

# Welcome Week Handbook

MSc Technology Project  
Management

Cardiff School of Technologies

**Academic year**  
*2023/2024*



Cardiff  
Metropolitan  
University

Prifysgol  
Metropolitan  
Caerdydd

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# Introduction

## Welcome to Cardiff Metropolitan University

I would like to take this opportunity to congratulate you on obtaining a place at Cardiff Metropolitan University. We are really looking forward to welcoming you into our academic community. The national and international reputation of Cardiff Metropolitan University continues to grow. We have been declared as University of the Year 2021 by the Times



Higher Education. We are recognised by employers, other academic institutions and most importantly our students for providing an excellent environment in which you can develop your subject understanding and gain a firm foundation for your future career. As you would expect in this exciting and fast changing environment, you will find that studying with us will challenge and develop you as a person and we are confident you will also find it a very rewarding and fulfilling experience.

Launched in 2018, the Cardiff School of Technologies offers cutting-edge undergraduate and postgraduate degrees and research opportunities in technology. We work closely with employers across the tech industry to carefully design courses that are industry-relevant, and career focused, offering you opportunities to gain work experience, continue your research, or study with our international partners. We are best in providing scholarship of teaching, learning and pedagogical practices.

MSc Technology Project Management Programme aims to provide a high quality and professionally relevant postgraduate programme, developing in students a critical appreciation of the conception of a technology via its implementation to eventual adoption. The blend of more generic project management competencies with specific technological awareness will provide a solid foundation for a future career as a manager of technological projects.



I wish you a safe journey to Cardiff and look forward to welcoming you to Cardiff School of Technologies, Cardiff Metropolitan University.

Best Wishes

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# Essential Information

## Programme Details

Technological innovations are typically managed through the medium of a project. The course aims to provide a high quality and professionally relevant postgraduate programme, developing in students a critical appreciation of the conception of a technology via its implementation to eventual adoption. The blend of more generic project management competencies with specific technological awareness will provide a solid foundation for a future career as a manager of technological projects. The encouragement of students to function as autonomous learners should result in graduates who will have developed the foundations for future and continuing professional development.



## Part-Time Students

Whilst full-time students should participate in everything, we recognise you may not be able to do so because of other commitments, and we understand this.

Talk with your Personal Tutor about which activities will be most valuable for you. You will be welcome to join in all events during the week as and when you can. Do, though, ensure that you have registered and completed the required paperwork before attending any events.

## International Students

We understand that for international students coming to the UK, adjusting to a new culture, finding somewhere suitable to live, and following new processes and procedures can be quite overwhelming. The Global Student Advisory Service is available to offer friendly advice and support to all international students in relation to welfare concerns, academic skills, and immigration matters. For more information about the services available, access the links below:



## Global Student Advisory Support

[Global Student Advisory Service International Welfare Advice](#)

[Global Student Advisory Service International Academic Advice](#)

[Global Student Advisory Service Immigration Advice](#)

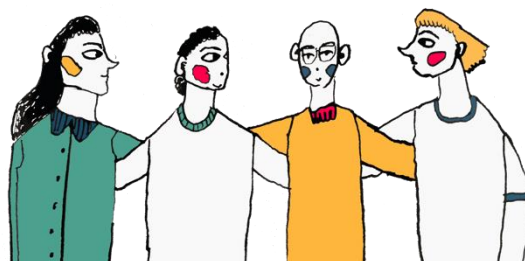
## Global Student Advisory Contacts

Welfare advice – [intstudentadvice@cardiffmet.ac.uk](mailto:intstudentadvice@cardiffmet.ac.uk)

It is also important that you attend the activities planned for your programme of study during Welcome Week, so you get to meet your Programme Directors, Tutors, and the rest of your cohort. This will help you to settle into your new environment and make new friends.



# Meet the Team



**Dr Rajkumar Singh Rathore,**  
**Programme Director for MSc Information**  
**Technology Management**  
**Email: [rsrathore@cardiffmet.ac.uk](mailto:rsrathore@cardiffmet.ac.uk)**

## **Modules to be studied in Academic Year 23/24.**

Confirmed Module Leader details will be provided towards the start of term. For more information on our CST teaching staff and their specialised areas please visit [the website](#).

CIS7014	End User Computing (Semester 2)
CIS7028	Information Security (Semester 1)
CIS7029	Social Media Analytics for Business (Semester 1)
CIS7008	Technology Project Management (Semester 2)
CIS7031	Programming for Data Analysis (Semester 1)
MPM7007	Management of Mega & Complex Projects (Semester 2)
CIS7016	Research Methods (Semester 2)
CIS7017	Technology Dissertation (Year-long) Dr Chow Siing Sia - Dissertation Co-ordinator



# Welcome Week

## What to expect

During the week you will have the opportunity to engage in several activities, which you will undertake with a group of other new postgraduate students from your programme, supported by staff and current students

who are on your programme. There will also be lots of help from the other Cardiff Met services showing some great tools and techniques you can use during your post graduate journey.



There will be an introduction to your new school and programme of study and lots of activities to help you meet new people.

You will need to complete a bit of administration and check-in with your programme team, so we know who is doing what, and when. You will also need to complete any outstanding enrolment matters, pick up Students' Union cards, and touch base with any specialised support services that you need.

## Here's what Cardiff Met students enjoyed about Welcome Week

*"Helped me settle in and took the pressure off travelling to a new place"*

*"The group activities helped me to find out about our peers was a nice way of getting to know everyone"*

*"Helpful to chat informally to the Programme Director and chat about random things to help settle in".*





## Programme Activities and Projects

Technical Information Design project is a group task. Each group of students has to prepare the 2-3-page technical write-up and give presentation on any one of the selected topics from the given list of topics below, students can also suggest topics, but prior approval is mandatory from the project lead:

- Important facts of Industrial IoT (IIoT), Factory of Things (FoT) and the Internet of Everything (IoE).
- Green IoT: Sustainable Design and Technologies.
- IoT Vs Blockchain Technology.
- Big Data and Information Integrity in IoT.
- IoT Deployment on Agriculture, Retails, Smart Cities, etc.
- ChatGPT Vs Google Search.
- Role of AI in IoT.
- Challenges in Electrical Vehicles.
- NetZero and Sustainability for IoT.
- Challenges in Intelligent Drone Networking.

## Social Activities

Further information on social activities will be available in your induction week timetable, which will be provided closer to the start of term.





## Welcome Week Activities



During Welcome Week you will have the opportunity to:

- Attend a welcome meeting with your Programme Director and meet the team, where they will provide an introduction and outline expectations.
- Meet other postgraduate students.
- Take part in a welcome week activity with other postgraduate students.
- Familiarise yourself with campus.
- Explore what services are available to support you on your learner journey.
- Familiarise yourself with the digital tools you will be expected to use during your studies.
- Take part in a 'wrap up' session, reflect on the week and make sure you know what your timetable is looking like for the first week of teaching.

## Personal Welcome Week Checklist

During Welcome Week you need to make sure that you have:



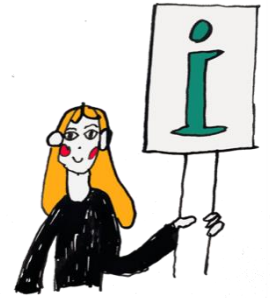
- Completed the enrolment process.
- Collected your student ID card.
- Attended programme activity session.
- Attended some social events on campus/online.
- Met with your Programme Director and staff on your programme of study.
- Familiarised yourself with the library and any support services you might need  
e.g., Dyslexia or Disability help.



# Useful Information

## New Students Information

The [Course Joining Information website](#) has lots of useful information to help with your planning. Simply select your level of entry on the website to find out more and access your important joining information.



## Student Services

[Student Services](#) provide support and guidance, including mental health, disability support, careers advice, part-time jobs information and money management.

## SU Welcome Guide

An interactive guide to help you navigate your journey into and throughout your university life. Take the tour and enjoy each section designed to help you get to know Cardiff Met.

[What you need to know before you go](#)



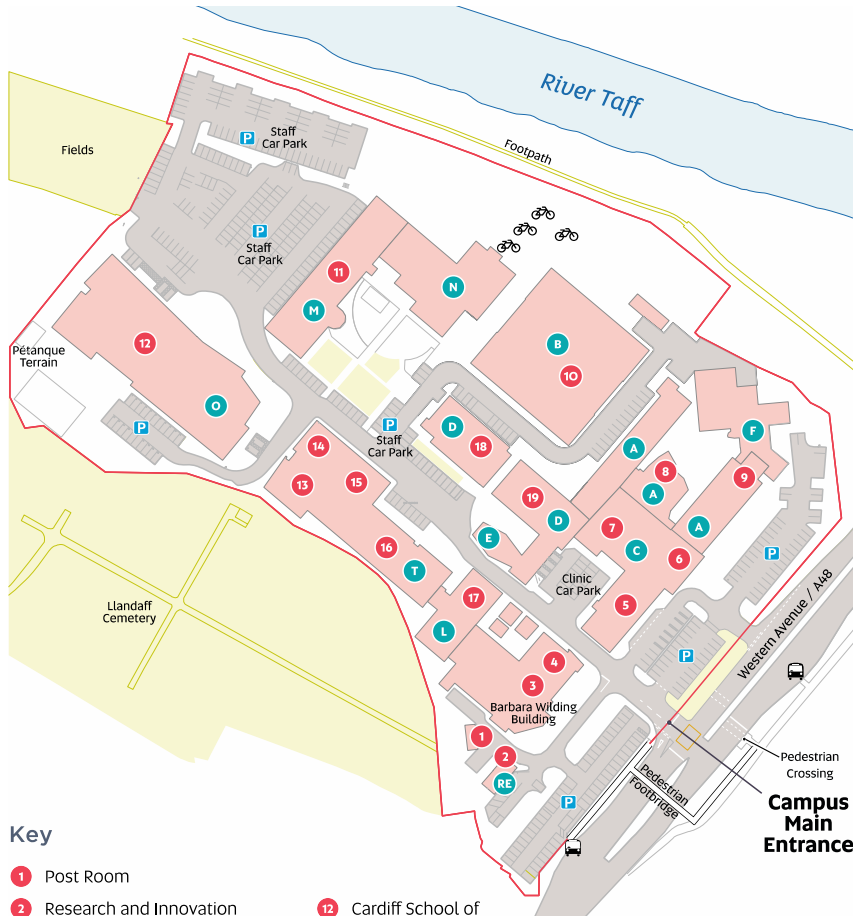
## Academic Calendar 2023/24

[Academic Calendar 2023/2024](#)

## Campus Map



# Llandaff Campus



## Key

- |  |                                     |  |
|--|-------------------------------------|--|
| 1 Post Room                              | 12 Cardiff School of Management CSM | P Parking                              |
| 2 Research and Innovation                | 13 IT Help Desk                     | 🚲 Bike Rack                            |
| 3 Student Hub                            | 14 School of Dental Technology      | 🚌 Bus Stop                             |
| 4 Gym (First Floor)                      | 15 Global Engagement                | 2 · City Circle                        |
| 5 Podiatry                               | 16 Biomedical Sciences CSSHS        | 15 · Heath Hospital to Central Station |
| 6 Main Reception & i-Zone                | 17 Learning Centre                  |  |
| 7 Main Halls                             | 18 Food Industry Centre FIC         |  |
| 8 Lecture Theatre AO.31                  | 19 School of Health Sciences CSSHS  |  |
| 9 Cardiff School of Technologies CST     |                                     |  |
| 10 Cardiff School of Art and Design CSAD |                                     |  |
| 11 Maritime House                        |                                     |  |

