

COURSE JOINING INFORMATION



**MSC DENTAL TECHNOLOGY
(DISTANCE LEARNING)**

**CARDIFF SCHOOL OF
SPORT AND HEALTH SCIENCES**

Induction & Enrolment Information

Academic Year 2020/2021

CardiffMet

CONTENTS

- 1. Welcome from your Teaching Team**
- 2. Enrolment / Student MetCard Collection**
- 3. Induction Week**
- 4. Draft Timetable / Typical Attendance**
- 5. Changes to the Course due to COVID-19**
- 6. Useful links**
- 7. Technical Specification Requirements**



1. Welcome from your Teaching Team

Flexible Distributed Learning (Distance Learning) MSc Dental Technology students

This programme is offered to students from Cardiff Metropolitan University and with supported work based learning. There is no need to attend the university during the academic year. However, we recommend that a commitment of at least 6 hours per week during term is required at your workplace to complete practical exercises. The practical and theoretical exercises that students are required to complete will be given at the start of term and at other points throughout the year. Video conferencing will take place each week and other electronic technologies will form a central core of the delivery.

NECESSARY EQUIPMENT

Students will be expected to have access to all the equipment and materials necessary for completion of the chosen practical work. Due to postage restrictions, many items of equipment and or materials are unable to be delivered. It will be the students' responsibility to source them or find an equivalent through agreement with the module leader.

The technical specifications for hardware to access online meetings is given at the end of this document.

PROFESSIONAL BODY MEMBERSHIP

The MSc programme exceeds the requirements for GDC registration and has the potential to enable registration on professional body specialist lists, as and when these evolve.



2. Enrolment / Student MetCard Collection

Enrolment is an important process which confirms your status as a Student.

You can complete the online self-enrolment process from any computer through our Self Service system. Please note that in order to self-enrol; your status must be Unconditional Firm (UF).

You will receive an email notifying you when you are eligible to enrol online. The email will direct you to a password reset facility in order to request a password to be able to login and complete the enrolment process. For information and guidance on this process please make sure you visit our enrolment page – www.cardiffmet.ac.uk/enrolment.

This process is essential in that it will allow you access to your student loan (if applied for), payment of fees, Cardiff Met's IT systems and importantly enable you to obtain your Student MetCard.

You will also receive your Programme Handbook during your Induction Week. The Programme Handbook is a vital manual through the Programme and should be retained for usage throughout your course of study. Each academic year, additional information relating to that level will be provided. The Handbook offers guidance on Rules, Regulations and Procedures; and guidance on learning for practice with information on all modules to be undertaken and reading lists.

Enrolment for International Students from outside the EU

If you are an international student (from outside the EU) you will be required to submit some documentation before receiving approval to enrol online. For more information about international student enrolment and a list of documents you will need to submit, please access the [international student pages](#) or contact the Immigration Compliance Team at immigrationregs@cardiffmet.ac.uk.

Library & Information Services

You will have access to Cardiff Met's Library & Information Services soon after completing your online enrolment. A confirmation email will be sent to you with your Cardiff Met login details. To see the facilities and services available, please refer to www.cardiffmet.ac.uk/library.

Your Student MetCard

Your MetCard gives you access to all main campus buildings and doors. You can also add money to your MetCard to be able to access and pay at the self-service printers, copiers and Print Studio services. For further benefits of MetCard please click [here](#).

Fees

Tuition fees for full-time undergraduate degrees, and full-time Masters programmes for September 2020 entry have been set at £9,000 per year. For further information on tuition fees, please refer to our [Fee Tables](#). If your programme has any additional costs attached to it, they will be listed on www.cardiffmet.ac.uk/additionalcosts. Please make sure you check these to make sure you are aware of any additional costs associated with your course.

Details about fees for international students (from outside the EU) can be found [here](#). You should already be aware of these costs.



3. Induction Week

Induction for all students within the School of Sport and Health Sciences will commence on Monday 28th September 2020. Your first term as a new student starts with Induction Week, where you will settle into your accommodation, course and student life. Your Induction Week timetable is a schedule of events designed to familiarise you with Cardiff Met, its facilities and your fellow students. You will be given the chance to attend a range of events covering your programme, library services, IT, student services and Students Union. You will also meet, and have a number of sessions, with your personal tutor to make your academic transition as smooth as possible.

In line with the programme delivery information below, the Induction week will include activities that are both synchronous (delivered at a scheduled time and led by a member of staff) and asynchronous (activities designed and set by a member of staff but completed in your own time). These activities will largely happen in online/ virtual environment spread throughout the induction week; however, we are also planning activities to run on-campus where government restrictions allow.

Your events and confirmed timetable are currently being finalised and will be uploaded as a separate document on our [New Students](#) pages for you.

For those in Halls of Residence, don't forget to check out the programme offered through the [Residence Life Team](#).



4. Draft Timetable / Typical Attendance

The programme is modular based and aims to produce dental technologists who are technically excellent and capable of academic study at postgraduate level. Students, upon qualification, should have an excellent understanding of dental technology and be able to relate effectively within the specialist areas of dental technology. They should be able to communicate well, use independent and critical self-awareness, and serve as a useful contributing member to the dental team.

MODULE STRUCTURES

Students undertaking the MSc programme require 180 credits for successful completion of the programme. Students study 60 credits per academic year (3 x 20 credit modules per year).

The MSc part-time programme is normally 3 years in duration.

All modules are at M level (level 7). There are a variety of modules available from which students can elect to study those most pertinent to their specialist area, or intended career progression.

Optional practical module (All 20 credits):

Conservation: Bridge construction
 Implantology and overdentures
 Precision attachments
 Implants

Prosthodontics: Complex partial dentures 1
 Complex partial dentures 2
 Complex complete dentures
 Geriatric dentistry

Orthodontics: Complex fixed orthodontic appliances
 Complex myofunctional appliances
 Orthognathic surgical appliances
 Congenital deformity appliances

Students are required to complete 60 credits per academic year. Specialist modules are available that students can select from. The following charts are examples where students have elected to study different specialist areas.

The specific modules offered each year will depend on student numbers and their chosen options.



As an example for someone who wished to specialise in **Orthodontics** then a typical module selection may look like this:

Year 1

Compulsory modules: Work Based Learning 1 (20)

Specialist modules:

Congenital Deformity appliances (20)

Orthognathic planning (20)

Year 2

Compulsory modules: Work Based Learning 2 (20)

Applied Research Methods and Design (20)

Specialist modules: Complex Fixed Orthodontic appliances (20)

Year 3

Compulsory module: Research project (60)

ASSESSMENT

A 20- credit module comprises of at least 200 hours student effort. Each module in the programme is assessed according to a particular model of assessment.

There are four types of assessment used throughout the programme:

1. Practical Assignments
2. Written Assignments
3. Oral Presentations
4. Portfolio of evidence

Mature and/or more experienced candidates may present a portfolio of evidence that demonstrates they fulfilled the learning outcomes of any specific module at the workplace, as an alternative to the normal assessment within the practical modules.



5. Changes to the Course due to COVID-19

Any updates to your course following the effects of COVID-19, can be found on the following webpage. Please make sure you check this page regularly for any further updates or changes, prior to starting your course;

<https://www.cardiffmet.ac.uk/study/newstudents/Pages/Programme-Updates.aspx>

Some of your induction is likely to be delivered online, sometimes using Microsoft Teams. We recommend that you download the app to your phone, or visit the website in a browser to familiarize yourself with how to use this platform.

If you do not have the facility at home to access this type of platform, or would have any difficulty in doing so, please let us know.

<https://www.microsoft.com/en-gb/microsoft-365/microsoft-teams/group-chat-software>



6. Useful links

[Timetable](#)

This link will give you access to your confirmed timetable. You need to have enrolled before you can access this link, and you will be contacted when the information is available.

[Global Engagement](#)

Advice and support for international students from outside the EU on making your visa application, living in the UK, making accommodation arrangements and taking advantage of the Airport Welcome Service. Global Engagement will provide welfare support and learning advice throughout your course. Please also refer to our frequently asked questions -

[http://www.cardiffmet.ac.uk/international/study/Pages/September-2020-FAQs-\(COVID-19\).aspx](http://www.cardiffmet.ac.uk/international/study/Pages/September-2020-FAQs-(COVID-19).aspx)

[Additional Course Costs](#)

Additional costs are the mandatory or optional expenses, additional to tuition fees that need to be paid for by students to fully participate and complete their studies. This covers such things as equipment, trips, placements and DBS checks. Each programme has different additional costs.

[Accommodation](#)

Student residential contracts will start on 28th September 2020. However, due to social distancing and to ensure the health and safety of you and our staff, arrivals for halls will be spread over a number of days the week before. Once you have received and accepted your offer of accommodation please watch out for an e mail letting you know when you will be able to move in. Please note that internet access in halls will only be available for those who have completed the enrolment process successfully. There will be a variety of events held throughout the Induction period and throughout the 1st term, information of which will be sent to you by Accommodation when confirmed

[Student Services](#)

For help during your time with us in relation to your health, welfare, lifestyle and future career. The aim is to provide you with all the support you need to ensure your studies are as enjoyable and successful as possible. Services also include counselling, disability and chaplaincy.

[Student Finance](#)

For information on Tuition Fee Loans and Maintenance Loans, non-repayable grants, bursaries and scholarships that may be available.

[Cardiff Met Sport & Facilities](#)

[Cardiff Met SU](#) including SU Societies, SU Sports Clubs and the ability to access independent advice and support

[Term Dates](#)



[Campus Maps, Bike Shelters & Met Rider](#)

Cardiff Met offers its own bus service called the Met Rider, for more information and to access the application please refer to www.cardiffmet.ac.uk/MetRider. We also have Bicycle Storage shelters on each campus, with changing and showers available. The shelters are secured and are only accessed using your MetCard when you have requested permissions via the i-zone.

[Virtual Tours](#)

Have another look around our campus and facilities with our guided virtual tours

[Student Handbook](#)

[Academic Handbook](#)

[Admissions Policy](#)

[Frequently Asked Questions](#)

[Complaints](#)



7. Technical specifications requirements for MSc by reduced attendance pattern

The following tech specs are for Adobe Connect 9.5.

Windows

1.4GHz Intel® Pentium® 4 or faster processor (or equivalent) for Microsoft® Windows 7, Windows 8 or Windows 8.1

Windows 10, 8.1 (32-bit/64-bit), 8.0 (32-bit/64-bit), Windows 7 (32-bit/64-bit)

512MB of RAM (1GB recommended) for Windows 7 or Windows 8

Microsoft Internet Explorer 8 or later; Windows Edge browser; Mozilla Firefox; Google Chrome

Mac OS

1.83GHz Intel Core™ Duo or faster processor

512MB of RAM (1GB recommended)

Mac OS X 10.8, 10.9, 10.10

Mozilla Firefox; Apple Safari; Google Chrome

Linux

Ubuntu 14.04; Red Hat Enterprise Linux 6; OpenSuSE 13.1

No Add-in support for Linux. Users on Linux can attend meetings in the browser.

Google Chrome

Adobe Flash Player 23.0

Virtual Environment

Citrix XenApp 7.5

Mobile

Apple supported devices: iPhone 5S, iPhone 5, iPhone 4S, iPad with Retina display, iPad 3, iPad 2, iPad mini, and iPod touch (4th & 5th generations)

Apple supported OS versions summary: iOS 6 and higher



Android supported devices: Motorola DROID RAZR MAXX, Motorola Atrix, Motorola Xoom, Samsung Galaxy Tab 2 10.1, Samsung Galaxy S3 & S4, Nexus 7 tablet

Android supported OS versions summary: 2.3.4 and higher

NOTE:

- On Android devices, the Adobe Connect Mobile 2.1 app no longer requires the Adobe AIR Runtime to be installed
- All features of Adobe Connect Mobile are supported when attending meetings on Adobe Connect Server version 8.2 and higher, from a supported mobile device
- New features added in Adobe Connect Mobile 2.1 may not be enabled in all Adobe Connect Server meetings running on an 8.1 or older server
- Meeting server must be Adobe Connect 7.5.1 or higher in order to use Adobe Connect Mobile 2.1

Additional requirements

Bandwidth: 512Kbps for participants, meeting attendees, and end users of Adobe Connect applications. Connection: DSL/cable (wired connection recommended) for Adobe Connect presenters, administrators, trainers, and event and meeting hosts.

Adobe Connect software includes support for the following languages: Brazilian Portuguese, Chinese Simplified, Dutch, English, French, German, Italian, Japanese, Korean, Russian, Spanish, and Turkish.

Adobe Connect account management (i.e. Meeting Hosts, Webinar/Event Managers, Virtual Classroom Managers, Administrators, etc.) requires Adobe Flash Player 13+

If you have never attended a Connect Pro meeting before:

Test your connection: http://adobeconnect.uwic.ac.uk/common/help/en/support/meeting_test.htm

Get a quick overview:

http://www.adobe.com/go/connectpro_overview

