

THE MA HANDBOOK

Your guide to MA & Diploma Programmes In Political Economy

2014 – 2015

Also available at: <http://www.socialsciences.manchester.ac.uk/intranet/pg/handbooks/>

WELCOME TO THE FACULTY OF HUMANITIES

As Dean of the Faculty of Humanities, I would like to extend a warm welcome to all students in The University of Manchester. The Faculty of Humanities is one of four faculties in the University and consists of five Schools. We offer an unprecedented range of innovative programmes at undergraduate and graduate level, embracing disciplines as diverse as business and management, social sciences, law, education, languages, arts and environment and development.

This rich mix of opportunities makes study at The University of Manchester an exciting and stimulating experience, where you will benefit from the experience of leading scholars in your field and also from being part of a large, diverse and international student community.

Within the Faculty we are committed to providing a student experience of the highest standard. During this year we will be asking you how effective we are in meeting your needs and fulfilling your aspirations. I urge you to participate in this conversation, and use every opportunity to let us know how we can improve the quality of education we provide.

In this Handbook you will find material specific to the programme of study or the discipline area in which your studies will be based.

Keith Brown

Vice-President and Dean, Faculty of Humanities

September, 2014

What is the Faculty and how is it run?

Universities all over the world traditionally divide their academic activities into faculties which consist of academic units based on a particular discipline, or on a grouping of disciplines employing similar methodologies. This is the approach that is followed at The University of Manchester, and these sub-faculty disciplinary units are known as Schools. The Faculty plays an important role within the University, since it is the Faculty which is responsible, on behalf of Senate, for the regulation of the degree programmes offered, and it is through the Faculty that academic qualifications are awarded. The designation Humanities distinguishes this Faculty from the other three faculties – Engineering and Physical Sciences; Medical and Human Sciences; and Life Sciences.

The Faculty of Humanities encompasses academic areas as diverse as Arts, Education, Social Sciences and Business & Management and is the largest Faculty in the University. With over 16,000 students and some 1200 academic staff, it is the largest Faculty of the Humanities in the UK and is equivalent to a medium-sized university. All the disciplines in the Faculty recruit students globally and the overwhelming majority of our academics have international reputations for the quality of their research. The University is committed to the ongoing enhancement of the international profile of the Faculty of Humanities.

One of the great advantages of being a student at the University of Manchester is that you will have the opportunity to be taught by internationally recognised researchers. Based on any analysis of the results of the 2008 Research Assessment Exercise (RAE), Manchester is amongst the UK's top four or five major research universities. 65% of research staff (amounting to 1,193 full time equivalent staff) at the university are judged to be carrying out research which is 'world leading' (4*) or 'internationally excellent' (3*). The Research Excellence Framework (REF) is the new system for assessing the quality of research in UK higher education institutions and was completed in 2014. The publication of the outcomes from the exercise are expected in December 2014.

The Faculty of Humanities has five Schools: Arts, Languages and Cultures; Environment, Education and Development; Law; Social Sciences; and Manchester Business School. The organisational culture of these schools provides opportunities for increased collaboration throughout the Faculty and for regional, national and international engagement.

The Faculty is the interface between the discipline-based Schools and the University and is headed by a Dean who is supported by a team of Associate Deans all of whom hold a particular portfolio, and these are listed below:

Dean & Vice-President

Professor Keith Brown

Associate Deans

Teaching, Learning & Students

Dr Fiona Smyth

Postgraduate Education

Professor Maja Zehfuss

Research & Deputy Dean

Professor Colette Fagan

External Relations

Professor James Thompson

Assistant Associate Deans

Teaching, Learning & Students

Professor Matthew Jefferies

Dr Judy Zolkiewski

Postgraduate Education

Ms Judith Aldridge

Research

Professor Claire Annesley

External Relations

Professor David Law

What can the Faculty do for you ?

The work of the Faculty involves co-ordinating and developing activities to respond effectively to Institutional or external initiatives or activities, encouraging best practice across Schools and facilitating the seamless operation of processes across School, Faculty and University boundaries to help make your experience at Manchester the best it can be.

The Faculty is committed to gathering student views on the provision of teaching and learning and centrally operated areas of the University (such as Library; Estates; IT; Careers; eLearning) and as a student you can feed into this process via the Faculty's Staff / Student Liaison Group (SSLG) which meets a minimum of twice a year. These meetings provide a forum for students, who are elected as Student Representatives within their School / discipline, to:

- discuss overarching issues of concern with members of staff from different areas of the University in an open manner;
- engage constructively with staff to identify those areas where there is scope for improvement, bringing forward ideas and suggestions;
- identify and share good practice;
- respond to items brought forward by members of staff.

The Faculty also occasionally holds consultation groups with students to find out what is being done well across the Faculty and what you feel could be done to improve your experience as a student.

The focus of your involvement as a student is likely however to be the disciplinary grouping, i.e. the School within which your studies are based, or in the case of students on interdisciplinary programmes, the office which is responsible for administering your programme. You may have contact with the Faculty if you have a problem that cannot be resolved at a local level within the School or Programme Office, e.g. breach of regulations, appeals or disciplinary matters. Otherwise it is entirely possible to complete a course of study without ever interacting directly with the Faculty.

The Faculty has a role in considering issues, such as an academic appeal or complaint, which cannot be resolved with an appropriate member of staff in your School.

Sometimes disciplinary action is required when students are in breach of The University's General Regulation XVII (Conduct and Discipline of Students); the most common breach is when students commit academic malpractice e.g. plagiarism, collusion or other forms of cheating. Any student found guilty of misconduct has the right of appeal both against the finding itself, and any penalty imposed, provided that there is: evidence of procedural irregularity on the part of the University; availability of new evidence which could not reasonably have been expected to be presented at the original hearing; or the disproportionate nature of the penalty.

The relevant Regulations / Policies and forms can be found at the link below and the completed forms should be submitted to:

Mr Damien Tolan, Appeals
Appeals, Complaints & Malpractice Coordinator
Faculty of Humanities
Room G24 Crawford House
University of Manchester
Oxford Road, Manchester M13 9PL
(Telephone +44 (0)161 306 1119, email damien.tolan@manchester.ac.uk).
<http://documents.manchester.ac.uk/studentrelatedlist.aspx>

WELCOME TO THE GRADUATE OFFICE IN POLITICAL ECONOMY

Welcome to the Graduate Office in Political Economy! Thank you for choosing to study with us.

This handbook contains all of the information that you need for your Graduate programme. You should read this handbook in conjunction with the *Faculty of Humanities, School of Social Sciences Student Guide for Taught Masters, Postgraduate Diploma and Postgraduate Certificate*. Therein you will find important information about, among other things, the Faculty of Humanities, the facilities available to you, registration information, timetabling of research courses, library resources, plagiarism, computing and printing, health and safety, photocopying, post and transcripts. You should also familiarise yourselves with the *Faculty of Humanities, School of Social Sciences Guide for Research Students and Supervisors*. Both documents are available on our website.

For the most up-to-date information, please go to our website: <http://www.socialsciences.manchester.ac.uk>. The handbook also contains important day-to-day information such as how to contact a member of the graduate team.

We very much hope that you will enjoy your time with us in Manchester. I look forward to meeting you all soon.

Dr Stuart Shields/Dr Adrienne Roberts
Programme Directors

THE GRADUATE TEAM

<p><u>Programme Directors</u> Dr Stuart Shields, Room 4.023, Tel: 0161 275 7824 (stuart.shields@manchester.ac.uk) Office hours: TBA</p> <p>Dr Adrienne Roberts, Room 4.008 Tel: 0161 275 4995 (Adrienne.roberts@manchester.ac.uk) Office hours: TBA</p>	<p><u>Administrator to the Programme</u> Amanda Bridgeman, Room 2.003, Tel: 0161 275 4885 (amanda.bridgeman@manchester.ac.uk) Office hours: 8.00 – 4.00</p>
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You should also know about the head of our Discipline areas:

<p><u>Head of Philosophy</u> Professor Julian Dodd, Room: 4.049 julian.dodd@manchester.ac.uk</p>	<p><u>Head of Politics</u> Professor Andrew Russell, Room: 4.029 Andrew.Russell@manchester.ac.uk</p>
<p><u>Head of Economics</u> Ed Amann, Room 3.022 Edmund.Amann@manchester.ac.uk</p>	<p><u>Head of School of Environment & Development</u> Professor Simon Guy, Room 2.041 Simon.Guy@manchester.ac.uk</p>
<p><u>Director of Manchester Business School</u> Michael Luger Michael.Luger@mbs.ac.uk</p>	

External Examiner

- a. Generic statement outlining the role of External Examiners
External Examiners are individuals from another institution or organisation who monitor the assessment processes of the University to ensure fairness and academic standards. They ensure that assessment and examination procedures have been fairly and properly implemented and that decisions have been made after appropriate deliberation. They also ensure that standards of awards and levels of student performance are at least comparable with those in equivalent higher education institutions.
- b. Statement about External Examiners' reports
External Examiners' reports relating to this programme will be shared with student representatives at the Staff Student Liaison Committee (SSLC), where details of any actions carried out by the programme team/School in response to the External Examiners' comments will be discussed. Students should contact their student representatives if they require any further information about External Examiners' reports or the process for considering them."
- c. External Examiners Details
The External Examiner for this programme is Professor Tony Heron who is a Professor in International Politics at the University of York.

Please note that it is inappropriate for students to make direct contact with External Examiners under any circumstances, in particular with regards to a student's individual performance in assessments. Other appropriate mechanisms are available for students, including the University's appeals or complaints procedures and the UMSU Advice Centre. In cases where a student *does* contact an External Examiner directly, External Examiners have been requested not to respond to direct queries. Instead, External Examiners should report the matter to their School contact who will then contact the student to remind them of the other methods available for students. If students have any queries concerning this, they should contact their Programme Office (or equivalent).

INFORMATION POINTS & COMMUNICATION

University Student Portal

The University has a Student Portal through which you can view a summary of your e-mails, view your library account, get examination information, and access the Student System through which you register, find your timetable and marks. The portal also links through to all University Policy's and Procedures, some of which are referenced further on in your handbook. www.studentnet.manchester.ac.uk

E-mail

Most of the information sent out by administrators and academics comes via your *University of Manchester* e-mail address which you are allocated upon arrival (e.g. John.Smith@postgrad.manchester.ac.uk). This can be accessed via the internet, or you can set up your University e-mail to be diverted to your personal e-mail account. **It is your responsibility to ensure that you regularly check your e-mail accounts.** If you believe that you are not receiving all relevant e-mails, you must inform your Programme Administrator *immediately*.

Contact Details

It is your responsibility to keep all contact details up-to-date on the on-line student system (which you used to register). If you change address during the course of the academic year, you must update this system accordingly.

School of Social Sciences Intranet

The main reference point for information about your programme, the discipline and the School is the School's Student Intranet <http://www.socialsciences.manchester.ac.uk/intranet/pg/>

The individual discipline pages will also hold details of student representatives for each programme, once they have been nominated. <http://www.socialsciences.manchester.ac.uk/intranet/pg/reps/>

Health and Safety

There is a Health and Safety online course (SOCS61230) which is compulsory and available through Blackboard.

A range of occupational health services are available to students. Further information is available at <http://www.studentnet.manchester.ac.uk/occupational-health/> including links to a range of policies.

With respect to Display Screen Equipment (including computer monitor screens) you can find further information at <http://www.socialsciences.manchester.ac.uk/intranet/healthandsafety/>

Accidents and Emergencies

All accidents at work or study must be reported to the School Safety Adviser for SOSS, Lucy Jones, Arthur Lewis Building, telephone 0161 275 1757, email: lucy.jones@manchester.ac.uk

There are first aid boxes located at main reception points in all buildings on campus and in some discipline areas. Contact details of first-aiders for each building can be obtained from the front desk.

STUDENT-FACING IT FACILITIES

Sohol - Arranging meetings with academic staff

Students are advised to use the Sohol System, email or phone. If staff are not available to meet at a time arranged students should inform the Receptionist in the Pod in that area and their PG Administrator.

<http://www.socialsciences.manchester.ac.uk/intranet/pg/sohol/>

Campus Solutions is the student system. From here you will be able to check your timetable, keep track of your course choices, grades, financial situation, and registration, along with many other functions.

<https://www.portal.manchester.ac.uk/uPortal/render.userLayoutRootNode.uP>

Blackboard: courses and enrolments

The teaching and learning activities within your courses are enhanced and supported by the use of Blackboard. All of your courses/spaces are listed in: <http://my.manchester.ac.uk/> under the 'Blackboard' tab. Within this tab you will find:

- a list of all the courses you are registered to take, under the 'Course List',
- a list for Programme spaces or other 'Organisations', in the 'My Communities' list.

You can also access Blackboard on your smartphone using the Blackboard Mobile Learn app. For guidance, search for 'How to: Access your Bb9 course through a Mobile Phone or Tablet' in the Knowledge Base at: <http://www.manchester.ac.uk/servicedesk/>

Courses become available to students one week before the start of teaching. For most courses in 2014/15 this is:

- Semester 1 and all-year courses: 8th September 2014

- Semester 2 courses: 19th January 2014

To ensure that you have access to all of your courses within Blackboard, you must be enrolled on them through the Student Records system. Once enrolled, your courses should appear in Blackboard within 24 hours. Also, your tutor needs to have 'activated' your Blackboard course in order for you to access it. If you cannot see a course you expect to see, please:

- contact your School Administrator to check that you have been enrolled;
- check with your tutor that they have made the course available;

Note: If you change your course enrolments there will also be a delay of up to 24 hours in acquiring your new courses and removing those you are no longer taking.

Your Blackboard course(s) will contain different elements, depending on how your tutor(s) have set them up. They may be used for course materials, lecture handouts, coursework submission, quizzes, additional resources, discussion boards or blogs, for example. If you have any queries about the content, please check with your tutor first.

After enrolment or changing your enrolments, if your courses are not correctly listed in Blackboard after 24 hours, please let us know which course(s) you are missing by going through <http://www.manchester.ac.uk/servicedesk/>

If your course is assessed by coursework, and the submission of coursework is done online via Turnitin you can find detailed guidance on 'Submitting an Assignment via Turnitin' in the Knowledge Base at <http://documents.manchester.ac.uk/display.aspx?DocID=13010> (document) <https://stream.manchester.ac.uk/Play.aspx?VideoId=21235> (video)

If your tutor delivers feedback on your coursework also online you can also look up the Guidance on how to access your feedback and 'Downloading Feedback from Turnitin' at <http://documents.manchester.ac.uk/display.aspx?DocID=13011>

For general information on Blackboard and access to support information, please visit: www.studentnet.manchester.ac.uk/blackboard. You can also search the Knowledge Base from here.

Please note: periods when Blackboard access may not be possible (at-risk periods) are Sundays 2am to 5am, Easter holidays and the whole of July. Notification of significant downtime during Easter and July will be communicated through My Manchester Student News.

TIER 4 VISA ATTENDANCE MONITORING CENSUS– for the attention of Tier 4 Visa holders.

As your Tier 4 sponsor, the University of Manchester must monitor your attendance and be assured that you are fully engaged with your course of study or research. We also need to ensure that you we have up-to-date contact details for you. If you leave Manchester for any reason during your studies we also need to know this. You must attend the census points in addition to complying with the attendance requirement of your programme of study. You will be informed of the details by email. **Attendance at lectures and seminars is mandatory** and this is recorded on campus solutions.

Your responsibilities as a tier 4 student are outlined in the crucial guide [here](#). If you have any concerns about the attendance monitoring census points, or your Tier 4 visa status, please contact pbs@manchester.ac.uk. For more information on Tier 4 visas: www.ukba.homeoffice.gov.uk/visas-immigration/studying/adult-students/

When are the census points?

The Census Dates for 2014/15 for all active Tier 4 students are as follows.

Census Point	Dates	Where
October 2014	29 September – 7 October 2014	New students - at central registration Returning students - Postgraduate Office, 2 nd Floor Arthur Lewis Building
January 2015	12 January – 23 January 2015	Postgraduate Office, 2 nd Floor Arthur Lewis Building
May 2015	13 May – 26 May 2015	Postgraduate Office, 2 nd Floor Arthur Lewis Building

Please note:

- Please enter these dates in your diary. You must report in person on one occasion during each census period with your student card to the PG Reception Desk on the 2nd Floor of Arthur Lewis building during the dates specified.
- You must ensure that your current term-time address, telephone number and other contact details are correct and up to date at all times. How do I do this – [change of circumstance](#).
- If you are going to be away from Manchester during any period of your registration you need to let your administrator know by completing this [form](#).
- You will receive a reminder e-mail from the School about each census point. You must check your University e-mail account regularly. Failure to check your e-mail account is not a valid reason to be absent from a census point.
- If you cannot attend in person during the dates specified, please let the school know by completing this [online form](#).
 - If you cannot attend due to illness you must provide a copy of a medical certificate to your Programme Administrator
 - If you are unable to attend the census you should report in person to the School as soon as possible after you return to campus.
 - Students who are recorded as interrupting their studies are not expected to attend during their period of interruption

What happens if I cannot attend a census point?

The School must be able to confirm your presence to the UKBA by the end of each census point in the academic year. If you do not attend a census point when required and you do not provide a valid explanation for your absence you will be deemed to be “not in attendance”.

Those students identified as “not in attendance” will be reported to the UKBA and the University will cease to sponsor the student’s Tier 4 visa. The Tier 4 visa will then be curtailed and the student will be required to leave the UK within 60 days

Further information

For more information on Tier 4 visas:

www.ukba.homeoffice.gov.uk/visas-immigration/studying/adult-students/

Your responsibilities as a tier 4 student are outlined in the [crucial guide](#).

If you have any concerns about the attendance monitoring census points, or your Tier 4 visa status, please contact pbs@manchester.ac.uk

GETTING STARTED

Length of the prescribed course

Master’s degree:

According to the current regulations, the period of registration at this University for the degree of Master of Arts (MA), Master of Science (MSc) or Master of Research (MRes) is 12 months full-time or 27 months part-time. The period of registration commences in September 2014 until September 2015 for full time students and to December 2016 for part-time students.

Postgraduate Diploma

A 9 month full-time or 18 month’s part-time programme. The period of registration runs from September 2014 until June 2015 for full-time students and to June 2016 for part-time students.

The Academic Year

2014-2015
First Semester
Attendance: 15 September 2014 – 12 December 2014 Christmas Vacation: 13 December 2014 – 11 January 2015 Attendance: 12 January 2015 – 25 January 2015
Second Semester

Attendance: 26 January 2015 – 22 March 2015
Easter Vacation: 23 March 2015 – 12 April 2015
Attendance: 13 April 2015 – 7 June 2015

Choosing your MA Course Units

The MA degree and the Postgraduate Diploma comprise a number of course units which add up to 120 credits. To this the MA adds a dissertation worth 60 credits. Preparation for the dissertation begins early in the academic year, though the bulk of it is normally written over the summer. Our MA programme comprises 1 30-credit course unit and 6 15 credit course units divided between two semesters.

You will have an opportunity during registration week to discuss your module options with your programme convenor.

Changing your MA Course Units

If you decide to change any of your course unit options, you can make the alteration yourself online (see 'Guide to Using Self-Service Course Unit Selection' included in your registration pack). However, before you process any changes, you will need to complete a *Course unit Change Form* (available from the School Postgraduate Office, room 2.003, Arthur Lewis Building or downloadable from the Intranet) so that we have a record of any alterations to your choice of course units. Changes to your choice of course units must be made no later than the dates specified.

**In Semester I you must make any course unit changes by Friday 3rd October.
In Semester II you must make any course unit changes by Friday 6th February.**

Attendance Requirements

Attendance at seminars is compulsory. If you know in advance of circumstances beyond your control preventing you from attending a seminar you should contact the course unit tutor as soon as possible to explain your absence. Unexcused absences will result in poor participation marks.

THE MA ASSESSMENT SYSTEM

With some variation on modules with specific requirements, we operate a three-part assessment regime. In addition to the essay mark (which remains the dominant mode of assessment) we require two further assessments to be made: one for a student presentation and one based on your class participation.

Assessment Requirements

The final mark for any MA course undertaken normally comprises three elements in the following ratio:

- **Essay 75% of total**
- **Presentation 15% of total**
- **Participation 10% of total**

Some course units have slightly different assessment procedures. You should consult each course unit's guide for complete assessment details. (Please note: courses taken outside of Politics are governed by the regulations of the discipline area that provides them. They may entail assessment by formal examination and may have different penalties for late submission, non-attendance and so on. If you take such a course you are obliged to make yourself aware of, and comply with, the rules of the discipline area offering it).

The Taught Degree Regulations Glossary of Terms^[1] states the following with regard to Compulsory Course units:

'Compulsory Course units: Course units which cannot be substituted and must be taken in order to meet the intended learning outcomes of the programme (see pre-requisites). Compulsory course units are not normally compensatable.'

^[1] <http://documents.manchester.ac.uk/display.aspx?DocID=13146>

PGT Programmes in the School of Social Sciences have course units which are compulsory and may be termed as such. However, programmes in the School do allow compensation for compulsory course units in line with point 14 of the PGT regulations:

'PGT programmes can be compensated up to 30 credits for PG Diploma/ Masters and 15 credits for a PG Certificate. The number of credits compensated and those referred cannot exceed half the taught credits in total.'

Assignment Criteria

The following criteria for assessment govern the way in which we mark assignments and dissertations. These guidelines have been established by the School of Social Sciences and, as such, operate across the School's discipline areas:

40 – 49% (40% = Pass at PG Certificate/ Diploma level)	Work should be at a postgraduate level although not reaching the level required for a Masters course. Such work should provide a competent discussion of relevant material, although this may be largely descriptive and lack critical/analytical depth. Work should be well structured, well presented and demonstrate an awareness of relevant literature.
50 – 59% (50% = Pass at MA level)	This represents the minimum performance required on a Masters course. Work should provide a competent discussion of relevant material and some evidence of critical/analytical thought. It should be well structured, well presented, demonstrate an awareness of relevant literature and consistently evidence arguments/assertions by reference to relevant literature/research.
60 – 69% (Merit at MA level)	Work that is competent and well presented, touching very good work at the top end of the range. This work should be critical and comprehensive in its coverage and have a degree of depth and imagination in the presentation and consideration of the material, especially at the top end.
70 – 79%	This is excellent work, showing evidence of comprehensiveness and focus, with critical depth and insight that befits work at graduate level. These grades mean that the student is producing work that fits within a distinction profile.
80% +	This is outstanding work in every respect constituting or approaching publishable work.

Presentation Assessment

If you make a competent effort to offer a presentation according to the tutor's guidelines regarding remit, length and format, then the presentation mark should have a minimal comparative effect on the essay marks. If you clearly fall short of the stated guidelines fail to present at all, or make a particularly good job of it then the presentation mark should result in a small adjustment in comparative performance.

What constitutes a 'presentation' is for the tutor to decide. It might be a class paper with supporting material or it may be a series of more frequent exercises (such as a verbal summary and critique of a particular source, the carrying out of a statistical exercise etc). The objective is to test your capacity to demonstrate oral and other presentation skills within clear time constraints and independently of assessed written work.

Presentation Criteria

In giving marks for a presentation it is important to maintain the same criteria as those employed for essay marking, namely, those based on the standard examiner's scales. Just as one would consider awarding a mark of 70 and above only to outstanding essays, so one would consider awarding a mark of 70 and above only to the most impressive presentations. Moderators will ensure that first markers are using an appropriate scale.

Given the evident difficulties involved in comparatively assessing oral presentations, it is suggested that the tutor works with a fairly simple assessment format rather than attempt to distinguish by way of fine percentages.

Presentation	
70-90%	Excellent presentation: excellent delivery, thorough preparation, deep understanding, well

	timed.
60-69%	Very good presentation: clear delivery, well prepared, sound understanding, well timed.
50-59%	Good presentation: comprehensible delivery, preparation and understanding, satisfactory timing.
40-49%	Passable presentation: acceptable delivery, some preparation evident, understanding but patchy, tries to respect timing limits.
0-39%	Failure to deliver a presentation.

Participation

Participation is, again, a rather difficult area in which to pass fine judgement. Tutors are mindful of the dangers of overly penalising the shy or reticent student or over-rewarding those who are domineering or simply verbose. By and large this mark should not unduly influence comparative assessment unless you are particularly remiss with regard to your attendance and participation or particularly effective as a constructive and well-prepared contributor. The principal objective is to emphasise the development of a full range of skills during the discussions and exercises carried out during seminars and to test and reward these. It also provides the tutor with an opportunity to penalise clearly inadequate preparation or participation and reward excellence in the seminar setting.

Participation Criteria

Marks are awarded for contributions to class discussion and activities. Tutors should be mindful of the dangers of overly penalising the shy or reticent student or over-rewarding those who are domineering or simply verbose. Therefore colleagues should utilize the following scheme:

Participation	
70-90%	Consistent quality participation based on thorough preparation. Always displays analytical skills and a clear understanding of the issues. Able to cross relate issues and develop intelligent/reflective answers. Consistent quality contribution to discussions.
60-69%	Quality participation based on good preparation. Usually displays analytical skills and understanding of the issues. Evidence of capacity to cross relate issues and develop sound answers. Contributes positively to discussions
50-59%	Good preparation demonstrated. Either a lot of participation of variable quality, or less participation but of good quality. Demonstrates reasonable comprehension of the issues. Able to clarify responses and contribute to discussions.
40-49%	Little evidence of participation when present. Misses obvious issues; answers are unclear and disjointed. Contributes very little or nothing to discussions.
0-39%	Participation and contribution virtually non-existent or unhelpful. No preparation apparent. Unable to answer questions or to clarify vague and ambiguous answers. Apparent lack of commitment to study in the course.

Information for MA Essay Submissions

Hand in dates below unless otherwise stated in the course guides. Essays must be submitted via Blackboard/Turnitin

Semester I	Final deadline – 3.00pm Monday 12 th January – Philosophy, Politics, Political Economy Final deadline – 3.00pm Wednesday 14 th January – Economics
Semester II	Final deadline – 3.00pm Tuesday 5 th May – Philosophy, Politics, Political Economy Final deadline – 3.00pm Wednesday 6 th May – Economics

PLEASE REMEMBER THAT UNTIL THE PRELIMINARY EXAMINATION BOARD IN JUNE ALL MARKS ARE PROVISIONAL AND MAY STILL BE AMENDED UNTIL THE FINAL EXAMINATION BOARD IN NOVEMBER.

- Length of Assignments - Course unit convenors will state the specific length limits for individual pieces of work. (Assignments exceeding the specified length by more than 10 per cent will be penalised).

- Submissions - All assignments must be submitted to Turnitin via Blackboard by the deadline stated.
- Problems - If you are encountering any problems, please see either your course unit convenor or the Programme Director.
- Bibliography & Referencing - A full bibliography should be appended listing all sources consulted in preparing the assessment assignment. This should be arranged alphabetically, and in time order for publication in the case of where several works by the same author (or government or other collective source) are being used. Where no author is available for quotation, the title of the publication (for example, a newspaper or poster) should be placed alphabetically in the bibliography. Journals should be identified by their volume numbers as well as by the year of issue. A bibliography constructed in this way will permit references to be made easily in the text. In an appropriate place, the author, year of publication and page reference can be placed in parenthesis, for example (Banton, 1967, p. 143). In other words, use the standard Harvard referencing system.

Please read carefully the information on our policy on assignment extensions.

Guidelines for Assignments

Students will receive an appropriate level of guidance to help them draft their assignments. The type and level of guidance will vary according to the specific needs of the subject matter, but some general guidelines will apply across all degree courses.

1. Students can discuss a plan of their assignment with the course convenor at an early stage. Approval of a plan, however, does not automatically translate into a good mark.
2. Students can expect to discuss only one plan of each assignment.
3. Course convenors are not expected to look over a draft of an assignment.
4. Assignment feedback and provisional marks will usually be available in accordance with the University's feedback policy.

The University's policy on late submission of course work assignments/essays and dissertations

If you submit your course work or dissertation late there will be a penalty of 10 marks per day (sliding scale) applied for up to 10 days. So, for example, if you submit your course work or dissertation 2 days late, 20 marks will be deducted after examination. A day includes weekends and weekdays.

Extensions to the submission deadline can be granted to students where there are exceptional mitigating circumstances (e.g. compelling medical reasons). It is vital that you provide documentary evidence to support your application. The application must be submitted before the due date of your work. You are advised to refer to the [University's Policy on Mitigating Circumstances](#) for what constitutes grounds for mitigation.

[Essay/Assignment Extension Application form](#)

[Dissertation Extension Request form](#)

Mitigating Circumstances and extension requests

If you think that your performance or academic progress is likely to be affected by your circumstances or that you may not be able to hand in your assignment/dissertation by the deadline, you may submit a Mitigating Circumstances form/extension request form, with relevant supporting documentation, for consideration by the Mitigating Circumstances Committee and Board of Examiners.

The nature of the supporting documentation required will vary according to the nature of the circumstances, but it must be sufficiently independent and robust to confirm the veracity of the case you are making. Please note that it is your responsibility as the student to submit a request for consideration of mitigating circumstances by the published deadlines. You should not wait until your results are issued or the deadline for the submission of your work to have passed to apply for mitigating circumstances as cases will not be accepted retrospectively.

Grounds for Mitigation

Students should be aware that grounds for mitigation are 'unforeseeable or unpreventable circumstances that could have a significant adverse effect on your academic performance'. Please see below for examples of possible mitigating circumstances as well as circumstances which will not be considered as grounds for mitigation.

Examples of possible mitigating circumstances:

- significant illness or injury;

- the death or critical/significant illness of a close family member/dependant;
- family crises or major financial problems leading to acute stress;
- absence for jury service or maternity, paternity or adoption leave.

Circumstances which will NOT normally be regarded as grounds for mitigation:

- Holidays and events which were planned or could reasonably have been expected
- Assessments which are scheduled closely together
- Misreading the timetable or misunderstanding the requirements for assessment
- Inadequate planning and time management
- Failure, loss or theft of a computer or printer that prevents submission of work on time: students should back up work regularly and not leave completion and printing so late that they cannot find another computer or printer
- Consequences of paid employment
- Exam stress or panic attacks not diagnosed as illness.

Assignment Extension Policy

For Mitigating Circumstances please read this in conjunction with the information on Medical & Personal Problems and Mitigating Circumstances as outlined on pages 29 – 32.

Please note that this policy also applies to the Dissertation. To apply for an extension:

1. Extension applications should be made on the 'Application for Extension to Submission Date' form available from the School website at:
<http://www.socialsciences.manchester.ac.uk/intranet/pg/>
2. Where relevant applications must be accompanied by documentary evidence e.g. certification by a qualified doctor specifying nature of illness, duration and impact on ability to study, letter from qualified counsellor, copy police incident report etc.
3. Applications must be submitted to your programme administrator
4. Applications for extension to the submission date must be made in advance of the published submission date. Applications received after the submission date will not be accepted.
5. Your application will then be considered by the Programme Administrator within your DA.
6. When the extension request is approved or rejected, the student will be formally notified by the School office by email.

Accessing Marks

The marks for January examinations, as issued to graduate students by the Postgraduate Office, are **provisional** marks and are provided for information only. **Provisional** marks for assessed essays submitted in Semester 2 may be given to students. **Confirmed** marks for examination papers will not be made available to students until after the June meeting of the School Postgraduate Committee. Students are advised that:

- these marks may be raised or lowered by the external examiners.
- once marks have been agreed by the internal examiners and issued to students, they can only be changed via the external examiners.
- if the mark for a particular exam is both 'marginal' and 'critical' to the overall result, the exam paper/assessed essay will always be referred to the appropriate external examiner.
- questions of compensation will be dealt with in the June Examinations Board, when the full range of results is available.
- marks are never confirmed until the meeting of the School Postgraduate Taught Programmes Examinations Board in June.
- the University does not allow student appeals against the academic judgements of Examiners.

The pass mark on all our taught Masters programmes is 50%. The pass mark on the Postgraduate Diploma is 40%.

Please note, if you have a hold or a restriction on your account, this means you have an outstanding debt to the University. If this is the case, you must contact the Student Credit Office, based in the John Owens Building room G10 (tel: 0161 275 8130/email: self.funding@manchester.ac.uk) to sort this matter out. In the meantime, you will be able to view your results by accessing Self Service>Enrolment>View My Assignments>Assignment Categories.

GUIDANCE TO STUDENTS ON PLAGIARISM AND OTHER FORMS OF ACADEMIC MALPRACTICE

Preface: please note that the School reserves the right to request electronic copies of course work assessments. These may be used to investigate suspected cases of academic malpractice. For help and advice on plagiarism and related matters, potential sources of assistance are: your academic advisor; your course tutors; the Student Guidance Service; and Paul Smith, the School's Student Support Officer.

Plagiarism is presenting the ideas, work or words of other people without proper, clear and unambiguous acknowledgement. It also includes 'self-plagiarism' (which occurs where, for example, you submit work that you have presented for assessment on a previous occasion), and the submission of material from 'essay banks' (even if the authors of such material appear to be giving you permission to use it in this way). Obviously, the most blatant example of plagiarism would be to copy another student's work. Hence it is essential to make clear in your assignments the distinction between: the ideas and work of other people that you may have quite legitimately exploited and developed, and the ideas or material that you have personally contributed.

http://www.humanities.manchester.ac.uk/studyskills/essentials/writing/avoiding_plagiarism.html

ETHICAL ISSUES IN RESEARCH

In carrying out their work, researchers inevitably face ethical dilemmas which arise out of competing obligations and conflicts of interest. Research proposals involving human subjects are coming under closer scrutiny; it is an issue that the University takes very seriously. Therefore it is important that steps are taken to ensure that safeguards are in place, not only in the interests of the participants but also those of the investigator conducting the research. This brief statement aims to alert all postgraduate students undertaking research to issues that raise ethical concerns and more generally to identify good research practice. This might apply to any research student in the Faculty but is particularly relevant to students in the Social Sciences whose research work involves other humans. In general, "research on human beings" will raise ethical issues and this is why you are required to declare whether or not this applies to your dissertation topic and, if so, how these ethical issues are to be addressed. In doing so, you are providing an assurance that you have read the [Notes of Guidance on completing an application form for the approval of a research project by the Committee on the Ethics of Research on Human Beings](#) and the [Guidelines for Applicants](#). The brief guide to [Research Governance](#) will help you and your supervisor ascertain if you require ethical approval. All of these guides are available on the School of Social Sciences intranet at <http://www.socialsciences.manchester.ac.uk/intranet/pg/ethics/>

In particular, a research student and their supervisor preparing a thesis must adhere to the following fundamentals:

- Researchers have a responsibility both to safeguard the interests of those involved in, or affected by, their work, and to report their findings accurately and truthfully. They need to consider the effects and consequences of their work for those they study and other interested parties.
- Researchers should satisfy themselves that the research they undertake is worthwhile and that the techniques proposed are appropriate. They should be clear about the limits of their detachment from, and involvement in, their areas of study and recognise the diversity of social and other research so that they can respond reasonably and courteously to those with whom they disagree.
- Researchers should never present others' work as their own. Nor should they misrepresent knowingly the findings of their research or the work of others. (See section on Plagiarism above).

Procedure for Pre-screening your research for ethical issues, confirming your Dissertation Title and submitting forms for Ethical Approval

- a) If you are on a MA, MSc, MRes or Diploma programme with option to upgrade to one of the aforementioned programmes, you will receive by email a form called "*Confirmation of Dissertation Titles & Pre-Screening of Applications For Ethics Opinion of Research Projects form*" from your Programme Administrator in February or March. This form is also available on our intranet. <http://www.socialsciences.manchester.ac.uk/intranet/pg/ethics/>

The purpose of this form is for you and your supervisor to confirm your Dissertation Title and to pre-screen your research to ascertain whether or not it will require ethical approval.

The purpose of pre-screening is to ensure that your project is scientifically sound and that it has been assessed to see if it requires ethical approval. The purpose of pre-screening is **NOT** to undertake ethics review. This **MUST** be done by our University Ethics Committee with authority to undertake such a review.

You and your supervisor should **complete and return this form** to your Programme Administrator **by no later than 1st May 2015**

- b) If your research requires ethical approval you and your supervisor must also complete an Application form for approval of a research project, available at <http://www.socialsciences.manchester.ac.uk/intranet/pg/ethics/index.html>, for consideration by the University's Ethics Committee. The deadline for you to return this form is **11th May 2015**, although you may wish to return it alongside your pre-screening form.
- c) Safety - If the project involves a likelihood of danger to the researcher above and beyond risks normally associated with social sciences research the student is required to complete a risk assessment form available from our intranet.
<http://www.socialsciences.manchester.ac.uk/intranet/pg/ethics/>

The above dates are final deadlines. You can submit your forms anytime from 1st April with the approval of your supervisor.

You will find **full details**, along with our procedure, forms and Guidance notes on our website at <http://www.socialsciences.manchester.ac.uk/intranet/pg/ethics/>. When the University Ethics Committee is assessing applications for Ethical consideration, they may require further information. If this is the case students can expect to receive feedback directly by email from Committee. You and your supervisor may be asked to submit additional information or to attend the University Ethics Committee. No work on a research project can take place until pre-screening has been fully completed and, if required, formal ethical approval has been obtained. **Please be aware that the University cannot guarantee that it will provide the required insurance to students who embark on their research and have not submitted an ethical declaration.** More information on students and insurance can be found via our intranet site.

THE DISSERTATION

Notice to submit your Dissertation

Subject to you being Passed Subject To Dissertation at the Examinations Board in June you will be sent a "[Notice of Submission Form](#)", together with information about the presentation of your dissertation ie. [Guidance for the Presentation of Taught Masters Dissertations](#) <http://documents.manchester.ac.uk/display.aspx?DocID=2863>

This will only be sent to you if you have submitted your "[Confirmation of Dissertation Title & Pre-Screening for Ethical consideration](#)" form and, if applicable, your "[Application form for approval of a research project](#)".

Please submit a completed, signed, paper copy of your Notice of Submission along with your dissertation.

Please note that according to our regulations you must complete the taught component (course units) of your degree before you can proceed to dissertation. A student who works on their dissertation before being formally passed subject to dissertation by our Examinations Board do so at their own risk.

Students registered on the MA must submit a dissertation, which is normally **12,000 - 15,000 words long**. If you require an extension to your Dissertation submission then you must complete an extension form electronically and email to the programme director in the same way as with an essay extension request.

Dissertation Word Limit

All pieces of assessed work including the dissertation are subject to prescribed word limits. Students exceeding the maximum word limits on any assessed work may be penalised. All word limits are inclusive of notes, but exclusive of bibliography and appendices. The word count also includes quoted material. This applies to both essays and dissertations.

Dissertation Supervision

There is no need for you to arrange a supervisor for yourself. You will be allocated a supervisor in accordance with your research area and research interests. In all cases, you will be allocated a supervisor with the experience and expertise to facilitate the successful completion of your dissertation. Please note that a student does not have a right to be supervised by a particular member of staff.

We will provide you with an appropriate supervisor in the first few weeks of semester two. We will be able to do this once you have completed a Preliminary Research Proposal as a component of POLI60312 Dissertation Research Design. This will give us an indication of the precise area of research you are interested in and enable us to match you to an appropriate member of staff.

You can expect to have no more than five meetings with your supervisor before the end of June. These meetings provide you with the opportunity to refine and supplement the work you will be doing in POLI60312 as they relate, specifically, to your dissertation.

A student should meet regularly with her/his supervisor in order to obtain helpful guidance. At these meetings, a student is able to consult with the supervisor about the chosen topic, about narrowing the topic to a researchable question or problem, and about relevant primary and secondary sources. If you need help with primary and secondary sources, talk with your supervisor. Also, the student can discuss with the supervisor her/his reading and its relevance for the student's topic and also any problems that the student has encountered. These meetings with the supervisor will help establish the student's authorship of the submitted dissertation.

Given the differences between a dissertation and a course essay and given the aims and objectives of the dissertation, a student writing a politics dissertation should not expect her/his supervisor to provide a topic and/or reading list. However, the supervisor is available to help a student define a researchable question or problem and to provide advice about relevant sources, both primary and secondary. Hence, meeting with the supervisor should help ensure that the student's research remains focused on the student's chosen topic. In addition, the supervisor can help a student with the structure of the dissertation.

Furthermore, a supervisor will read and comment upon a dissertation plan and draft material. By giving draft chapters to her/his supervisor, the student helps to establish her/his authorship of the final dissertation. A student can only expect her/his supervisor to read and comment upon material if s/he submits the material no later than the end of June. While a supervisor might read and comment upon material submitted after that date, a supervisor has no obligation to do so.

Dissertation Presentation and Guidance

Guidelines on the presentation of your dissertation including binding requirements are available on the intranet at the following:

<http://www.socialsciences.manchester.ac.uk/intranet/pg/dissertation/>

(See Section 4: Preparing Your Dissertation)

Students will be required to submit two bound copies and upload an electronic version on Turnitin. Further details are available in the Postgraduate School Taught Programmes handbook (bound back to back with the paper copy of this handbook) and available electronically at:

<http://www.socialsciences.manchester.ac.uk/intranet/pg/handbooks/>

Dissertation Submission Date:

Monday 7th September 2015 – for all full-time students who started in September 2014

Monday 7th December 2015 for all part-time students who started in September 2013.

For **those students who fail to satisfy the taught element of their PGT programme and have to do referrals in the August** Exam period before being permitted to proceed to dissertation, the deadline for you to submit your dissertation will be **Monday 7th March 2016**. Students who do not satisfy the examiners after referrals will be considered against the criteria for award of a PG Diploma or Certificate.

OPPORTUNITIES FOR FURTHER STUDY – A PHD?

The School welcomes enquiries and applications for research programmes throughout the year.

If you are interested in applying for funding for a PhD please be aware that it is now **generally** required that you have completed a Research Training (RT) Masters in the first instance. However, we do of course welcome applications from any Masters student regardless of what programme they are doing. The School's current RT courses are:

Political Science (Research Route)	MA	PG Diploma
International Politics (Research Route)	MA	PG Diploma
Human Rights (Research Route)	MA	PG Diploma

Political Economy (Research Route)	MA PG Diploma
Economics	MSc
Economics and Econometrics	MSc
Econometrics	MSc
Sociological Research	MSc
Anthropological Research	MA
Philosophy	MRes
Social Research Methods & Stats.	MSc PG Diploma

The minimum academic entry requirements for admission to the PhD is a Masters degree at Merit level, which MUST include an overall taught course average of 60% (with no mark below 50%) **and** a dissertation mark of 60%

The University normally holds a Postgraduate Open Day in November and further details will be available via <http://www.manchester.ac.uk/postgraduate/opendays/>

Information on all School funding opportunities, including details on the deadlines will be advertised via <http://www.socialsciences.manchester.ac.uk/postgraduate/funding/>

Competition for funding is very strong and we therefore advise that you consult with a prospective supervisor regarding your research proposal before submitting a full application. Applications must be submitted via the on-line application service at <http://www.manchester.ac.uk/postgraduate/howtoapply/>

If you have any further queries please email pg-socks@manchester.ac.uk

UNIVERSITY POLICIES & REGULATIONS

There are a number of University policies and regulations which apply to you during your period of registration. Further details can be found at <http://documents.manchester.ac.uk/studentrelatedlist.aspx>

These policies may undergo changes during your period of registration. You will be notified when changes take place, e.g. by email or by posting updates to the Document Resources section of the School of Social Sciences website at: <http://www.socialsciences.manchester.ac.uk/intranet/pg/>

OTHER USEFUL INFORMATION

The University of Manchester Alumni Association

What does alumni mean? It simply means 'former student' and you become one after studying here.

The University of Manchester's Division of Development and Alumni Relations is the main point of contact for the University's global network of over 270,000 former students. It gives you the opportunity to continue a lifelong connection with us and to remain an active part of The University of Manchester. It also gives you some added extras; we offer exclusive discounts and services, you can continue learning with discounted CPD courses and access to learning resources, and get insight into cutting-edge research through our alumni events – including the annual Cockcroft Rutherford lecture – exclusive and free to alumni. This lecture has been delivered by Professor Andre Geim, discoverer of graphene, and leading science communicator Professor Brian Cox.

Many of our alumni are committed to giving back to their University by enriching your student experience and employability. Each year alumni financially support students undertaking voluntary projects overseas to benefit the communities they visit and alumni contribute to funding for scholarships, hardship grants and student projects.

Alumni also volunteer their time to the University, returning to campus to give talks, take part in workshops and advice sessions and to mentor students. These have included Alex Cole (BA Politics and Modern History, 1993), Director of Corporate Affairs at Sainsbury's; Sir Terry Leahy (BSc Management Science, 1977), former CEO of Tesco; and actor Toby Jones (BA Drama 1989).

When you complete your Manchester studies you will be joining a prestigious group of professionals who have become very successful in every sector. There are performing artists such as Benedict Cumberbatch (The Hobbit, Star Trek: Into Darkness and the BBC's Sherlock), Ed Simmons and Tom Rowland (The Chemical Brothers); journalists like Ian King (Business presenter of Sky News, former Business Editor of The Times,); Sam

Bain and Jesse Armstrong (award-winning television writers of Peep Show and Freshmeat); architects such as Sir Norman Foster, and high profile politicians such as Chuka Umunna MP (Shadow Business Secretary) and George Maxwell Richards (former President of Trinidad and Tobago).

You automatically become a member of the alumni community on graduation, but to get the full benefit you should register with our online alumni community 'Your Manchester Online' www.manchester.ac.uk/yourmanchester during your final year.

Careers Service

From the moment you arrive at university, we want to help you to stand out from the crowd. Your Careers Service can help you in many ways, including:

- Exploring your career options and ideas
- Looking for part-time or vacation work
- Volunteering opportunities
- Work experience, placements and internships
- Finding out about specific jobs and sectors
- Developing the skills employers look for
- Finding graduate jobs and internships
- CV and application advice
- Employer events and careers fairs
- Succeeding at interviews and assessment centres
- Postgraduate study and funding
- Mentoring support
- Starting your own business.... and much more.

Don't leave it until your final year to use our services; make the most of your time at Manchester and get involved from the start of your degree.

The Careers Service is located in the Atrium, University Place.

<http://www.manchester.ac.uk/medialibrary/maps/campusmap.pdf>) Building number 13.

tel: 0161 275 2829, email: careers@manchester.ac.uk, www.manchester.ac.uk/careers/students/

IS Services within the Faculty of Humanities

Students at the University of Manchester enjoy access to a wide range of high quality IS services provided across campus. Within Humanities itself there are in excess of 500 computers located within Faculty buildings available for student use complementing the 1000+ seats provided by the University in public clusters – including a public cluster at Owens Park.

All cluster computers are configured in the same way and provide access to services offered by schools, faculties and central service providers such as Humanities ICT Office (<http://ict.humanities.manchester.ac.uk/>), IT Services (<http://www.studentnet.manchester.ac.uk/it-services/>) and the University Library (<http://www.library.manchester.ac.uk/>). These include printing, scanning and copying and access to a wide range of general use and course specific software on the Windows 7 operating system. A list of software is available at <http://ict.humanities.manchester.ac.uk/facilities/software/HumanitiesClusterSoftware.html>

In addition to cluster computers wireless networking is being installed across campus enabling students with wireless equipped laptops to access IS services on campus. Full details of the services offered, including a list of available locations, can be found at <http://www.itservices.manchester.ac.uk/wireless/>.

Help and advice is available from our Service Desk which can be contacted by phone, via the web, email or in person. Physical Service desk support is available at the University Library and the Joule Library. Details of opening hours and other contact details can be found at <http://www.itservices.manchester.ac.uk/contacts/>. Telephone support is available 24 hours a day throughout the year.

Study Skills Website

The Faculty of Humanities has a Study Skills Website where you will find sources of information, hints & tips and practical activities to help you develop your study skills and become a better learner.

You'll also find advice about how to prepare for lectures, tutorials and seminars; how to deal with exam stress; organising yourself; and on personal development and career planning. See

Academic Appeals

The purpose of this regulation is to safeguard the interests of students and may only be used when there are adequate grounds for doing so which are outlined in the regulation. It may not be used simply because you are dissatisfied with the outcome of your assessment or other decision concerning your academic progress. Appeals based upon provisional decisions of the University cannot be considered.

Complaints

If you have a complaint it should be made as soon as possible and in any case within eight weeks, of the events or actions (or lack of actions) which have prompted the complaint. The University will not normally consider complaints made after this period, unless there is good reason for the delay.

Dignity at Work and Study

The University of Manchester does not tolerate any form of harassment, discrimination or bullying. If you believe that you are being bullied or harassed, you can contact a Harassment Advisor. Harassment Advisors provide confidential support and information to students and staff on the University's policy and will be able to explain the options available to you. For further information see <http://documents.manchester.ac.uk/DocuInfo.aspx?DocID=2755>

Examination Timetable

The examination schedule has been produced using dedicated software for which the overarching factor is the production of a timetable with no, or as few as possible student clashes. Whilst attempts are made to ensure that you have a spread of examination dates throughout the examination period, in many cases this is not possible given the institutional constraints on the numbers of examination venues that are available, the number of examinations that are scheduled to take place and the options available to students on any particular programme of study. You should expect therefore to have examinations on two or more consecutive days and, potentially, have more than one examination within a single day.

Health & Safety

You must not interfere with or misuse anything, object, structure or system of work provided by the University of Manchester in the interests of health and safety.

You must familiarise yourself with the procedures for dealing with an emergency, including what to do on discovery of a fire, and fire exit-points. You are also required to familiarise yourself with the Health and Safety at Work regulations, extracts of which are posted in all School buildings. Anyone requiring first aid for themselves or for others should contact one of the first aiders situated in the building. Their names and telephone numbers are posted in commonly used areas. The Head of School is responsible for Health and Safety within the School.

Submission to Turnitin

The University uses electronic systems for the purposes of detecting plagiarism and other forms of academic malpractice and for marking. Such systems include Turnitin, the plagiarism detection service used by the University.

As part of the formative and/or summative assessment process, you may be asked to submit electronic versions of your work to Turnitin and/or other electronic systems used by the University (this requirement may be in addition to a requirement to submit a paper copy of your work). If you are asked to do this, you must do so within the required timescales.

The School also reserves the right to submit work handed in by you for formative or summative assessment to Turnitin and/or other electronic systems used by the University.

Please note that when work is submitted to the relevant electronic systems, it may be copied and then stored in a database to allow appropriate checks to be made.

Student Representation

The University of Manchester is committed to receiving and responding to student feedback in order to bring about improvement in the quality of the student experience and development of learning and teaching within the institution.

Student representation covers a diverse range of activities and structures and student feedback can be provided by a number of different means, for example, through programme evaluation questionnaires, the academic advisor system or through students being present at Staff-Student Liaison Committees or Programme Committees. Representation enables dialogue between the student body and staff in order to aid development of programmes of study, the student experience and the quality of the institution as a whole. This dialogue can take place in both formal and informal structures and circumstances.

The University Of Manchester Library

<http://www.manchester.ac.uk/library>

The University of Manchester Library, one of the best-resourced academic libraries in the country, provides you with the resources and support you need throughout your programme.

The Library houses all the essential text books, across various sites, and has an extensive online collection of e-books, e-journals and research databases.

Facilities

The Main Library holds the principle collections for social sciences, including social anthropology, and offers group study rooms, individual study spaces and computer clusters. Wi-Fi is available throughout the building and a cafe lounge can be found on the ground floor.

The Alan Gilbert Learning Commons provides a state of the art 24/7 learning environment, offering flexible open learning spaces, multimedia facilities, computer clusters and bookable group study rooms plus runs a wide range of study skills workshops throughout the academic year.

In addition to the main sites, there are a number of specialist libraries located across the campus which may hold texts for your area and provide study facilities.

For details of Library locations, facilities and opening hours see the [library website](#).

Getting Started: Quick Guide

You will need your student card to access all library sites around campus and your central university username and password to access the electronic resources.

Use [Library Search](#) to find books, eBooks, online journals and articles.

The [Library Subject Guides](#) are a very useful starting point for finding information on relevant library resources for your subject area. There are guides for all subject areas including Economics, Philosophy, Politics, Sociology, Social Anthropology and Social Statistics. Use these guides to find out which databases to use, how to reference, how to keep up to date with research and access online training tutorials.

[My Manchester](#) *MyLibrary* tab has quick links to all of the Library's resources and services available,

Training and Research Support

The Library runs a series of information skills sessions and skills clinics throughout the year. Details of sessions, times and how to book are available via the [My Learning Essentials](#) Training Calendar.

For general enquiries or support with finding, accessing or using the electronic resources contact the library in person, via phone or online. See the [Enquiries and Feedback](#) page or complete the Library Request form via [MyManchester](#).

Library News and Updates

Keep up to date with the latest library developments via [Facebook](#) or [Twitter](#).

MAKING CHANGES

Research Council-funded students

Students funded by a UK Research Council (e.g. ESRC, AHRC) **must** obtain permission by completing the relevant form as explained above. Applications must be accompanied by full supporting evidence (supervisors statement

of support, medical note etc.). The School will then apply directly to Faculty for approval and the Research Council will be contacted accordingly.

Withdrawing from a Programme

If, after consultation with your supervisor, you decide, for whatever reason, to withdraw from a programme of study you must inform the Postgraduate Office by completing the relevant form. The Postgraduate Office will then update your Student Record, which will prompt the Fees Office to contact you regarding any refund due.

Withdrawal applications should be made on the 'Application for Withdrawal from Programme' form available from the School website at: <http://www.socialsciences.manchester.ac.uk/student-intranet/postgraduate/postgraduate-taught/>

Interruption

It is the expectation of the University that you will complete your programme in one continuous period of uninterrupted study. It is understood, however, that you may encounter personal difficulties or situations which may seriously disrupt your studies. In such instances, you may be granted a temporary interruption to your studies.

It is important to realise that we may not be able to provide an identical teaching, supervision and assessment experience on your return as would otherwise have been available. Programmes of study and regulations change to reflect developments in the subject, requirements of external bodies and the resources available to the University. While we will try to make reasonable provision for you following your interruption you need to realise that permission for an interruption is a privilege and not a right.

During your period of interruption you will not be a registered student of the University and your right to be on University premises will be that of a member of the public. You may not undertake work on University premises as you are not covered by our insurance agreements. You should also note that you will lose onsite IT and student library access; however, you can retain remote email access to your student email account. You do need to ensure, however, that, if necessary, you save work and provide alternative forwarding contact email details to us.

If you fail to return and re-register at the expected date of return following an interruption, we will attempt to contact you but if we receive no response after 30 days following your expected date of return, we can deregister you from the student system.

Mitigating Circumstances You may suffer from some unforeseen or unexpected personal or medical circumstances that adversely affects your performance and/or prevents you from completing an assessment; these are referred to as mitigating circumstances (or special circumstances).

Requests for mitigation (or special circumstances) submitted after the published date for the beginning of an examination period (except as a result of circumstances that have arisen during the course of that assessment period) will not be considered without a credible and compelling explanation as to why the circumstances were not known or could not have been shown beforehand.

Interruption applications should be made on the '[Application to Interrupt Programme](#)' form available from the School website.

THE MA & POSTGRADUATE DIPLOMA

Our MA lasts for either twelve (full-time) or twenty-seven months (part-time) and comprises 7 individual modules and a 12000-15000 word dissertation (worth 60 credits). Modules are taught on a weekly basis in either 90 minute or two hour classes over a semester. To balance your work load, our MAs are organised so that you take 4 modules in Semester One (September to December) and 3 in Semester Two (February to May). Preparation for the dissertation begins early into the academic year. Here we provide you with training in question formation, and research planning and design. We also put in place a supervisory arrangement enabling you to get help and advice throughout the process. The bulk of writing on the dissertation then occurs between May and September.

At the core of the degree are a number of compulsory modules which offer you the essentials of the discipline and provide you with the skills training necessary to successfully complete your MA. There are two distinct routes through the MA, a **Standard Route** and a **Research Route**.

On the **Standard Route** there are two compulsory modules: Theoretical Approaches to Political Economy (30 credits), and Dissertation Research Design (15 credits). Students choose from one of four MA pathways:

Theoretical Political Economy
Political Economy of Society, Space and Environment
Political Economy of Finance, Business and Employment
Political Economy of Development.

Students on the standard route take at least two core modules from their chosen pathway together with three other optional modules at least one of which will come from that pathway.

The **Research Route** is an ESRC recognised 1 + 3 programme which offers training in both quantitative and qualitative research methods. On the Research Route there are 5 compulsory modules: Theoretical Approaches to Political Economy (30 credits), Philosophy of Politics (15 credits) & Dissertation Research Design (15 credits), Introduction to Quantitative Methods (15 credits), plus three Qualitative Methods modules (each worth 5 credits). Students choose from one of four MA pathways:

Theoretical Political Economy
Political Economy of Society, Space and Environment
Political Economy of Finance, Business and Employment
Political Economy of Development.

Students on the research route take at least one core module from their chosen pathway together with one other optional module from that pathway.

Students who register for the Postgraduate Diploma may proceed to the dissertation component of the MA if they have achieved grades of 50% or over in all taught units, and produce a viable dissertation proposal. If a student does not proceed from the Diploma to the MA but has passed all taught units at 40% or higher, they will be awarded a Postgraduate Diploma, for which no dissertation is required.

COURSE MODULES STANDARD ROUTE

Theoretical Political Economy Pathway Standard Route

Semester 1

Semester 2

SECTION 1

Compulsory modules – you must complete all modules

POEC61011 Theoretical Approaches to
Political Economy

POLI60312 Dissertation Research Design

SECTION 2

Pathway Core – you then choose two modules from this section

Semester 1

Semester 2

POLI70311 Critical Approaches to IPE

POLI60032 Comparing Capitalisms in the
Global PE

GEOG70951 Marxist Political Economy

SECTION 3

Recommended Optional Modules (including those not chosen in Section 2) – you choose three modules from this section.

ECON60101 Microeconomic Theory
ECON60111 Macroeconomic Theory
PHIL60051 Ethics
PHIL60221 Philosophy of Social Science
POLI70761 Marxism & International Politics
POLI70871 Democracy: Theory & Practice

ECON60212 Poverty, Inequality and Government in
Less Developed Countries
POLI70282 Critical Globalisation Studies
POLI70612 Debating Justice
POLI71082 Gender & Global Political Economy

With the approval of your pathway director you may choose from the wider list of Political Economy modules.

You may take:

3 modules in semester 1 and 4 modules in semester 2

4 modules in semester 1 and 3 modules in semester 2

Semester 1

Semester 2

SECTION 1

Compulsory modules – you must complete all modules

POEC61011 Theoretical Approaches to Political Economy

POLI60312 Dissertation Research Design

SECTION 2

Pathway Core – you then choose two modules from this section

Semester 1

Semester 2

ECON60781 Economics of Environmental Policy

IDPM60802 Environment & Development

GEOG70911 Issues in Environmental Policy

SECTION 3

Recommended Optional Modules (including those not chosen in Section 2) – you choose three modules from this section.

ECON60281 Environmental Economics
GEOG70951 Marxist Political Economy

ECON60422 Environmental Valuation
ECON60682 Natural Resource Economics
IDPM60552 Climate Change, Disasters & Urban Poverty
POLI70922 Critical Environmental Politics

With the approval of your pathway director you may choose from the wider list of Political Economy modules.

You may take:

3 modules in semester 1 and 4 modules in semester 2

4 modules in semester 1 and 3 modules in semester 2

Semester 1

Semester 2

SECTION 1

Compulsory modules – you must complete all modules

POEC61011 Theoretical Approaches to Political Economy

POLI60312 Dissertation Research Design

SECTION 2

Pathway Core – you then choose two modules from this section

Semester 1

Semester 2

POLI60081 The Politics of Money & Finance
POLI60291 Business & Politics under Advanced Capitalism

IDPM60002 Industrial Competitiveness

SECTION 3

Recommended Optional Modules (including those not chosen in Section 2) – you choose three modules from this section.

BMAN72201 Analysing Companies: Business Models, Narrative & Numbers
BMAN70051 Multinational & Comparative Employment Systems
IDPM60131 Work & Employment in the Global Economy
IDPM72121 International Finance for Development

IDPM60272 Global Institutions, Trade Rules & Industrialisation
IDPM72162 Contemporary Issues in Development Finance
POLI60032 Comparing Capitalisms in the Global PE

With the approval of your pathway director you may choose from the wider list of Political Economy modules.

You may take:

3 modules in semester 1 and 4 modules in semester 2 or

4 modules in semester 1 and 3 modules in semester 2

Semester 1

Semester 2

SECTION 1

Compulsory modules – you must complete all modules

POEC61011 Theoretical Approaches to Political Economy

POLI60312 Dissertation Research Design

SECTION 2

Pathway Core – you then choose two modules from this section

Semester 1

Semester 2

ECON60171 Industrialisation in Developing Countries

ECON60212 Poverty, Inequality & Government in Less Developed Countries
IDPM60072 Political Economy of Development

SECTION 3

Recommended Optional Modules (including those not chosen in Section 2) – you choose three modules from this section.

ECON60691 Economics for Rural Development
IDPM60141 Poverty & Development
IDPM70801 Gender & Development
IDPM72121 International Finance for Development

ECON60022* Development Microeconomics
ECON61902 Topics in the Development of China
IDPM60272 Global Institutions, Trade Rules & Industrialisation
IDPM60292 Trade Theory and Development
IDPM60392 Politics & Development
IDPM60802 Environment and Development
IDPM72162 Contemporary Issues in Development Finance
POLI70492 Human Rights and World Politics
POLI71082 Gender & Global Political Economy

With the approval of your pathway director you may choose from the wider list of Political Economy modules

You may take:

3 modules in semester 1 and 4 modules in semester 2

4 modules in semester 1 and 3 modules in semester 2

Course Modules Research Route

Theoretical Political Economy Pathway Research Route

Semester 1

Semester 2

SECTION 1

Compulsory modules – you must complete all modules

POEC6101 | Theoretical Approaches to Political Economy

POLI60312 | Dissertation Research Design

POLI70771 | Philosophy of Politics

SOST70511 | Introduction to Quantitative Methods

QRM Research Training modules 3 x 5 credits

SECTION 2

Pathway Core – you then choose one module from this section

Semester 1

Semester 2

POLI70311 | Critical Approaches to IPE

POLI60032 | Comparing Capitalisms in the Global PE

GEOG70951 | Marxist Political Economy

SECTION 3

Recommended Optional Modules (including those not chosen in Section 2) – you choose one module from this section (preferably from semester 2).

ECON60101 | Microeconomic Theory
ECON60111 | Macroeconomic Theory
PHIL60051 | Ethics
PHIL60221 | Philosophy of Social Science
POLI70761 | Marxism & International Politics
POLI70871 | Democracy: Theory & Practice

ECON60212 | Poverty, Inequality and Government in Less Developed Countries
POLI70282 | Critical Globalisation Studies
POLI70612 | Debating Justice
POLI71082 | Gender & Global Political Economy

Ideally you would take core and optional courses in semester 2, however, if you wish to take a semester one course from the Standard route list, please consult the Programme Director.

Semester 1

Semester 2

SECTION 1

Compulsory modules – you must complete all modules

POEC61011 Theoretical Approaches to Political Economy

POLI60312 Dissertation Research Design

POLI70771 Philosophy of Politics

SOST70511 Introduction to Quantitative Methods

QRM Research Training modules 3 x 5 credits

SECTION 2

Pathway Core – you then choose one module from this section

Semester 1

Semester 2

ECON60781 Economics of Environmental Policy

IDPM60802 Environment & Development

GEOG70911 Issues in Environmental Policy

SECTION 3

Recommended Optional Modules (including those not chosen in Section 2) – you choose one module from this section.

ECON60281 Environmental Economics
GEOG70951 Marxist Political Economy

ECON60422 Environmental Valuation
ECON60682 Natural Resource Economics
IDPM60552 Climate Change, Disasters & Urban Poverty
POLI70922 Critical Environmental Politics

Ideally you would take core and optional courses in semester 2, however, if you wish to take a semester one course from the Standard route list, please consult the Programme Director.

SECTION 1

Compulsory modules – you must complete all modules

POEC61011 Theoretical Approaches to Political Economy

POLI60312 Dissertation Research Design

POLI70771 Philosophy of Politics

SOST70511 Introduction to Quantitative Methods

QRM Research Training modules 3 x 5 credits

SECTION 2

Pathway Core – you then choose one module from this section

POLI60081 The Politics of Money & Finance

IDPM60002 Industrial Competitiveness

POLI60291 Business & Politics under Advanced Capitalism

SECTION 3

Recommended Optional Modules (including those not chosen in Section 2) – you choose three modules from this section.

BMAN70051 Multinational & Comparative Employment Systems
 BMAN72201 Analysing Companies: Business Models, Narrative & Numbers
 IDPM60131 Work & Employment in the Global Economy
 IDPM72121 International Finance for Development

IDPM60272 Global Institutions, Trade Rules & Industrialisation
 IDPM72162 Contemporary Issues in Development Finance
 POLI60032 Comparing Capitalisms in the Global PE

Ideally you would take core and optional courses in semester 2, however, if you wish to take a semester one course from the Standard route list, please consult the Programme Director.

SECTION 1

Compulsory modules – you must complete all modules

POEC61011 Theoretical Approaches to Political Economy

POLI60312 Dissertation Research Design

POLI70771 Philosophy of Politics

SOST70511 Introduction to Quantitative Methods

QRM Research Training modules 3 x 5 credits

SECTION 2

Pathway Core – you then choose one module from this section

ECON60171 Industrialisation In Developing Countries

ECON60212 Poverty, Inequality and Government in Less Developed Countries

IDPM60072 Political Economy of Development

SECTION 3

Recommended Optional Modules (including those not chosen in Section 2) – you choose one module from this section.

ECON60691 Economics for Rural Development
IDPM60141 Poverty & Development
IDPM70801 Gender & Development
IDPM72121 International Finance for Development

ECON60022* Development Microeconomics
ECON61902 Topics in the Development of China
IDPM60272 Global Institutions, Trade Rules & Industrialisation
IDPM60292 Trade Theory and Development
IDPM60392 Politics & Development
IDPM60802 Environment and Development
IDPM72162 Contemporary Issues in Development Finance
POLI70492 Human Rights and World Politics
POLI71082 Gender & Global Political Economy

Ideally you would take core and optional courses in semester 2, however, if you wish to take a semester one course from the Standard route list, please consult the Programme Director.

MA Political Economy Course Unit Timetable 2014/15

Theoretical Political Economy Pathway

The courses highlighted in green are for RESEARCH route students only. *Choose one workshop

SEM 1	Monday	TUESDAY	WEDNESDAY	THURSDAY
9.00		ECON60111 (T) Macroeconomic Theory - Kilburn TH 1.4		
10.00		POLI70311 Critical Approaches to IPE – Zochonis B22 (wk 1-2), Roscoe 1.007 (wk 3-5, 7-9)		POEC61011 (S1) Theoretical Approaches to Pol Econ – ALB G.019
11.00	PHIL60051 Ethics (11.00-1.00) ALB G.018	POLI70311 Critical Approaches to IPE – Zochonis B22 (wk 1-2), Roscoe 1.007 (wk 3-5, 7-9)		
12.00		ECON60111 (L) Macroeconomic Theory (11.00-13.00) – University Place 2.220	SOST70511 (L) Intro to Qualitative Methods Coupland 1 PEAR Theatre	ECON60101(L) Microeconomic Theory (12.00-14.00) University Place 2.220
13.00		POLI70771 Philosophy of Politics Research Devonshire House G8 wks 1-4/8&9, Wk 5 in Univ Place 3.214 & Wk 7 in Univ Place 2.219	IQM Workshop 1 * 1.15 – 2.40, Mansfield Cooper 2.01 except 19 th November – Ellen Wilkinson B3.3 POLI70761 Marxism & International Politics – Devonshire House G4 POLI70871 Democracy: Theory & Practice – HBS Hanson	
14.00	POLI70771 Philosophy of Politics Research (14.00-16.00) University Place 4.205	POLI70771 Philosophy of Politics Research Devonshire House G8 wks 1-4/8&9, Wk 5 in Univ Place 3.214 & Wk 7 in Univ Place 2.219 ECON60101(T) Microeconomic Theory - University Place 1.219	IQM Workshop 1 * 1.15 – 2.40, Mansfield Cooper 2.01 except 19 th November – Ellen Wilkinson B3.3 IQM Workshop 2 * 2.45 – 4.10, Mansfield Cooper 2.01 except 19 th November – Ellen Wilkinson B3.3 POLI70761 Marxism & International Politics - Devonshire House G4 POLI70871 Democracy: Theory & Practice - HBS Hanson	POEC61011 (S2) Theoretical Approaches to Pol Econ – ALB G.019
15.00		ECON60101(T) Microeconomic Theory - University Place 1.219	IQM Workshop 2 * 2.45 – 4.10, Mansfield Cooper 2.01 except 19 th November – Ellen Wilkinson B3.3	
16.00		POEC61011 (L) Theoretical Approaches to Pol Econ (16.00-18.00) – Univ Place 3.210	IQM Workshop 3 * 4.15 – 5.40, Mansfield Cooper 2.01	GEOG70591 Marxist Political Theory (16.00-18.00) University Place 4.213
17.00			IQM Workshop 3 * 4.15 – 5.40, Mansfield Cooper 2.01	

PLEASE NOTE: Most Economics modules start in week 2 of teaching in Semester 1 but please check Blackboard for further details

SEM 2	MONDAY	TUESDAY	WEDNESDAY	THURSDAY
10.00	POLI60312 DRD (LEC) (10.00-12.00) week 1 only Roscoe Theatre B	POLI70282 Critical Globalisation Studies (10.00-12.00) University Place 3.209 (wk 1-2), University Place (wk 3-8)	POLI60312 DRD (10.00-12.00) Seminar 2 (LS) Sackville H10	POLI71082 Gender & Global Political Economy (10.00-12.00) Crawford E
11.00	Seminar 1 (SH), Roscoe 1.007			
12.00	POLI70612 Debating Justice (12.00-14.00) – Williamson G33		POLI60312 DRD (12.00-14.00) Seminar 5 (LS) Crawford D Seminar 6 (SH), Crawford E	POLI60032 Comparing Capitalisms in the Global IPE (12.00-14.00) – University Place 3.211
13.00		POLI60312 DRD (13.00-15.00) Seminar 3 (LS), Crawford House E		
14.00	POLI60312 DRD (14.00-16.00)			
15.00	Seminar 4 (SH), University Place 4.206			
16.00		ECON60212 (T1) Poverty, Inequality University Place 4.212		ECON60212 (L) Poverty, Inequality (16.00-18.00) University Place 3.212
17.00		ECON60212 (T2) Poverty, Inequality University Place 4.212		
18.00				

MA Political Economy Course Unit Timetable 2013/14

Political Economy of Society, Space & Environment pathway (Standard Route)

The courses highlighted in green are for RESEARCH route students only. Choose one workshop*

SEM 1	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
9.00		ECON60281 (L) Environmental Economics (9.00-11.00) Crawford D			
10.00			ECON60781 (L) Economics of Environmental Policy (10.00-12.00) Roscoe 4.8	POEC61011 (S1) Theoretical Approaches to Pol Econ – ALB G.019	
11.00				ECON60281 (T) Environmental Economics Crawford E	
12.00			SOST70511 (L) Intro to Qualitative Methods – Coupland 1 FEAR Theatre	ECON60281 (T) Environmental Economics Crawford E	
13.00		POLI70771 Philosophy of Politics Research Devonshire House G8 wks 1-4/8&9, Wk 5 in Univ Place 3.214 & Wk 7 in Univ Place 2.219	IQM Workshop 1 * 1.15 – 2.40, Mansfield Cooper 2.01 except 19 th November – Ellen Wilkinson B3.3		
14.00	POLI70771 Philosophy of Politics Research (14.00-16.00) University Place 4.205		IQM Workshop 1 * 1.15 – 2.40, Mansfield Cooper 2.01 except 19 th November – Ellen Wilkinson B3.3 IQM Workshop 2 * 2.45 – 4.10, Mansfield Cooper 2.01 except 19 th November – Ellen Wilkinson B3.3	POEC61011 (S2) Theoretical Approaches to Pol Econ – ALB G.019	
15.00			IQM Workshop 2 * 2.45 – 4.10, Mansfield Cooper 2.01 except 19 th November – Ellen Wilkinson B3.3		
16.00	GEOG70911 Issues in Environmental Policy (16.00-18.00) Zochonis B26	POEC61011 (L) Theoretical Approaches to Pol Econ (16.00-18.00) – Univ Place 3.210	IQM Workshop 3 * 4.15 – 5.40, Mansfield Cooper 2.01	GEOG70591 Marxist Political Theory (16.00-18.00) University Place 4.213	
17.00			IQM Workshop 3 * 4.15 – 5.40, Mansfield Cooper 2.01		

PLEASE NOTE: Most Economics modules start in week 2 of teaching in Semester 1 but please check Blackboard for further details

SEM 2	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	Friday
9.00		ECON60682 (L) Natural Resource Economics (10.00-12.00) ALB 4.050			
10.00	POLI60312 DRD (LEC) (10.00-12.00) week 1 only – Roscoe Theatre B Seminar 1, Roscoe 1.007		POLI60312 DRD Seminar 2 (10.00-12.00) Sackville H10		ECON60682 (T) Natural Resource Economics (10.00-12.00) ALB 4.050
11.00					
12.00			POLI70922 Critical Environmental Politics (12.00-14.00) HBS Hanson		
13.00		POLI60312 DRD Seminar 3, Crawford E			
14.00	ECON60422 Environmental Valuation (14.00-16.00) Roscoe 4.003	POLI60312 DRD Seminar 3, Crawford E IDPM60552 Climate Change, Disasters and Urban Poverty (14.00-16.00) HBS G7			
15.00	POLI60312 DRD (14.00-16.00) Seminar 4, University Place 4.206 IDPM60802 Environment & Development (14.00 – 16.00)				
16.00					
17.00					

• MA Political Economy Course Unit Timetable 2013/14

Political Economy of Finance, Business & Employment pathway (Standard Route)

*The courses highlighted in green are for RESEARCH route students only, choose one workshop

SEM 1	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	
10.00		BMAN70051 (LEC) Multinational & Comparative Employment Systems – Samuel Alexander SG1	IDPM72121 International Finance for Development HBS G7 BMAN72201 Analysing Companies (wks 1, 4-5,7- 8,11) Simon LEC Room 4A & (wks 2- 3,9-10,12) Simon TH. E	POEC61011 (S1) Theoretical Approaches to Pol Econ – ALB G.019 IDPM60131 Work & Employment in the Global Economy HBS G7	
11.00		BMAN70051 (LEC) Multinational & Comparative Employment Systems – Samuel Alexander SG1	IDPM72121 International Finance for Development HBS G7 BMAN72201 Analysing Companies (wks 1, 4-5,7- 8,11) Simon LEC Room 4A & (wks 2- 3,9-10,12) Simon TH. E	IDPM60131 Work & Employment in the Global Economy HBS G7	
12.00		BMAN70051 (SEM 1) Multinational & Comparative Employment Systems – Kilburn TH 1.5	SOST70511 (L) Intro to Qualitative Methods – Coupland 1 PEAR Theatre		
13.00		BMAN70051 (SEM 2) Multinational & Comparative Employment Systems - Kilburn TH 1.5 POLI70771 Philosophy of Politics Research Devonshire House G8 wks 1- 4/8&9, Wk 5 in Univ Place 3.214 & Wk 7 in Univ Place 2.219	IQM Workshop 1 * 1.15 – 2.40, Mansfield Cooper 2.01 except 19th November – Ellen Wilkinson B3.3 BMAN72201 Seminar 1 MBS West 3.78	POLI60291 Business & Politics under Advanced Capitalism University Place 3.211	
14.00	POLI70771 Philosophy of Politics Research (14.00-16.00) University Place 4.205	POLI70771 Philosophy of Politics Research Devonshire House G8 wks 1- 4/8&9, Wk 5 in Univ Place 3.214 & Wk 7 in Univ Place 2.219	IQM Workshop 1 * 1.15 – 2.40, Mansfield Cooper 2.01 except 19th November – Ellen Wilkinson B3.3 IQM Workshop 2 * 2.45 – 4.10, Mansfield Cooper 2.01 except 19th November – Ellen Wilkinson B3.3 BMAN72201 Seminar 2 MBS West 3.78	POEC61011 (S2) Theoretical Approaches to Pol Econ – ALB G.019 POLI60291 Business & Politics under Advanced Capitalism University Place 3.211	
15.00			IQM Workshop 2 * 2.45 – 4.10, Mansfield Cooper 2.01 BMAN72201 Seminar 3 MBS West 3.78		
16.00	POLI60081 – Politics of Money & Finance (16.00-18.00) University Place 4.206	POEC61011 (L) Theoretical Approaches to Pol Econ (16.00- 18.00) – Univ Place 3.210	IQM Workshop 2 * 2.45 – 4.10, Mansfield Cooper 2.01		
17.00					
SEM 2	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
9.00			POLI60312 DRD Seminar 2 (10.00-12.00) Sackville H10		
10.00	POLI60312 DRD (LEC) (10.00-12.00) week 1 only – Roscoe Theatre B Seminar 1, Roscoe 1.007				IDPM60002 Industrial Competitiveness (10.00-13.00) Roscoe 3.2
11.00					
12.00			POLI60312 DRD (12.00- 14.00) Seminar 5, Crawford D Seminar 6, Crawford E	POLI60032 Comparing Capitalisms in the Global IPE (12.00-14.00) – University Place 3.211	
13.00	IDPM60272 Global Institutions, Trade Rules & Industrialisation (13.00-15.00) HBS G33	POLI60312 DRD Seminar 3, (13.00- 15.00) Crawford E			
14.00					IDPM72162 Contemporary Issues in Development Finance (14.00-16.00) HBS G33
15.00					

MA Political Economy Course Unit Timetable 2013/14

Political Economy of Development Pathway (Standard Route)

The courses highlighted in green are for RESEARCH route students only. Choose one workshop*

SEM 1	MONDAY	TUESDAY	WEDNESDAY	THURSDAY
9.00		IDPM72121 International Finance for Development (9.00-11.00) HBS G7		IDPM60141 Poverty & Development: HBS G33
10.00				IDPM60141 Poverty & Development HBS G33 POEC61011 (S1) Theoretical Approaches to Pol Econ – ALB G.019
11.00		ECON60171 Industrialisation in Developing Countries (11.00-13.00) HBS G34	IDPM70801 (LEC) Gender & Development HBS G33	ECON60691 (T) Economics for Rural Development HBS G34
12.00			SOST70511 (L) Intro to Qualitative Methods Coupland 1 PEAR Theatre IDPM70801 Gender & Development HBS G33	
13.00			IDPM70801 (TUT 1) Gender & Development ALB G.030/31 IQM Workshop 1 * 1.15 – 2.40, Mansfield Cooper 2.01 except 19th November – Ellen Wilkinson 83.3	
14.00		POLI70771 Philosophy of Politics Research Devonshire House G8 wks 1-4/8&9, Wk 5 in Univ Place 3.214 & Wk 7 in Univ Place 2.219	IDPM70801 (TUT 2) Gender & Development ALB G.030/31 IQM Workshop 2 * 2.45 – 4.10, Mansfield Cooper 2.01 except 19th November – Ellen Wilkinson 83.3	ECON60691 (L) Economics for Rural Development Williamson 4.04 POEC61011 (S2) Theoretical Approaches to Pol Econ - ALB G.019
15.00	POLI70771 Philosophy of Politics Research (14.00-16.00) University Place 4.205		IDPM70801 (TUT 3) Gender & Development ALB G.030/31 IQM Workshop 2 * 2.45 – 4.10, Mansfield Cooper 2.01 except 19th November – Ellen Wilkinson 83.3	ECON60691 (L) Economics for Rural Development Williamson 4.04
16.00		POEC61011 (L) Theoretical Approaches to Pol Econ (16.00-18.00) – Univ Place 3.210	IQM Workshop 3 * 4.15 – 5.40, Mansfield Cooper 2.01	
17.00				

PLEASE NOTE: Most Economics modules start in week 2 of teaching in Semester 1 but please check Blackboard for further details

SEM2	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
10.00	IDPM60072 Political Economy of Development – Stopford TH4 POLI60312 DRD (LEC) (10.00-12.00) week 1 only – Roscoe Theatre B Seminar 1, Roscoe 1.007	IDPM60392 Politics & Development (10.00-12.00) - Zochonis Th.A	POLI60312 DRD Seminar 2 (10.00-12.00) Sackville H10	ECON60022(L) Development Microeconomics Roscoe 4.4 POLI71082 Gender & Global Political Economy Crawford E	
11.00	IDPM60072 Political Economy of Development Stopford TH4 POLI60312 DRD (LEC) (10.00-12.00) week 1 only – Roscoe Theatre B Seminar 1, Roscoe 1.007			POLI70492 HR in World Politics – University Place 4.214 ECON60022(L) Development Microeconomics Roscoe 4.4 POLI71082 Gender & Global Political Economy Crawford E	
12.00		POLI70492 HR in World Politics – University Place 4.209	POLI60312 DRD (12.00-14.00) Seminar 5, Crawford D Seminar 6, Crawford E	POLI70492 HR in World Politics – University Place 4.214 ECON61902 (L) Topics in the Development of China – HBS G33	
13.00	IDPM60272 Global Institutions, Trade Rules & Industrialisation HBS G33	POLI60312 DRD (13.00-15.00) Seminar 3, Crawford E		ECON61902 (L) Topics in the Development of China – HBS G33	
14.00	POLI60312 DRD Seminar 4, University Place 4.206 IDPM60272 Global Institutions, Trade Rules & Industrialisation HBS G33	POLI70492 HR in World Politics – University Place 4.209		IDPM60292 Trade Theory & Development – (14.00-16.00) HBS G32	IDPM72162 Contemporary Issues in Development Finance – (14.00-16.00) HBS G33
15.00	IDPM60802 Environment & Development University Place 4.212 POLI60312 DRD Seminar 4, University Place 4.206				
16.00	IDPM60802 Environment & Development University Place 4.212	ECON60212 (T1) Poverty, Inequality & Government – University Place 4.212		ECON60212 (L) Poverty, Inequality & Gov – University Place 3.212	
17.00	IDPM60802 Environment & Development University Place 4.212	ECON60212 (T2) Poverty, Inequality & Government – University Place 4.212	ECON60022(T) Development Microeconomics – HBS Hanson	ECON60212 (L) Poverty, Inequality & Gov – University Place 3.212	