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| Leeds University Business School |

**Welcome and Induction Timetable 2023-24**

**BSc Programme Title International Business**

**Programme Director: Dr Christos Antoniou**

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| **Date** | **Time** | **Title** | **Contact (person running the session)** | **Delivery Method (Zoom/Teams/Collaborate/Face to Face)** |
|  |  | **Week 1** |  |  |
| **25/9/23** | 10am-12 noon | Welcome to the Programme | Christos Antoniou | Maurice Keyworth G.02 |
| Description of session:A welcome session from your Programme Director, outlining some important information about the International Business programme |
| **25/9/23** | 12:30-2:00pm | Social – meet the Team | Christos Antoniou  | Clarendon SR 2.08 |
| Description of session:Light lunch and meeting the IB Team |
| **26/9/23** | 10-11:30am | Making the most of your first year, including an introduction to the Careers Centre | Andy SmithMarc Steward | Maurice Keyworth G.02 |
| Description of session:An introduction to the Career Centre, plus some useful information for getting the most out of your first year in Leeds. |
| **26/9/23** | 1-2pm | School Welcome | Tao Jiang | Online **You can find the link to this session in your timetable in your** [**Programme Specific Information folder in Minerva**](https://minerva.leeds.ac.uk/ultra/organizations/_85320_1/cl/outline) |
| Description of session:This session will introduce you to some key figures within the Business School and will be led by some of the 2023/24 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. |
| **26/9/23** | 4-5pm | Careers Support and Global Opportunities | Careers Service and Global Opportunities Team | Maurice Keyworth G.02 |
| Description of session:An opportunity to hear from one of the SES teams about opportunities and support available from the careers service |
| **27/9/23** | flexible | Online material and resources | Student Initiative | Online |
| Description of session:Opportunity to acquaint with online resources and material available, and consolidate understanding of the information shared so far |
| **28/9/23** | 10-11amthen1-2pm | University of Leeds Campus Treasure Hunt | Andy Smith | Maurice Keyworth G.02 |
| Description of session:Working in small teams you will navigate your way around the university campus, exploring the facilities whilst solving clues in order to find the treasure hunt ‘password’, which holds the key to the treasure. |
| **28/9/23** | 3-4pm | SES Q&A Session (optional) | SES Staff | Online**You can find the link to this session in your timetable in your** [**Programme Specific Information folder in Minerva**](https://minerva.leeds.ac.uk/ultra/organizations/_85320_1/cl/outline) |
| 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. |
| **29/9/23** | 11am-12noon | Meet your Academic Personal Tutor (APT) | Andy Smith | Maurice Keyworth G.02 |
| Description of session:The session aims to facilitate the relationship with your Academic Personal Tutor.  |
| **29/9/23** | 12noon-1pm | Team and Me – Welcome Competition Launch (optional) | Chris Hoy and Tao Jiang | Conference Auditorium 2 |
| Description of session:This optional competition is aimed at new 1st Year UG and PG Students to help them build relationships and settle into the university by partaking in a team activity. More information can be found on the LUBS Student Guide. |
| **29/9/23** | 2-4pm | In the Know with TPO: The Importance of Transferable Skills and Experience in Your Job Search Strategy | Marc StewardKirsty O’Sullivan | Maurice Keyworth G.02 |
| Description of session:Kirsty O'Sullivan, Talent Officer at The Private Office (TPO) and Marc Steward, Careers Consultant at the University of Leeds, will co-present this interactive session highlighting the importance of transferable experience and skills in your career development and job search strategy. |