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| **ORIENTATION WEEK**  **MSc Investment and Risk Finance** |
| Head of school WELCOME A warm welcome to all of you. The School of Finance and Accounting (SFA) is one of the four Schools within the Westminster Business School College portfolio. It is one of the leading providers of finance and accounting education in London and has established strong links with industry and professional bodies.  You are joining a diverse and inclusive community of learners and practitioners. Your School of Finance and Accounting has created an exciting range of innovative courses and learning experiences to build your career. On this exciting journey, we aim to prepare you with a strong theoretical foundation in your chosen subject, and to nurture valuable practical skills to prepare you for the world of work. We pride ourselves on our ability to deliver top quality postgraduate talent to the Financial Services industry. Your study programme has been carefully designed in the form of a high-quality academic course led by an expert and enthusiastic community of supportive and inspiring professional staff. We are committed to meeting your employability, life and organisational goals and to provide future global citizens who can make a difference in their wider communities. In this exciting journey of your ongoing transformation, we will invite you to engage in your studies and with us to shape your individual learning experiences so that you can maximise your chances to meet your ambitions. We are hoping that you will then go into the world to make us proud of your successes and achievements.  **Professor Harry Thapar,**  **Head of the School of Finance and Accounting** Email: [thaparh@westminster.ac.uk](mailto:thaparh@westminster.ac.uk) **Welcome from the Course Leader**  Congratulations on being accepted onto the Investment and Risk Finance, MSc. My colleagues and I look forward to working with you and we will endeavor to ensure that your time with us will be creative, exciting and fulfilling.  On the attached pages you will find details of your time with us at the start of the year. During Orientation week we will go through the course programme with you in detail. We have arranged a number of activities to help you settle in and prepare for your time with us. This will include familiarising you with workspaces, who you will be working with, the campus and its community before you start the formal, scheduled learning weeks.  You will automatically be enrolled as a student member of the Chartered Institute for Securities and Investments (CISI) when you join the MScIRF programme. Westminster Business School is a recognized centre of excellence by CISI. The professional award will denote a high level of achievement and competence in this subject area. During your time here you will be trained to use the Bloomberg database and system in our purpose built virtual trading room environment.  You will receive more details about your programme of study during the orientation events. Contact details for key University services and administrative offices can be found at [www.westminster.ac.uk/key-contacts](http://www.westminster.ac.uk/key-contacts). Academic staff contact details are available at [www.westminster.ac.uk/academic-staff](http://www.westminster.ac.uk/academic-staff)  Great Start – the Essential Guide is the University's student handbook and can be accessed via this link https://www.westminster.ac.uk/current-students/guides-and-policies/student-matters/great-start-the-essential-guide  The Student Hub webpage is your main gateway to the University's online resources. The latest news and events are also published here, so make sure you visit the page regularly to keep up to date with what's going on at the University. The webpage can be found at [www.westminster.ac.uk/students](http://www.westminster.ac.uk/students)  Best wishes and welcome to University life. We look forward to seeing you in September.  Kind regards **David Coker** **Course Leader** **MSc Investment and Risk Finance**  Email: D.Coker@westminster.ac.uk  Extension: 66705 |

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| |  |  |  | | --- | --- | --- | | **Friday 13th September 2019** | | | | **Time** | **Event** | **Location** | | **10:45 – 11:15** | **Welcome to the School** | **Hogg Lecture Theatre**  **Marylebone Campus**  **35 Marylebone Road**  **London,**  **NW1 5LS** | | **12:00 – 13:00** | **Meet your Course Leader** | **M218**  **Marylebone Campus** | | **13:00 - 14.00** | **Lunch Event**  Free lunch! And an opportunity to meet your fellow students, as well as Course and Module Leaders informally | **MG14**  **Marylebone Campus** | | **14:00 – 17:00** | **Enrolment** | **Marylebone Campus** |  |  |  |  | | --- | --- | --- | | **Monday 16th September 2019** | | | | **Time** | **Event** | **Location** | | **10:00 – 12:00** | **Quantitative Methods and Statistics** | **M218**  **Marylebone Campus** | | **12:00 – 13:00** | **BREAK** |  | | **14:00 – 15:00** | **Introduction to PG level Skills** | **M321**  **Marylebone Campus** | | **15:00 – 17:00** | **Research Skills**  **preparation for project proposals and final year project** | **M321**  **Marylebone Campus** |  |  |  |  | | --- | --- | --- | | **Tuesday 17th September 2019** | | | | **Time** | **Event** | **Location** | | **10.00 – 13:00** | **Preparing Financial Statements** | **M212**  **Marylebone Campus** | | **13:00 – 14:00** | **BREAK** |  | | **14:00 – 17:00** | **Interpretation of Company Accounts** | **Hogg Lecture Theatre**  **Marylebone Campus** |  |  |  |  | | --- | --- | --- | | **Thursday, 19th September 2019**  **10:00 – 16:00: Arrivals Fair, Ambika P3 Marylebone Campus** | | | | **Time** | **Event** | **Location** | | **13:00 – 14:00** | **Introduction to Excel** | **M321**  **Marylebone Campus** | | **14.00 - 15.30** | **Financial Maths - Statistics and Probability** | **M321**  **Marylebone Campus** | | **15.30 - 17.00** | **Bloomberg Induction** | **FMS Suite**  **Marylebone Campus** |  |  |  |  | | --- | --- | --- | | **Friday 20th September 2019**  **10:00 – 16:00: Arrivals Fair, Ambika P3 Marylebone Campus** | | | | **Time** | **Event** | **Location** | | **10.00 - 13.00** | **Bus Tour of Central London & Financial District** | **Meeting place to be confirmed by the Course Leader** | | **13.30 - 15:00** | **Lunch at a local restaurant** | **Students to be notified of venue by the Course Leader** | |