

The University  
of Manchester

MANCHESTER  
1824

YOUR GUIDE TO  
THE FIRST WEEKS  
**CHEMICAL  
ENGINEERING**

2009



School web pages:

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

EPS Student Orientation Support (SoS) web pages:

<http://www.sos.eps.manchester.ac.uk/>

Email contact for any questions you might have:

[enquiries-ceas@manchester.ac.uk](mailto:enquiries-ceas@manchester.ac.uk)

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### My 7 digit Student ID number:

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**TIP:** when you collect your Student ID card you will see your Student ID number in bold at the bottom of the card. The 8<sup>th</sup> digit (not bold) that follows it is the card's issue number and does not form part of your Student ID number.

### My IT computer account username:

You need this username to access any of the University's IT facilities.

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**TIP:** for guidance on how to sign up IT computer account please see

<http://www.itservices.manchester.ac.uk/gettingstarted/>

### My University email address:

\_\_\_\_\_@student.manchester.ac.uk

**Make a note of the passwords you create and keep this somewhere safe**

## Welcome to the School of Chemical Engineering and Analytical Science at the University of Manchester.

You are in excellent company - not only is the University the birthplace of Chemical Engineering (Professor George E. Davis, 1887), but it also boasts no fewer than 23 Nobel Prize Winners amongst its current and past staff and students. You will be well supported during your time here. The quality of teaching within the School is internationally renowned, enabling our students to win prizes at both university and national level, and equipping all our students for the next step in their careers.

Enjoy the Manchester Experience.

***Professor Mike Sutcliffe, Head of School***

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We are the largest School of Chemical Engineering in the UK and as such offer a wide range of teaching styles and methods with excellent staff and peer support.

The **CEAS Planet fortnightly newsletter** and **Virtual Common Room** will keep you up to date with relevant information and events. The vibrant **Student Chemical Engineering Society** will get you to know Manchester and the University and even to love the weather!!

Our nine IChemE accredited Undergraduate courses, one of which you are about to start, are of the highest standard recognised nationally and internationally. We are building teaching partnerships with Brunei, Singapore and China and have a study abroad programme reaching from North America to Australia. Rated at Grade 5 in the most recent Research Assessment Exercise means that you can be assured of lectures based on 21<sup>st</sup> Century topics of relevance to Society and of course, high quality cutting edge research topics in those 4<sup>th</sup> Year dissertations.

Week 0 and week 1 are key to you settling in and hopefully you will enjoy the mixture of finding your way around, experiencing your 1<sup>st</sup> laboratory class, meeting your tutors and taking part in the student society ice breakers we have planned for you.

Stuart Holmes and Lindsey Cruden will have been your main contacts until now and hopefully you'll have already met Dr PIPE! They will be handing over to Tracy Bate and staff in the Taught Programmes Office (The Mill C62) and yours truly. Two words..."Don't panic"...we're here to help and we will.

I look forward to meeting you all on September 21<sup>st</sup> when the work (fun?) begins.

***Dr Arthur Garforth***

Director of Undergraduate Studies

The Chemical Engineering Society (Chem Eng Soc) is a student run and elected body that organises various events with industry and the school. The Society organises a wide range of social events from skiing to pub golf.

As student in CEAS, you will become part of a large school, with over 400 undergraduates, so if the work doesn't keep you busy, the Chem Eng Soc certainly will! The wide range of events organised by the Chem Eng Soc bring students from each year together from the very start of term and help you to integrate within the school. In no time at all you will have a network of contacts and friends through the school, to work, play sport or socialise with.

There are many opportunities for students to get involved within the Society Committee. Each year a new committee is elected by the entire school. Positions include, Industry, Ball, Sports and Social Reps and many others.

The Chem Eng Soc has a busy social calendar usually starting with the Fresher's curry on the legendary 'Curry Mile'. This is the first good opportunity to meet other members of the year whilst having a great time! There are plenty of opportunities to get involved with in the Society as we run many social events throughout the year. These are often informally sponsored by industry giving you the chance to have fun, for less.

These have previously included:

- Pub Golf
- Bowling
- Halloween Party
- Christmas Party
- Pub Quiz
- Skiing/Snowboarding@ ChillFactore
- Alton Towers trip
- Networking dinners

The climax of the social calendar is the prestigious end of year Ball - which many companies sponsor and attend. Previous locations have included, Manchester Town Hall, Old Trafford stadium, Museum of Science and Industry and The 5\* Radisson Hotel.

The Society also arranges industrial visits to give students a taster of what Chemical Engineering can involve after you graduate. Manchester students are rated very highly in industry, and the Chem Eng Soc aims to provide as many links as possible with a wide range of companies. This enables students to experience what various industries entail and build up an extensive network of contacts. Here is a small selection of the many industrial contacts that enable the Society to give members the opportunity to experience future careers prospects:

- Shell V-power Day – Involves working with F1 racing cars in the pit stop challenge.
- Proctor and Gamble – Visit to the Manchester Plant.
- Sabic – A world leading petrochemical company making plastics and fertilizer.
- Cadbury – A trip to the Bournville site!
- Cargill – A visit to their Manchester site including a careers workshop.
- Conoco Phillips – Tour of their Humber refinery

The Society sports teams within the school are a great chance to take a break from work and a brilliant way to meet people from other years. In 2008 a basketball team was added to the collection of already successful football, hockey, rugby and netball teams. The teams play weekly in casual University league matches against other departments and halls.

The Society has a large presence at the annual Frank Morton Sports Day which always involves fierce competition between Chemical Engineering departments from across the country! This year the games were held at Newcastle, and The University of Manchester won!

The Chemical Engineering Society hopes to welcome you to Manchester and to show you the wonders of this great student city!

## **Peer Assisted Study Sessions (PASS)**

The School of Chemical Engineering and Analytical Science runs a PASS scheme for all First Year students.

PASS is a student led, student owned support scheme run for all first year students to provide pastoral and academic support. As the name suggests it is a student-run scheme with the full backing of the School, and has a dedicated Academic Staff Co-ordinator. The purpose of PASS is to help first year students with both their studies and settling into Manchester.

The scheme consists of weekly, timetabled, one hour interactive sessions led by Second Year undergraduates. It is designed to assist you with your understanding of the academic content of the first year course as well as provide you with an opportunity to talk to other students about any other issues outside of your course. The PASS sessions are informal, flexible and interactive, the focus being determined by the needs of the group. The Second Year students not only have invaluable experience of the course, but also have a wealth of information about being a student in Manchester!

Each Year 1 student is assigned to a group of approximately 10 students and 1 PASS Leader. PASS Leaders are Year 2 students who have volunteered to be involved. They have undergone training in the most effective learning and studying strategies and they are there to share their experience with you. PASS leaders will facilitate and encourage; they won't lecture or give answers. They will just ask the right questions to ensure the group discovers a solution together. Academic staff are not present but your PASS leader can forward on any feedback you might have to the School.

PASS is an informal and friendly setting in which students can make friends, ask anything they like about their studies and find out about life in Manchester.

## Welcome to the University of Manchester from your Students' Union!

Congratulations on getting a place at the University of Manchester! The next few years will be hard work, but we hope that you'll enjoy yourselves too: the social side of university is as important as the academic side. Your Students' Union is here to help you along the way with all aspects of university life so that you can get the best from your time in Manchester.

First of all, what is the Students' Union? Well, we have two: one on South Campus in the Steve Biko building, and one on North Campus in Barnes Wallis. Both have a bar, a café and a shop, but there's far more to your union than this. The Union is run by fourteen elected students jointly, each of whom is dedicated to helping and representing the student body on different issues. We're all very friendly and approachable, so if you have a great idea, a problem or a query, drop in and see us in our offices in the Steve Biko building. We can help you with academic problems; great ideas for campaigns or societies; welfare issues or problems finding your place at Manchester; publicising your society or event or even making Union policy. Plus, the Welfare Officer has free condoms: the ultimate draw!

During the next few months, you may hear about General Meetings. These are opportunities for all students to become involved in what the Union does. Motions can be submitted by anyone about anything, and are voted on by the student body. I'd encourage you to go, see what they're all about and even submit a motion if you wish! Again, if you need help or advice on this or any matter, there are eight paid, full-time officers dedicated to helping you: you can find their contact details on the newly remodeled website at <http://www.umsu.manchester.ac.uk>.

Thanks again for choosing Manchester: it really is a great university and a great city. Enjoy the experience, work hard and have fun.

**Kate Little, Academic Affairs Officer 2009-10**

## International Society

The International Society is an independent, not-for-profit organisation unique to the City of Manchester. The Society aims to provide international students with a warm and friendly welcome when they arrive in the city and to make their time in the UK a wonderful experience.

They are committed to promoting international friendship and celebrating cultural diversity and through this hope to make a contribution to international relations.

The International Society has over 3300 members from over 150 different countries. They arrange visits around the UK every weekend, offer over 40 different classes each week to our members and run over 100 different social events throughout the year.

The International Society is open to everyone. Many members are British students and members of the local community in Manchester who enjoy meeting people from overseas and learning about other cultures.



*"I had a great time in Manchester and many of my best moments were due to you"* Tiina Finland

*"I've met people at the International Society I would never normally get the chance to meet. Thanks for such an amazing opportunity"* Bryan UK

*"Whatever the weather outside, it's always sunny in there!"* Marzhan Kazakhstan



The International Society,  
William Kay House,  
327 Oxford Road,  
Manchester,  
M13 9PG

[int.soc@manchester.ac.uk](mailto:int.soc@manchester.ac.uk)



## Making the most of your experience : Ten *Eleven* top tips



### Confront any problems

If there's something that you don't know or don't understand, don't be afraid to ask – the University recognises that your first year can be a complicated time when you're coming to terms with all the new information and material that you're given. There will be someone who can help and give advice so make sure you find them. Your school office is a good place to find out where best to go.



### Establish a routine

Having a routine will help you be more organised and create a better balance between your work and social life.



### Look after yourself

Make sure you sleep enough and eat well. If you used to be a person who did lots of sport, keep that up at uni; if you didn't do any exercise before take advantage of the huge number and variety of classes offered. Make smart decisions about alcohol and other drugs. Register with a GP and a dentist.



### Get organised

Buy a diary and make sure you note down all your classes, appointments and deadlines. Work backwards from the hand-in dates to put down when you need to start working on each assignment. Organise your class, revision and research notes so that you can find what you need easily. Check your email regularly. Many of the cases of academic malpractice that the University deals with at Level 1 arise from students' poor time management and/or chaotic note-taking so don't let this happen to you.



### Recognise that this is YOUR academic career

Use exercises such as Dr Pipe and meetings with your Personal Tutor to identify specific academic goals that you want to accomplish and re-visit these periodically. At university your own input and research is vitally important so make sure that you are very comfortable using the library and electronic resources. Try to contribute to tutorial and small group sessions.



### Take every opportunity to improve your study skills

Your lecturers and tutors will advise you about the skills you are expected to acquire and demonstrate while studying for your degree and they will set assignments and exams designed to test and develop a range of academic and transferable skills. However studying at University is likely to be very different from previous study you have done. Ultimately you are in control of your own learning. Developing your study skills is an integral part of your life as a student.



### Be open to new experiences

Try to do something outside of your comfort zone. Challenge yourself by trying new things. You will be swamped with opportunities, use them – university is all about development!





**Have a budget** – if you're unsure how to do this have a look at the online calculator at <http://www.studentcalculator.org.uk/>. Make use of all the discounts that are available to students – your peer mentors are a good source of info!



### Get to know your tutors

Academic staff want you to understand and enjoy your programme of study and will be available to talk to you about the course. They are busy people though so don't just try and button-hole them immediately after a class. Make a note of the point you want to make and maybe ask one of your PASS mentors first or email them. All academic staff will have office hours so if you need to see someone, check when these are and sign up for a free space. Your Personal Tutor is a key person so make sure you attend any scheduled meetings with them. By getting to know your tutor you make it easier to ask for help if you need it, become engaged in your studies and better integrated into the University.



### Go to class

This might seem obvious but it can't be stressed enough. Students who attend classes really do out perform those who are routinely absent. A majority of students who are excluded at the end of each academic year have poor attendance records. If you are genuinely ill, then make sure you let the School office know. Going to classes will also mean that you know other students who are taking the same units and so will be able to borrow notes and catch up more efficiently if you do have to be absent.



### Be realistic in your expectations

You may find that you spend some time in these first weeks feeling lonely, homesick or just plain fed-up. This is normal and doesn't mean that university is not for you. Try not to fall into the trap of catastrophising what you're feeling. It isn't easy to change so many things about your life all at once so just try and take it slowly. Keep smiling and take advantage of the small group work to get to know other students better. If you find that you are very low and that your sleep and eating are affected then tell someone – your PASS/peer mentors, personal tutor and school office are good places to start.

The **LearnHigher Centre for Excellence in Teaching and Learning (CETL)** is a partnership of 16 universities committed to improving student learning through providing excellent resources to support students' learning development.

Check out their online resources at <http://www.learnhigher.ac.uk/>

<http://www.sos.eps.manchester.ac.uk/>  
Student Orientation Support for students in the schools in the Faculty of Engineering and Physical Sciences.

<http://www.studentnet.manchester.ac.uk/crucial-guide/>  
Essential advice, information and guidance.

## **A glossary of terms**

### **Academic Year**

The University year. The academic year at The University of Manchester runs from September to June. It is divided into two semesters of teaching, with vacations at Christmas and Easter.

### **Semesters**

Semester 1 is the period from 21<sup>st</sup> September 2009 through to the 1<sup>st</sup> February 2010. Your January examination period is also included within this semester. Semester 2 will be from 1<sup>st</sup> February 2010 to 11 June 2010 – again examinations will fall at the end of May/beginning of June during this semester.

### **BEng – Bachelor of Engineering**

A type of undergraduate degree that usually takes three years to complete. BEng Hons means Bachelor of Engineering with Honours.

### **MEng – Master of Engineering**

A type of undergraduate degree that usually takes four years to complete. MEng Hons means Master of Engineering with Honours.

### **Taught Programmes Office**

This is general administration office. Staff in this office will be able to help you with any queries ranging from admissions through to graduation. We are friendly and efficient so if there is something you don't understand come in and ask us!

### **Problem Based Learning**

A teaching method called 'problem based learning' (PBL) has been introduced to selected units. With PBL, students study problems in small groups and identify their own learning objectives in order to address each problem. In this way students can direct their own learning and choose the learning resources required (e.g. books, IT resources, course notes, lectures, experiments, etc). This approach gives many benefits to the learning process which include increased student motivation, better retention of material, integration across different subjects and improved 'process' skills.

### **Blackboard**

Blackboard is a Virtual Learning Environment and many of the units that you will be taking will be available on this system. In its basic form, Blackboard contains course material that is covered in lectures, plus additional resources that you may need. The Module Leader will provide further information to you about the information available on Blackboard for the specific unit.

### **Lectures**

Lectures can be given to quite large audiences, especially during the first year of a degree, or to quite small groups as in the case of students who attend specialised options in their final year. You are not expected to ask questions in the middle of a lecture, especially if large numbers of students are involved, but many lecturers will invite questions at the end. While you are expected to go to all the lectures, this is not strictly policed - so it's up to you to make sure you attend.

If you do miss a lecture, borrow a classmate's notes to catch up. Many lecturers make their notes available online after a lecture through the University's web and e-learning tools.

### **Laboratory practicals**

In labs, you may be asked to work as individuals, in pairs or in small groups. In most cases, you'll be asked to 'write up' your work and this will generally be assessed with the mark contributing to your overall exam result. Usually, you have to attend your practical classes in order to pass.

### **Seminars and tutorials**

A seminar is usually a talk or presentation on a subject, by either a tutor or a guest speaker, which is followed by questions and answers. Tutorials usually involve small groups exploring areas in a more informal way and can include students being asked to undertake certain tasks. Larger tutorials may involve students working through question sheets with staff on hand to help with difficulties as they arise.

### **Continuous assessment**

Most degree programmes will involve some form of continuous assessment of students. This means that marks obtained for essays, projects and laboratory work during the year are taken into account when deciding the final mark.

### **Examinations**

You may have to sit written exams as part of your degree. Exams are usually between one and two hours long and will take place in January and May/June.

### **Swipe card/ ID card/ Library card**

University swipe cards are issued to new students for the duration of their programme of study once they have completed registration. You should carry this with you at all times. Your swipe card will be needed to access some university facilities.

### **Programme**

This is the course you have enrolled on to.

### **Units**

Each year you will follow the course structure that is in place for your programme. The course structure will detail each of the units (modules) you are required to take during that year.

### **Credits**

The University expresses the structure of most of its taught programmes in terms of credits. Each programme unit has a tariff of credit points to indicate the volume of learning; one credit point represents ten hours of student effort spent on learning activities, including all forms of study, preparation of assignments, revision and assessment. Each unit is usually worth 10 credits and students will take 120 credits in a year.

## Diary pages

**EVENTS AND TIMES MAY CHANGE, MAKE SURE YOU CHECK YOUR EMAILS**

<b>Week 0</b> – make time this week to get to the Freshers' Fair in the Students' Union		
Monday 21 September		
10.00	Welcome to the School (MJS)	C9, Renold Building
10.15	Essential course information (AAG)	
11.00	School computing facilities (IC)	
11.30	Student photographs (surnames A – H) <i>or</i>	C63, The Mill
11.50	Student photographs (surnames I - P) <i>or</i>	
12.20	Student photographs (surnames Q – Z)	
Tuesday 22 September		
10.00	Studying at University (AAG, EPLR)	C2, Renold Building
10.30	Personal Tutors & Student Support (AAG)	
11.00	Meet your Personal Tutor (1 hour) (AAG & Academic Staff)	
1.00	Institution of Chemical Engineers (ADM/KW)	C2, Renold Building
Wednesday 23 September		
10.00	Safety & Laboratory Induction (AAG, PT, BC, JC)	C2, Renold Building
11.00	Lab Group 1 <i>or</i>	C2, Renold Building
12.00	Lab Group 2 <i>or</i>	C2, Renold Building
2.00	Lab Group 3	C2, Renold Building
Thursday 24 September		
09.00	Induction Week Checklist (AAG)	C9, Renold Building
10.30	ChemEng Society & Peer Assisted Study Sessions	
11.00	Lunch hosted by the ChemEng Society	Harwood Room
12.30	Team Building event with ChemEng Society & PASS Leaders	C16, Renold Building
Friday 25 September		
Free to follow Student Union activities		
<p><b>1<sup>st</sup> weekend:</b> take some time to start getting organised in preparation for your academic work. Make sure you've got some files, notepads, pens etc ready.</p> <p>If you've not got anything else scheduled, why not have a look around some of Manchester's free museums and galleries? Your PASS booklet has details.</p> <p>If you've not done it – finish Dr Pipe! This will be important for your first session with your Personal Tutor</p>		

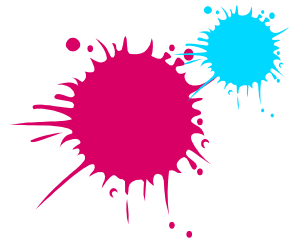
Staff involved:

AAG Dr Arthur Garforth  
MJS Professor Mike Sutcliffe  
BC Bob Clegg  
EPLR Dr Ted Roberts

IC Ian Cottam (IT)  
SMH Dr Stuart Holmes  
ADM Dr Alastair Martin  
KW Dr Kevin Wall

PT Trish Turnbull  
JC John Cuffe

Use this page for your own notes



## Diary pages

**Week 1** – have a look at the checklist in the back of this book and make sure you’ve done everything you need to do to be properly enrolled.

### Monday 28 September

09.00	Design Brief – Dr R Curtis	C2, Renold Building
10.00 – 12.00	Design Groups	Ferranti Building
2.00 – 5.00	Design Groups	Ferranti Building

### Tuesday 29 September

09.00 – 12.00	Design Groups	Ferranti Building
2.00 – 5.00	Design Groups	Ferranti Building

### Wednesday 30 September

09.00 – 12.00	Design Group presentations – Dr R Curtis	E7, Renold Building
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### Thursday 1 October

09.30 – 10.15	Library Presentation	C16, Renold Building
10.15 – 11.00	Blackboard Presentation	C16, Renold Building
11.00 – 2.00	Students as Partners Group Working event	tba

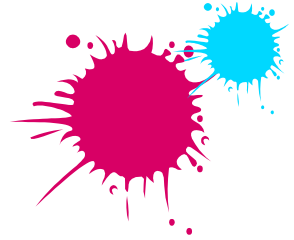
### Friday 2 October


**2<sup>nd</sup> weekend:** make sure you’ve made a note of when and where you’re having your 1<sup>st</sup> meeting with your Personal Tutor.

If you’ve not sorted out a GP or dentist yet, make sure you get this done. Details of how to find your nearest surgeries are in the Crucial Guide at

<http://www.studentnet.manchester.ac.uk/crucial-guide/personal-life/health/>

Use this page for your own notes





## Diary pages

**Week 2** – the deadline for completion of financial and academic registration is this week – if you're not fully enrolled, then make an appointment to see someone in the Student Services Centre this week or you will be charged a late enrolment fee

Monday 5 October

You should have received a timetable for this week by now. If you don't have a copy, go and ask in the Taught Programmes Office

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Tuesday 6 October

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Wednesday 7 October

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Thursday 8 October

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Friday 9 October

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**3<sup>rd</sup> weekend:** you should be starting to find a balance now between your academic and your social life, so if you still feel that you're spending too much time on one or the other, have a look at the Crucial Guide pages <http://www.studentnet.manchester.ac.uk/crucial-guide/personal-life/> or the EPS SoS site <http://www.sos.eps.manchester.ac.uk/> for some tips and advice

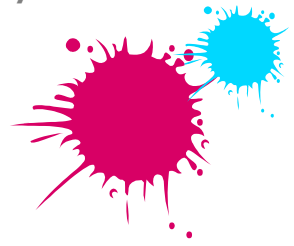
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## Diary pages

<b>Week 3</b> – if you've not checked out the Careers Service yet, have a look at their website <a href="http://www.careers.manchester.ac.uk/">http://www.careers.manchester.ac.uk/</a> as well as helping you with your long term plans, the service has lots of information on part time jobs and volunteering.		
<b>Monday 12 October</b>		
<b>Tuesday 13 October</b>		
<b>Wednesday 14 October</b>		
<b>Thursday 15 October</b>		
<b>Friday 16 October</b>		
<b>MAKE SURE YOU GET A NEW DIARY TO TAKE OVER FROM THIS ONE AND ENSURE THAT YOU DON'T MISS ANY IMPORTANT DATES AND APPOINTMENTS</b>		
<b>4<sup>th</sup> weekend:</b> you've been here a month now so it might be time to really get your academic work organised. Our diary ends this week so make sure that you've got another one ready to take over. Put down all your classes, appointments and deadlines and then work back from the hand-in dates to put in when you should be starting your research, finishing your first draft, editing the final version etc. Remember to always leave some time to cover the unexpected! If you think you need help with time management or any other aspect of your academic skills have a look at the LearnHigher site <a href="http://www.learnhigher.ac.uk/">http://www.learnhigher.ac.uk/</a>		

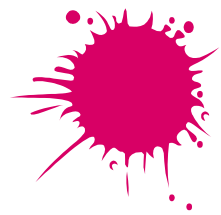
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## Diary pages

<b>Other important dates – transfer them to your regular diary/ planner</b>	
	Friday 18 December
Last day before holidays	
Monday 18 January – Friday 29 January 2010	
Semester 1 exam period – check your Student Record for details of your exams	
	Monday 1 February 2010
Semester 2 starts	
Thursday 20 May – Wednesday 9 June 2010	
Semester 2 exams	
Monday 23 August – Friday 3 September 2010	
Resit exam period – Remember to keep this free (just in case)	

Perhaps its time to get out of the city for a bit. Manchester is surrounded by beautiful countryside and interesting towns. Have a look at the tourism website <http://www.visitnorthwest.com/> for ideas on where to go or check out the International Societies trips <http://orgs.man.ac.uk/intsoc/Visits.htm>



## Useful Contact Details

The first point of contact for any problems will usually be a member of staff in your School. This might be your Personal Tutor or some one from the School office as they are likely to have the best understanding of your situation and how it might impact on your academic work. There may be times, though when you prefer to seek help from elsewhere or where your situation requires more targeted support and the University does provide a number of central services:

**Academic Advisory Service:** provides independent, confidential advice on academic matters.  
Room 1.211 University Place  
Tel (0161) 275 3033  
Email [caas@manchester.ac.uk](mailto:caas@manchester.ac.uk)  
<http://www.campus.manchester.ac.uk/academicadvisoryservice/>

**Accommodation Office:** handles enquiries relating to Campus accommodation.  
Atrium, 1<sup>st</sup> Floor, University Place  
Tel 0161 275 2888  
Email [accommodation@manchester.ac.uk](mailto:accommodation@manchester.ac.uk)  
<http://www.accommodation.manchester.ac.uk/>

**Counselling Service:** offers students free and confidential help with any personal issues.  
5 Floor, Crawford House, Booth Street East.  
Tel (0161) 275 2864  
Email [counsel.service@manchester.ac.uk](mailto:counsel.service@manchester.ac.uk)  
<http://www.staffnet.manchester.ac.uk/personalsupport/counselling/>

**Disability Support Office:** provides advice and support for disabled students.  
2<sup>nd</sup> Floor, University Place, Oxford Road.  
Tel (0161) 275 7512  
Email [disability@manchester.ac.uk](mailto:disability@manchester.ac.uk)  
<http://www.manchester.ac.uk/undergraduate/disabledstudents/>

**International Society:** an independent organisation that offers a social and supportive environment for all international students.

William Kay House, Oxford Road.  
Tel (0161) 275 4959  
Email [int.soc@manchester.ac.uk](mailto:int.soc@manchester.ac.uk)  
<http://orgs.man.ac.uk/intsoc/>

**Student Services Centre:** offers students help and advice on a range of administrative matters.  
Burlington Street, Oxford Road.  
Tel (0161) 275 5000  
Email [ssc@manchester.ac.uk](mailto:ssc@manchester.ac.uk)

**International Advice Team:** provides confidential advice and information for international students.  
Student Services Centre, Burlington Street, Oxford Road.  
Tel (0161) 275 5000  
Email [iat@manchester.ac.uk](mailto:iat@manchester.ac.uk)  
<http://www.studentnet.manchester.ac.uk/crucial-guide/academic-life/immigration/>

**St Peter's House Chaplaincy:** an independent multi-faith organisation.  
Precinct Centre, Oxford Road.  
Tel (0161) 275 2894  
Email [sph.reception@manchester.ac.uk](mailto:sph.reception@manchester.ac.uk)  
<http://www.campus.manchester.ac.uk/studentssupportandservices/forum/chaplaincy.htm>

**Student Union Advice Centre:** provides advice & information on all aspects of student life.  
First Floor, Steve Biko Building, Oxford Road.  
Tel (0161) 275 2947  
Email [anne.tebbs@umsu.manchester.ac.uk](mailto:anne.tebbs@umsu.manchester.ac.uk)  
<http://www.umsu.manchester.ac.uk/advice>

**Don't forget that you can also find advice and guidance on the Crucial Guide site**  
<http://www.studentnet.manchester.ac.uk/crucial-guide/> or on the EPS SoS site  
<http://www.sos.eps.manchester.ac.uk/>

## Meet some fellow students

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This course is challenging, and requires hard work but is very rewarding and engaging if you get stuck into it. The modules introduce you to many new concepts and call upon some already learnt at A level.

The thing that benefited me the most was going to the EBL sessions, as these put to work what you have studied in lectures, and best prepare you for the exams. The best thing to do is really try to enjoy the course content, as it will make everything a lot easier.

As for Manchester, quite simply there is nothing that you can't find, and it caters for everyone. I loved my first year immensely, just try and get the most out of it as possible.

**Ky Hibberd**

Chemical Engineering With Industrial Experience

Manchester is a very student-oriented city. The university campus is in the heart of Manchester which means everything is within walking distance. Being a female and working in a "male-dominated" sector is very challenging. But at the end of the day success is credited. The University is very supportive. I have personally been a victim of the economic crisis (but, aren't we all!); the university provided with legal advice and moral support. Generally, its a "warm" welcoming atmosphere- regardless of the rainy weather.



**Noura Al Kaabi**

Chemical Engineering BEng. Shell Intern at Pearl GTL, Qatar.

I chose to study Chemical Engineering because the combination of transferable skills and technical knowledge you gain is desirable to many employers in many sectors. I applied to the University of Manchester based on its reputation and opted for the four year straight course. The teaching was excellent and there are good academic and pastoral support structures. Due to the University's strong industrial links I won a sponsorship with P&G which helped to support my degree and gave me experience through summer placements.

This led to my graduate job. Manchester's ChemEng department has a warm, relaxed atmosphere and a close-knit student body. We have an active student society which organises regular socials and several sports teams - I played for the netball team which was a great laugh! Outside of the school, the university and the city provide everything you could ever wish for.



**Alex Matten**

Course: MEng Chemical Engineering. Graduate in Manufacturing (Management/Process Engineering) at Procter & Gamble





Early on in the second year of my Chemical Engineering degree, I decided I would like to spend the following year in industry. This is an option offered by my department that allows a student to gain professional experience as an engineer and then return to university to complete the remainder of the degree. I decided this was a good option for two reasons. Firstly, it would provide invaluable experience that would hopefully put me at an advantage when looking for permanent employment. Secondly, and considerably more influential was the feeling of apathy towards my course, I viewed a year in industry as a great opportunity to experience hands-on what I have learnt in lectures for the previous two years, and thus reinvigorate my impression of chemical engineering. I was successful in my application to work for Sellafield Ltd, and in July 2008, I began a placement that would last just over thirteen months. Sellafield Ltd is positioned in the nuclear industry and is responsible for the complete decommissioning of Sellafield Nuclear Site in West Cumbria. I was based in the Design Office, located near Warrington and enjoyed a variety of roles ranging from technical calculations through to strategic planning. The year proved to be demanding, testing and developing numerous skills, however it was also rewarding. My colleagues treated me as a fellow engineer as opposed to the teacher/pupil relationship I have become accustomed to. As such, I was given responsibility, it was this feeling of purpose that was the key differential between work and university, one that I particularly enjoyed. I believe the year's industrial experience has provided further unforeseen benefits. Returning for my final year, I have more motivation and a greater understanding for the applied element of my course.

#### **Jonathan Le Mare**

4th Year Chemical Engineering with Industrial Experience

Manchester as a city is considered to be a forum of many different cultures around the world such as Asia, Africa, Europe and America. You can enjoy Manchester in many different ways in terms of new way of studying, life style and friends. The University of Manchester provides plenty of courses and programs to help students to improve themselves whatever their educational background. Personally, as a student who is looking for a great future and career I chose Manchester to do my degree not only to enjoy the life, the course, and the British culture but also to help me with any challenging jobs and promotion opportunities in the future.



#### **Mohammed N Sadiq**

Beng Chemical Engineering. Sponsored student : Saudi Oil Company  
Aramco

## Finding your way around.

It's certainly a good idea to carry your campus map around for the first few weeks – the site is large and you don't want to find yourself at the wrong end of the campus just before a class starts.

In addition to the map, it helps if you have an idea of what the building looks like and so these pages are intended to help you with navigation:



THE MORTON LABORATORY, NORTH CAMPUS



UNIVERSITY PLACE, SOUTH CAMPUS



ALAN TURING BUILDING, SOUTH CAMPUS



THE MILL, NORTH CAMPUS



FERRANTI BUILDING, NORTH CAMPUS



RENOLD BUILDING, NORTH CAMPUS

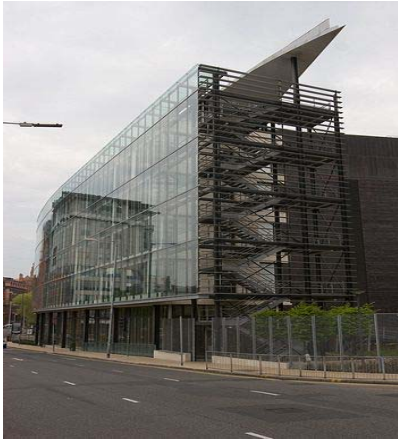


BARNES WALLIS, NORTH CAMPUS



CHEMISTRY BUILDING, SOUTH CAMPUS





MANCHESTER INTERDISCIPLINARY  
BIOCENRE (MIB) NORTH CAMPUS



SACKVILLE STREET BUILDING, NORTH CAMPUS



ROSCOE BUILDING, SOUTH CAMPUS



PARISER BUILDING, NORTH CAMPUS



CRAWFORD HOUSE LECTURE THEATRES,  
SOUTH CAMPUS

## About this booklet

This booklet has been designed to give you ready access to all the information you will most need when you first start your programme of study.

It hasn't got the same information in it as your Handbook or the booklet you will have already received from your PASS mentors so keep those handy as well.

We hope that you will find it genuinely useful and that, in time, we might be able to extend the idea to students in other Schools. So that we can continue to make improvements, we would be very grateful for any comments or suggestions from you as to what would have made it even more useful or information that you might have wanted but couldn't find here. Please email Alex Drury at [alex.drury@manchester.ac.uk](mailto:alex.drury@manchester.ac.uk) or drop a note off with Tracy in the main School office.

We wish you every success and much enjoyment in your first, and subsequent, years with us.

This pamphlet has been  
prepared with the  
assistance of the  
LearnHigher fund

## Freshers' Checklist

Run through this checklist to make sure you've covered all the essentials

Have you completed financial registration?

☐

Have you completed academic registration?

☐

Have you picked up your student ID card?

☐

Do you have your freshers' week timetable?

☐

Do you have your Week 1 timetable?

☐

Have you opened a bank account?

☐

Have you met your PASS leaders?

☐

Do you know who your personal tutor is?

☐

Have you made a note of their contact details?

☐

Have you got a copy of your Programme Handbook?

☐

Have you worked out how to log onto Blackboard?

☐

Have you worked out how to log onto the Student Record System?

☐

Have you completed your Dr Pipe questionnaire?

☐

Have you visited the 'Virtual Common Room'?

☐

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