

BSC INTERNATIONAL MANAGEMENT PROGRAMME

1ST YEAR WELCOME AND INDUCTION

Programme Director: Dr. Nathaniel Tetteh

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YOUR PROGRAMME DIRECTOR



Dr. Nathaniel Tetteh

nathaniel.tetteh@manchester.ac.uk

Nathaniel Tetteh | Work and Equalities Institute
| The University of Manchester



WELCOME WEEK TIMETABLE

- > The Welcome week timetable for each course is listed in the [Welcome webpages](#) and [AMBS Undergraduate Handbook](#)

ONLINE HANDBOOK

- > [The AMBS Undergraduate Handbook](#) is the main source of information about your programme, studies and available support throughout your degree.
- > We recommend saving the online handbook as a favourite, or adding it to your bookmarks to give you easy access whenever you need it.

MY MANCHESTER

- > Guidance on accessing the University systems is available from [the Student Support website](#).

AMBS STUDENT SUPPORT HUB

- > We are one-stop service for all your general School enquiries and any information and guidance you may need during your time at the University.
- > **Location:** AMBS, Second Floor, room 2.091
- > **Opening hours:** Monday to Friday between 9am and 5pm (except bank holidays and University closure days).
- > **Phone number:** 0161 529 3830
- > **Email:** ambs.hub@manchester.ac.uk



AMBS STUDENT SUPPORT HUB: GET TO KNOW THE TEAM!

Information, Advice & Guidance (IAG) team	Student Support & Wellbeing (SSW) team	Curriculum & Programmes (C&P) team	Assessment & Progression (A&P) team
The team acts as a first point of contact for any queries related to your student experience. This includes communications (newsletter, email and social media), providing unofficial transcripts, Academic Advising scheme, etc.	The team provides advice, guidance and support on issues affecting your studies. They have information about mitigating circumstances, coursework extensions, help with registering a disability, and absence from classes.	The team provides information about course unit enrolment, programme structures, and timetable queries. The team also helps students who are spending their third year abroad or on a full year work placement.	The team offers guidance on all aspects of your undergraduate assessment. This includes Blackboard queries, coursework submission, exams, appeals, and any other forms of assessment.
ambs.hub@manchester.ac.uk	ambs.wellbeing@manchester.ac.uk	ambs.programmes@manchester.ac.uk ambs.placements@manchester.ac.uk	ambs.assessment@manchester.ac.uk

HOW WE COMMUNICATE WITH YOU

- > Check **your University email account** regularly. Important information will be communicated in this way, such as changes on seminar rooms or assessment details. Failing to check your emails will not be an acceptable excuse for non-attendance or missed deadlines.
- > Fortnightly **AMBS Student Newsletter** to your University email
- > **Canvas** announcements
- > **Noticeboards/screens** around AMBS
- > **Social media** – follow us to keep yourself updated about AMBS events and opportunities!
- > Instagram: [@ambsundergrad](https://www.instagram.com/ambsundergrad)



IT INFORMATION

- > All students have their own IT account which you use to login to University systems.
- > Please make note of your University of Manchester email address and check it daily.
- > PC labs are located across the campus.
- > Student group study rooms (located on the Second Floor of Hive Area) – bookable during term-time via the Student Support Hub team.
- > For IT support, contact the [IT Support Centre](#).
- > Watch this video: [IT checklist for new students at The University of Manchester](#)

> **IT instructional leaflets:**

All leaflets listed below can be found on the [IT Services website](#).

- [Eduroam WiFi](#)
- [Stay safe online](#)
- [Printing](#)
- [Set up and access emails](#)
- [Duo – 2-factor authentication](#)
- [Hornet \(Halls of Residence internet\)](#)



STUDENT SERVICES CENTRE

For queries relating to the following please complete the Student Services Centre's online enquiry form.

- > Registration
- > Student cards
- > University letters
- > Immigration and visas
- > Payment and tuition fees
- > Funding opportunities and financial support
- > Council tax
- > Graduation
- > Official documents and verifications (certificates and transcripts)

DISABILITY ADVISORY SUPPORT SERVICE (DASS)

- > Disabled students make up over 19% of University of Manchester students, and we're proud to offer an accessible and inclusive service.
- > DASS provides practical support by working with you to identify the practical adjustments you need to enable you to succeed in your studies and your overall University experience.

Disability Advisory Support Service (DASS)

- > 2nd Floor of University Place
- > Phone: 0161 275 7512
- > Text (only for d/Deaf students): 07899 658 790
- > Email: dass@manchester.ac.uk
- > [Visit the Disability Advisory and Support Service website](#) to find out more about our services and support.
- > Register with the DASS and discuss how your support requirements are put in place with the AMBS Disability Coordinator at ambs.dc@manchester.ac.uk



MENTAL HEALTH SUPPORT TEAM

SHORT-TERM COUNSELLING | GROUPS & WORKSHOPS | SOCIAL PRESCRIBING |
ASSESSMENT & REFERRAL

- > UoM Mental Health Support Team offer a range of workshops, groups, 1-1 appointments and other resources to help you.
- > For more information and to book an appointment, [visit their webpage](#).

Location:

- > 5th Floor of Crawford House
- > Phone: 0161 275 2864
- > Email: counselling.service@manchester.ac.uk
- > If you feel in need of more immediate support and urgent support outside of the Counselling & Mental Health Service working hours, [visit the Help in A Crisis page](#).



You can also access:

[Spectrum Life](#) (24/7 counselling helpline and wellbeing app)

Call UK Freephone: 0800 031 8227
app.spectrum.life/login
Organisation code: UOMWELL

YOUR PROGRAMME

- > To introduce you to the importance and complexities of management in an international context you will learn to appreciate the links between theory and practice.
- > Present new developments in the field of management.
- > Provide an educational experience which will facilitate your intellectual development and promote life-long learning skills.
- > Develop practical and transferable skills.
- > Access high quality management programme abroad and experience teaching and learning in a different environment.

YOUR PROGRAMME – LEARNING OUTCOMES

A. Knowledge and Understanding

- A1. Understand the 'core' disciplines of the field of management (e.g. accounting, economics, marketing, operations management)
- A2. Understand subject specific theories, ideas, issues and practices relating to general management and to international aspects of management
- A3. Understand management as a dynamic field, as located in a complex historical, social and international context

B. Intellectual Skills and Other Attributes

- B1. Apply higher-level cognitive skills, including analysis, synthesis and evaluation.
- B2. Utilise both qualitative and quantitative problem-solving skills.
- B3. Address arguments/ideas through multiple perspectives.

C. Practical and Transferable/Key (generic) Skills

- C1. Articulate ideas and arguments with clarity, conciseness and rigour both orally and in writing.
- C2. Learn independently
- C3. Manage time and prioritise workloads
- C4. Use IT skills
- C5. Operate effectively as a member of a group or team
- C6. Operate effectively in an overseas environment

YOUR PROGRAMME STRUCTURE

- > Your programme structure lists all of your core and optional course units.
- > Visit the AMBS Undergraduate Handbook to familiarise yourself with your programme structure.

INTERNATIONAL MANAGEMENT PROGRAMME STRUCTURE

Year 1 Foundational

- Courses can be pre-requisites for year 2 and final year courses.
- You need to pass the first year to proceed to the second year.
- You need to have a 60% average in your first year. Your first year average is taken into account when deciding the third year destination abroad.



Year 2 Compulsory courses

- You take International Business (20 credits) or American Society and Economy (20 credits) depending on the country of exchange.
- You then choose a further 100 credits of courses from your programme structure to achieve 120 credits in total.
- You need to have a 60% average in your second year to proceed to the year abroad.

INTERNATIONAL MANAGEMENT PROGRAMME STRUCTURE

Year 3 On exchange

- One year abroad at a partner institution studying business and management;
- You are presented with a choice of courses to fulfil the workload requirements – at least 75% of the courses should be in management and business, the rest can be culture or language-related courses.
- **PASS or FAIL.** the individual course marks gained on exchange do not affect final degree classification



Year 4 Final Year at AMBS

- Back to AMBS for another 120 credit courses
- You will choose between a large number of mainstream Management courses, with at least 60 credits from internationally focused course units

INTERNATIONAL MANAGEMENT YEAR 1

Course Code	Course Title	Credits
SEMESTER ONE		
BMAN10001	Economic Principles: Microeconomics	10
BMAN10621M	Fundamentals of Financial Reporting (M)	10
BMAN10101	Principles of Marketing	10

SEMESTER TWO		
BMAN10862	Case Studies in Professional Management	10
BMAN10522M	Financial Decision Making (M)	10
BMAN10632M	Fundamentals of Management Accounting (M)	10
BMAN10872	Introduction to Work Psychology	10

SEMESTER ONE & TWO		
BMAN10780	Academic & Career Development	10
BMAN10970	Introduction to Management and Organisation Studies	20
BMAN10960	Quantitative Methods for Business and Management	20

CANVAS: YOUR CENTRAL LEARNING ENVIRONMENT

Canvas is the University of Manchester's central learning environment. Throughout your time studying at Manchester, you will use Canvas to navigate your course, access course materials, lecture recordings, submit assignments, and more.

Stay connected with your studies on the go

- > The [Canvas Student app](#) makes it easy to keep on top of your learning, wherever you are. From your mobile device, you can access course materials, take part in discussions, submit assignments, check your grades, and stay organised with calendars, to-do lists, notifications and messages - all in one place.

Find out more about how to get started [with Canvas](#) on the Student Support webpage.



MANDATORY COURSES IN CANVAS

As a new student, you will be required to complete mandatory courses in Canvas:

- > **Health and Safety course (BMAN11230)**
- > **Academic Malpractice Awareness course (BMAN11021)**

The instructions will be available on your Canvas page, so please make sure you complete the courses in a timely manner.



ASSESSMENT – WHAT TO EXPECT?

Semester 1 exams take place in January:

- > *Thursday, 14 January 2027 - Friday, 29 January 2027*

Semester 2 exams take place in May/June:

- > *Monday, 17 May 2027 - Wednesday, 9 June 2027*

[Find out more about the general exam guidance, including exam timetable, mitigating circumstances, and support during exam periods on the AMBS Undergraduate Handbook.](#)

- > Some courses are assessed by exam or coursework only, and others using a combination of both. [Familiarise yourself with guidance on assessment, feedback, and academic malpractice on the AMBS Undergraduate Handbook.](#)
- > You can find out how a course is assessed by looking at the course outline. All course outlines can be found via My Manchester. It is your responsibility to check your coursework deadlines and your exam dates, times and venues.

FEEDBACK

- > Written and/or verbal comments on assessed or non-assessed coursework.
- > Specific course related feedback sessions.
- > Group feedback provided via an online discussion forum.
- > Informal advice and discussion during a lecture, seminar or workshop.
- > Online exercises and quizzes delivered through the course Canvas page.
- > Responses to your emails and questions.
- > Written and/or verbal comments after you have given a group or individual presentation.
- > Generic feedback posted on Canvas regarding overall examination performance.
- > Group and individual discussions/meetings with your Academic Advisor.
- > Discussions and meetings with your Programme Director.
- > [Find out more about coursework feedback on the AMBS UG Handbook.](#)

PROGRESSION ROUTES TO YEAR 2

1. Pass everything (40%+ in 120 credits); **OR**
 2. Pass 40% + in at least 80 credits and have a “compensated mark” (30-39%) in a maximum of 40 credits ; **OR**
 3. Receive a mark below 40% in more than 40 credits = compensation and REASSESSMENT ; **OR**
 4. If you fail any course below 30% = REASSESSMENT
-
- > You can be reassessed in courses up to a maximum of 80 credits
 - > Read more about exam procedures and regulations on the AMBS Undergraduate Handbook.

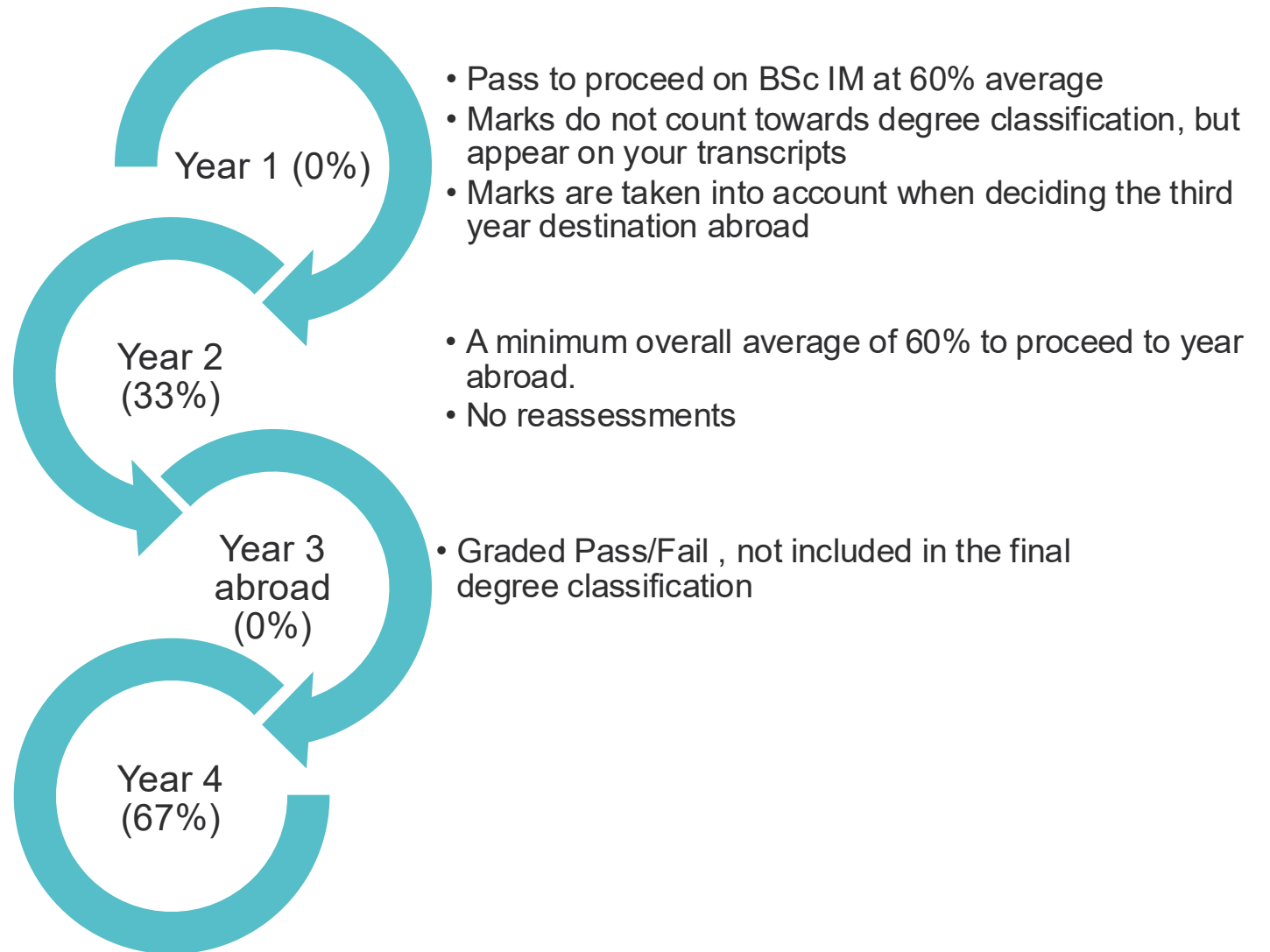


REASSESSMENT

- > Resits take place during August.
- > Resits are for progression only and are not a second chance for you to obtain a better mark.
- > If you fail your resits, you risk exclusion from the programme.
- > [Read more about reassessment on the AMBS Undergraduate Handbook.](#)



DEGREE WEIGHTINGS



> [Find out more about the degree regulations for your particular programme on the AMBS Undergraduate Handbook.](#)

ATTENDANCE AND ENGAGEMENT

- > Success starts with **good** attendance!
- > You are expected to attend **and** log your attendance in all timetabled classes (lectures, seminars, labs, workshops etc.) and remain in Manchester, on campus during term time.
- > You are expected to avoid any behaviour that would interfere with the learning and engagement of others.
- > If you are on campus and unable to attend a class due to illness or other good reason you need to submit an absence request using the SEAtS app.
- > Attendance in classes will be monitored.



STUDENT ENGAGEMENT AND ATTENDANCE SYSTEM (SEATS)

- > Our Student Engagement and Attendance System (SEAtS) enables students and staff to log attendance at teaching sessions, such as lectures and seminars.
- > The SEAtS system will help you stay on top of your academic schedule and will actively support your engagement and wellbeing, allowing us to offer you further support during your studies should you need it.

How to use SEAtS:

- > Download the SEAts App
 - > Log in using your University email
 - > Select a teaching event and scan the QR code
-
- > For more information about SEAtS, please visit the [SEAtS guide for students](#).

ACADEMIC ADVISORS

Every student is assigned an Academic Advisor. You will meet your Academic Advisor through one of your first year course units and they will usually continue as your Academic Advisor throughout your programme of study.

Your Academic Advisor will be able to:

- > Discuss your career aspirations and help you develop your CV
- > Write your academic reference when you apply for a job or further study
- > Help you understand feedback on your course units
- > Help you with your Personal Development Plan
- > Offer academic guidance and advice
- > Signpost and refer you to other specialist support services within the University

[Read more about Academic Advisors on the AMBS Undergraduate Handbook.](#)



RAISING ISSUES

- > If you experience an issue that relates to the quality of the undergraduate teaching and learning experience within AMBS, you should follow the steps highlighted in our flowchart to seek a resolution.
- > Familiarise yourself with the steps that you need to take to raise an issue on this flowchart.

RAISING ISSUES THAT RELATE TO THE QUALITY OF THE TEACHING AND LEARNING EXPERIENCE (WITHIN AMBS)



Step 1: In the first instance, raise the issue with the course coordinator – this can be done by the student(s) or by the student representative who can approach the Course Unit Director on the students' behalf.

Step 2: In response to this, the course coordinator should address the issue and communicate back to student(s) and/or student representative.

Step 3: Should there be a failure to satisfactorily resolve the issue following the above steps, the student(s) / student representative can raise the issue with any of the following:

- * Your Academic Advisor
- * Your Programme Director
- * At the next Programme Committee, if timings make this appropriate
- * At the next Student Voice Committee (SVC), if timings make this appropriate
- * Director of UG/PGT Programmes

Step 4: If a student rep is approached by a student to raise a course related issue, the student rep should check that the student has already raised the issue with the Course Unit Director. If not, then the student should follow the process from step 1 above. The recipient of the student issue should establish whether the student(s) / student representative has followed the first step of the above process before pursuing further.

Step 5: Whoever from the above list who receives the student issue should refer the matter to the Divisional Associate Head of Teaching (cc Head of Division) so that the matter can be informally pursued within the academic division.

Step 6: A response to the issue raised following Divisional involvement will be communicated to the student(s) / student representative via the Associate Head of Teaching or respective Course Unit Director. This response will also be copied to the Head of TLSE and the School recipient of the initial issue. If the matter was raised via the SVC further follow up will also be communicated at the next Committee.

Step 7: If the student(s) / student representative feels that the matter raised has still not been satisfactorily resolved then they have the right to refer this to the Head of the School. Ultimately, if it is still felt that there are reasonable grounds for dissatisfaction with the School outcome, the matter may be pursued through the formal University of Manchester complaints procedure.

DIGNITY AT WORK AND STUDY POLICY

- > 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 receive confidential professional advice to help deal with the issue and ensure that you are getting the support you need.
- > [The University's Dignity at Work and Study Procedure for Students applies to all students.](#)
- > [The University's Student Support website offers an Advice and Response Service](#) to speak to an Advisor or anonymously report bullying, harassment, gender-based violence, sexual harassment and discrimination.

STUDENT REPRESENTATIVES

Are you passionate about improving the student experience?

- > All AMBS programmes have at least one Student Rep. They are chosen to act as the representative for their particular programme for one academic year.
- > Reps facilitate communication between students and School/University to tell us what's going well and what we can improve on.
- > Reps will be involved on Programme Committees, focus groups and the Student Voice Committees (SVCs).
- > **Applications to become an AMBS Student Rep are now OPEN for this academic year.** The recruitment is held via the UoM Students' Union, and more information will be circulated to your student email address.
- > Find out more about the role on the Uni of Manchester Students' Union page.



STUDENT SOCIETIES

- > Join a student society to find friends with similar interests and improve your personal skills!
- > You will have the opportunity to learn more about the student societies during Welcome Week at the Student Fair.
- > [Find out more about Uni of Manchester Students' Union clubs and societies.](#)
- > [Find out more about AMBS Student Societies on the AMBS Undergraduate Handbook.](#)



PEER MENTORING SCHEME

What is it?

- > Upon joining us in your first year, you will be assigned to a pair of mentors as part of the Peer Mentoring Scheme.
- > These mentors are second, third or final year students who have first-hand knowledge of the 'Freshers' experience. All of the mentors are fully trained.
- > There may be things you feel more comfortable discussing with fellow students rather than University staff, and this is why peer mentors are extremely beneficial. We would be able to help you settle as smoothly as possible into university life here at the University of Manchester, on both a social and academic level.

How will it work?

- > You can expect to receive an email during the Welcome period outlining who your allocated two mentors are for the year.
- > The mentors will be responsible for a group of approximately 15 first-year students.
- > The meetings will be either in-person or online, and the mentors will contact you to let you know when the first meeting will be.

[Read more about Peer Mentoring Scheme on the AMBS Undergraduate Handbook.](#)

STELLIFY

- > The Stellify Award is a unique University of Manchester award supporting your personal development and graduate outcomes alongside your studies.
- > The scheme gives you the chance to make a difference in a way that feels authentic to you, your passions and interests. Through **volunteering, leadership roles and ethical grand challenges**, you'll not only take action to help causes you truly care about, but will also be prepared for life after university and will enter the world of work feeling confident in your abilities.
- > [Read more about Stellify.](#)



THE EXCHANGE YEAR

- The allocation of students to exchange partners is carried out by the Placement and International Programme (PIP) team at the beginning of your second year ~October 2027
- The allocation is based on:
 - Your expressed preferences
 - A statement of your expectations of the exchange year
 - AND your **First Year Results...**
- The PIP team endeavour to ensure that most of our students end up studying at their preferred (or highly ranked) institutions
- This is greatly helped by flexibility on your part
- Be knowledgeable about the full range of destinations
- Real constraints (e.g. financial constraints) will be taken into account

PARTNER UNIVERSITIES IN EUROPE AND AUSTRALASIA



EUROPE

1. [Bocconi University, Milan, Italy](#)
2. [Copenhagen Business School, Denmark](#)
3. [Erasmus University, Rotterdam, Netherlands](#)
4. [VU, Amsterdam, Netherlands](#)
5. [ESADE, Barcelona, Spain](#)
6. [IESEG, Lille/Paris, France](#)
7. [Stockholm Business School, Stockholm University, Sweden](#)
8. [University of St Gallen, Switzerland](#)

SOUTHEAST ASIA

1. [National University of Singapore](#)
2. [Singapore Management University](#)
3. [The Hong Kong University of Science and Technology](#)
4. [The University of Hong Kong](#)

AUSTRALASIA

1. [The University of Auckland, New Zealand](#)
2. [The University of Melbourne, Australia](#)
3. [The University of Queensland, Australia](#)
4. [The University of Sydney, Australia](#)
5. [The University of Western Australia, Perth, Australia](#)
6. [University of New South Wales, Australia](#)

PARTNER UNIVERSITIES IN USA AND CANADA



USA

1. [Babson College, Wellesley, Massachusetts](#)
2. [Fisher College of Business, Ohio State University, Ohio](#)
3. [Goizueta Business School, Emory University, Atlanta, Georgia](#)
4. [Kenan-Flagler Business School, University of North Carolina, Chapel Hill, North Carolina](#)
5. [Marshall School of Business, University of Southern California, Los Angeles, California](#)
6. [Michael G Foster School of Business, University of Washington, Seattle, Washington](#)
7. [Robert H Smith School of Business, University of Maryland, College Park, Maryland](#)
8. [The Stern School of Business, New York University, New York](#)
9. [The University of Illinois, Urbana-Champaign, Illinois](#)
10. [The University of Massachusetts, Amherst, Massachusetts](#)
11. [W P Carey School of Business, Arizona State University, Arizona](#)
12. [Warrington College of Business Administration, University of Florida, Gainesville, Florida](#)
13. [Kelley School of Business, Indiana University, Bloomington Indiana](#)

CANADA

1. [Desautels Faculty of Management, McGill University, Montreal, Quebec](#)
2. [Queen's School of Business, Queen's University, Ontario](#)
3. [Sauder School of Business, University of British Columbia, Vancouver, British Columbia](#)
4. [Schulich School of Business, York University, Toronto, Ontario](#)
5. [Rotman Commerce, University of Toronto, Canada](#)

FEEDBACK FROM OUR STUDENTS (I)

AG, Helsinki School of Economics,
Helsinki, Finland

- ***“An unbelievable experience, which I will treasure for the rest of my life!”***

HS, CBS, Copenhagen, Denmark

- ***“Exciting, eye-opening, interesting, scary, unforgettable, definitely worth doing.”***

AR, IESEG, Lille, France

- ***“A unique and exciting educational opportunity both culturally and intellectually that has enhanced my university experience, and one that I would not have missed for the world!!”***

NB, St Gallen, Switzerland

- ***“St Gallen is one of those places you would probably never just visit on holiday, however once you visit you will not want to leave, truly amazing experience, truly amazing place.”***

JS, CUHK, Hong Kong

- ***“A truly mind-blowing year that offered me the opportunity to meet amazing people and go to places that I never dreamed of going.”***

DA, University of Sydney, Australia

- ***“Fantastic, eye-opening and unbelievable experience. One sentence isn't enough – AMAZING!!!!!!”***

FEEDBACK FROM OUR STUDENTS (II)

GR, HEC, Montreal, Quebec, Canada

- ***“A brilliant year in a fantastic city. One of the best experiences of my life.”***

UM, Queen’s, Kingston, Ontario, Canada

- ***“Fun, fast and spontaneous; it was an experience I will NEVER forget, and I wish I could do it all again!”***

CH, Ohio State, Columbus, USA

- ***“Absolutely indescribable...best friends and unforgettable memories for life.”***

BC, William and Mary, Virginia, USA

- ***“Friends for life, once in a lifetime teaching, a great institution...possibly the best year of my life!”***

DT, University of Illinois, Urbana-Champaign, USA

- ***“Amazing experience I will never forget I’ve learnt so much and been given so many opportunities, I would recommend studying abroad to anybody.”***

FEEDBACK FROM INDUSTRY

*"The UK develops some great talent. It attracts some of the best from around the world. We will recruit that talent but, to remain competitive, we want to see more UK graduates developing a **global perspective through international experience**. They will have to work with global clients and mix with a range of people from different cultures. They have to be at home with cultural differences."*

- **Keith Dugdale, Head of Global Recruitment, KPMG**

*"This (...) is a wake-up call for students and parents. You'll get further in life if you travel overseas to study or gain work experience. In today's turbulent times it is more important than ever for every graduate to demonstrate an **international dimension to their thinking**, and there is no better way to demonstrate this than to study or work for a period overseas."*

- **Will Archer, director of i-graduate**

DURING YOUR EXCHANGE YEAR

- > You will take a normal student workload (e.g. **60 “ECTS” credits** – see full breakdown [Go Abroad | Preparing to go | Academic Matters | The University of Manchester](#))
- > Course options must be agreed in advance with the programme director
- > You cannot choose level one (i.e. first year) courses as part of your business/management subjects.
- > You should not take courses that you intend to study in the final year of the programme at Alliance MBS.
- > Work placements will not count for credit, whatever the local regulations and expectations.
- > You pay **no fees** to the exchange partner
- > Fees payable to Manchester University for this year vary
- > For EU students, funding is available if you go to European destinations
- > You must pass **ALL** subjects to progress to the final year
- > The grade for your exchange year does not affect your overall degree classification

UCAE Academic Success Programme workshops for BSc International Management

Academic Writing Fundamentals

Semester 1: 10:00 – 11:30 on 3/11, 10/11,
17/11, 24/11 in Simon 3.62

Semester 2: 11:00 – 12:30 on 16/02, 23/02,
2/03, 9/03 in Alan Turing G.207

Core Skills for Academic Speaking

Semester 1: 11:30 – 13.00 on 6/11, 13/11,
20/11, 27/11 in University Place 1.219

Semester 2: 9:30 – 11:00 on 19/02, 26/02,
5/03, 12/03 in Roscoe 2.3

If you have any questions, please email academicsuccess@manchester.ac.uk

Course outlines

Academic Writing Fundamentals

Week 1: Starting the process and writing introductions

Explore the steps you can take while writing an assignment and practise analysing titles, as well as writing an introduction.

Week 2: Referring to sources and showing your attitude

Look at different ways in which you can refer to sources and learn how to express your attitude towards citations.

Week 3: Organising the information and editing

Analyse examples of well-organised academic texts, then learn how to edit for sense, style and accuracy.

Week 4: Reading into writing

Review academic reading strategies and practise applying them to identify key information from extracts and use it to write a paragraph.

Core Skills for Academic Speaking

Week 1: Participating in seminars at university

Explore the purpose of seminars and how to take part in them effectively, before taking part in a seminar to practise turn-taking, making a point and referring to sources.

Week 2: Discussing a project

Use a range of language to summarise extracts, and comment on strengths, weaknesses, opportunities and threats of a project to build a new stadium in Manchester. Should the project go ahead?

Week 3: Individual presentations of personal objectives

Examine strategies to create strong introductions that will engage your audience and learn how to present with slides and other visual aids.

Week 4: Group presentations about time-management

Read extracts about different time-management techniques before presenting summaries with effective transitions between speakers and a Q&A.

Materials samples (writing)



Task 3 answers (3.1 and 3.2)

Extract 1

Electric Car Purchase Intentions: Canada

Larson et al (2014) highlights the fact that electric cars are not an out rightly new innovation; the first vehicle appearing in 1834 but failing to meet competition from combustion engine vehicles. It notes that electric vehicle sales are well below what the industry had anticipated, partly due to the high price acting as a purchase barrier. This is reflected in current models with a Mitsubishi Outlander PHEV costing £35,000 whilst its combustion powered counterpart costing only £25,000 (Mitsubishi, 2018). The research focuses on a sample of 240 people from Manitoba, Canada. This may affect the sample's attitudes due to the cold winter climate in the area and the expected effect this may have on batteries in electric vehicles.

Task 5 answer

Extract 1

Electric Car Purchase Intentions: Canada

Larson et al (2014) highlights the fact that electric cars are not an out rightly new innovation; the first vehicle appearing in 1834 but failing to meet competition from combustion engine vehicles. It notes that electric vehicle sales are well below what the industry had anticipated, partly due to the high price acting as a purchase barrier. This is reflected in current models with a Mitsubishi Outlander PHEV costing £35,000 whilst its combustion powered counterpart costing only £25,000 (Mitsubishi, 2018). The research focuses on a sample of 240 people from Manitoba, Canada. This may affect the sample's attitudes due to the cold winter climate in the area and the expected effect this may have on batteries in electric vehicles.

Author's comment on the information from a source.

Materials samples (speaking)



Source: The Times. (2024). 'Theatre of streams: even Old Trafford dressing rooms full of leaks', *The Times*, 23 March. Available at: <https://www.thetimes.com/sport/football/article/theatre-of-streams-leaky-old-trafford-embarrasses-man-united-8bv088d0r> (Accessed 12 August 2025).

Task 1

Discuss these questions:

- What is a SWOT analysis? Have you ever prepared or read one? What was it about?
- Have you ever been to a large stadium or concert hall? What was the event?
- What do you know about Manchester United and their stadium?

3

Task 2

Read the introduction to an article titled 'Will Manchester United's divisive new stadium be sustainable'. What are the challenges to the environment posed by large stadiums? Why are Manchester United redeveloping Old Trafford?

	<i>Manchester United's new stadium marks an era of success off the pitch for the football club. But does it align with a net zero future?</i>
5	Sports stadiums are some of the largest man-made structures on the planet, and through their ability to host thousands upon thousands of fans at events, they've historically had a negative impact on the environment.
10	Football is a particularly noteworthy example. Wembley Stadium, the home of the England National Football Team, has a capacity of 90,000, and the energy consumption events hosted there produce (not to mention the amount of waste generated, the carbon produced from its construction and the distances fans travel to attend games) can be extremely harmful to the environment.

Task 3

Follow the steps:

1. Work in pairs/small groups. Each of you should read one of the extracts from the article (A, B, C or D)
2. Work individually to prepare an oral summary of the extract (max. 1 minute-long) including the main ideas and some relevant supporting details about the strengths, weaknesses, opportunities and threats associated with the project.
3. Use the language from Language for referring to sources to help you.

MANCHESTER
1824

The University of Manchester

CAREERS
SERVICE

WELCOME 2026 CAREERS SERVICE



Meet your Careers Team

Humanities



Caroline Everson
Careers Manager



Gareth Frier
Careers Consultant



Sophie Coller
Careers Consultant



Johanne Gilroy
Careers Consultant



Ushma Khadia
Careers Consultant



Helen Rossiter
Careers Consultant



Siobhan Johnston
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Anna Doherty
Careers Advisor



Sam Pursglove
Careers Advisor



Grace McDermott
Careers Advisor



James Ellis
Careers Advisor

What do we offer?

How can we support you?

Whether you're looking for a part-time job, unsure about your career options, or preparing for an interview, we offer a range of personalised support and services including:

- One-to-one careers support
- CV and application advice
- Online careers tools
- Interview simulation
- Careers events and fairs
- Exclusive internships for UoM students

**You can even
access services
for two years
after you finish
your course!**



Connect with us

Get the help and support you need

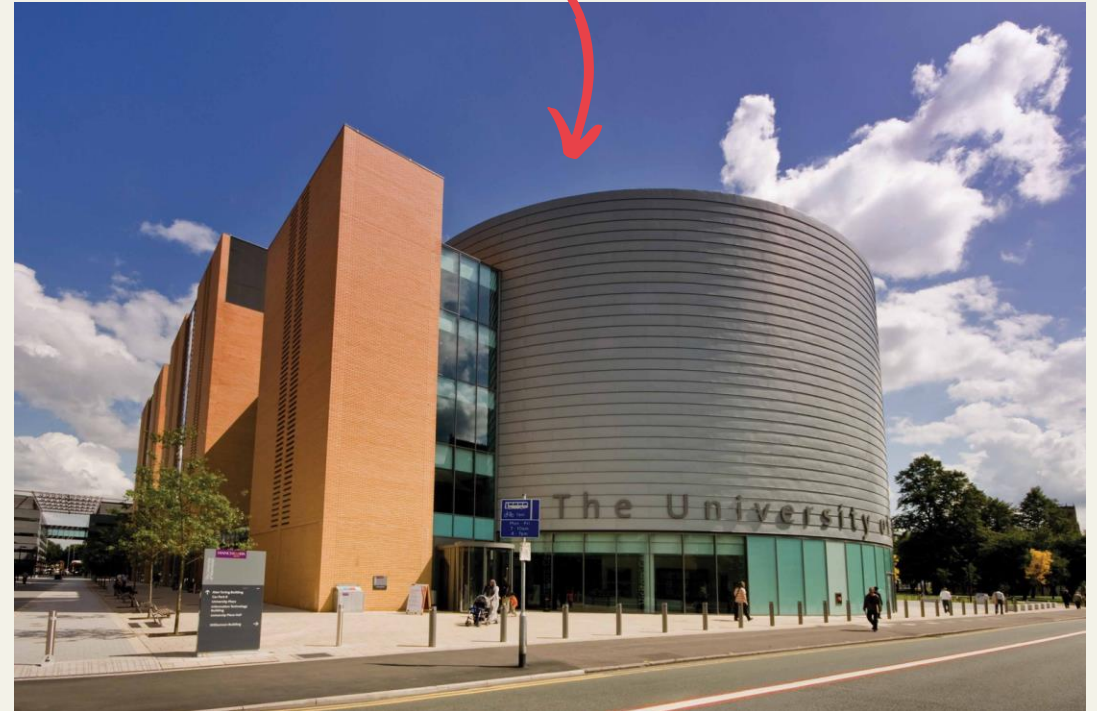
Where is the Careers Service?

📍 The Atrium, First Floor, University Place

You can contact us by:

- Email: careers.info@manchester.ac.uk
- Visiting the desk at The Atrium
- Booking a careers appointment through CareerConnect
- Visiting careers drop-ins across campus
- Messaging us on Instagram (@uomcareers)

We're here on
the first floor!



How can we help?

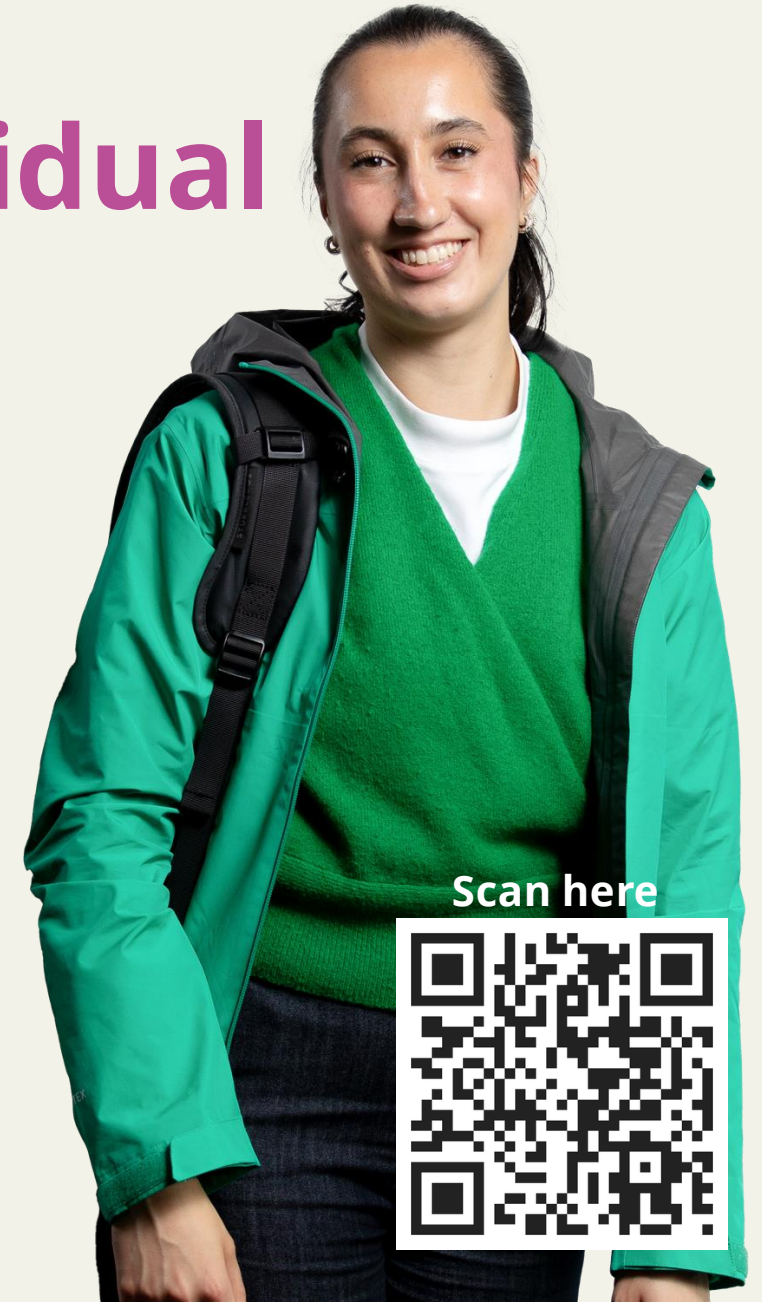
Supporting you as an individual

Everyone has a unique starting point when thinking about careers.

Scan the QR code for advice relating to:

- Age
- Disability, neurodiversity and mental health
- Criminal convictions
- Gender
- Race and ethnicity
- Religion and belief
- LGBTQ+
- Social mobility

60-minute careers meetings are available for students with a disability or health condition.



Scan here



International students Careers support for you

The Careers Service can help you to:

- Understand the UK job market.
- Access job seeking information and advice.
- Explore your options for working in the UK, back home or another country.
- Use our Careers Timelines to understand what to do and when to do it.
- Stay informed and get careers tips and insights through our International Students and Graduates LinkedIn group.
- Discover exclusive work experience opportunities for international students.

Scan for more



Visit our websites for information

Careers Website

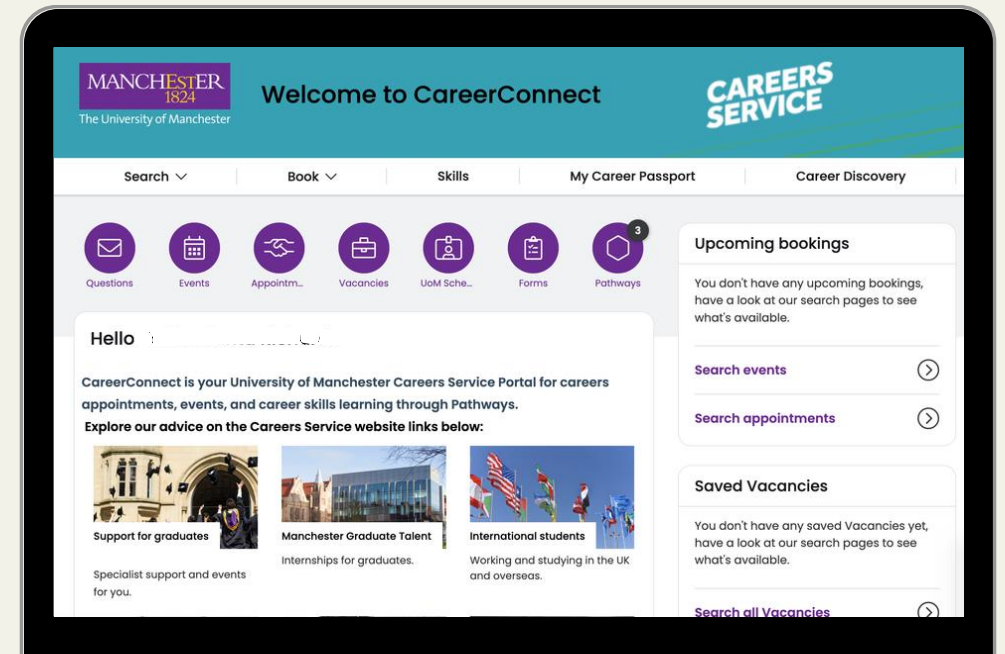
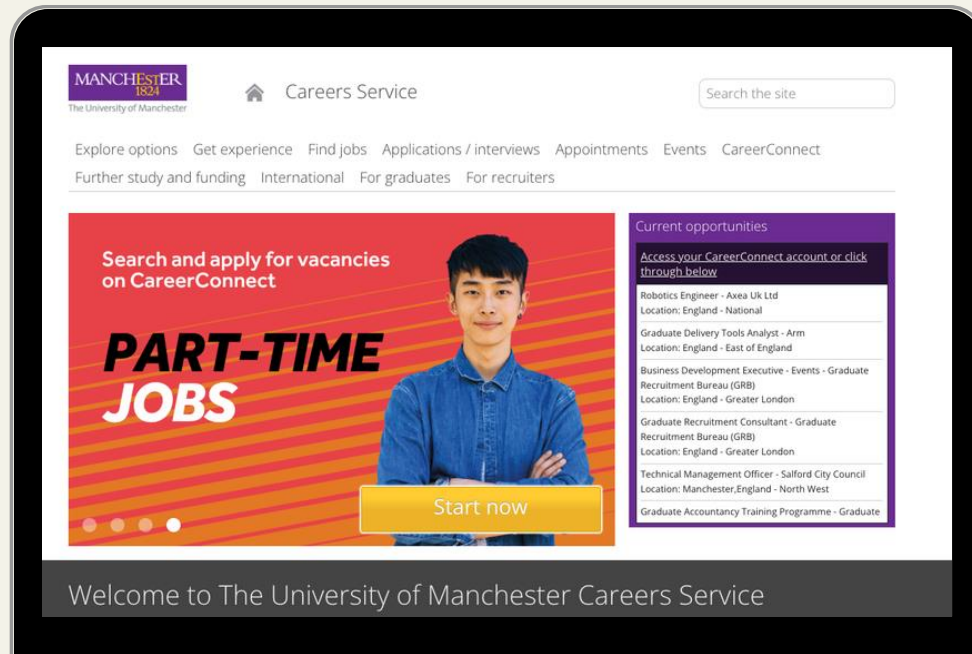
manchester.ac.uk/careers

Find general careers information, and resources like CV templates.

CareerConnect

careerconnect.manchester.ac.uk

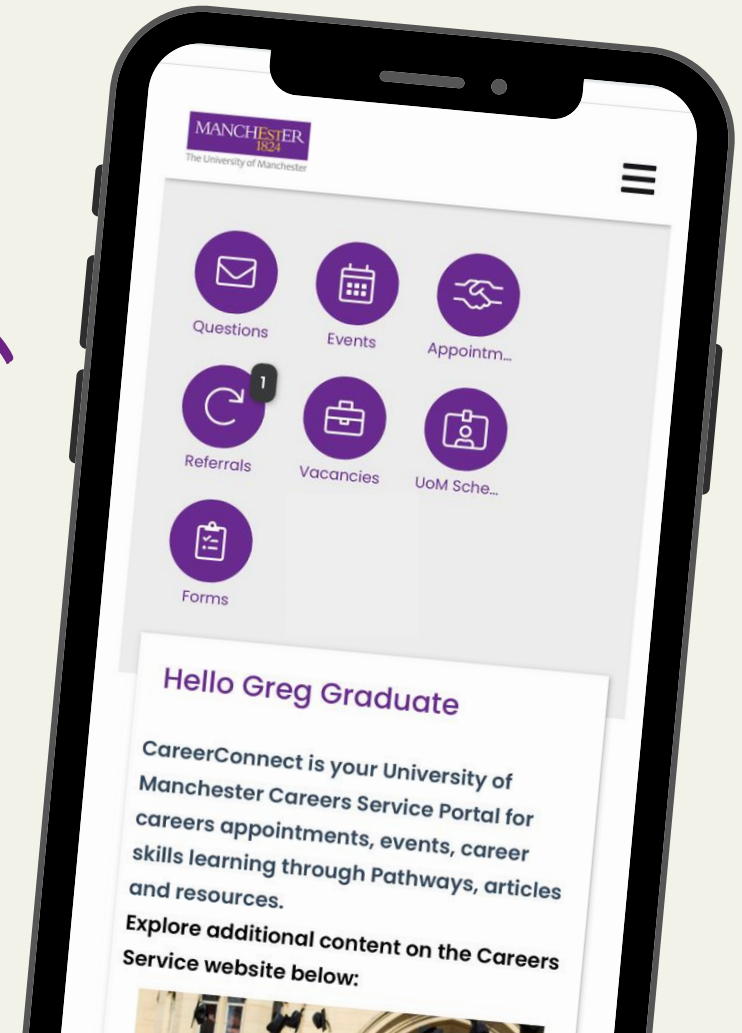
Apply for vacancies, book appointments, and register for events.



CareerConnect

Activate your student account

- Search for vacancies - part-time roles, graduate jobs, internships, placements and more!
- Book one-to-one appointments.
- Register for employer events to network or gain insights into organisations.
- Sign up for events such as Careers Fairs, workshops and more.

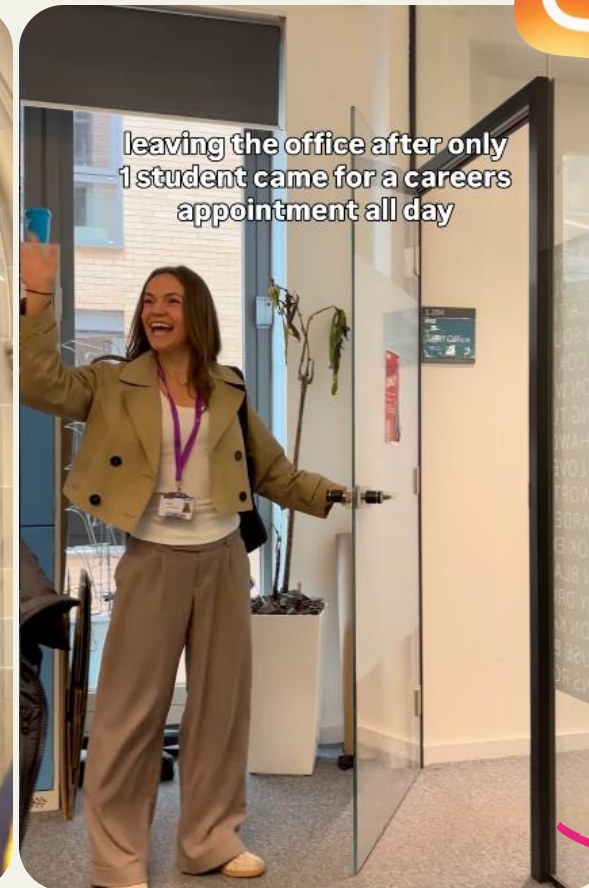


Connect with us on Instagram

Follow @uomcareers



Follow us
@uomcareers



for the latest news,
vacancies and more.



What's on your mind in first year?

What our students say...

My career is quite low down on my list of priorities as a first year student.

I'm not ready to use the Careers Service - I have no idea what I want to do!

I want to make the most of uni, but not sure where to start or what opportunities there are.



Careers appointments and Drop-ins

Advice and guidance

Appointments - Book in advance

- Appointments can be done on campus or online
- Application and CV review appointments
- Careers appointments
- Interview simulation
- Career planning with a disability or health concern

Drop-ins - Just turn up on the day!

- Visit our team in The Atrium, University Place
- Faculty drop-in sessions on campus
- Online Careers drop-ins

Find out more on CareerConnect.



Scan here



Part time jobs

We're here to help

Working part-time whilst studying allows you to earn money, develop skills and gain useful experience to add value to your CV.

Where to look for part-time jobs:

- Ask friends to refer you
- CareerConnect
- Students' Union Job Shop
- Follow companies on social media
- Posters on shop windows

We can help you with:

- One-to-one advice
- Checking your CV and cover letters
- Interview preparation
- Online support and resources

Scan for
part-time jobs



Careers Events & Programmes



What events do we offer?

Well...hundreds!

- Careers Fairs
- Employer Events
- Faculty Events
- Workshops
- Drop-ins
- Industry Insights



Explore all our
events on
CareerConnect



A photograph of graduates in black gowns and purple stoles, seen from behind, throwing their mortarboard caps into the air. The caps are suspended in the air above the crowd. The background shows a blurred view of a university building and green trees under bright sunlight.

Graduate Market Report (2026)

The University of Manchester is the **number one** most targeted University by the UK's top 100 employers.

Careers Fairs

What's On?

The STEM Careers Fair

Tuesday, 6 and Wednesday, 7 October
Nancy Rothwell Building (11am-4pm)

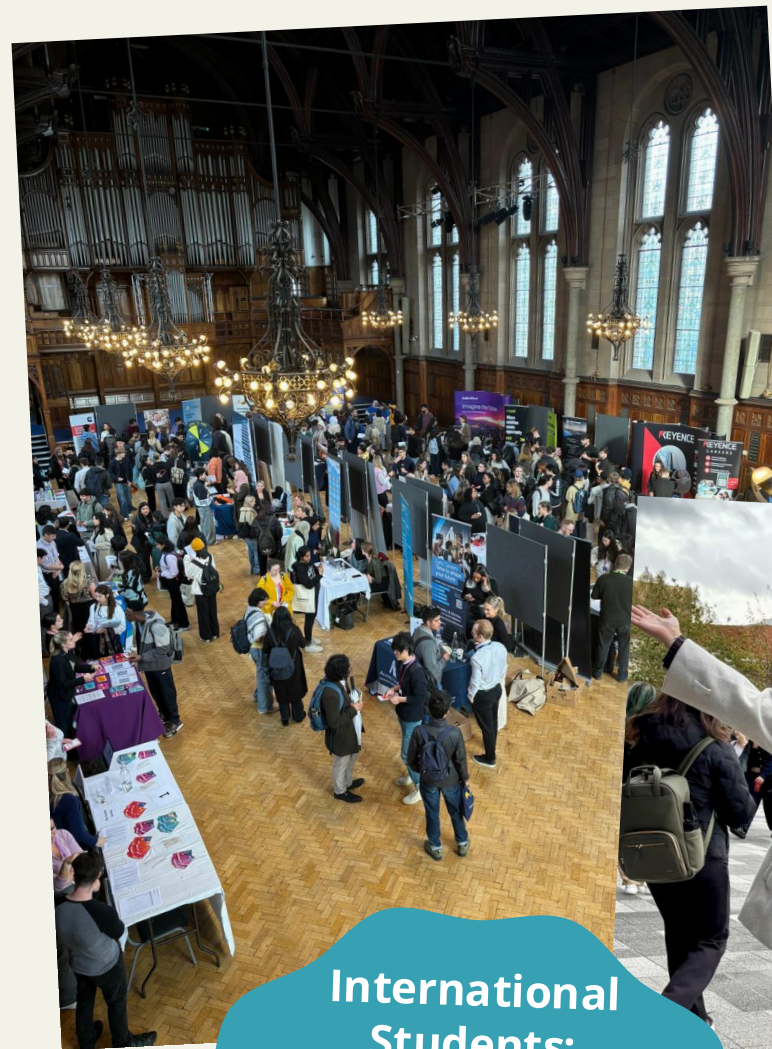
The Autumn Careers Fair

Tuesday, 20 and Wednesday, 21 October
Whitworth Hall (11am-4pm)

The Law Fair

Thursday, 19 November
Whitworth Hall (11am-3pm)

[Find out more: bit.ly/careersfairsuom](https://bit.ly/careersfairsuom)



**Meet employers
face-to-face!**

**International
Students:**

**Before you attend,
research the
companies to help
you target the right
employers.**



Employer Events

What's On?

Employer Presentations

Find out about a particular employer and their sector. Presentations can take place on campus, locally in Manchester, or online.

Recruiter in Residence

Every Tuesday and Thursday you will find a recruiter on either the ground floor of University Place or in the foyer of the Nancy Rothwell Building.

Employer Pop-Ups

Keep your eyes open around campus for our Employer Pop-ups throughout the semester.



Meet employers
online and on
campus



**What else can I
do?**
Being proactive

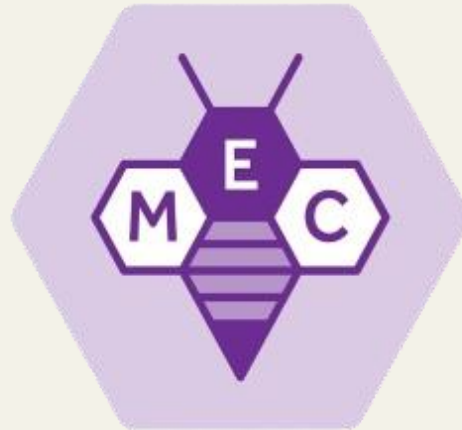


Make the most of Manchester

Try new things



Join a sports club,
society or become
a student rep



Start a business, and
learn entrepreneurial
skills



Volunteering



Peer Support

First Years

Recommended for you

Global Graduates Programme

Spend a fully funded week in cities across the globe meeting with alumni from a range of businesses.

Micro Internships

You may be eligible to do a two-week virtual micro internship with real clients, in partnership with Practera.

Work Experience Bursary

Want to do work experience? Get financial support to help you undertake career enhancing work.



Manchester 10/10

Building community and confidence

What is Manchester 10/10?

Manchester 10/10 supports students from Black Heritage backgrounds to develop a sense of belonging and succeed at The University of Manchester through tailored events, activities and opportunities.

What does Manchester 10/10 offer?

- Tailored career opportunities
- Networking and social events
- Personal and academic development workshops

Instagram: @uom_m1010

* This programme is for home and domestic students only



Scan here



The Stellify Award

What is it?

The Stellify Award recognises your achievements and commitments to activities that go beyond your academic studies.

There's so much to do at University, and if you participate in activities, you may be able to earn points towards getting the Stellify Award.

You need 600 points to get the Award, and there are lots of Careers Service activities that count towards it.

The award is available for UG and PG students.



Scan here



Canvas

Your School Careers Hub

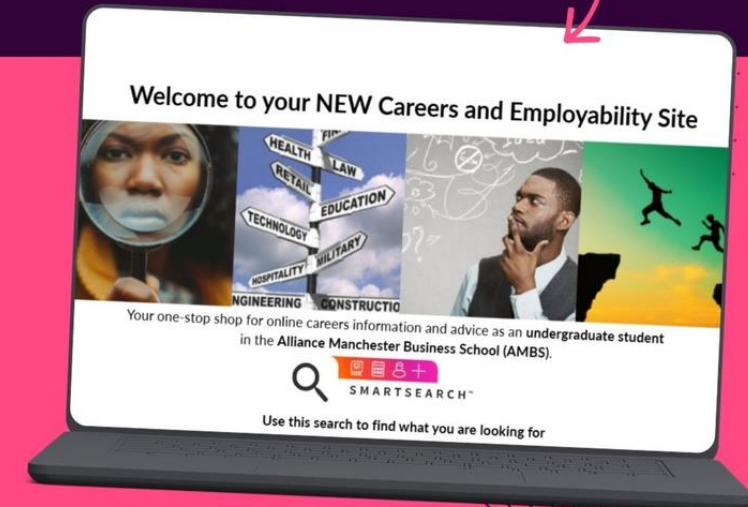
Your one-stop shop for online careers information and advice related to your specific School.

Receive information on events, careers news and opportunities tailored to your subject area.

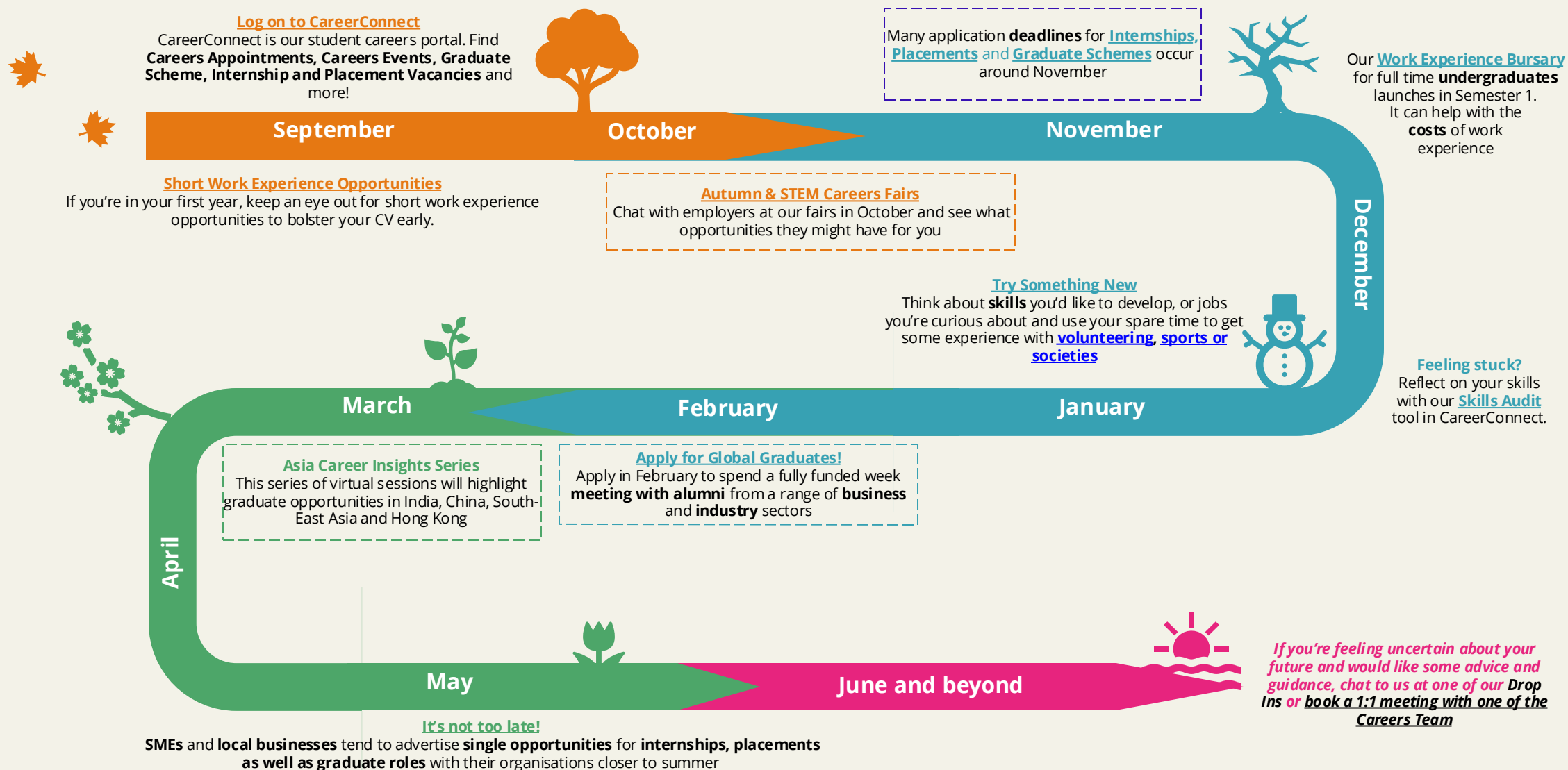
- Get ideas on developing your employability - for all students, at all levels, wherever you are at in your career journey.
- Explore career options related to your degree and beyond.
- Find out about different opportunities.
- Decide and plan your career next steps.
- Know how to apply for and secure opportunities.

YOUR SCHOOL CAREERS HUB

**YOUR
CAREERS
CANVAS
IS HERE!**



Making the most of first & second year



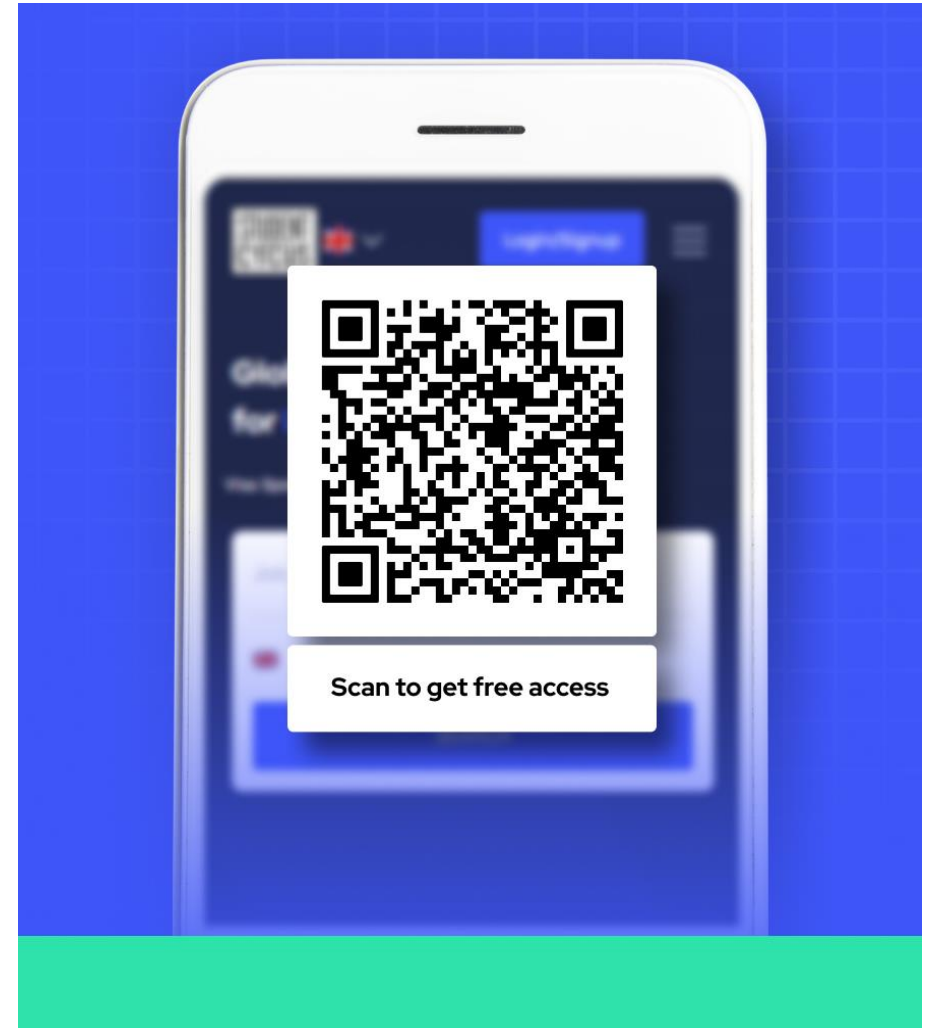
GOOD LUCK THIS YEAR
SEE YOU SOON!

www.manchester.ac.uk/careers

The bottom half of the image features several thick, parallel blue diagonal stripes that sweep upwards from the bottom left towards the right edge.

STUDENT CIRCUS: JOB SEARCH SUPPORT FOR INTERNATIONAL STUDENTS

- > AMBS have a partnership with Student Circus, an online job search platform for international students that brings you **filtered visa-sponsored job listings, internships, and placement opportunities**.
- > As AMBS students, you have unlimited access to thousands of filtered visa-enabled opportunities in the UK & handpicked opportunities in your home country, along with other resources on the platform.
- > You can create an account and login via <https://alliancembs.studentcircus.com/>



USEFUL CONTACTS

- > **Your Programme Director:**
Nathaniel.Tetteh@manchester.ac.uk
- > **AMBS Student Support Hub:**
ambs.hub@manchester.ac.uk
- > **Instagram:** [@ambsundergrad](https://www.instagram.com/ambsundergrad)

