UNIVERSITY OF WESTMINSTER▦

ORIENTATION WEEK AND WELCOME PROGRAMME

BEng Software Engineering

SEPTEMBER 2018

UNIVERSITY OF WESTMINSTER⊞

Introducing your orientation programme

A complete timetable of all the events and sessions that make up your Orientation & Welcome programme are set out on the next page, and it is very important that you attend all the scheduled activities.

Your first session begins at 13:000hr on Monday 17th September at the New Cavendish Street Building.

Apart from the formalities of enrolment, the programme has been designed to introduce you to the University, your course, the key staff who will be teaching you and not least the other students who are starting their course with you. You will also meet your personal tutor, with whom you can discuss any queries or concerns you cmight have.

Where is it taking place?

A map is provided on the back page of this programme and is also accessible via the University website. We are in the heart of central London and within close walking distance of several Tube stations: Warren Street, Great Portland Street, Oxford Circus and Goodge Street. Full address listed below:

115 New Cavendish Street
London
W1W 6UW

When you arrive

You will be welcomed to the University followed by meeting your Course Leader. You will also meet your "**FANS**", or *Friend of Arriving New Students*. They will be one of our current undergraduate students who will be there to help you through Orientation and the first couple of weeks of term.

In addition to your Course Leader and FANS, there will be staff and student-helpers based at various information points throughout the building who will be able to provide information and advice should you have any queries about the Orientation programme and timetable of events. **Make sure you have complete pre-enrolment and bring with you:**

1) Printout of the completed enrolment form
2) Proof of identity, only a valid passport or EU Identity Card will be accepted
3) Certificates of courses/ examinations, which do not have VERIFIED on the enrolment form
4) If you have not paid your fees online, bring payment or proof of payment (sponsorship/ SLC letter) with you
5) If an international student, original Passport, Visa and BRP card.
Want more information? Visit: www.westminster.ac.uk/newstudents

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September 2018

Dear Student,

Course: BEng Software Engineering

I would like to welcome you to the University of Westminster and to the Faculty of Science and Technology.

In this handbook you will find a number of orientation events we have arranged for you as part of your welcome week. I strongly advise you to attend all these events as they have been designed to give you more information about your course, to familiarise yourself with the University procedures, rules and regulations and available University facilities, and to help you gain the most from your life as a University of Westminster student.

All of the events listed will take place in the New Cavendish Street Building. If you are not familiar with this building, I suggest you arrive about ten minutes before the first event, staff and information will be available in the reception area to help you.

Finally, if you have any queries regarding the course or any of the events then you can also contact me at bolotoa@westminster.ac.uk

I look forward to meeting you,

Alexander Bolotov Course Leader

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Essential Contacts
Department of Computer Science

Head of Department:
Aleka Psarrou psarroa@westminster.ac.uk

Undergraduate Course Leaders		
BSc Computer Science	Phil Trwoga	P.F.Trwoga@westminster.ac.uk
BSc Computer Games Development	Markos Mentzelopoulos	mentzem@westminster.ac.uk
BSc Digital Media Development	Daphne Economou	economda@westminster.ac.uk
BSc Business Information Services	Kamalini Sivagurunathan	sivaguk @westminster.ac.uk
BEng Software Engineering	Alexander Bolotov	bolotoa@westminster.ac.uk

Postgraduate Course Leaders	
MSc Cyber Security and Forensics	Aleka
BEng Software Engineering	Alexan
MSc Business Intelligence & Analytics	Thier
MSc Advanced Software Engineering	Simon
MSc Business Data Technologies	Tasos

Campus Registry Office
E-mail: fstregistry@fst.westminster.ac.uk Telephone:
020 7911 5884 or 5866

Essential Westminster
Essential Westminster is the University's student handbook and all new students will receive copies at their enrolment sessions. You can also download a PDF version of the guide at www.westminster.ac.uk/study/currentstudents/resources/essential-westminster. The guide provides an introduction to the University, its services and resources, with links to more detailed online information.

Current students' webpage
The "current students" 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.

Key University Services
Contact details for other key University services and administrative offices can be found at www.westminster.ac.uk/key-contacts.

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BEng Software Engineering
ORIENTATION SCHEDULE

MONDAY 17TH SEPTEMBER 2018		
13:00 – 14:00	**Course Welcome** The programme team will introduce themselves and describe the course and modules.	C2.12 – Large Lecture Theatre
14:00 – 15:00	**Enrolment** Make sure you have complete ***PRE-ENROLMENT*** and have a printout of your enrolment form with you.	C1.15 - Cavendish
15:00 – 15:45	**Meet your FANS** *Friends of Arriving New Students*	C2.12 – Large Lecture Theatre
15:45 – 16:15	**Campus Tour** Taken by *FANS*	C2.12 – Large Lecture Theatre
WEDNESDAY 19TH SEPTEMBER 2018		
13:00 – 14:00	**Personal Tutor Introduction** This is when you are going to be introduced to your Personal Tutor, the person who will be able to help and advise you throughout the duration of your course.	C2.04/ C2.05/ C2.06 - Cavendish
14:00 – 14:45	**Library and Technical Services** This is a joint presentation by Cavendish Information Technology Services (CITS) and the library. It describes the many resources on offer during your studies	C2.12 - Large Lecture Theatre

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Time	Session	Location
14:45 – 15:15	**Student Affairs** Information on accommodation, counselling, student advice, international student advice, student funding, scholarships, interfaith advice and student health	C2.12 - Large Lecture Theatre
15:15 – 15:45	**Health and Safety Brief** This session tells you what to do in case of an emergency, amongst other things	C2.12 - Large Lecture Theatre
15:45 – 18:00	**Social welcome** A chance to meet with other students & staff in your department and a welcome from the department	C1.18 – Cavendish

KEY CONTACTS FOR ORIENTATION WEEK

CONTACTS	TEL	EMAIL
BEng Course Leader – Alexander Bolotov	020 7911 5000 ext 64537	bolotoa@westminster.ac.uk
Campus Registry	020 7911 5884	fstregistry@westminster.ac.uk
Student health services	020 7911 5000 ext. 4107/5186	
University of Westminster Students' Union (UWSU)	0)20 7911 5000 ext. 67057	advice.cavendish@su.westminster.ac.uk.
Disability learning support	020 7911 5000 ext. 66113	dls@westminster.ac.uk

RECOMMENDED READING

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Computer Systems Fundamentals

- Carrier, B, (2005), *File System Forensic Analysis*, Pearson Education.
- Dale, N. and Lewis, J. (2013), *Computer Science Illuminated*, Jones & Bartlett Learning.
- Joy, M., Jarvis, S. and Luck, M. (2010) *Introducing Unix and Linux*, Palgrave MacMillan. • Tanenbaum, A.S. and Austin, T. 2013, *Structured Computer Organisation*, 6th edition, Pearson Education Ltd.

Computer Science Practice

- Connolly, T. and Begg, C. (2015). *Database Systems: A Practical Approach to Design,*
- *Implementation, and Management*, 6th edition. London: Pearson Higher Education.
- Dunne, R. (2009) *Computers and the Law*, Cambridge: Cambridge University Press.
- Elmasri, R. & Navathe, S. (2015). *Fundamentals of Database Systems*, 7th edition. London: Pearson Higher Education.
- Floridi, L. (ed) (2010) *The Cambridge Handbook of Information and Computer Ethics*, Cambridge Uni Press..
- Milard, C (ed) *Cloud Computing Law*, Oxford: Oxford University Press.
- Raynolds, G. (2012) *Ethics in Information Technology*, 5h edition. Cengage Learning.
- Schneider, M.G. and Gersting J.L.(2013) *Invitation to Computer Science*, 6th Edition, Cengage
- Learning (chapters 1, 2 and 17)

Programming Principles

- Cadenhead, R (2012). *Sams Teach Yourself Java in 24 Hours*. 6th Edition: Sams
- Horstmann, C. (2010). *Big Java*, 4th edition, Wiley.

Mathematics for Computing

- Krantz, S. G. (2009), *Discrete mathematics demystified*. London: McGraw-Hill Professional.
- Croft, T and Davison R (2010) *Foundation maths*, 5th ed. Harlow: Prentice Hall.

Web Design and Development

- Duckett, J. (2011), *HTML & CSS, Design and Build Websites*, Wiley.
- Duckett, J. (2014), *JavaScript & jQuery, Interactive front-end Web development*, Wiley.
- Garrett, J.J. (2010), *The Elements of User Experience: User-Centered Design for the Web and* • *Beyond (Voices That Matter)*, 2nd ed., New Riders

University Location Map

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You can also find interactive maps and directions via this link:

www.westminster.ac.uk/about-us/visit-us/directions