Economics Department
Induction Talk
September 2019

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Academic Coordinator, Economics Department,

These slides will be made available online the Economics Department UG Vault.

https://intranet.royalholloway.ac.uk/economics/currentstudents/undergraduates/undergraduatevault.aspx
Good News

Royal Holloway ranked 19\textsuperscript{th} in The Times and Sunday Times Good University Guide 2020.

73\% of Economics Finalists graduated with First Class or Upper Second (2:1) honours, (compared to 71\% for 17/18).
Schedule for this talk

• CEDAS
• Registration Week
• Programme
  – Programme Structure
  – Courses
  – Teaching
  – Attendance Monitoring
  – Coursework
  – Personal Advisor System
  – Feedback
• Talk by Head of Department
To do this week and next

• College Enrolment / Identity Check (All week)
• Student Life Talk/Peer Guides (today)
• Economics Department Registration (Today)
• IT Induction (done online)
• Careers Service/Employability Induction (Wednesday)
  – Employability group exercise: for Single Honours/Major students, see timetable under week 1.
• Library Induction (Thursday)
• Treasure Hunt (Wednesday)
• Welcome Party (Wednesday)
• Meet personal advisor (check email this week/early next week)
• **Attend Maths sessions** (see EC1102 timetable for WK2)
  + other department’s event for **joint students**.

– Lectures begin (next week), seminars (week after)
Handbook and Course Spec.

- Handbook – available via Welcome week website or UG vault (https://intranet.royalholloway.ac.uk/economics/currentstudents/undergraduates/undergraduatervault.aspx)

- Programme specs can be found via: https://www.royalholloway.ac.uk/studyhere/progspecs/home.aspx
Degree Programme

• SINGLE HONOURS
• MAJOR IN ECONOMICS
• JOINT DEGREE WITH THE SCHOOL OF MANAGEMENT
• JOINT DEGREE WITH THE DEPARTMENT OF MATHEMATICS
• JOINT DEGREE WITH THE P.I.R DEPARTMENT
• PPE Degrees

Final degree classification:

First Year - 0%*
Second Year – 1/3*
Final Year – 2/3*

*Need to pass year to progress; first and second year results impact on job/master’s applications.
Courses/Terminology

• Each year, take course equivalent to 4 modules (120 credits).

• Full modules (30 Credits)

• Half modules (15 Credits, one term)

• Some courses are mandatory condonable (must do).

• Some courses are mandatory non-condonable (MNC) AND required for progression.

• The rest are optional.

*(one chance to resit a course if you fail)*
### Programme: Economics, Fin&Bus Econ, Econ+Econometrics, Econ with ___

#### Year 1
- **Employability**
- **EC1101 - Principles of Economics** (CORE ECON)
- **EC1102 - Quantitative Methods 1**
- **EC1103 - Applied Economics and Policy**
  - 30 credit option: EC1111 + EC1114
  - 30 credits Minor

  **Options:**
  - EC1111 - International Economic Policy (15),
  - EC1114 - Economic Philosophy (15)

#### Year 2
- **Microeconomics 1/A**
- **Microeconomics A**
- **Macroeconomics**
- **QM2/A**
- **Game Theory**
  - 15 credit option: Industrial Growth
  - 15 credit option: Financial Mkts

  **Options:**
  - EC2212 - Industrial Growth and Competition (15),
  - EC2216 - Economic Growth (15)

#### Year 3
- **Up to 120 EC credits**
- **Financial Economics**
- **Adv Econometrics 1**
  - 90 credits EC
- **Industrial Economics**
- **Adv Econometrics 2/**
  - 30 credits Minor
- **Up to 60 EC credits**
- **Financial Econometrics**

### Notes:
- ^ required to take and **pass for progression** onto the next stage (MNC).
- ++ BSc Economics Students are allowed to take a maximum of two units from a particular ‘outside’ dept.
**ECONOMICS AND MANAGEMENT / AFE**

<table>
<thead>
<tr>
<th>FIRST YEAR</th>
<th>SECOND YEAR</th>
<th>FINAL YEAR</th>
</tr>
</thead>
<tbody>
<tr>
<td>EC1101: Principles of Economics**</td>
<td>EC2201: Microeconomics**</td>
<td>60 Economics credits</td>
</tr>
<tr>
<td>EC1102: Quantitative Methods in Economics I**</td>
<td>EC2202: Macroeconomics**</td>
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<tr>
<td></td>
<td></td>
<td></td>
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<tr>
<td>60 Management Credits – consult SoM</td>
<td>60 Management Credits – consult SoM</td>
<td>60 Management Credits – consult SoM</td>
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<tr>
<td>(all half units)</td>
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</table>

**required to pass for progression (MNC).**
<table>
<thead>
<tr>
<th></th>
<th>BSc Economics &amp; Mathematics</th>
<th>BSc Finance &amp; Mathematics</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>first year</strong></td>
<td>- EC1101(^\wedge) - EC1133 *** - 2.5 Maths units</td>
<td>- EC1101(^\wedge) - EC1133 *** - 2.5 Maths Units</td>
</tr>
<tr>
<td><strong>second year</strong></td>
<td>- EC2501(^\wedge) - EC2202(^\wedge) - one half unit from Economics 2(^{nd}) year options - 1.5 Maths Units</td>
<td>- EC2501(^\wedge) - EC2202(^\wedge) - EC2211*** - 1.5 Maths Units</td>
</tr>
<tr>
<td><strong>final year</strong></td>
<td>Choose 60 credits from Economics final year optional units AND a total of 60 credits from Maths options</td>
<td>- Financial Economics*** Choose 30 credits from Economics final year optional units AND 2 Maths Units</td>
</tr>
</tbody>
</table>

\(^\wedge\) required to take and pass for progression onto the next stage (MNC).

*** required to take but not required to pass for progression (Mandatory - condonable)
## COURSES FOR JOINT DEGREE ECONOMICS AND P.I.R.

<table>
<thead>
<tr>
<th>BSc Economics, Politics and International Relations</th>
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</thead>
<tbody>
<tr>
<td>first year</td>
</tr>
<tr>
<td>- EC1101^</td>
</tr>
<tr>
<td>- EC1102^</td>
</tr>
<tr>
<td>+ Two PIR modules</td>
</tr>
<tr>
<td>second year</td>
</tr>
<tr>
<td>- EC2201^</td>
</tr>
<tr>
<td>- EC2202^</td>
</tr>
<tr>
<td>Choose TWO units from available courses in Politics and International Relations</td>
</tr>
<tr>
<td>final year</td>
</tr>
<tr>
<td>Choose TWO units from Economics final year options</td>
</tr>
<tr>
<td>Choose TWO units from Politics and International Relations final year options</td>
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</tbody>
</table>

^Pass Required for Progression (MNC)

**PPE Programmes** - First year, EC1101^, EC1102, Politics^, Philosophy^ course.

^Pass Required for progression (MNC)
How to register your courses

Make sure optional non-economics courses are signed off by the relevant department (you will need EC1111/EC1114 removed).

You are responsible for making sure you are signed up for the correct units and the correct number of units.

Sign the form, return as soon as possible and by the end of next week.

I CERTIFY THAT THE ENTRY PROCEDURES FOR THE COURSES LISTED ABOVE HAVE BEEN CORRECTLY COMPLETED.

DEPARTMENTAL COURSE TUTOR/ADVISER

STUDENT

(Course Entry Form)

Term       200708
ID: 1005XXXXX
Department: Economics
Degree Programme: BSc(Econ) Economics
Year of Study: Programme Year 1
Name: XXXXXXX

Qualification Sought: Bachelor of Science (Econ)

COURSE UNITS

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credit Value (Hrs)</th>
<th>Resit (S) / Repeat (P)</th>
<th>Initials of Staff Member</th>
</tr>
</thead>
<tbody>
<tr>
<td>EC1101</td>
<td>Principles Of Economics</td>
<td>30</td>
<td></td>
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<tr>
<td>EC1102</td>
<td>Quantitative Methods Of Economics</td>
<td>30</td>
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<tr>
<td>EC1103</td>
<td>Economics Workshop</td>
<td>30</td>
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Options:

(Need 120 credits)
Lectures and Seminars

Lectures
– Delivery of course material and to guide students.
- Commence next week

Seminars
– Problem sets/group exercises. (allocated soon – see online timetable).
- Attend one seminar per course per week; except EC1102 in spring which also have computer seminars.
- Attendance is monitored – unauthorised absence will initiate the formal warning process. See note on registering attendance/absences.
- Commence the week after next

- All classes commence on the hour.

- Reading week: 6\textsuperscript{th} week of classes – no lectures/seminars in Economics.
Attendance Monitoring

• Attendance to lectures and seminars is compulsory.
• Seminar attendance will be recorded electronically via a named register.
• Spot check can happen during lectures.

Absence Recording

• Standard college form to fill in.
• https://intranet.royalholloway.ac.uk/students/study/attendance/notification-of-absence/notification-of-absence.aspx
Personalised Timetables, accessible via [https://webtimetables.royalholloway.ac.uk/](https://webtimetables.royalholloway.ac.uk/)

**Timetable FAQs**
[https://intranet.royalholloway.ac.uk/students/study/timetable/academic-timetabling-faqs-for-students.aspx](https://intranet.royalholloway.ac.uk/students/study/timetable/academic-timetabling-faqs-for-students.aspx)

Teaching takes place via lectures and seminars.

<table>
<thead>
<tr>
<th>Mon</th>
<th>Tue</th>
<th>Wed</th>
<th>Thu</th>
<th>Fri</th>
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Note: Lectures in Orange, Seminars in Blue (attend the seminar you are allocated. Optional courses have been registered by default, you can change these.)
COURSEWORK DEADLINES AND IN-COURSE TEST DATES

See deadlines document in the UG vault
https://intranet.royalholloway.ac.uk/economics/currentstudents/undergraduates/undergraduatevault.aspx

Do not hand work in to your teachers (unless told to do so otherwise)

Most coursework is submitted via Moodle, your course tutors will inform you if there are alternative submission methods.

If you have extenuating circumstances, can apply for an extension via “Campus Connect” BEFORE the deadline.
Requirements to pass each course:

• Achieve a grade of > 40% overall.
• Attend seminars, otherwise formal warnings process initiated
• Complete all required courseworks to a satisfactory standard. Otherwise formal warning.
• Max. 2 attempts per course (cannot re-sit if passed)

Special tutoring – see email and noticeboards soon. Department provides small group tutoring at no charge to the student for the following courses:

EC1101, EC1102 (+ bootcamp: 2 sessions this week, 3 more next week),
EC2201, EC2202 and EC2203.
Requirements to progress onto the second year

• Pass ALL courses OR
• Pass at least three modules with no failed “Mandatory Non Condonable” courses (e.g. EC1101 & EC1102) in all departments AND have failed modules with grades above 30%. The overall average needs to be above 40%. You should pass this “condonable fail” next year.

What if you fail to progress?

• Retake failed courses next academic year.
• Some that fail to progress by a narrow margin, will be eligible for Sept/Summer resits. Exam will be held in Aug/Sep, progress if a sufficient number of units are passed. More details to be provided in the Spring term (Capped 40%)
• (Usually given a maximum of 2 attempts at an exam!)
• ~ 15-20% fail to progress into the second year.
Extenuating Circumstances

• Speak to somebody about it!
• Important to provide evidence if you have suffered medical or personal problems that has affected your academic work (particularly exams).
• If you require an extension for your written work, you should apply for a deadline extension using the College’s online extension application portal on Campus Connect. You must do this before the original deadline, and you may need to submit appropriate evidence to support your application.

NOTIFICATION OF ABSENCE DEADLINES:
As Soon as Possible – within 5 days of returning for absences
College policy on Calculators in Exams

• The Department will provide all students with a new calculator free of charge.

• This must be used during tests and exams. (Check other department for acceptability)

• Pick yours up during department/course registration.
The Department and College regard plagiarism as a serious offence for which stringent penalties can be imposed. (College Plagiarism/Referencing course on Moodle, required for EC1103, also referencing quiz for PA meetings)

Plagiarism is not just about copying material from books, journals, or another essay. Presenting the ideas of others as your own is plagiarism.

Can result in obtaining a mark of zero or a formal warning which eventually leads to expulsion.
Personal Advisor System

• Roles:
  (i) To build a relationship with a member of staff who will guide you during your time with us.
  (ii) To receive feedback from students about the College and Department in general or about particular aspects of their course.
  (iii) To inform students of the various services and facilities available at Royal Holloway for dealing with particular problems

• First Years: → Meeting next week. Keep an eye out on your email from your personal advisor.
• Allocations online soon.
• 4 individual meetings.
Feedback

Feedback to students is given in a variety of ways.

**Informal Feedback:**
- Seminar discussions
- Day to day communication between students and academic staff
- Visiting academics during office hours
- Appointments with your personal advisor

**Formal Feedback:**
- Coursework (assessed and unassessed)
- Class tests
- Problem sets
- Verbal and written feedback
- Online learning platforms
Departmental Communications:

Email
All students should use their College email address. Important or even urgent information is often sent there. For example, you will normally be alerted by email on lecture cancellations due to staff illness, or on unforeseen seminar room changes.

Facebook, Instagram, Linkedin, Twitter (@RHULECON).

**Check postal address details are correct!**
Get Involved

• Join various societies via the SU
• Royal Holloway Passport
  – Formal recognition for activities you participate in. Run by the Careers Office.
  – Economics Dept. Activities
    https://www.royalholloway.ac.uk/economics/currentstudents/economicsrhulpassportactivities.aspx
    • Student Ambassador
    • Student Mentor (Peer Guide)
    • Student Tutor
      – If you require extra academic support there are student volunteers who want to help.
Upcoming events:

- Bloomberg terminal training sessions.
- Careers/Employability events.

Keep an eye out for announcements.