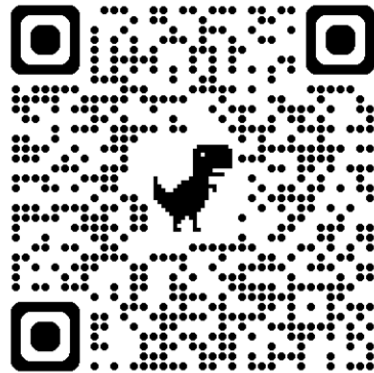


# SafeZone App

- Students are advised to download the new [SafeZone App](#)

SafeZone is the University of Warwick's free safety app, designed to help staff and students feel safe, informed, and supported on campus. Whether you're working late, walking alone, or need urgent assistance, SafeZone connects you directly to campus safety and support teams in real time.

Find out more here:



# 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:
  - o support and feedback class attendance
  - o lecture attendance
  - o submission of module evaluations
  - o 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, the University 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

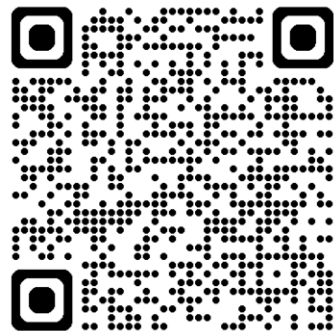
- Financial Times Subscription\*
- Economist subscription\*
- Bloomberg terminals
- Mathematics Refresher Course Resources
- Transitioning to Economics Moodle page
- International Student Success (warwick.ac.uk)
- \* Log in details available here



# Student-Staff Liaison Committee (SSLC)

- The Economics SSLC is a committee made up of a number of elected representatives from each degree course and year group.
- SSLC reps will ask students for your feedback and will raise issues connected to teaching, learning and student support with key staff members on your behalf.
- The SSLC has helped contribute to important [achievements](#) and improvements over the years.
- Contact your SSLC rep if you have something you would like them to raise at the meetings

Find your SSLC rep here



# Student-Staff Liaison Committee (SSLC)

## Join the SSLC-Nominate yourself as Diploma course rep

As a member of the SSLC you will:

- Represent the student voice by gathering together 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 <https://warwick.ac.uk/fac/soc/economics/current/ug/resources/get-involved/sslc/sslc-nomination>.

- The deadline for nominations is 9am on 17th 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.**

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

**Enjoy and good luck!**

