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| Your Welcome Week Timetable | | | | |
| **MONDAY 22nd JANUARY**  **Dydd Llun 22 LONAWR** | **TUESDAY 23rd JANUARY**  **Dydd Mawrth 23 LONAWR** | **WEDNESDAY 24TH JANUARY**  **Dydd Mercher 24 LONAWR** | **THURSDAY 25TH JANUARY**  **Dydd Iau 25 LONAWR** | **FRIDAY 26TH JANUARY**  **Dydd Gwener 26 LONAWR** |
| Please use the time you have today to ensure you are fully enrolled onto the course and that you can log into the University account and have access to your email address and Moodle (online learning platform).  Please email the IT Helpdesk if you have IT related queries [ithelpdesk@cardiffmet.ac.uk](mailto:ithelpdesk@cardiffmet.ac.uk)  Information on [Enrolment for new students](https://www.cardiffmet.ac.uk/study/newstudents/Pages/Enrolment.aspx)  Link to [Student services](https://www.cardiffmet.ac.uk/study/studentservices/Pages/default.aspx)  Link to [Student Union Advice and Support](https://www.cardiffmetsu.co.uk/support/) (Academic, Housing & Pastoral support)  [Useful information after enrolment](https://www.cardiffmet.ac.uk/study/newstudents/Pages/After-Enrolment.aspx) (including MetCard, council tax exemption etc.)  International Students - [Global Student Advisory Service](https://www.cardiffmet.ac.uk/international/currentstudents/Pages/Global%20Student%20Advisory%20Service.aspx)  Please download **Microsoft Teams** – you can do this via this link - [Click here](https://www.microsoft.com/en-gb/microsoft-teams/download-app). For online Microsoft Teams video training - [Click here](https://support.microsoft.com/en-us/office/microsoft-teams-video-training-4f108e54-240b-4351-8084-b1089f0d21d7)  You must sign-up for one **Introduction to Teams** session and one **Managing Documents at Cardiff Met** session. Use your Cardiff Met account to log in to MetHub to enrol on the sessions. [Click here to sign-up](https://study.cardiffmet.ac.uk/Help/training/Pages/Digital-Essentials.aspx). These are compulsory sessions.  You also need to complete the compulsory **Digital Skills induction** today. You will gain the core digital skills you need to study at Cardiff Met once completing this induction. [Please click here](https://learn.cardiffmet.ac.uk/course/view.php?id=27356&section=2) to start. | 9.15-10.00 Head of Department / Programme Director Welcome Meeting & Course Introductory (**On-campus, room O1.08**)  The content of Course Introductory will centre around the adjustment to university life in the UK, cultural adjustments, professional etiquette and managing expectations  10.00-11.00 Meeting your lecturers, launch MSc IBM course induction activity (**On-campus, room O1.08**)  11.00 – 12.00 Personal Tutor (PT) group meeting  Icebreakers, plan for the week (**On-campus, room O1.08**)  12.00 - 13.00 Lunch Break / Campus Activities  13.00 – 13.45 Study at Postgraduate Level - How to be a successful master’s student (**On-campus, room O1.08**)  The content will discuss the MSc Postgraduate Study skills set and expectations, how to be resourceful and practical, some reality checks, embedding forward planning into your studying and learning, how to engage effectively in your studies.  13.45-14.45 Introducing the [Student Union](https://www.cardiffmetsu.co.uk/) and meeting the student representatives (**On-campus, room O1.08**) | 9.30-10.00 Drop-in session with your Programme Director (Live online via **MS Teams**) [Please click here to join](https://teams.microsoft.com/l/meetup-join/19%3ameeting_YzY3OGJmZjMtMzIxMS00ODZlLTk3MGUtODU0MWUxNWExMzM5%40thread.v2/0?context=%7b%22Tid%22%3a%22189dc61c-769b-4048-8b0f-6de074bba26c%22%2c%22Oid%22%3a%22645ed39f-3b42-4cd3-9110-d5fb7cebbf68%22%7d)  Please use this opportunity to ask any questions you may have. Just pop-in! | 9.30-10.00 Introducing the [Centre for Entrepreneurship](https://www.cardiffmet.ac.uk/business/cse/Pages/Default.aspx) (**On-campus, room O0.20**)  10.00-11.00 [Careers and Employability](https://www.cardiffmet.ac.uk/about/careers/Pages/default.aspx) – meeting the career consultant (**On-campus, room O0.20**)  11.00-12.00 Meeting your subject librarian - The Science of Searching (**On-campus, room O0.20**)  12.00-13.00 Lunch Break / Campus Activities  13.00-14.00 Postgraduate Study Skills (**On-campus, room O2.16**)  The content will discuss assessment and feedback, Turnitin, referencing and avoiding plagiarism. There is also an introduction of digital skills framework.  Please access and read the one-page guides on topics such as academic writing, reflective writing and referencing. [You can find them all here.](https://learn.cardiffmet.ac.uk/course/view.php?id=1416&section=11)  14.30-15.30 Library tour **(On-campus, library)**  Organised library tour - exploring the facilities at our library. Further detail regarding the tour will be provided. [Library Services](https://library.cardiffmet.ac.uk/home) webpage | 9.30-12.00 MSc IBM course induction activity - results (**On-campus, room O1.16**)  Group presentation of course activity findings.  12.00-13.00 Lunch Break / Campus Activities  13.00-13.30 Drop-in session with your Programme Director (Live online via **MS Teams)** [Please click here to join](https://teams.microsoft.com/l/meetup-join/19%3ameeting_NDI4MGYyZmItMGQ1YS00ZGI4LWJlYzctNmNmMTQ2YjcyYTdm%40thread.v2/0?context=%7b%22Tid%22%3a%22189dc61c-769b-4048-8b0f-6de074bba26c%22%2c%22Oid%22%3a%22645ed39f-3b42-4cd3-9110-d5fb7cebbf68%22%7d)    Please use this opportunity to ask any questions you may have. Just pop-in!  For this afternoon, please complete the compulsory online library induction. You can access this online session anytime by using your smart phone, laptop, PC or the computer at the IT suite on campus. [Click here to start](https://lisinduction.cardiffmet.ac.uk/)  Content includes:  MetSearch – for academic resources - books, journals, images, videos, reports, everything!  Your library account  Reading lists  Find your Academic Librarian  Academic Skills |
| **Please Note:**   1. Sessions/days/time may change, be revised, and updated. We will advise students as soon as possible if this is the case. 2. Please attend/complete all induction sessions. This is to ensure that you clearly understand how to manage your studies and be successful. 3. If you have any questions, please email your programme Director, Dr Jun Zhang – [jzhang@cardiffmet.ac.uk](mailto:jzhang@cardiffmet.ac.uk).   **Welcome Hubs**  The Welcome Hubs will be the main places for students to ask questions regarding any non-academic query. If it can't be answered in the Hub, then a Welcome Week Ambassador will take you to the right location to get help.  **Welcome Week Ambassadors**  These teams of staff and students will be based in the Welcome Hubs and deployed to key locations across the campuses, including supporting with enrolment and MetCard printing. International Student Ambassadors will also be on hand around the Global Lounge for specific queries (it is located next to the library)  **MetCard printing and collection**  Information regarding MetCard can be found from this link - <https://www.cardiffmet.ac.uk/about/Pages/metcard.aspx>  Enrolled students can upload a passport-style photo online. Please upload your photos once enrolled, so that your cards can be printed and distributed in advance. If you have a pre-printed MetCard, your programme director will give it to you during the induction. For everyone else, you will be able to collect you MetCard at one of the Welcome Hubs or at Freshers' Fayre. After Welcome Week, MetCards will be available from the iZones as usual. Any remaining uncollected MetCards at the end of week 1 of teaching will be returned to the iZones.  **Free Food Friday!**  The University is offering free food for students to mark the end of Welcome Week. There will be vouchers for a savoury meal, a sweet treat and a drink which your programme director will give it to you on Friday 22nd Sept when you present your induction activity results. Please do not miss this free lunch!  **Extra-curricular sessions**  There are many extra-curricular sessions on careers and employability, academic skills, and entrepreneurship. You can book these sessions via MetHub. Here is the link - <https://methub.cardiffmet.ac.uk/students/events/Type/37/welcome-week>  **Wellbeing support**  Student Wellbeing staff will be working in Llandaff Campus in room T108 (just off the main IT suite) all week to support you if you are stressed or become overwhelming or have feelings of anxiety or distress. | | | | |