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| Leeds University Business School |

**Welcome and Induction Timetable 2022-23**

**MSc Management**

**Programme Director: Nicola Smith**

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| Date | Time  | Title | Contact (person running the session) | Delivery Method (Zoom/Teams/Collaborate/Face to Face) |
|  |  | Week 1 |  |  |
| 21.09.22 | 11:00 – 12:00 | Welcome to the MSc Management Programme | Nicola Smith | Online (Zoom)\* |
| This session is a short introduction to key information about the MSc Management programme, and includes information about what you need to do to prepare for learning on the programme. There will be time to ask questions. |
| 21.09.22 | 13:00 – 15:00 | International Orientation | International Student Office | Esther Simpson LT(LG.08) |
| Presented by the International Student Office and Leeds University Union, our International Orientation sessions give you essential information about living in the UK, as well as support and opportunities to help you make the most of your overall experience in Leeds. We’ll also explore ways to take care of yourself (and each other) as you adapt to culture and lifestyle changes. For details of the full international orientation programme visit students.leeds.ac.uk/orientation |
| 21.09.22 | 15:00 – 16:00 | SES Q&A (optional) | SES staff | Online |
| Description of session:This session will include a brief presentation from a member of the Student Education Service as well as the chance to ask any non-academic questions about the services they provide and how they can help you through your time in the Business School. This session is optional and the session will be repeated at various times during your Welcome and Induction (**please only attend one session as the sessions will be identical**). |
| 22.09.22 | 13:00 – 14:00 | SES Q&A (optional) | SES staff | Online |
| 22.09.22 | 16:00 – 17:00 | School Welcome | Tao Jiang | Online |
| Description of session: This session will introduce you to some key figures within the Business School and will be led by some of the 2022/23 LUBS School Reps. There will be a brief Welcome from the Dean or one of the Pro-Deans, an introduction to the University of Leeds Partnership, a chance to hear from some Business School societies as well as hearing a bit about what the new School Reps hope to achieve this year. |
|  |  | Week 2 |  |  |
| 26.09.22 | 10:00 – 12:00 | Introduction to the MSc Management Programme – Key Information | Nicola Smith | Western Lecture Theatre G.01 |
| A full introduction to the programme of study; this session is **essential for all incoming students**. Information will cover programme content, key dates, assessment and key personnel you will need to know. There will be time to ask questions. |
| 27.09.22 | 11:00 – 12:30 | Academic Personal Tutoring for MSc Management students | Nicola Smith & APTs | Online (Zoom) |
| An online session introducing you to the Academic Personal Tutoring (APT) system, an important part of the support you will receive during your time at LUBS. The session will be attended by the MSc Management Academic Personal Tutors, one of whom will be your point of contact throughout the year. There will be time to ask questions. |
| 27.09.22 | 16:00-17:00 | Academic Practice | Jennie Robinson | Esther Simpson LG.08 |
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| 28.09.22 | 14:00-15:30 | Employability Support for MSc Management students | Professional Development Tutor (PDT) | Maurice Keyworth G.02 |
| This session will tell you about the employability support available to you as an MSc Management student and help you to consider the actions you should be taking now to prepare yourself for your entry into the workplace. There will be time to ask questions. |
| 29.09.22 | 09:00-11:00 | Making Connections | Nicola Smith & Ryan Offutt | Esther Simpson LG.08 |
| A face-to-face session with Occupational Psychologist Ryan Offutt that will prepare you to build connections with the community of staff and students here at Leeds University Business School.  |
| 29.09.22 | 12:00 – 13:30 | MSc Management Alumni – top tips from recent graduates | Louisa Hill | Online (Zoom) |
| In this online session, hear from recent MSc Management graduates. They will give you their ‘top-tips’ for the programme and tell you about their job seeking and new careers. |
| 29.09.22 | 16:00 – 17:00 | SES Q&A (optional) | SES staff | Online |
| 30.09.22 | 13:00 – 15:00 | Social Event | Nicola Smith | Refectory South |
| An informal social event for all MSc Management students. Please come and join your new colleagues for coffee, cake and chat. |

\* Session will be recorded