

# Pre - Arrival Guide

Professionals in Practice

University  
of Bolton



**Business Logistics, Innovation and Systems**  
Induction  
September/October 2008



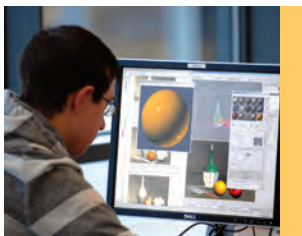
we take  
**great pride** in the  
standards of  
**teaching** and  
learning



welcome

Welcome to the University of Bolton, a university dedicated to giving you the knowledge and experience you need to successfully pursue the profession of your choice.





Students have found that attending the induction sessions has been really helpful to them in settling into their programmes of study, so we urge you to utilise this opportunity and meet colleagues from across the University, your School and make friends with fellow students.

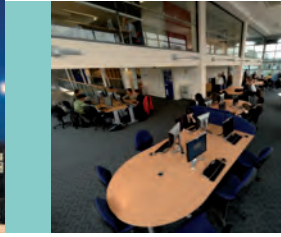
Please look at the following information which lists the courses so that you can identify when and where you should attend the induction sessions. If you are at all unsure about any of the information in this leaflet please telephone the School Office on 01204 903514.

If you are taking a JOINT degree you have been allocated to your "home" School on an alphabetical basis of the subjects you are studying so for example if your course is BA (Hons) Law and Biology your "home" School will be the one that offers Biology, which is the School of Health and Social Science. If you are taking a major/minor combination your major subject will determine your home School.

## Purpose of Induction

One of the first and most important university activities for all students is the induction programme. You will have gone through the formalities of enrolling and now the induction activities give you an opportunity to meet the people you will study with, find out more about your programme of study and see the facilities and accommodation you will be using





There are several things that will help you to settle into your course and keep on track:

- Ensure that your Academic/Personal Tutor gets to know you – talk about why you are studying this course and what you hope to achieve from it;
- Get to know the Administration staff in the School Office. This team of staff look after your records and can provide a lot of support and guidance if you need help;
- Read your course handbook – it is full of very important information that you need to know;
- Familiarise yourself with the self study guides available in the library. They are an invaluable resource;



- We hope that you will not hit any problems but it is important to let your Academic/Personal Tutor know quickly if you do experience any problems – the sooner they know the difficulties the quicker you can agree on a course of action.



## Business Logistics, Innovation and Systems



### Full-time

Date	Time	Session	Programmes	Location
Monday 29th September 2008	11.00 am – 12.00 noon	University Welcome including Library Welcome		Deane Lecture Theatre
	1.00 pm – 4.00 pm	Departmental Induction/ Programme Induction with BLIS team and Module Registration with Course Leaders	BSc Business Information Systems BSc Business (Operations) Science BSc Media & Creative Business BSc E-Business BSc Logistics and Supply Chain Management MSc Business Information Systems MSc E-Business MSc Management (Operations) Science MSc Media & Creative Management MSc Supply Chain Management	DI-42
Wednesday 1st October 2008	10.00 am – 12 noon	Social Event	All Programmes listed above	DI-42





## Part-time

Date	Time	Session	Programmes	Location
Wednesday 24th September 2008	3.00 pm 5.00 pm 7.00 pm Repeated sessions please attend only one session	University Welcome including Library Welcome	All Programmes	Deane Lecture Theatre
	6.00 pm	Programme Induction and module choice	All Programmes	DI-008





# the university library



The start of the 2008-09 academic year is an exciting time for the University Library. Over the summer our two libraries have been merged to create one central facility.

The Library gives you access to both printed and electronic learning materials, space for individual and group study, PCs (with access to the University network, the internet, e-mail, and a wide variety of software tools), and media facilities. You can issue and return your own books using your University student identity card. You can also photocopy material, and print from the computers.

As well as 'traditional' library facilities, the new area includes a 'Social Learning Zone' with a more relaxed atmosphere, comfortable seating, wireless connectivity for laptops, and Eagle365 (a computer facility which is open 24/7). You can borrow a lap top from the Library to help with completing your course.




In the library there are well-qualified, experienced staff who can answer all your queries, and be on hand to help you find anything you need. The Library has held the Charter Mark award for customer service excellence since 2005, and we pride ourselves on our helpful, friendly staff. You can take a look at our web pages to find out more about the Library – these are available via <http://www.bolton.ac.uk/students/>

You are encouraged to attend one of the Library Induction sessions, which are available to all new students, as this will equip you with a basic introduction on how we can help you with your studies. You can also visit our stand at the Freshers Fayre where our staff will answer any questions you might have, and give you more information about the Library services.

Please use the facilities the Library offers you, and tell us what you think of them. We are always keen to know how we can improve our services to you.







together we are  
**focused** on  
the achievement of  
our **students**

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