
Welcome

People, communications & information

These slides will be emailed to students

Where to go for help—useful contacts

Besides your lecturers

- the Student Office
 - Personal tutor
 - Student helper
 - International Partnership Office
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The Student Office

Job: To provide administrative support e.g. with bank letters and module change forms.

The Student Office, Building 58, Level 2 by Salisbury Rd entrance

Contact:

Economics.58studentoffice@soton.ac.uk

Maths.StudentOffice@soton.ac.uk

SSPC.StudentOffice@soton.ac.uk

Tutor—Personal Academic Tutor

Job: to provide advice and support to tutees in matters related to academic work and students' progress

The tutor of the **Economics** students is me,

John Aldrich, jca1@soton.ac.uk

Murray (58) room 3007

Non-Eco students should visit the Student Office to learn who their tutor is.

Tutor—what I do

- I give **talks** on topics of general interest—like this one—through the year
- I **sign** important documents, like change of module forms, and write **references**
- I **discuss** private matters with you in person—you can make an appointment or come in my office hours—or by email

(Other tutors may work differently)

Office hours and next meeting

Office hours (weeks 1-2)

Tuesday 14.00-15.00

Wednesday 11.00-12.00

Thursday 11.00-12.00

Next meeting (to discuss academic matters)

Wed 12th October 13.00 – 14.00 in 58/1007

Student helper

Job : To hold drop-in sessions for students to deal with minor problems. (Major problems go to tutor)



Meng Zhan

Office hour Wed 14.00-16.00 in 58/2094

M.Zhan@soton.ac.uk

Wechat Nickzhan91

International Partnerships Office

Job: to provide additional administrative support including Language Development classes.

If you are not sure who to ask this is your first point of contact.

Abby Pardoe A.E.Pardoe@soton.ac.uk

Buddy scheme

All the above arrangements are University-organised and official.

Students have recently created a buddy scheme through which established students help new students settle in.

There is a meeting today at 3.30 in Building 46 Lecture Theatre A.

Names—different conventions here!

Our names

personal name first—family name last

e.g. John Aldrich *or* Abby Pardoe

Address her as Ms Pardoe (formal) or Abby (informal) **NOT** as Pardoe or Ms Abby

Call me Mr Aldrich or John **NOT** Aldrich or Mr John

Your names

Here Xi Jinping becomes Jinping Xi

I address him as Mr Xi (formal) or Jinping (informal) **NOT** as Xi or Mr Jinping

Lists are usually arranged alphabetically by family name, followed by initial or personal name.

Thus Aldrich, J.

Pardoe, A.

Xi, J.

Emails

- Check your **University** email regularly
 - Use your University email to communicate with us
 - Write in English!
 - Make sure you identify yourself. Jinping writes Jinping Xi and does **NOT** use a western alias like Shrek. Your **student ID** is useful if we need to look at records.
 - There is a nice video on the subject <http://www.edshare.soton.ac.uk/14805/1/story.html>
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Information – “my friend says”

- Trust your friend about food, music, clothes
 - Do **NOT** trust your friend about university rules/ regulations
 - Friends do **NOT** usually know the rules
 - Consult somebody who knows or look up the rules yourself
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The rules (or regulations)

- These govern passing/failing, resitting etc.
- They are written down
- Everyone has access to them

The regulations are at

<http://www.calendar.soton.ac.uk/sectionIV/sectIV-index.html>

Decoding your timetable

- **Activity**

L – Lecture

C – Class

MC – Masterclass

T – Tutorial

LS - Library Session

- **Location:** (Building/Room) this lecture theatre is 58/1067 (if necessary, consult a **map**)
- **Active weeks:** for a L typically 1-11, 15 ; for a MC possibly 3-11, 15. Always **check**

A lecturer may announce **changes** in a lecture or via Blackboard or both.

Oh!!! Lunch and where next?

- The university day begins at 9.00
 - uses **every** hour until 17.00-18.00
 - you may be unlucky and have teaching across your lunch time
 - teaching rooms are allocated centrally by people with no understanding of distance—so you may have to walk fast.
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Options

- All programmes offer students some choice
 - The particular modules you have registered for **may not** suit you.
 - If they do not, investigate alternative modules by sitting-in on them and change if necessary
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Changing modules

- Changes of modules are **only** allowed in weeks 1 and 2 of teaching – that is, by Friday 14 October
 - You need to collect a form from the Student Office and have it approved and signed by your tutor—me!
 - Do **not** leave changes until the last minute
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Warning - guard your property

- Although there are good security measures in place you are still responsible for your property. Students have had money stolen from their rooms in Halls of Residence.
 - A student went to Rome during the Christmas vacation and her bag with all her documents was stolen. The Chinese embassy arranged for her to return to China but she only returned to Southampton in March—after she got a new passport and visa.
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Warning - pass your exams!

- If your results are bad you will have to take **resits** in August—if they are very bad you will have to **repeat** the year.
 - Resits and repeats take energy, time and money—repeating the year costs **lots** of everything.
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Help with study

- Often the first I know that a student is in difficulty comes with the first semester exam results

This is too late

- If you cannot do the work you must tell somebody—your lecturer or your tutor
 - If you know from the start that you will fail a module, **change** that module.
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Opportunities

You are here to study but studying **here** gives you opportunities to see close-up a different society

Better opportunities than being at home watching English education programmes on TV

SO

- In term-time meet new English-speakers and participate in University life (e.g. societies)
 - In vacations experience as much of Britain and Europe as you can
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Any Questions?
