First Year First Day Guide 2022-23
Computer Science (Hons, MEng), Software Engineering

1. First Year CIS Adviser

Isla Ross
Email: **isla.ross@strath.ac.uk**
The year adviser is the first person you should contact if you have any questions regarding your course, especially regarding elective changes, timetable problems, laboratory allocation and absences.

2. Some Key Web pages

First Year CIS Noticeboard
https://local.cis.strath.ac.uk/wp/teaching/undergraduate/noticeboards/first-year-noticeboard/
will be updated for 2022-23 by end of this week

Timetable
https://local.cis.strath.ac.uk/wp/teaching/undergraduate/timetable/
You will be emailed a simpler copy of what to attend in weeks 1 and 2 later this week

Key Dates
https://www.strath.ac.uk/keydates/2022-23/https://www.strath.ac.uk/keydates/2022-23/

Student Support and Wellbeing (Disability and Wellbeing, Funding and Financial support, International Student Support, Chaplaincy Centre, Study Skills)
https://www.strath.ac.uk/sees/studentsupportwellbeing/

3. Registration

You should all register online using **Pegasus**.
http://pegasus.strath.ac.uk/
Most of you have already done this.
You all need to add an elective to your curriculum. You do this through Pegasus as well, probably as follows:

a) Log on to Pegasus
b) Select the 'Curriculum' tab at the top
c) Select 'Curriculum Verification/Request Amendment' down in the Registration section at the bottom
d) Select 'Amend Curriculum' up at the top right
e) Select the 'Add Class' button down in middle of screen
f) Enter the module code for your chosen elective

Choosing your elective - See later for elective choices.

4. Students Union
Strath Union

https://www.strathunion.com/welcome/

5. Computer Access
To login to these machines you use your University username and password.
There is a code for the doors to the CIS LT 11th/12th/13th floor labs – you'll be emailed the code by our Systems Support Staff

6. Software
Information on free software as a student can be found at
https://www.strath.ac.uk/professionalservices/it/use/softwareandhardware/
Individual classes may also require you to install specific software.

7. Student Business / Registry – The Student Record Office
Advice is given on official matters (e.g. registration and examinations). Students should advise Student Business of any changes to their personal or medical circumstances (change of address or medical certificates). Email: studentbusiness-science@strath.ac.uk

8. Booklist
Don't buy any books just yet.
Lecturers will let you know which books are necessary for each of your classes.

9. Accommodation Office
Information on University flats/halls if residence (on and off campus), tenancy agreements, private and rented sector. See: www.strath.ac.uk/accommodation/

10. Strathclyde Sport –£31m SPORTS CENTRE!
Huge, spanking new sports centre up on Cathedral Street. Now 2 years old. Huge range of facilities and classes.
https://www.strath.ac.uk/strathclydesport/

11. Careers Service
www.strath.ac.uk/careers
Stephen Smith is the Careers and Employability Consultant for the Faculty of Science. You will get to know him through Careers talks during the year in the Department and through events, and activities, in the Careers Service that we encourage you to attend from 1st year.

12. Student Health Service
The Student Health Service runs regular consultative clinics for students with physical or psychological problems. It includes well woman and family planning clinics. The service is located on Level 4, Graham Hills Building. The doctors at the Service can refer students for specialist treatment if appropriate.
Note: all students should also register with a GP.

Contact: (0141) 548 3916 (JA Campus) (Phone line not currently available)
email: studenthealth@strath.ac.uk
http://www.strath.ac.uk/studenthealth/

13. Disability and Wellbeing Service
The Disability & Wellbeing Service has a range of advisers with specialist expertise in disability, health, mental health and counselling. We offer a broad range of support to students with any disability, mental health and wellbeing related needs.

https://www.strath.ac.uk/professionalservices/disabilityandwellbeing/
Contact:
Disability and Wellbeing Service, Level 4
Graham Hills Building

Tel: (0141) 548 3402 (Phone line not currently available)
Email: disability-wellbeing@strath.ac.uk
If your query is in relation to Covid-19, please redirect this to studenthealthenquiries@strath.ac.uk

14. Cornavirus Student Information and FAQs
https://www.strath.ac.uk/coronavirus/students/

15. University Study Skills Service
https://classes.myplace.strath.ac.uk/course/view.php?id=19550
and Intro Video (4:30 mins)

16. Personal Development Adviser (PDA)
You are all allocated a Personal Development Adviser (PDA) within the CIS department. **You will meet them (virtually) today at 2.15pm or 2.45pm**. Hopefully, you'll get to know your PDA and they will be somebody who you will feel comfortable discussing any difficulties that arise during your time at university. They are good people to use for job references.

17. Study Expectations
A 20-credit class has around 200 hours of work associated with it. This includes all formal contact (lectures, tutorials, practicals etc.) and the additional time you spend working on the class throughout the semester. So, for a 20-credit class that runs for two semesters and has 4 hours formal contact each week (2 lectures and a lab session, say), you will be expected to put in around 4 hours additional work for the class every week (assuming you devote around 20 hours to revising for and sitting the exam).

This is particularly true of computer science classes, **where the cumulative nature of the subject means understanding the material as the class progresses is essential.**

18. Attendance and Absence
It is expected that you will attend all lectures and tutorials/practicals associated with a class. If you are absent from any important event, such as an examination, class test or weekly assessment, then you will need to provide medical or similar documentary evidence. Medical evidence is submitted via Pegasus:
http://pegasus.strath.ac.uk/
or through Student Business in the McCance Building

If in doubt, ask the First Year Adviser or your PDA.

The department takes attendance very seriously, and monitors attendance at lectures, practicals and tutorials throughout first year. Computer Science is a practical subject therefore you are expected to attend all of these.

If you do not attend / participate then you will be asked to leave the course.

19. Lab / tutorial allocation
You will be allocated to labs/ tutorials for CIS year 1 modules during week 1 and informed of the outcome, start of week 2. This will be done by software and will depend on modules being taken. The exception is for CS101 where labs start in week 1.

20. Coursework
Computer Science is a very practical subject by nature and coursework in all modules provides the opportunity to develop a deeper understanding of the material and nurture essential practical skills. This deeper understanding you develop will make it much easier to pass the exam. Also, the work will typically contribute substantially to your mark for the module, which again takes the pressure off the examination if one is held for the module.

So, make sure you understand the coursework requirements for each class – if you are unsure check out the module MyPlace page or ask the lecturer.

All computer science teaching materials should be accessible via the VLE called **MyPlace**:
http://classes.myplace.strath.ac.uk/

21. Assessment
The assessment for a module will be explained by the module lecturer on the MyPlace web page. Many modules involve a combination of coursework and examination and your final mark is a combination of your performance in both these components. Most degree examinations take place in May (for semester 2 modules, or modules which run over both semesters), with only a few modules examined in December (semester 1 only classes). The pass mark for modules is 40%. The formal Faculty Examination Board in June operates the University compensation scheme which may grant a pass in one module failed with a mark between 30% and 39% (inclusive), if your average is 45% or above - **this means it is in your interests to do as well as possible in *all* examinations**.

22. CIS Web Pages and Handbook

Almost everything you need to know about your CS/SE degree and its organisation can be found through links from here:
https://local.cis.strath.ac.uk/wp/teaching/undergraduate/
some pages may be updated for 2022-23 in the coming weeks

Undergraduate

- Degree Handbook
- Getting Help
- Late Submissions and Extensions
- Study Advice
- Timetables
- Syllabuses
- Noticeboards
- Degree Regulations
- Plagiarism
- Careers Service
- Disability Service
- Ethics in CIS
- CIS Elective Classes
- CES Degree Handbook
- Coursework Submission Front Cover System
- English Support for Students
- Student Mailing List Subscriptions – Jobs, Placements …
- Fire Safety

23. Plagiarism

The nature of some practical work in Computer Science makes plagiarism (copying) feasible and, under the pressure of deadlines, potentially tempting. This is, of course, cheating, and it is not tolerated. By all means seek help from staff, and collaboration with your fellow students is encouraged provided this takes the form of general discussions of problems and possible solutions. Ultimately, all work must be completed independently and it is essential that you understand completely any work you submit. Plagiarism is not taken lightly – even in minor cases a mark of 0 is awarded to *all* concerned (including those supplying any solution). Major cases, such as projects or repeat offences, may result in a Senate Disciplinary Hearing and the requirement for the student to withdraw from their course and the University. Some students may appear to get away with plagiarism but, because much of the work in Computer Science is **cumulative**, ***it will always catch up with them*.**

Do not be tempted to plagiarise: there a plenty of places you can go for help if you are finding the work difficult – please use them.

24. Your First Year Modules

Here's a short summary of the compulsory first year computing modules that you will be taking. All below are 20 credits except for MS114(10 credits).

CS101 Topics in Computing 1
To help the student to develop a broader perspective of computer science and to develop problem solving, team working, presentational skills, as well as personal and professional development skills.

CS103 Machines, Languages and Computation
To help students to achieve a broad knowledge of the essence of computation and computational systems, as embodied by the notions of computable functions, formal languages and recursion, logic and computability and abstract machines.

CS104 Information and Information Systems
To help students understand a broad knowledge of information systems and how information is created, used and disseminated within an information society.

CS105 Programming Foundations
Programming Foundations looks at the key areas of Java and object-oriented program design and provides you with the skills to be able to design and build small systems by yourself by the end of the class. The first step on the road to developing a sound and comprehensive knowledge of programming.

CS106 Computer Systems and Organisation
To enable the student to develop an understanding and appreciation of a computer system's functional components – both hardware and software, their characteristics, their interactions, and their fundamental role in the manipulation of data.

MS114 Introduction To Business Analysis And Technology - Sem2
This module will introduce a variety of analytical methods that form the basis of understanding, analysing and seeking to resolve any business problem as well as providing students with an overview of technological change and how it affects all aspects of an organisation. This will replace MS113 which is currently showing on your curriculum.

In addition you will take a 10 (or 20) credit elective class.

It is compulsory to pass CS105 Programming Foundations, without compensation, as part of the progress rules to enter year 2.

Ten Top Tips for Surviving First Year

1. Attend as much as you can.
Missing the one lecture or lab now and again is not a massive problem, but if you're missing a lot of your classes, you'll fall behind and won't know what's going on. Don't rely on MyPlace for getting notes and assignments: sometimes these are handed out only in lectures. Our statistics show that those students who attend all their classes get the best marks. Conversely, students who don't attend are the ones who fall behind and then eventually drop out. (Of course semester 1 is being run differently this year but it becomes even more important not to fall behind.)

2. Try to pass every class.
Most of you are taking 120 credits this year and we expect you to finish the year with a full 120 credits in the bag. If you fail a class, you have to take the class again in 2nd year, which on top of a hefty 2nd year is very bad news. CS105 must be passed (without compensation) to progress to year 2.

3. Know how the University compensation scheme works
If your credit weighted average mark over all the classes you are taking is >= 45% you can be compensated in one 20 credit class if the mark is between 30% and 39% inclusive.

4. Every mark counts.
Since you need an average of >= 45%, and every mark you get counts towards this, it follows that you should try to accumulate as many marks you can in everything. High marks are really worth getting, as they can help compensate for lower marks in other classes. Make sure you attend all your class tests and hand in something for every assignment.

5. Don't Miss Your Class Tests.
In our first year, you'll have weekly classwork to do, either in our labs or in your own time. Your understanding of this work is in some cases assessed by means of class tests. All of these class tests count towards your final mark. Make sure you don't miss the class tests!

6. Programming Foundations is REALLY important.
Put a good lot of effort into CS105 Programming Foundations. This class is the most vital one to understand properly to survive 2nd year. It is the first class in a sequence of classes which will teach you how to design and implement serious pieces of software in Java.

7. Know who's who.
The important people to know are the Director of Undergraduate Teaching (Dr John Levine), the First Year Adviser of Studies (Isla Ross) and your Personal Development Adviser. If things go wrong, let us know as soon as possible.

8. Talk to us.
CIS at Strathclyde prides itself on having approachable and friendly academic staff. Unlike in other universities, you are students in our department from your first year onwards, and we'll soon get to know you. Come and ask us things if you need help.

9. Don't Copy.
Copying someone else's work is called plagiarism and we don't tolerate it. You can discuss assigned work with each other, but the work that you hand in must be yours and yours alone.

10. Every good student deserves a transfer.
If you want to transfer from BSc (Hons) to MEng then impress us. To get onto the MEng, you need >= 70% average and >=70% in Programming.

Electives for Computer Science and Software Engineering 2022-23

The recommendation is

SF106 Online elective module on Sustainable Development Goals - semester 1 20 credits

What do you know about the UN's Sustainable Development Goals (SDGs) agenda? Did you participate in the Glasgow climate strike in September last year? Global issues urgently require a shift in our lifestyles and a transformation of the way we think and act. To achieve this change we need new skills, values and attitudes that lead to more sustainable societies. That is why we have developed a unique online module: SF 106 (first semester run)/SF105 (second semester run) Multidisciplinary Perspectives of Sustainable Development (20 credits) which is available as an elective. Staff from all 4 Faculties have contributed to the module and will give you an insight into the exciting research being undertaken in the University to address these global challenges.

Through a series of videos and directed reading, the module will introduce you to the 17 SDGs, and will explore four particular goals in depth, namely:
SDG 3 Good Health and Wellbeing
SDG 6 Clean Water and Sanitation
SDG 10 Reduced Inequalities
SDG 13 Climate action.

Working in multidisciplinary groups, with online and face-to-face support, you will gain an understanding of the different ways in which various disciplines in Business, Engineering, Humanities and Social Sciences, and Science, can contribute to addressing these challenges. In addition to developing academic skills, you will also have the opportunity to develop reflective skills and the ability to collaborate with, and communicate effectively with, students from other disciplines.

Assessment of the module will be based on the production of an educational resource, which can be used to further develop understanding of the SDGs, from each group.

PH160 Introduction to Astronomy
Semester 1 10 credits

LANGUAGE ELECTIVES
May be possible – we await further info from the relevant department

Courses in French, Italian, Mandarin and Spanish may be available. 1 semester modules worth 20 credits are offered at both Beginners/False Beginners and Post-Higher levels.

An email will be sent to you regarding these possibilities shortly.

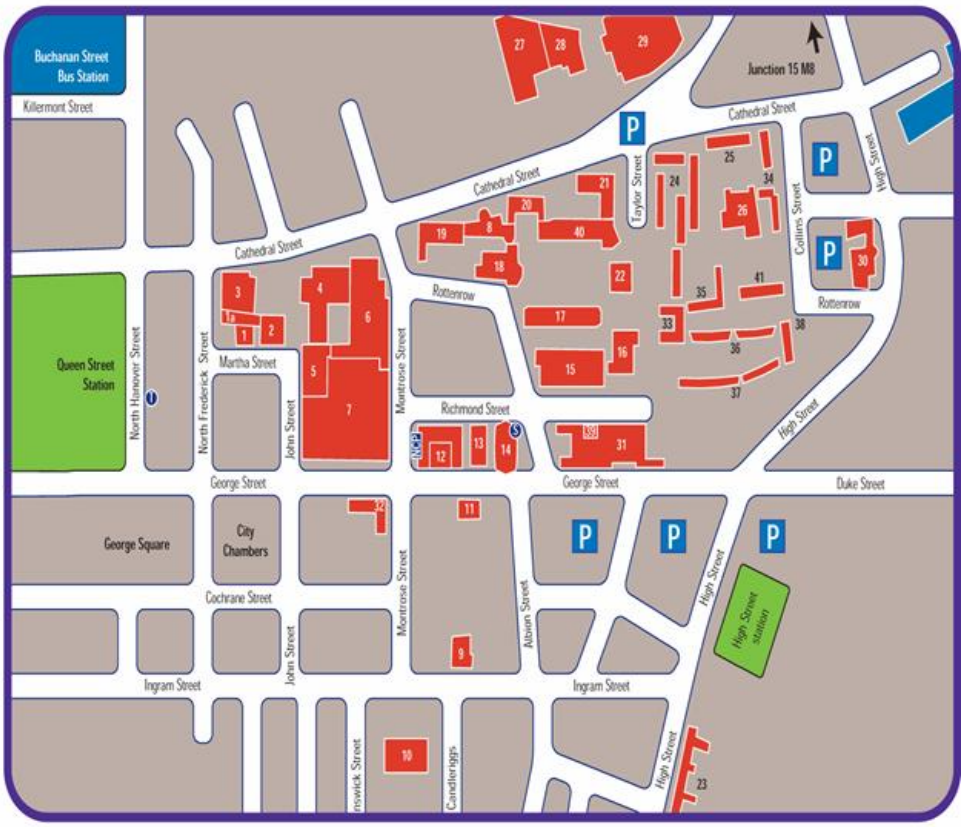
Finding Your Way Around – Best to use web pages listed below

Maps:
http://www.strath.ac.uk/maps/

Building Codes:
https://www.strath.ac.uk/professionalservices/estates/roombooking/buildingcodes/

Prefix	Building Name
AB	John Arbuthnott Building Robertson Wing SIPBS
AL	181 St James Road (Estates)
AQ	Lord Todd Building
AR	Architecture Building
AT	Alexander Turnbull Building
BH	Barony Hall
CL	Collins Building
CSR	Sports Centre (Strathclyde)
CU	Curran Building (Library)
CV	Colville Building
CW	Cathedral Street Wing (Business School)
DW	Sir William Duncan Wing
GH	Graham Hills Building
HD	Henry Dyer Building
HL	Kelvin Hydrodynamics Laboratory
HW	Hamnett Wing SIPBS
JA	John Anderson Building
JW	James Weir Building
LH	Lord Hope Building
LT	Livingstone Tower
MC	McCance Building
RC	Royal College (Assembly Hall Level 4)
SP	St Pauls Chaplaincy Centre
SW	Stenhouse Wing (Business School)
TC	Technology Innovation Centre
TG	Thomas Graham Building
UC	University Centre
USSA	Students' Union
WC	Wolfson Centre

1 Student Refectory
1a Staff Club
2 St Paul's Building
3 Sports Centre
4 Thomas Graham Building
5 Students' Union
6 James Weir Building
7 Royal College Building
8 Graduate School of Business
9 Ramshorn Theatre
10 Patrick Thomas Court
11 Alexander Turnbull Building
12 McCance Building
13 Collins Building
14 Livingstone Tower
15 Colville Building
16 John Anderson Building
17 Architecture Building
18 Sir William Duncan Building
19 Henry Dyer Building
20 Stenhouse Building
21 Todd Wing of John Arbuthnott Building
22 Wolfson Centre
23 Andrew Ure Hall
24 Birkbeck Court
25 Garnett Hall
26 The LordTodd/ Village Office
27 181 St James Road
28 Lord Hope Building
29 Curran Building/ Library
30 Barony Hall
31 Graham Hills Building
32 Exchange House
33 Chancellors Hall
34 Murray Hall
35 Forbes Hall
36 Thomas Campbell Court
37 James Blyth Court
38 James Young Hall
39 Accommodation Office
40 John Arbuthnott Building
41 James Goold Hall
S 24 Hour Security
T Taxi
NCP National Car Park



First Year CIS Noticeboard

https://local.cis.strath.ac.uk/wp/teaching/undergraduate/noticeboards/first-year-noticeboard/

Content updated as/when appropriate. Currently starts off as:

First Year CIS Noticeboard

1st Year Adviser (for CS and SE students): ***Isla Ross***
Email: isla.ross@strath.ac.uk

MyPlace	*Pegasus*
Absence and Mitigating Circumstances	*Lab Allocation*
Progress Regulations	*Compensation Schemes*
CIS User Accounts and Email	*Maps, Buildings, Building Codes, Departments*
Timetables	*Maths Skills Support* + *MathsForCIS Facts and Formulae*
Computer & Information Sciences Home Page	*2nd Year CIS Noticeboard*
Computer & Information Sciences Local Page	*(Avoiding) Plagiarism*
Cybersecurity	*First Year Classes*
Important ***Dates***	*CES Noticeboard*
Electives	*Software Licenses*
Exams	*Start@Strath*
Induction Meeting Information	*Student Representatives*
Handbook - undergoing update	*Transfer Rules - Hons to MEng*
Help!	*University Student Home Page*

Getting Help

If you have any difficulties, at home or at university, that are affecting your studies there are a variety of people that you can talk to for advice. Please use these resources as soon as you become aware of a problem, it can be quite difficult to catch up with your studies if you fall behind.

Student Voice at Strathclyde

(The information below is subject to update)

Student voice is a term used across the UK Higher Education Sector to describe the opportunities for the student perspective to be heard within the activities of universities. The following provides an overview of student voice activities at the University of Strathclyde.

Class level Student Voice

The University and Students Association jointly support the class representative system. Each class has elected student representatives who provide a formal conduit of students' experience back to staff. The class reps are elected, or sometimes volunteer, from the members of the class. The students union provides training for class reps and they are expected to meet with staff through the programme or department level Student Staff Liaison Committees, which run each semester. To aid the class reps in gathering the views of their peers, MyPlace provides a 'contact the class reps' link. Staff also support the process by allowing class reps opportunities to speak to the class during scheduled classroom activities and support other information gathering activities, such as discussion of specific issues or plans.

Most staff also run 'office hours', which are advertised drop in times where students can visit staff in their office for one-to-one support and guidance. Staff also gather class level information by asking student to complete a class evaluation survey. The feedback from this is considered by the lecturer and department, feeding refinements and innovations to classes and programmes.

Faculty and University level Student Voice

The Students' Association manages the annual election of Faculty Student Representatives. These faculty reps are part of their faculty's committees linked to academic matters and are asked to input to discussions and working groups developing new academic initiatives and programmes.

Within Strathclyde, elected representatives from the Student Union Executive Team are full members of education related university committees, such as Education Strategy Committee, Learning Enhancement Committee and the Quality Assurance Committee. They have full member representation in both University Senate and University Court, attending associated strategic planning events.

Other Student Voice Structures

In addition to the formal representation through the class representative system and the student union executive team, Strathclyde uses student interns to directly input into special projects. Developments such as the Strathclyde Personal Development Planning system, including the PDP student planning form, were developed by teams of student interns researching and developing material specific to the needs of Strathclyde students. The student internships, which are paid positions, are recruited from the student community to ensure that student views are centre to the developments at Strathclyde.

Cybersecurity

It is vital that you are aware of basic cybersecurity principles and procedures – in your personal, your university life, and your professional life.

The university provides a wide range of important advice here:

https://www.strath.ac.uk/professionalservices/is/cybersecurity/

It also provides an online course which you should use to test that you understand the key cybersecurity principles:

https://www.strath.ac.uk/professionalservices/is/cybersecurity/trainingpolicies/