



DUBLIN CITY UNIVERSITY
FACULTY OF ENGINEERING AND COMPUTING

**The First Year Engineering Students’
Information Booklet**

Academic Year: 2012/2013

**First Year Chairs: Common
Engineering (CE1), CAM1, BMED1,
EE1, DME1, ME1, ICE1, MWB1**

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Engineering and Research Building, DCU

WELCOME

Congratulations on accepting a place to study engineering at DCU. You are very welcome to the University, and in particular to the Faculty of Engineering and Computing.

In order to help you learn more about your first year as an engineering student we've put together a list of answers to frequently asked questions. They focus on practical and academic issues which arise during your initial days and weeks, in your subsequent weeks and semesters in the Faculty and finally in your broader student life. We hope this information helps you to find your way around and to settle in quickly. It will be most beneficial to read the booklet prior to coming to DCU for orientation week, but you should also keep a copy for reference later in the year. There are three sections in the booklet

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Enjoy the challenge and excitement of studying engineering. We and our colleagues look forward to working with you.

Jim Dowling, Patrick McNally, Joseph Stokes

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1. GETTING STARTED

When /where do classes start?

Classes for all Year 1 Engineering programmes start on **Monday, September 24th 2012**. The location of your first class can be found in the timetable (see more information below).

What is the DCU Academic Calendar, and where can I find it?

The DCU Academic Calendar lists all major events during a certain academic year.

The following provides an overview of the basic academic calendar for 2012/2013. More detailed information can be found at:

<http://www.dcu.ie/timetables/ac-12-13.shtml>

REGISTRATION OF FIRST YEAR UNDERGRADUATE STUDENTS (ONLINE)	5 Sept - 14 Sept
Induction week	17 Sept - 21 Sept
BEGINNING OF SEMESTER 1 - START OF LECTURES	Mon 24 Sept
"LAST DATE FOR REGISTRATION FOR FIRST YEAR AND CONTINUING STUDENTS (Late registration fee applies thereafter)"	Fri 28 Sept
"CLOSE OF REGISTRATION FOR ACADEMIC YEAR 2011/12 (except programmes commencing Semester 2)"	Fri 26 Oct
END OF SEMESTER 1 LECTURES	Sat 15 Dec
UNIVERSITY CLOSED	FRI 21 DEC - 1 JAN
EXAM STUDY PERIOD FOR SEMESTER 1 EXAMS	Mon 1 Jan - Fri 11 Jan
SEMESTER 1 EXAMINATIONS	Mon 14 Jan - Fri 25 Jan
INTER - SEMESTER BREAK	Mon 28 Jan - Fri 1 Feb
BEGINNING OF SEMESTER 2	Mon 4 Feb
PROMULGATION OF EXAMINATION RESULTS ONLINE (Semester One)	Thur 14 Feb
PERIOD OF CONSULTATION FOR STUDENTS WITH FACULTY (Semester One Results)	Mon 18 Feb - Fri 22 Feb
END OF SEMESTER 2 LECTURES	Sat 27 April
EXAM STUDY PERIOD	Mon 29 Apr - Fri 10 May
SEMESTER 2 EXAMINATIONS	Mon 13 May - Sat 25 May
PROMULGATION OF EXAMINATION RESULTS ONLINE	Thur 27 June
PERIOD OF CONSULTATION FOR STUDENTS WITH FACULTY	Mon 1 & Tue 2 July

Where does my course fit into the DCU structure?

You are studying on the common first year of one of the following programmes:

- B.Eng. in Mechatronic Engineering (ME1)
- B.Eng. in Digital Media Engineering (DME1)
- B.Eng. in Electronic Engineering (EE1)
- B.Eng. in Information and Communication Engineering (ICE1)
- B.Eng. in Mechanical and Manufacturing Engineering (CAM1)
- B.Eng. in Bio-Medical Engineering (BMED1)
- B.Eng. Common Entry into Engineering (CE1)

or on the first year of the

- BSc. in Manufacturing Engineering with Business Studies (MWB1)

or on the

- Open Opportunities Course (FEE1)

The abbreviation of each programme is given in brackets; 1 means that you are in Year 1. The School of Electronic Engineering and the School of Mechanical and Manufacturing Engineering in the **Faculty of Engineering and Computing** at DCU, have responsibility for all of the above courses. Details about the schools' academic, administrative and technical staff are available on the Web at the following addresses:

<http://www.dcu.ie/electronics/staff/index.shtml>

http://www.dcu.ie/mechanical_engineering/staff_details/index.shtml

<http://www.dcu.ie/info/staff.php3?query=mech>

Where do I get the timetable?

The class timetable is available at: www.dcu.ie/timetables/search.shtml. Following this link choose 'Class Timetable', then select the abbreviation of your programme (for example CE for the Common Entry into Engineering, FEE for Open Opportunities etc.) and year 1, weeks 1-12, and 'Day', then 'Click here to Retrieve the Report'. This link is also available from your Portal Page (see later in this document), details of which you will have received at Registration. Please note that timetables may change slightly during the first few weeks of the Semester and it is advisable to check your portal regularly. After the first weeks, changes will usually be notified by email. Please note that although most Year 1 modules are common between all engineering programmes, there are also some differences in their timetables.

How do I interpret the timetable?

The timetable contains information on all classes for the whole semester. Lectures and tutorials are normally of one hour duration, practicals (laboratory and studio sessions) are of two or three hours. In order to assist you in reading your timetable – especially during the first few weeks of Semester 1 - an explanation of each of the codes is provided below. Please note that this is only an example; you can see your exact timetable on your Portal Page. Staff will answer questions on the timetable during orientation.

student Timetable - Microsoft Internet Explorer

Address http://www.dcu.ie/timetables/feed.php3?prog=BS&per=1&week.1=1&week.2=12&hours=1-20&template=student

Seminar Practical Tutorial Lecture Full Week Monday Tuesday Wednesday Thursday Friday Saturday Sunday Print your timetable

BS1 Programme Timetable Total Hours: 328

Activity: Lecture/Tutorial/Seminar/etc

Module code

Location

Weeks

Each cell on the timetable provides the following information:

- **Activity** – Lecture (Lec or L), Practicals (P or Prac.) or Tutorial (Tut or T)
- **Module code** - In the timetabling system, modules are typically referred to by their codes, not their names. For example, year 1 engineering students will see references to EM111 on their timetable rather than the module name of ‘Materials and Energy’.
- **Location** – The first letter in the location descriptor indicates the building (Q = Business School; C = Henry Grattan; H = Nursing etc). The second item indicates the floor (G = ground floor, 1 = first floor etc) and finally the room number is given.
- **Weeks** - Activities may not take place in every week of the semester. For example, if the timetable cell displays 3, 5, 9, 11 for a tutorial, this means that the tutorial will take place in weeks 3, 5, 9 and 11 only. Confirm these dates with your lecturer during your first class.

Overview of Buildings in DCU where classrooms are located

C / CA	Henry Grattan Building
H	School of Nursing
L	School of Computing
N	Physics (Block 2)
Q	Business School
S	Engineering & Research
T	Larkin Lecture Theatre
X	Science Building

Example: SG11 means classroom No 11 on the ground floor of the Engineering and research building. Please note that although you are an engineering student, many of your classes will be located in buildings other than the Engineering and Research building.

Each class starts exactly on the hour and finishes 10 minutes to the hour. This allows you enough time to move to your next location. If you fail to arrive to a class on time the lecturer may refuse you entry to that class.

Because many laboratories and tutorials do not start until you've had a few lectures, the timetable in weeks 1 & 2 is often less full than later in the semester. Try to use this time to get to know the campus.

Where is the Engineering and Research Building?

The Engineering and Research Building is 50 m from the Collins Avenue entrance to DCU, beside the Nursing School. The DCU Campus Map is available at the following address: http://www.dcu.ie/images/campus_map.pdf. The Engineering and Research Building is marked with the letter 'S'.

Where is the Business School Building?

The Business School Building is 50 m to the east of the Engineering and Research Building, next to the University Reception. The building is marked with the letter 'Q' on the DCU Campus Map.

What do I need to buy for this programme?

You will need to get a scientific calculator (note that if your calculator is programmable you will not be allowed to use it at the exams), lab notebook(s), lab manual(s), a lab kit and some other items. Each module and lecturer has different requirements.

An extensive list of all the modules is presented at the end of this introductory manual. The lecturers in charge of coordinating the modules will present more specific requirements to you during their lectures/practicals/tutorials. For some modules you will need to purchase a text book (available from the campus bookshop), and/or access codes for a software package.

What modules do I need to study in Year 1?

Each year you will study several subjects (called modules). Each module has its own weighting, called credits, depending on the total amount of time you are to spend on it to pass it (at an average). A 5-credit module typically requires 125 hours of study to pass it. In the First Year of your programme, you are required to complete 60 credits worth of modules, corresponding to about 45-50 hrs/week. Engineering programmes are full time programmes!

In Year 1, all modules are core modules, which means they are compulsory (you must register for all of them).

Please check your portal page to ensure that you have registered correctly. It is the responsibility of the student to correctly register for all modules and any inaccuracies should be discussed with the **Registry** immediately. Detailed Module Descriptors can be found at:

http://www.dcu.ie/registry/module_programme.shtml

Although most Year 1 classes have the same modules, there are certain differences. The list of Year 1 modules for each programme is given below.

More detailed information about each module can be found at the end of this booklet.

**Year 1 Modules of all students (ME1, DME1, EE1, ICE1, CAM1, BMED1, CE1, FEE1)
except Manufacturing with Business Studies (MWB1):**

Code	Title	Credit	Semester
EM106	Project & Technical Drawing	10	Year Long
EM121	Engineering Mathematics I	5	Semester 1
EM113	Introduction to Electronics	5	Semester 1
EM107	IT Skills & Software Tools for Engineers	5	Semester 1
FSH104	Basic Sciences for Engineering	10	Semester 1
EM122	Engineering Mathematics II	5	Semester 2
EM108	Software Development for Engineers	5	Semester 2
EM111	Materials and Energy	5	Semester 2
EM112	Statics and Dynamics	5	Semester 2
EM105	Fundamentals of Professional Development	5	Semester 2

Note: FEE1 students will be provided extra tutorials in Maths.

Year 1 Modules of Manufacturing with Business Studies (MWB1) students:

Code	Title	Credit	Semester
EM106	Project & Technical Drawing	10	Year Long
EM110	Mathematics and Mechanics: Foundations and Applications	5	Year Long
EM113	Introduction to Electronics	5	Semester 1
EM107	IT Skills & Software Tools for Engineers	5	Semester 1
MG101	Introduction to Marketing	5	Semester 1
HR101	Psychology in Organisations	5	Semester 1
MG116	Creativity and Discovery	5	Semester 2
EM108	Software Development for Engineers	5	Semester 2
EM111	Materials and Energy	5	Semester 2
EM112	Statics and Dynamics	5	Semester 2
EM105	Fundamentals of Professional Development	5	Semester 2

Where can I find detailed information about my modules?

Each module has a document called **Module Descriptor**. It contains the following major information for the module:

- General information (title, lecturer, credit rating, pre-requisites, ...)
- Learning outcomes
- Workload breakdown
- Indicative content
- Assessment breakdown
- Resit categories (which part(s) of the module can be resit)
- Reading list

You can find the module descriptors at: http://www4.dcu.ie/registry/module_school.shtml. On this webpage, select the school that delivers the module, after which all modules of this school will be available.

I do not know how to read my e-mail or navigate the Internet.

Make sure you attend all the classes of the **EM107 IT Skills & Software Tools for Engineers** module run by Dr. Alan Kennedy, starting with the first practical. You will be introduced to reading your e-mail, navigating the Internet and much more. You may already be familiar with these technologies in other contexts, but there will still be things about the DCU system that you will need to learn.

How do I get access to the computers?

It is very important that you attend the initial class of **EM107 IT Skills & Software Tools for Engineers**. There you will learn how to use the username and password you were assigned when you registered in order to access

- The Electronic Engineering (EENG) network
- The Mechanical Engineering (MENG) network
- The University e-mail system.

Please note that although you will have the same username and password, the EENG and MENG are two different networks.

Do I have access to all computers on these networks?

The two engineering Schools maintain several computer studios for common use for all students. However, the purpose of each computer studio is different. Some are used for general-purpose tasks (like emailing, web-search); others may be allocated for special tasks (like final-year project development). Although your username/password allows you access to any of the computers in these studios, the software installed on the computers and the specification of the computers may be different in each studio (depending on the task of the studio). You will learn about the usage of these studios in the **EM107 IT Skills & Software Tools for Engineers** module.

I've never used a computer before. Am I doomed?

We make NO assumptions about your previous computing experience. If you attend classes, you will receive enough information during this first year to make you feel comfortable using computers and various computer programs. You will even learn how to write your own computer programs. You will also be able to use the very good computing resources available in both the Schools of Electronic Engineering and Mechanical and Manufacturing Engineering at DCU, which are among the best anywhere.

I'm a computer whiz, can I skip EM107?

No. Many students know something about what is covered in EM107, but not the same things, and it is very unlikely that anyone knows everything that needs to be covered in EM107.

How can I contact/talk to a lecturer?

In general you can talk to the lecturer during or after a lecture, whichever they indicate to you. For more extensive talks, please ask for an appointment either in person or by e-mail. You can also go to the lecturer's office to see if they are available. Contact details will be available on the relevant school website.

How do I find out what's happening? How do I communicate with DCU staff and students?

Electronic and Mechanical Engineering staff use e-mail for most messages to students and to each other. Once registered with DCU you will be given a personal e-mail address. Most college-related information will be forwarded to this e-mail address. You should not use your other (Yahoo, Gmail, etc) e-mail addresses for communicating with DCU staff members. Some modules have special e-mail lists assigned to them and information may also circulate on these lists. Ask your lecturers about the relevant lists for your course.

E-mail Correspondence

Many interactions between students and between students and staff will occur over e-mail. E-mail can be a very efficient and effective means of communication and participants should ensure that they regularly check their DCU e-mail account for important programme/module related information.

Students are expected to use e-mail in a professional and courteous manner and refrain from any comments which could be regarded as disrespectful or offensive. Students should bear in mind that e-mails can be easily misunderstood and therefore it is important that the writer ensures the message conveys the intended tone (i.e. professional, friendly, courteous). Think of your correspondence over e-mail as practice for the work environment after university.

We expect you to use well-written English in your emails as a first step on the road to being professional engineers. Of course allowance will be made for students for whom English is not their first language, but "text-speak" or lazy writing will not necessarily engender respect for your question from the lecturer concerned.

Below are some useful tips for the effective use of e-mail communication.

Some General Tips for Writing Effective E-mails:

1. Begin the e-mail by addressing the person you are writing to (e.g. 'Dear Susan/Hello Tom'). It is impolite to begin an e-mail without a salutation.
2. In the body of the e-mail, state who you are (e.g. student in the AC123 module), the purpose of your e-mail, make a polite request, thank the receiver and sign off properly (e.g. kind regards, best wishes).
3. Adopt a friendly and personable tone.
4. Do not write anything that you would not be happy for everyone to see.
5. Do not write anything that you would not say to the recipient's face.

6. Proof-read your e-mail before you send it. Do not give the impression that you do not wish to take the time to write properly.
7. Be careful with your user name or tagline on your e-mail ('lazysod' as a tagline may be amusing to friends, but is not appropriate if the email is sent to DCU staff or potential employers).
8. Avoid text abbreviations such as 'b4', 'gr8' etc. in an e-mail.
9. When you receive a response to a query it is polite to send a return e-mail to thank the receiver for responding.
10. Before sending an e-mail, consider whether you could find out the answer to the query yourself (e.g. from the Registry website).
11. Remember to include an informative "Subject Title" in the subject line box.
12. It is not appropriate to send the SAME general query to a number of different people at the same time. This leads to duplication of work.

Making Appointments with DCU Staff:

Although members of staff will not have any problem with you dropping in if you have an issue to discuss, the best way to make an appointment with members of staff at DCU is to send an email requesting this. You may be able to provide some details regarding what you need to discuss, which will make the meeting more productive. If you have a personal issue to discuss, simply state this in the e-mail. Public Offices (e.g. Registry Student Information Point / Student Advice Centre / School Offices) have Opening Hours which are clearly marked on the doors and on the relevant website.

How can I find the email address or phone number of a staff member?

If you know the name of the person, you can search the University Telephone Directory at:
<http://www.dcu.ie/info/staff.shtml>

Everyone else seems to know more than I do. Help!

At the beginning, nearly everyone else feels that way, too. Engineering is a demanding discipline, but you will see the benefit of your efforts. Attend lectures, tutorials and lab sessions and you will become more informed as the semester progresses. You will notice that soon you will be in a position to help some of your colleagues.

I have a problem that never happened to anyone else, ever. Help!

Your problem is important to you, but it is very likely that someone has already encountered it, and that it will occur again for someone else. You will be doing us all a favour by seeking help. If your problem is technical, lecturers and technical staff are happy to help. If it is a personal problem, then your personal tutor or one of the first year chairs can help you or put you in touch with the University Counselling service.

What is Moodle?

During the first **EM107 IT Skills & Software Tools for Engineers** classes, you will learn about Moodle. Moodle is DCU's online learning environment that allows DCU staff to provide students with access to electronic teaching and learning materials (such as lecture notes and links to useful websites) and activities (such as discussion fora, group assignments, reflective journals and quizzes).

The use of Moodle in DCU varies from module to module. In some cases, Moodle resources and activities may be additional supplements to your lectures and tutorials; in others, Moodle activities may be fully integrated into your coursework. Individual lecturers will speak to you about the

Moodle requirements for their module. It is essential to become comfortable with this environment as soon as possible, as it will be used throughout your studies at the University.

Weblink: <http://moodle.dcu.ie/>



Is there a place on Moodle where I can find common information related to all Year 1 students?

Once you register on any of the Year 1 engineering programmes, you will automatically gain access to an entry in Moodle called 'Engineering_Year1'. This entry appears in the list of 'My courses'.

All information that is not module-related but rather of interest for all year 1 students will appear in this entry. For example, you can download the electronic version of this booklet from this entry.

Why is someone from Biotechnology lecturing to us in engineering?

Engineers Ireland accredits programmes based on criteria expressed as learning outcomes. The very first of these learning outcomes is that programmes must enable graduates to demonstrate the ability to derive and apply solutions from a knowledge of sciences, engineering sciences, technology and mathematics. In DCU we already have a Biomedical Engineering degree programme. We see that applications of electronic and mechanical engineering technologies to wellbeing, medical and lifestyle applications, and bringing new scientific breakthroughs in these areas to widespread use in society will be important challenges for our graduates. Hence we believe that *all* of our engineering students should start with a basic grounding in life sciences as well as more traditional physical and chemical sciences.

What is the Team Mentor?

As part of the EM106 'Project and Technical Drawing' module, the student cohort will be divided into teams, with three to four students in each team – usually around week 6 of Semester 1. Members of each team work together in order to achieve the module's goals. At this point a lecturer is assigned to act as the Team Mentor for each particular team. The Team Mentor will have meetings with the students and will make sure they make good progress in the EM106 module. However, the mentor will not necessarily make technical inputs to the team's work and will not be involved at all in the module assessment. The Team Mentor is *also* assigned as the *Personal Tutor* for each individual student in the corresponding team. If the team is meeting with the lecturer concerned, the lecturer will be acting as Team Mentor. If an individual in a team is meeting with the same lecturer, the lecturer will be acting as a Personal Tutor. That is how you can tell the difference.

The mentoring role of the assigned lecturer finishes at the end of Year 1 (since EM106 only runs in Year 1), but they continue to be your personal tutor.

What is the Personal Tutor?

Each student in the University is assigned as Personal Tutor a lecturer who will have private meetings with the student and will guide them if difficulties arise. Personal Tutor/student meetings should take place regularly and will involve discussions that include academic and personal issues that may affect academic results. The discussions are confidential. *Students should be proactive about organising these meetings.* Lecturers usually have many conflicting demands on their time and don't always get to organise individual meetings regularly. That is why in Engineering we have coupled the Team Mentoring role with the Personal Tutor role. The Team Mentoring should happen weekly and the individual Personal Tutor meetings should then be easy to arrange as required.

Who is my Personal Tutor?

In Engineering, the Personal Tutors are assigned in week 6 of Semester 1. Before this time you should approach either of the Common Engineering First Year Chairs (Drs Szecsi or McManis) if you need advice or help. We have found that this approach means that relatively common problems that arise in the early part of Semester 1 get sorted out quickly, while the long term relationship subsequently established with the Personal Tutor can be valuable right through a student's time in DCU.

Who is the Common Engineering First Year Chair?

If you have issues that concern all the students from your year or that have not been solved by your personal tutor/team mentor or your module lecturer, you can talk to either of the Common Engineering First Year chairs: **Dr. Tamas Szecsi** and **Dr. Jennifer McManis** (for all common engineering first year students). If you are an Open Opportunities student you can contact **Dr. Jennifer McManis**, the chair of that programme.

Common Engineering First Year Chair, School of Mechanical & Manuf. Eng.	Dr. Tamas Szecsi		e-mail: tamas.szecsi@dcu.ie Room: S371 Extension: 8300
Common Engineering First Year Chair, School of Electronic Eng. and Open Opportunities Chair	Dr. Jennifer McManis		e-mail: mcmanisj@eeng.dcu.ie Room: S330 Extension: 8043

What is the Engineering Open Opportunities Course?

This course is full-time and is designed to provide an alternative route for admission to any of the honours BEng in Engineering programmes within the Faculty of Engineering and Computing for:

- (i) applicants not meeting the normal entry requirements but who exhibit a strong interest in engineering and have demonstrated ability from Leaving Certificate results, OR
- (ii) applicants with the necessary entry requirements who might wish to sample engineering before giving a full commitment and who are successful at a special interview.

Depending on the outcome of the interview, you may be offered to enrol into the FEE1 class and complete the normal Year 1 curriculum in one year with extra maths support.

For more info, please contact Dr. Jennifer McManis, e-mail: mcmanisj@eeng.dcu.ie. Please note that there are only a limited number of available places on the Open Opportunities course.

What is the International Foundation Certificate Programme?

This programme is specifically designed for non-native English speakers who do not meet the English language requirements for direct entry on to degree programmes in DCU. The International Foundation Certificate (IFC) will help students to achieve the entry standards necessary for DCU undergraduate degree programmes, prepare students for the adjustment to university learning in an

Irish context, and allow them to sample a small number of modules from their chosen degree programme.

Students who successfully complete this course will be guaranteed a place on their target degree programme in DCU, and will be entitled to exemptions from modules successfully completed in the foundation year.

More info: <http://www.dcu.ie/prospective/deginfo.php?classname=ifc&mode=full>

2. ACADEMIC LIFE IN THE FACULTY

How much time do I need to spend studying? I have a part-time job. Is that a problem?

All year 1 engineering programmes are delivered in full-time mode. They are designed on the assumption that students will spend a full working week at DCU (5 days, from 9am to 6pm), with additional study/preparation in the evening or at weekends. The 60 credits of a full first year typically require a 45-50 hr week, so a gap in your timetable does not mean that you've nothing to do. All modules include a self-study element that you need to do in your own time. It is very important to make sure that you keep up with what is happening in lectures, tutorials and laboratory classes. If you can't do the tutorial problems for a particular subject, then you aren't doing enough work for that module!

Some students *have* to work some hours every week just to pay rent and feed themselves. Others work to pay for their social life and a car. Remember that a degree course typically lasts just 4 years, and that your summers are your own. If you do not *have* to sacrifice study time to work outside DCU, please do not!

Do I have to go to the Library? Why?

You will receive a list of textbooks usually during the first lectures of each module – books that are recommended by the lecturers. It is strongly recommended to go to the library and borrow some of those books and read the sections related to the material presented in the lectures. In general, only brief information on certain subjects is presented during the lectures, and textbooks need to be referred to for more detailed information. There is an online library site at: www.library.dcu.ie. Please note, however, that for each module there is only a limited set of textbooks in the library and there will be a time limit within which you can keep the book at your possession.

Some lecturers provide comprehensive module notes for their modules usually in soft-copy format. Although the notes may be sufficient to get prepared for exams and continuous assessment, it is still advisable to also consult textbooks that are listed in the module notes.

The Engineering Subject Librarian is Ms. Janice Hill (janice.hill@dcu.ie, extension 8758). She can assist you in engineering-specific library resources.

What do I do if I fall behind?

Go through the lecture notes and prepare a set of most significant questions. Go to the tutorials and ask those questions. Go to the library and borrow books recommended by the lecturers and read them. Write notes, as they will help you understand better in the first place and review principles later on. Discuss issues with demonstrators during practicals and with tutors during tutorials. Talk to your lecturers. At the end of each module you should have your own set of notes derived from all the material presented to or located by you. It will complement the things you already know and be concise enough to allow manageable study coming up to exams.

I am doing the wrong course for me. What should I do?

Are you sure? It might be helpful to have a chat with your **Personal Tutor**, or with students in later years of the course. In addition, the University provides a Counselling service for students who are facing major decisions or problems such as this. In general, we advise students who are thinking of leaving the course to complete (and pass!) the current year. It looks a lot better on a CV, and is required for transfer to many other courses.

What happens toward the end of, and after first year?

Upon successful completion, your chosen degree programme will lead to an academic degree (award) that will be conferred by DCU. The engineering degree programmes are of four years duration, and some have the possibility of a 5th year to gain a Master in Engineering award.




The common first year is part of the degree programmes. Since the foundation modules are similar for all engineering programmes, a common first year is formed where all groups have identical modules in the first year. This common first year also gives you an opportunity to delay the selection of your degree programme up to the end of the first year, after getting the flavour of both Mechanical and Electronic Engineering. Note that the MWB1 programme follows a different structure.




Near the end of the second semester (usually in March) you will be given the opportunity to select one of the degree programmes listed below. You will be given a presentation outlining the main features of each programme that will aid you in your choice. Even if you have initially registered for a particular degree programme (and did not enter through the Common Entry or the Open Opportunity routes) you can still change your programme selection at that point. Once you select a degree programme, starting from Year 2 you will be studying the modules specific to that programme.

Please note that once you start your Year 2 studies, changing your degree programme becomes more difficult and will require the permission of the two chairpersons of the programmes that you want to leave and join. It will most likely involve taking some additional modules since you will have missed studying some of the modules specific to the other programme.

Who is in charge of my Degree Programme?

After year 1, there is a Programme Chair in charge of each of the programmes as follows:

Digital Media Engineering (DME)	Dr. Xiaojun Wang		e-mail: xiaojun.wang@dcu.ie Room: S341 Extension: 5808
Electronic Engineering (EE)	Dr. Xiaojun Wang		e-mail: xiaojun.wang@dcu.ie Room: S341 Extension: 5808
Info and Communications Engineering (ICE)	Dr. Xiaojun Wang		e-mail: xiaojun.wang@dcu.ie Room: S341 Extension: 5808

Mechatronic Engineering (ME)	Dr. Bryan MacDonald		e-mail: bryan.macdonald@dcu.ie Room: S380 Extension: 8046
Mechanical and Manufacturing Engineering (CAM)	Dr. Jeremiah Murphy		e-mail: jeremiah.murphy@dcu.ie Room: S365 Extension: 8924
Bio-medical Engineering (BMED)	Dr. Caitriona Lally		e-mail: caitrona.lally@dcu.ie Room: S386 Extension: 7608
Manufacturing Engineering with Business Studies (MWB)	Dr. Yann Delaure		e-mail: yan.delaure@cu.ie Room: S385 Extension: 8886

Even if you have already registered for a particular programme (besides Common Entry, CE1, and Open Opportunities, FEE1), during Year one it is more likely that your questions are better answered by the Year 1 chairpersons, and not by the chairpersons of the degree programmes, who generally deal with years 2 to 4. However, if you want to enquire about a particular programme, it is best to approach that programme's chairperson.

What types of classes will I have?

There are three main types of classes: lectures, tutorials, and practicals. During a **lecture**, the lecturers present the most important material related to the content of the taught subject. Your presence is not compulsory, but it is ***strongly recommended*** that you attend all of them, as the lectures are the most important means for you to acquire information about each module. You are always welcome to ask questions – the lecturer may answer it on the spot, defer it to later, or point you at some source of information. Feel free to use email to ask questions as well. You are advised to bring your module notes/text book with you to the lecture so that you can add comments to the text and do not have to write down too much.

Tutorials are provided to enable you to ask questions, receive answers, solve problems, etc. They are very important, as this is the place where you can clarify some aspects that you have not fully understood from the lectures or from your own study. (Yes, you have to do that as well, and you have to determine how much – we will not be looking over your shoulder!). During some of the tutorial session you will be solving exam-type questions so that you can appreciate what sort of questions you might get at the real exams.

Practicals (Labs Sessions) are an important component of some modules, giving you an opportunity to exercise the theoretical knowledge to which you have been exposed, or teeing up problems for subsequent treatment in lectures. They are *compulsory* and are supervised by both Demonstrators and Technical Staff. Usually you have to complete certain exercises and write a report on the results *before the end* of each session, or within a certain timeframe. The report is marked and contributes a percentage of your final grade for that module. Some practicals are performed in a lab on laboratory equipment/rigs, others are studio sessions in a computer room. Some of the EM106 module's practicals involve working in a workshop.

How is my progress assessed?

Your progress may be assessed in two ways: through exams and/or continuous assessment. Each module has a different combination of assessment with different weighting factors for each element. For all assessment components and component elements, the assessment methodology, set of assessment criteria and weightings are provided in advance to students. In a module, the final mark will be calculated in accordance with the assessment breakdown outlined in the approved module descriptor (details at: http://www.dcu.ie/registry/module_programme.shtml). The required pass mark in such a module is 40% of the maximum marks available (unless otherwise stated). Where different components of assessment within a module (continuous assessment and final exam assessment) contribute to the final mark, the module will not require that either one of these components be passed separately.

Exams are organised after the 12-week semester. You usually get a 2-week study period before the exams start. Most exams are written exams and the whole class answers the same set of questions. Where a module has an exam element it usually has a relatively high weighting factor (50% or above) in the final mark. Your exam timetable will be accessible through your Portal Page. In DCU, all exams are anonymous. This means that your identity is only revealed to the marker after they mark your exam.

Continuous assessment (CA) takes place during the 12-week semester. It can take the form of lab reports, class tests, presentations, assignments and others. The schedule of the CA elements is given to you at the beginning of the semester.

Every *single* sentence in an assignment must either have been composed by yourself, OR IF NOT, then you must put it in quotation marks and give a full reference to the source where you found it. If you hand up an assignment claiming that it is your own work, and one whole sentence within it is the unacknowledged work of someone else, then that is *plagiarism*. See, for example www.dcu.ie/ExL/pdfs/Workingwithsources.pdf.

Assignments are a set of exercises to be completed on your own, based on the material learnt from the lectures, tutorials and practicals. They must be submitted by the stated deadline. The lecturers or tutors will grade the assignments and their results also contribute to your final grade for those modules. Please ensure that you are clear about procedures and cut-off dates for assignments and discuss any difficulties you may have with your module lecturer or Programme Chairperson well in advance of this date. The module coordinator will let you know in advance in what form the assignment is to be submitted (written and printed report and/or soft-copy).

How do I progress between semesters and years?

There is automatic progression from Semester 1 to Semester 2 in any academic year. In order to proceed to the next academic year of study, a student must have passed all modules (core modules and options) taken in that academic year, as prescribed by his/her programme of study. At the end of each academic year, a Progression & Award Board, comprising the examiners of all modules, reviews the results of each student on the degree programme. For each student, the Board considers the overall weighted average mark and approves the overall classification.

Detailed regulations for assessments, progression and awards can be found in DCU's **Marks and Standards** document: <http://www4.dcu.ie/registry/examinations/index.shtml>

Can I appeal the decision of the Progression and Award Board?

Students have the right to appeal the decisions of a Progression and Award Board. Such Appeals will be processed in accordance with the procedures detailed by Academic Council:

<http://www.dcu.ie/registry/examinations/regulations.shtml#14>

Please note, however, that there are only a limited number of reasons for an appeal to be upheld. When you submit your appeal form you will be required to pay a fee. However, if the appeal is upheld the fee is reimbursed.

I failed some modules. Will I have to repeat the year?

Not necessarily. You can compensate failed modules totalling *up to 10 credits at 35% in the first attempt at the modules*. Compensation is described in more detail below. If you cannot compensate, there is a Resit Exam session that takes place in August, and some modules set resit coursework also. However, if you still have even one module outstanding after the August exams (note that there is no compensation in resits), you must take that module afresh (participating in all elements of the module), and will not progress to Year 2. The programme regulations state that “Students will not be permitted to ‘carry’ modules except in exceptional circumstances and subject to the approval of the Progression and Award Board and mode of delivery permitting”. You have only two academic sessions (years) in which to pass any module. In other words, you have one chance to repeat a module in the academic session following the one in which you first attempt the module. In each attempt at a module, you have whatever resit opportunities are available for that module in that session. (This may be none in the case of a project-based module!). After that you have to withdraw from the programme.

Note the difference between *resit* and *repeat*: a *resit* assessment (exam or CA) is a second opportunity to pass the element of the module within the same academic session; a *repeat* attempt at a module requires that a student registers for that module in the next academic session.

I have failed a module, do I have to resit the CA aspect of the module?

- If you have passed the continuous assessment component, you do not have to resit this component.
- If you have failed the continuous assessment and the module overall, then if a CA resit is available, you are expected to resit the CA component. Failing to do so will result in a zero mark of the CA element.
- If you have failed the module by failing only the continuous assessment, then if a CA resit is not available, you must repeat the module in the next academic session.
- If you have failed both the continuous assessment and the exam, then if a CA resit is not available, you must contact the module coordinator to find out how the resit module mark will be calculated.

You can check if a resit is available for a CA component of any module from the module descriptor. You can access this from this webpage: http://www4.dcu.ie/registry/module_school.shtml

I have failed a module – can I compensate?

Compensation is applied to the advantage of a student – “compensation is the process by which a student, who fails to satisfy some of the regulations for credit in a specific module, is nevertheless recommended for credit award on the grounds that the failure is offset by a good performance in

other modules of his/her programme of study". Simply put, if you do well in most of your subjects, but perform poorly in one or two subjects in a single examination sitting then we will take your good performance into account – within limits.

What are the compensation limits?

Compensation concerns the process of awarding failed credits in a specific module. If you failed up to 10 credits with 35% or over and have a minimum overall average of 45% you can be considered by the Progression and Award Board for compensation. This means that compensation may be applied if failure in a module can be shown to be offset by a good performance in other modules.

It is the role of the Progression and Award Board to decide whether compensation can be applied, provided that the decision will not adversely affect your performance at the next level. Beware that compensation can only be applied to modules that have been attempted for the first time – not to modules that are being resat in August or being repeated in a subsequent academic session.

See the full regulations at: <http://www4.dcu.ie/registry/examinations/index.shtml>

What do I do to compensate?

You do not need to do anything. Compensation is considered automatically by the Progression and Awards Boards (PAB) for all students when the student's complete set of results is available at the PAB (Exam Board) meeting.

How many attempts at a module do I have?

You have 2 Academic Sessions only; *for some modules this means four possible attempts if resits are available; for modules with no resits, this means two possible attempts.* A Progression and Awards Board may, in exceptional circumstances and with documented evidence, grant an additional academic session.

What is plagiarism, and what are the consequences?

Plagiarism and University Regulations:

- Plagiarism is a major offence in the University.
- It is the act of taking and using another person's thoughts or work as your own.
- It includes inadequate referencing, reproducing the work (even with small changes) of another person taken from books, journals, articles, TV programmes, the Internet, lectures and so on.
- It also includes copying another person's work, with or without his/her consent.
- Also included is collusion where a group of people collaborate or collude to present an assessment or a substantial part thereof, when the examiner required individual research and outcome.
- These offences will be dealt with by the University with the utmost gravity.
- You should be very clear how to reference your assessed work.
- You should not use another student's assessed work -either with or without their consent unless you attribute it to him/her.
- You should not give your assessed work to another student for him/her to copy.
- You should familiarise yourself with the University's Regulations on Plagiarism, Copying and Collusion (see Registry Website).
- You must sign and submit the declaration which is included on the Regulation on Plagiarism, Copying and Collusion with EACH piece of assessed work you submit.
- You can expect a penalty concomitant with the seriousness of an offence against the Regulation.

The University Library offers an e-tutorial on Information Literacy for students that require assistance with the correct procedures for citing and referencing.

Link: <http://www.dcu.ie/~library/index.html>.

If I miss a Lab Session (Practical), does it matter?

YES! Since lab sessions may strongly contribute to the final mark of a module, it is strongly advised that all Lab sessions are attended in order to ensure that the module is passed. We do **not** make arrangements for students to catch up if they are absent. Absence (or extreme lateness) means that you will get zero mark for that lab if you do not have a good certifiable reason for being absent! You may not be able to resit a failed or missed lab, as resits in this case are generally not possible. An opportunity to catch up on a missed Lab session *may* be provided, *if* a genuine reason for the absence at the original session is provided and if it possible within resource constraints.

If I fail to undertake continuous assessments, does it matter?

YES! Several modules (EM107, EM105, EM106) have 100% of their marks allocated to continuous assessment; other modules (like EM113, EM108) include a significant continuous assessment contribution. It is strongly advised that all continuous assessment is undertaken. We do **not** make alternative arrangements for students if they fail to submit continuous assessments without a good certifiable reason.

If I get sick and miss a Lab or continuous assessment submission, what should I do?

Talk to the lecturer. S/he will discuss the matter with you. If missing a lab or assessment is caused by extenuating circumstances and is likely to affect your academic performance, see the section dealing with 'Extenuating circumstances'.

If my academic performance is affected by illness or other circumstances, what should I do?

Your academic performance may be adversely affected by illness (physical or psychological), accident, pregnancy, maternity, bereavement or other personal circumstances. These guidelines deal with cases where the above and similar circumstances:

- cause you to miss a substantial number of lectures, tutorials or labs
- significantly affect your ability to study over a long period
- prevent you from completing an assessment on time
- negatively impact your performance in a continuous assessment exercise
- cause you to miss an examination
- cause you to perform badly in examination

Whatever the circumstances, you should fill in an R30 'Extenuating Circumstances' form and submit it to Registry **at least 7 days before** the meeting of the Progression and Awards Board (usually held the week before the publication of May and August exam results). You should support your case with evidence (for example, medical cert). You should also submit a copy of the form to one of the Year 1 chairpersons, and also discuss your situation with the coordinators of those modules that are affected. You can download the R30 form from:

<http://www.dcu.ie/registry/forms/pdfs/R30.pdf>

For more information, look at the website for exam regulations at:

<http://www.dcu.ie/registry/examinations>

and/or

<http://www.dcu.ie/registry/examinations/regulations.shtml>

If I am unable to sit an exam, what should I do?

Should you be unable to sit an examination, you should officially inform the University about your situation by filling in an R41 Absence from Examinations / Assessments Form

http://www.dcu.ie/registry/application_forms.shtml. A copy of this should be submitted to the Registry and to your Chairperson at least 7 days prior to the Progression and Awards Board (see Academic Calendar for dates). Keep a copy for your own records. You should also, if at all possible, discuss your situation with your Personal Tutor and the lecturer of the module(s) concerned.

When is it acceptable to work together with other students?

Unless specified (as in group projects or assignments), it is expected that work submitted for assessment is solely the work of an individual (yourself). Typically, for assignments you will be asked to sign a cover sheet (http://www.eeng.dcu.ie/resources/assign_cover.pdf) which among other things has the following statement:

“I hereby declare that the attached submission is all my own work, that it has not previously been submitted for assessment, and that I have not knowingly allowed it to be used by another student. I understand that deceiving or attempting to deceive examiners by passing off the work of another as one’s own is not permitted. I also understand that using another student’s work or knowingly allowing another student to use my work is against the University regulations and that doing so will result in loss of marks and possible disciplinary proceedings.”

You can find the university policy at the following URL:

<http://www.dcu.ie/info/regulations/plagiarism.shtml>

But what about study groups?

Discussing course material with your friends is an excellent way to study course material. There is a great benefit in pooling resources either in having someone explain something that is confusing you, or in having to explain something so they also understand it. We strongly support the formation of these groups. But ... assignments are to assess **your** grasp of the material, not the group’s. Therefore, **please do** discuss the concepts pertaining to the assignments, but try to **avoid** sitting around in a group doing the assignment at the same time, as this will potentially lead to worryingly similar-looking assignments.

3. STUDENT LIFE IN DCU

What is the Student Union?

You can learn more about the Student's Union at the following web address:

http://www.dcu.ie/prospective/students_union.shtml?section=6

I want to know about DCU clubs and societies. Where do I go?

DCU Student Union is the best place to ask for more information. It is physically located in the Hub and it has its own web site that can be accessed at: <http://life.dcu.ie/>. There you can also learn more information about the Student Events Day, where all Clubs and Societies present their activities.

Is there an Engineering Society at DCU?

Yes, the Engineering Society is one of DCU's newest societies. You can access its own web page at: <http://www.redbrick.dcu.ie/~engsoc/>. Once you become a member, you can have access to many of the activities organised by the society: trips, competitions, tutorials/grinds, socialising. You can also gain access to the N109 common room (shared by members of the Engineering Society and the Redbrick Networking Society).

I have a health problem? What do I do?

You can visit the DCU Health Centre situated on the Ground Floor of the Henry Grattan Building, room - CG13. The service is private and confidential. Nurses can be seen on a walk-in basis, while doctor appointments are scheduled as required. Call 7005143 and make an appointment with Paula. Students with any medical conditions in need of on-going care are advised to register with the Student Health Service at the beginning of term. You can get more information at the following web address: <http://www.dcu.ie/students/health/index.shtml>

I have a special need. Who can help me?

The University has a unit dedicated to facilitating people with all forms of Special needs called **Disability & Learning Support Service**. Every student with a disability or specific learning difficulty in DCU has access to a range of reasonable supports and services, including assistive technology, learning support and exam accommodations. These are based on each student's individual needs. More information relating to Special needs can be obtained by phone: (01) 700 5927, email disability.service@dcu.ie or at the following Web address: <http://www.dcu.ie/students/disability/index.shtml>.

Where can I get a drink / meal?

Catering is organised at different locations within DCU campus. They are located at the School of Nursing, Library, Hub and Main Canteen. There is also a Spar shop where you can buy sandwiches, and there are several vending machines.

What do I do if I have a finance Issue?

The DCU Finance Office web address can help you: <http://www.dcu.ie/students/finance/index.shtml>
All queries regarding fees and other charges are dealt with by the Fees Office at (01) 700 8836 or email fees@dcu.ie.

Can I apply for a grant or financial assistance?

The Higher Education Authority has a very useful website, which provides useful information about grants: <http://www.studentfinance.ie/>.

Each year, the government, with assistance from the European Social Fund, provides some emergency funding for students that have come into financial difficulty and whose performance at University is therefore being affected. This fund is relatively small but *full-time* students are entitled to apply for it. Unfortunately the regulations exclude part-time students from this funding. Further information at: <http://www.dcu.ie/students/finance/index.shtml>

I have an administrative issue. Who can help me?

The Registry (www.dcu.ie/registry/index.shtml), which is located in the Street in the Henry Grattan Building may be able to help you. Opening hours: 9.30–12.30/2–5pm. The Registry holds your official records and supports you through your application procedure, registration, examinations, etc. Should you have any queries, kindly call in during the Opening Hours or phone (01) 700 5338 or email registry@dcu.ie. Certain administrative issues are dealt with by the Faculty Office on the first floor of the L building. If you are not sure which is the correct one, please ask.

What do I do if I am not happy with my accommodation?

An accommodation officer is available for you to contact and to provide you with help. Her name is Sarah Emerson, phone: (01) 7005646, e-mail: sarah.emerson@dcu.ie

Where would I go to avail from counselling?

The Counselling service www.dcu.ie/students/counselling/index.shtml offers a professional and confidential service to all DCU students and works with students who may be experiencing distressing situations for whatever reason. Should you wish to arrange an appointment to meet a Counsellor, please contact Marie McNamara at (01) 7005165 or email Marie at counselling@dcu.ie.

Is there any spiritual guidance?

The Inter Faith Centre: <http://www.dcu.ie/students/chaplaincy/index.shtml> offers spiritual guidance, provides hospitality and welcomes all students attending the University. Students can attend religious gatherings or simply gather in the amenity in between classes for a cup of coffee and a chat. It is a place where many friendships develop and where many Clubs and Societies often meet to conduct their general business. This is situated next to The Hub in the centre of the campus.

Can I get any general advice?

At times, you may have a query which does not fit neatly into a particular category and you may wish to get some informal advice and guidance/information about how to approach a particular situation. Staff in the *Student Advice Centre* have a sound knowledge of the complexities of the University system, and may be able to advise you on your academic or personal life at DCU. Ring (01) 700 7165 or email student.support@dcu.ie to make an appointment.

Can anyone advise International students?

The International Office promotes and supports international activities in DCU and offers additional assistance to international students in the University, in the form of advice, guidance and administrative support from the initial application through to graduation. Information is provided if you contact the office at: (01) 700 7411 or via email international.office@dcu.ie. More details one can find at: www.dcu.ie/international/index.shtml.

Can I get extra support in Mathematics

The DCU Maths Learning Centre is a **free** service that provides informal, additional support with maths to DCU students in a relaxed environment. It cannot replace lectures and tutorials but it can be very useful if you find certain parts of your Maths course particularly difficult. More details can be found at: <http://www.dcu.ie/math/mlc/> .

Is there any IT support?

ISS (Information Systems and Services) is located opposite the main student canteen and offers a walk-in assistance service for all students. Their website www.dcu.ie/iss/index.shtml also offers valuable information for students, including online training in some applications such as Windows. Phone the Helpdesk at (01) 700 5007 or email helpdesk@dcu.ie.

The two School computer networks (MENG and EENG) are maintained by the Schools' IT technicians. If you encounter problems with software installed on these local networks you may seek support from the corresponding technicians.

Is there any general student support service?

There is a Student Advice Centre in the Henry Grattan Building which can provide student support & development advice. For details please email student.support@dcu.ie or contact Dr. Claire Bohan via email at Claire.bohan@dcu.ie or by phone at (01) 700 5164.

What do I do if the Fire Alarm rings?

Leave the building immediately via the nearest fire exit!

- do not stop to retrieve belongings
- do not use lifts
- assemble at the nearest assembly point (not at the doorways)
- do not reenter the building until given the all clear by fire wardens.

Please note that it is intended that every student-occupied building on campus will have a Fire Drill during the first two weeks of the new academic year.

Where can I find answer to other questions?

During Induction Week you will be supplied with quite an amount of information through the School, Faculty, Administrative and Student Support Units. The following websites may also be of particular relevance during your initial period at DCU:

Important Websites:

All administrative forms can be downloaded from the Registry Website at:

<http://www.dcu.ie/registry/index.shtml>

Your Timetable can be found at:

<http://www.dcu.ie/timetables/search.shtml>

The detailed Academic Calendar is located at:

<http://www.dcu.ie/timetables/ac-12-13.shtml>

Student Support Services:

http://www.dcu.ie/study_at_dcu.shtml

Frequently Used Contacts during First Year:

Letters confirming you are a student	Registry
Getting letters stamped for child allowance purposes	Registry
Questions on Grant Payments	Registry
Academic Advice	1 st year Chair/ Programme Chairperson / Personal Tutor / Individual Lecturers / Student Advice Centre
Advice on optional modules	1 st year Chair/ Programme Chairperson / Personal Tutor / Individual Lecturers
Online Academic Support	Full range of services detailed at: http://www.dcu.ie/students/academicsupport.shtml
Careers Advice	Careers Office http://www.dcu.ie/students/careers/index.shtml
Integrating into First Year	Year-Long Online Orientation - http://www.dcu.ie/students/orientation/index.shtml
Personal problems (loneliness, difficulty settling in, disorientation etc.)	Student Advice Centre, Henry Grattan Building / Students' Union / Personal Tutor / Year Head
Medical Assistance	DCU Health Centre / your own doctor
Accommodation problems	Campus Accommodation / Student Advice Centre / Students' Union
Fees Issues	Fees Office http://www.dcu.ie/finance/index.shtml
Joining a Club or Society	Open Days in The Hub Student Centre on 6 th & 7 th October

Student Portal Page:

The DCU Student Portal Page is your personalised portal, which provides crucial information at all times of the year. You should regularly check your portal pages for postings that may be of interest / important to you.

List of first year modules:

IL=Independent learning

Code	Title	Credits	Semester	Lecturers	Assessment	Workload (hours)	Notes
EM106	Project & Technical Drawing	10	1&2	John Whelan john.whelan@dcu.ie Room: S130 Extension: 5364 Tamas Szecsi tamas.szecsi@dcu.ie Room: S371 Extension: 8300 Frank Byrne frank.byrne@dcu.ie	Course work: 100%	Lectures: 30 Labs: 90 IL: 130	
EM121	Engineering Mathematics I	5	1	Bryan MacDonald bryan.macdonald@dcu.ie Room: S380 Extension: 8046 Conor Brennan brennanc@eeng.dcu.ie Room: S339 Extension: 7649	Course work: 30% Exam: 70%	Lectures: 24 Labs: 44 IL: 45	Not for MWB1
EM113	Introduction to Electronics	5	1	Noel O'Connor noel.oconnor@eeng.dcu.ie Room: L240A Extension: 5078	Course work: 50% Exam: 50%	Lectures: 24 Labs: 36 IL: 65	

List of first year modules (continued):

Code	Title	Credits	Semester	Lecturers	Assessment	Workload (hours)	Notes
FSH104	Basic Sciences for Engineering	10	1	Peter Kenny peter.kenny@dcu.ie Room: X120 5689 Enda McGlynn enda.mcglynn@dcu.ie Room: N106 Extension: 5387 Ciaran Fagan ciaran.fagan@dcu.ie Room: X221 Extension: 5288	Course work: 50% Exam: 50%	Lectures: 60 Tutorials: 12 IL: 178	Module coordinator: Noel Murphy Not for MWB1
EM107	IT Skills & Software Tools for Engineers	5	1	Alan Kennedy alan.kennedy@dcu.ie Room: S367 Extension: 8290	Course work: 35% Exam: 65%	Lectures: 12 Assignment: 9 Labs: 48 IL: 56	
EM122	Engineering Mathematics II	5	2	Bryan MacDonald bryan.macdonald@dcu.ie Room: S380 Extension: 8046 Conor Brennan brennanc@eeng.dcu.ie Room: S339 Extension: 7649	Course work: 30% Exam: 70%	Lectures: 24 Labs: 44 IL: 45	Not for MWB1
EM108	Software Development for Engineers	5	2	Gabriel-Miro Muntean munteang@eeng.dcu.ie Room: S326 Extension: 7648	Course work: 50% Exam: 50%	Lectures: 24 Labs: 36 IL: 65	

List of first year modules (continued):

Code	Title	Credits	Semester	Lecturers	Assessment	Workload (hours)	Notes
EM111	Materials and Energy	5	2	Owen Clarkin owen.clarkin@dcu.ie Room: S372 Extension: 6496	Course work: 30% Exam: 70%	Lectures: 24 Tutorials: 12 Labs: 24 IL: 65	
EM112	Statics and Dynamics	5	2	Paul Young paul.young@dcu.ie Room: S374 Extension: 8216 Jeremiah Murphy jeremiah.murphy@dcu.ie Room: S365 Extension: 8924	Course work: 30% Exam: 70%	Lectures: 24 Tutorials: 12 Labs: 24 Assignments: 6 IL: 59	
EM105	Fundamentals of Professional Development	5	2	Alan Kennedy alan.kennedy@dcu.ie Room: S367 Extension: 8290 Barry McMullin barry.mcmullin@dcu.ie Room: S324 Extension: 5432	Course work: 30% Exam: 70%	Lectures: 14 Seminars: 10 Assignments: 36 IL: 35	
EM110	Mathematics and Mechanics: Foundations and Applications	5	1&2	Lorna Fitzsimons lorna.fitzsimons@dcu.ie Room: S388 Extension: 7716 Alan Kennedy alan.kennedy@dcu.ie Room: S367 Extension: 8290	Course work: 50% Exam: 50%	Lectures: 24 Tutorials: 24 IL: 77	For MWB1 only

List of first year modules (continued):

Code	Title	Credits	Semester	Lecturers	Assessment	Workload (hours)	Notes
MG116	Creativity and Discovery	5	2	John Connolly john.connolly@dcu.ie Room: Q228 Extension: 8910	Course work: 100%		For MWB1 only
MG101	Introduction to Marketing	5	1	Michael Gannon michael.gannon@dcu.ie Room: Q214 Extension: 5159	Course work: 40% Exam: 60%	Lectures: 24 Tutorials: 30 Directed learning: 24 Online learning: 24 IL: 23	For MWB1 only
HR101	Psychology in Organisations	5	1	Yseult Freeney yseult.freene@dcu.ie Room: Q213 Extension: 7170	Course work: 30% Exam: 70%	Lectures: 22 Tutorials: 3 Assignments: 40 IL: 60	For MWB1 only

Note: extra tutorials in Maths will be provided for the FEE1 class.

Note: when ringing a DCU number from an internal phone (located along various corridors and open spaces in the University), you need a four-digit extension number, e.g. 5164. When ringing DCU from an external line, please insert 700 in front of the four-digit number (e.g. 7005164).