

# **COURSE JOINING INFORMATION**



**BA (HONS) INTERNATIONAL TOURISM  
MANAGEMENT / INTERNATIONAL  
TOURISM AND EVENTS MANAGEMENT**

**CARDIFF SCHOOL OF  
MANAGEMENT**

**Induction & Enrolment Information**

**Academic Year 2020/2021**

**CardiffMet**

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## 1. Welcome from your Teaching Team

First of all, on behalf of the team as Programme Director I would like to congratulate you on securing a place on our programme and offer you a very warm welcome to Cardiff Metropolitan University. We are sure that you will find the time you spend with us enjoyable, stimulating and rewarding, and it will serve as a springboard into a successful career in this exciting and dynamic industry.

Now more than ever the tourism industry needs YOU as it adapts and innovates to the impacts of the coronavirus COVID\_19 pandemic. We have seen how significant the tourism industry is (and the events industry) to the economy but also to how intrinsic tourist activities are for health, well-being and spending time together with friends and family – the experiences and benefits. At the same time, we have also seen how tourism impacts destinations and local people, economically, environmentally and socio-culturally.

You will be part of the Tourism, Hospitality and Events (T.H.E.) Department of the Cardiff School of Management. We are a staff of 17 members from a variety of backgrounds, industry and research experience and we are based on the first floor of the Ogmore Building at the back of the campus.

Our plans currently are for all students joining us to spend some of the learning time on campus. During the first term at least, campus lectures will not take place, but will be replaced by enhanced digital learning content supplemented by on-campus engagement involving small-group teaching in seminars, tutorials or practical sessions. We'll continue to provide you with an exciting learning experience that enables you to progress through your programme encouraging you to connect with your peers, lecturers and opportunities that will arise. We'd also encourage you to join our T.H.E events society for time and activities together as a student group.

As a team we are very much looking forward to welcoming you. This starts with induction week in September where we have prepared activities to settle you in and meeting your Personal Tutor amongst other members of the team. If exceptional circumstances prevent you from attending this important week whether that's in person or online, please email me [vrichards@cardiffmet.ac.uk](mailto:vrichards@cardiffmet.ac.uk).

In the meantime, you can follow us on Facebook (Tourism at Cardiff Met) and Twitter (@CardiffMetTHE).

Keep safe and well, see you in September. Best wishes,

Yours sincerely,



A handwritten signature in black ink that reads "V. Richards".

Dr Vicky Richards  
Programme Director Tourism Management Programmes



## 2. Pre-Entry Summer Tasks

Welcome to the Tourism and Tourism & Events programmes here at Cardiff Metropolitan. We are looking forward to welcoming you and getting started. As a first start, we'd like you to complete the activities below to 'get you in the mood' and begin to have a feel for university study.

### Activity 1:

Complete the **EDGE questionnaire** (You will have a Personal Tutor who will follow this up with you).

[https://cardiffmet.eu.qualtrics.com/jfe/form/SV\\_9RyVcvTJ3dmgiwF](https://cardiffmet.eu.qualtrics.com/jfe/form/SV_9RyVcvTJ3dmgiwF)

### Activity 2: About You and Tourism

Studying Tourism or Tourism & Events matters now more than ever.

- a) Why are you going to study Tourism/Tourism & Events? What does tourism mean to you?
- b) Choose a tourism destination (your home/somewhere you have visited/ or would like to visit):
- c) Why do tourists choose your home destination/chosen destination (motivations - demand)  
Make a list of all the facilities that are associated with tourism (e.g. attractions and hotels - supply). Take some photos if you can or find online.

### Activity 3:

Read about the history and development of tourism from the two sources below. This gives you two contrasting types of information sources, one a blog post from an organisation and the other from an academic tourism text book.

Resources: <https://www.familyholidayassociation.org.uk/blog/2020/history-of-holidays-part-one/>

- a) Draw a timeline mapping the development of tourism up to present day.
- b) Read some or all of Chapter 1 of this text book as an initial introduction to tourism but also to get you an idea of the texts that university work requires.

Fletcher, J., Fyall, A., Gilbert, D. and Wanhill, S.(2017) Tourism, Principles and Practice:

<https://books.google.co.uk/books?hl=en&lr=&id=H55BDwAAQBAJ&oi=fnd&pg=PT18&dq=Cooper+et+al+tourism+principles&ots=Stf3MeHZZF&sig=wh8wWYgkCgoEx1V-WjVQygbe-ZI#v=onepage&q=Cooper%20et%20al%20tourism%20principles&f=false>

### Activity 4:

People globally have been affected by the COVID\_19 virus and perhaps you have noted how tourism, hospitality and events have been acutely impacted.

- a) Read the IMPACT ASSESSMENT OF THE COVID-19 OUTBREAK ON INTERNATIONAL TOURISM report by the UNWTO <https://www.unwto.org/impact-assessment-of-the-covid-19-outbreak-on-international-tourism>. Make a note of the challenges and the areas affected.
- b) Although the industry is enduring a very tough and difficult time, there is great innovation and preparation also happening. Read this article from the BBC about a surge in

accommodation bookings following the lifting of restrictions.

**Coronavirus: Holiday bookings boom as tourism reopens:**

[https://www.bbc.co.uk/news/uk-wales-53381533?intlink\\_from\\_url=https://www.bbc.co.uk/news/topics/c0eeld9rlmt/tourism&link\\_location=live-reporting-story](https://www.bbc.co.uk/news/uk-wales-53381533?intlink_from_url=https://www.bbc.co.uk/news/topics/c0eeld9rlmt/tourism&link_location=live-reporting-story)

- c) Now find and read another newspaper or another BBC article discussing how the tourism, hospitality and events industry are preparing for tourists to return with safety and health in mind. Copy and paste the web address for the article here:

### **Activity 5:**

Reflections

- a) What does tourism mean to you now after reading around the subject and industry?
- b) What areas/topics are you interested in (e.g. sustainability, marketing, hotel management, crisis management and so on)?
- c) Make a list of any questions you might want to ask us before you meet us.

### **Activity 6:**

Check out Tom's blog, one of our previous tourism management students:

<https://studentblogs.cardiffmet.ac.uk/studying-international-tourism-management-at-cardiff-met-has-lead-to-my-dream-life-in-new-zealand>

**Please remember to:**

Save everything you do:

- Questionnaire
- Timeline
- Notes
- Questions

Any electronic format:

- Pdf
- Word
- Photo

Ready to bring and use during your induction.

**Have a good summer, keep safe and well and we look forward to welcoming you to Cardiff Met.**



### 3. 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](http://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](mailto: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](http://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](http://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.



#### 4. Induction Week

Induction for all students within the School of Management will commence on Monday 28<sup>th</sup> 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](#).



## **5. Draft Timetable / Typical Attendance**

We look forward to working with you in lectures, seminars, plenaries and one to one meetings. These will take place on-line or on campus as appropriate. Some on-line material will be available for you to access at times that suit you. Some sessions will be live and interactive. The more you engage with us, the more you will benefit from your time with us, and this will be reflected in the grades you achieve as well as the skills that will take you confidently into the workplace as a graduate. As a first year student, you will have access to your timetable from Induction Week. Please note that you will need to be enrolled before you can access this information, and last minute changes to timetables may be made.

We understand that you may be concerned about starting university during the current pandemic. Our current plans are for all students joining us in September to spend some of their learning time on campus. During the first term at least, campus lectures will not take place, but will be replaced by enhanced digital learning content supplemented by on-campus engagement involving small-group teaching in seminars, tutorials or practical sessions. Digital content will include recorded micro-lectures, question and answer sessions through wikis or blogs, guided independent tasks, simulations, individual and group projects and tasks that support assessments.

We will provide an exciting learning experience that enables you to progress through your course, encouraging you to connect with your peers, think creatively in solving problems and identify and seize opportunities for your own development. It is our intention to use the current challenges as an opportunity to update our delivery methods to provide a flexible approach while maintaining our high standards of teaching and pastoral care.

Your health and wellbeing are central to all our decisions and we will support your academic integration and collaboration through online sessions with your lecturers and personal tutors. Teams and other software will be used to continue to foster your programme identity and your sense of academic community belonging within your programme and School.



## 6. 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>



## 7. 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 28<sup>th</sup> 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 1<sup>st</sup> 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](http://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](#)

