Department of Economics

Postgraduate

Welcome Week

2018
Contact details

Department of Economics
Horton Building H209

royalholloway.ac.uk/economics

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Welcome to the Department of Economics
A very warm welcome to you all!

The Department of Economics at Royal Holloway is one of the country’s leading for research with a reputation for excellence in teaching and strong industrial links. We are delighted that you have chosen to study with us and would like to welcome you to the department. Our aim here is to give you a valuable and satisfying experience.

Within the Economics department you will find enthusiastic academic staff, friendly administrative staff and ambitious students. The courses we offer are designed to be stimulating and thought-provoking to provide a solid foundation for your future. Throughout your studies we aim to support students so do not hesitate to get in contact. Recently the Department introduced an MSc study room, which we hope you will utilise and find useful for working and socialising.

We truly hope you have a fantastic welcome week which we believe will be the start of one of the most important adventures of your life. It is our pleasure to welcome you, and we wish you the very best in your future studies and career.

A message from the Postgraduate Directors

It gives us great pleasure to welcome you to the Department of Economics as a postgraduate student. The year ahead will be full of challenges, and we are here to make it as productive and enjoyable as possible. We hope that this will be the beginning of a new journey which will culminate in success on your postgraduate programme and in your future endeavours.

Professor Manolis Galenianos
Director, MSc Economics

Dr Vinay Nundlall
MSc Academic Co-ordinator

Professor Alessio Sancetta
Director, MSc Financial Economics
## Pre-sessional and Welcome Week timetables

### Pre-sessional QM (EC5555) Timetable: 17th – 21st September

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<td>Induction Talk (9:00-9:30)</td>
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<td><strong>Friday 21st</strong></td>
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### Welcome Week/Pre-sessional QM (EC5555) Timetable: 24th – 28th September

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<td><strong>Monday 24th</strong></td>
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<td><strong>Tuesday 25th</strong></td>
<td>Lecture 7</td>
<td>Welcome to Royal Holloway talk</td>
<td>Seminar 6a</td>
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<td><strong>Wednesday 26th</strong></td>
<td>Lecture 8</td>
<td>Seminar 7a</td>
<td>Seminar 7b</td>
<td>Induction Talk and Registration</td>
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<td>Lecture 9</td>
<td>Seminar 8a</td>
<td>Seminar 8b</td>
<td>Library Induction and Careers Talk</td>
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<td><strong>Friday 28th</strong></td>
<td>Lecture 10</td>
<td>Seminar 9a</td>
<td>Seminar 9b</td>
<td>Postgraduate Welcome Party</td>
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Important Documents

Postgraduate Handbook

The Economics Postgraduate Handbook will be on the USB you receive during welcome week and is also available on the Postgraduate Taught Vault. All students are requested to read and refer to the handbook for all course related information. The handbook contains useful information and links including assessment information, student support, attendance and FAQ's.

Course Outlines

The course outlines will provide you with the overall plan of the course. You should read up on the outlines for the modules you are taking. The outlines include information such as aims, outcomes, reading lists, assessment information and a weekly schedule. The course outlines are available on the Postgraduate Taught Vault.

Code of Conduct

Upon enrolling, each student at Royal Holloway is expected to follow university guidelines and regulations as outlined in the Student Handbook and College Regulations.

Additional to these, the Department of Economics issues a charter to all their students outlining the basics principles of academic life in the Department. The Department has set this charter in order to bring about a mutual understanding of what is expected of the student and what the student can expect of the Department. You will be asked to sign in a agreement with this charter during registration.

Information on how to submit assessments, assessment deadlines, how to notify the Department of absences and how to report extenuating circumstances can be found at: https://www.royalholloway.ac.uk/economics/currentstudents/postgraduatetaught(msc)/usefulstuff.aspx
Your Future Career

Employers are interested in the skills you develop through student life as well as the academic knowledge you gain through your studies. The Economics Department, in partnership with the Careers Service, provides opportunities to develop transferable skills to enable you to market yourself effectively for graduate jobs.

Economics@Work

The Department maintains strong links with its alumni, who are often able to provide advice, contacts and networking opportunities to current students.

**Economics@Work** is a series of talks about jobs in Economics with

- Practitioner insights
- Case studies
- Careers advice
- Q&A

Economics Career Skills Certificate

The aim of this course is to help you enhance your employability skills. This will include tips on how to fill out job application forms, information on psychometric tests and how to perform well on interviews. You will receive a certificate after successful completion which will count towards the RHUL Passport scheme as well as serving as a demonstration of skill on your CV.

The course is delivered in two parts: Basic Economics Careers Skills and Advanced Economics Careers Skills and are tailored for each year group.
Student Facilities

MSc Study Room

The Economics department have a new, fully equipped room for Economics Postgraduate Students (MSc), based in the Horton Building. The MSc Study Room (H307) is a dedicated space for both studying and socialising. The room is equipped with two desktops, a printer, laptop and network ports for easy connectivity. This will be the perfect place to make the most of group meetings, revision sessions, tutor meetings and individual study.

MSc Trading Room

To coincide with the start the MSc Finance course, the department introduced a simulation trading floor. The simulation experience is designed to recreate the excitement of a trading floor in an investment bank and provides invaluable hands-on experience in a dynamic environment. Real-time data feeds from major exchanges and is displayed on terminals and wall screens, and industry-standard software packages are used to provide the best possible introduction to Investment Banking IT. Students will be in an environment where they will learn the analytical and critical skills required in the trading environment.

Library

The Royal Holloway library is based in the new Emily Wilding Davison Building. The library provides large study spaces, access to PCs, low cost photocopying and printing, a reputable collection of books and journals and the ability to book rooms for group working. There is increasing provision of electronic resources: e-journals, databases, datasets, e-books, all of which are accessible remotely 24 hours a day, seven days a week through the library webpage: www.rhul.ac.uk/library

There are plenty more facilities on Campus for students including the Student Union, College Shop, Bank, six catering outlets, and a huge range of sporting facilities. www.rhul.ac.uk/studentlife
Student Facilities

Careers Service

The Economics department along with Careers services are here to help you on your journey to employment. We offer advice and guidance on all employability matters and offer help and support during your studies and after you have graduated. Whether it’s a part time job during your studies, a placement or a job for after you graduate, the university have a dedicated careers service which can help you along the way. The university careers centre is based in the Emily Wilding Davison Building. Keep a look out on the careers website (www.rhul.ac.uk/careers) for details on their regular careers events including CV workshops and Mock assessment days, careers fairs, and visits from industry experts and renowned organisations. You could alternatively visit the careers service for a quick query and CV/application check. The department also have a dedicated Careers Officer – Dr Pierre-Olivier Fortin

Royal Holloway International

Studying in a foreign country can offer students new and interesting challenges, and Royal Holloway offers specialised support to international students to help you meet these challenges positively. Based in the International Building, Royal Holloway International offers in-sessional English language support courses, and one-to-one consultations throughout the year designed to develop your academic writing, understanding and presenting skills in English. Royal Holloway International also have a dedicated support team providing international students with support and advice throughout your studies at Royal Holloway. www.rhul.ac.uk/international

Support, Health and Welfare

The university has a friendly and caring community, with a network of dedicated support and advisory services to help you get the most out of your time here. The student-orientated Support & Advisory Services team seeks to support diversity and enhance the student experience. They can help you with issues regarding childcare support, residential support, accommodation, financial advice, faith support and educational support. The university also has a health clinic and a student counselling centre both located in the Founders Building. www.rhul.ac.uk/studentlife/supporthealthandwelfare
Role of Ambassadors

- To represent the Economics department during the regular UCAS days and open days
- Assist academic staff with the work before and after the open days
- Provide prospective students and parents with information and take them on campus tours and talks

Benefits

- Enhance your CV and employability
- Develop your people, team working, presentation and time management skills
- Receive payment for open days
- Flexible working which fits in well with studies

How to Apply

Do you have good time management skills and consider yourself reliable?
Are you someone who is approachable and adopts a friendly stance with strangers?
Do you enjoy working as a team?

Then get involved!

The SA recruitment team will email students as soon as work opportunities are available. If selected, you will be invited to attend a group interview, after which appointments will be made. For every 30 hours of work you do for us you will receive 20 Passport points. Once you have collected 100 points you will receive the Royal Holloway Passport Award which recognises achievements beyond the classroom.
Postgraduate Student Representative

Who are Student Reps?

Each Economics year group will have two student representatives who are elected by students in October. The role of the student rep is:

- To communicate matters of student concerns to members of the academic body through regular committee meetings
- Establishing yourself as a point of contact for current students to be comfortably able to raise issues
- To communicate the outcomes of the meetings to students

Why be a Student Rep?

- Prove your passion and determination for making a change within your department
- Develop and learn communication skills
- Raise confidence in public speaking
- Work as a team with other representatives for the betterment of your university experience
- Transfer these skills into the employment market after graduating

Past achievements by Reps

- In 2013, the department opened up an Economics MSc Study room, specifically for Economics Postgraduate taught students.
- Increase in the number of core Economics textbooks available in the library
- Introduction of the Economics events programme with regular events taking place

Students are elected in mid October each year. The Economics Department postgraduate Office coordinate the nomination & election procedures. If you are interested in becoming a student representative, then email Vinay.Mundlalli@rhul.ac.uk for further information.
**Student Tutoring Programme**

The Department is looking for MSc students who are interested in tutoring first and second year Economics students during term time. This scheme is for Economics students who have a genuine interest in tutoring students on a preferred course of their choice.

The tutoring will take place in the Autumn and Spring term (based on your availability), and is designed for tutors to encourage and support their tutees and raise their academic achievement levels as well as be a good role model.

As a tutor you will also be able to earn RHUL passport points - an award that rewards students for going beyond their academic achievements.

If you are interested in becoming a student tutor, then please contact Dr Hui-Fai Shing. Please include your name, student number and degree title in the email. All candidates will be considered and informed shortly.

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**RHUL Economics Society**

Economics students have their own society which you are more than welcome to join. The Economics society is a student led society which holds regular Economics themed debates, talks and events such as movie night and social outings and is a great way to meet your peers with interests similar to you! The society aims to:

- Create a platform for students to optimise their economic interests.
- Help utilise links amongst students and lecturers.
  - Provide the ability to have an edge in the job market.
  - Most importantly create an equilibrium between work and fun.

Membership to the society is £7 per year. Members can pay this either on the SU Website, or in the Student Activities Office.

**Contacts:**

Econsocrhul@hotmail.com
Upcoming Events

Economics Treasure Hunt

Wednesday 26th September
16:00 Outside the Students’ Union, Free to Take Part
Great Prizes to be Won!

Postgraduate Welcome Party

Friday 28th September
Horton Building H321
16:00-18:00
Come and join fellow students, academics and support staff for an informal social in the Horton Building.
Free to all PG Econ students, food and drinks will be provided

Economics Mardi Gras Autumn Ball 2018

20:30 Founders Dining Hall
Friday 19th October
Dress code: Smart, Theme: Black & Gold
Econ students £15 and Non-Econ £20. Tickets are available from the departmental office and includes music, buffet, dancing, photo-booth, chocolate fountain and welcome drink.
Useful Information

Departmental Office Horton 209
Monday - Friday 9:00am - 12.30pm and 1.30pm - 4.00pm

Any questions, advice or just fancy a chat... pop in to see us or drop an email to the Economics admin team

Victoria Amoah - Victoria.Amoah@rhul.ac.uk - Department Manager
Karen Windle – Karen.Windle@rhul.ac.uk - Postgraduate Administrator
Katrina Hart – Katrina.Hart@rhul.ac.uk - Faculty Reception Administrator
Selena Ou - Selena.Ou@rhul.ac.uk - Faculty Reception Administrator
Fathima Uddin – Fathima.Uddin@rhul.ac.uk – Faculty Administrator
James McEwan – James.McEwan@rhul.ac.uk – Faculty Administrator
Eliza Bailey – Eliza.Bailey@rhul.ac.uk - Faculty Administrator

We at the Department of Economics are keen to keep you fully informed!

For up-to-date Departmental news and trivia follow us on Facebook.

For current Economics news and stories follow the conversation on twitter @RHULEcon

For the Departments pictures and videos @economicssocialmedia

For specific departmental messages and course related information, the MSc Noticeboard is located on the ground floor of the Horton building.

Keep checking your ‘rhul.ac.uk’ account as we will be in regular contact throughout the year!

IT Service Desk 01784 844321
Student Housing 01784 443338
Counselling Service 01784 443128
Support & Advisory Services 01784 443394/443955
Student Enquiries 01784 276641
Student Union 01784 486300
Educational Support Office 01784 443966
International Student Support 01784 443663

Autumn term:
Monday 24th September to Friday 14th December 2018

Spring term:
Monday 14th January to Friday 29th March 2019

Summer Term:
Tuesday 30th April to Friday 14th June 2019