
Topics for meeting with tutees

- Assessment
- Plagiarism
- Applying for a Master's course

These slides are available on

[http://www.economics.soton.ac.uk/staff/aldrich/Notes for tutees. pdf](http://www.economics.soton.ac.uk/staff/aldrich/Notes%20for%20tutees.pdf)

Assessment

- For most modules a written examination is the most important component of the assessment.
 - The first semester exams are in weeks 13 and 14 (January 16 to 28). Your detailed timetable is accessible through SUSSED. Read the regulations there. Note: no paper in or out, no talking (except to invigilator/supervisor).
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Preparation for exams

You should go to the exam knowing the material

AND knowing what will be expected of you.

- Information on the **structure** of the exam is available—exam **rubrics**.
 - Past papers are available.
 - You should check with the lecturer whether the course has changed from past years.
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In case of illness

- If you are ill on the day of an examination you must contact the School Office on the day, preferably before the scheduled start time of the exam, to report that you are unable to attend due to illness.
 - <http://www.soton.ac.uk/socscinet/ug/forms.html>
[University student medical guidelines](#)
 - If ill, you may need Special Considerations.
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Failing and re-sitting

- If you get a mark of 24% or less in a module you will have to take the exam again—in the resit period (late August/ September).
 - Your mark in the resit will be capped at 40%.
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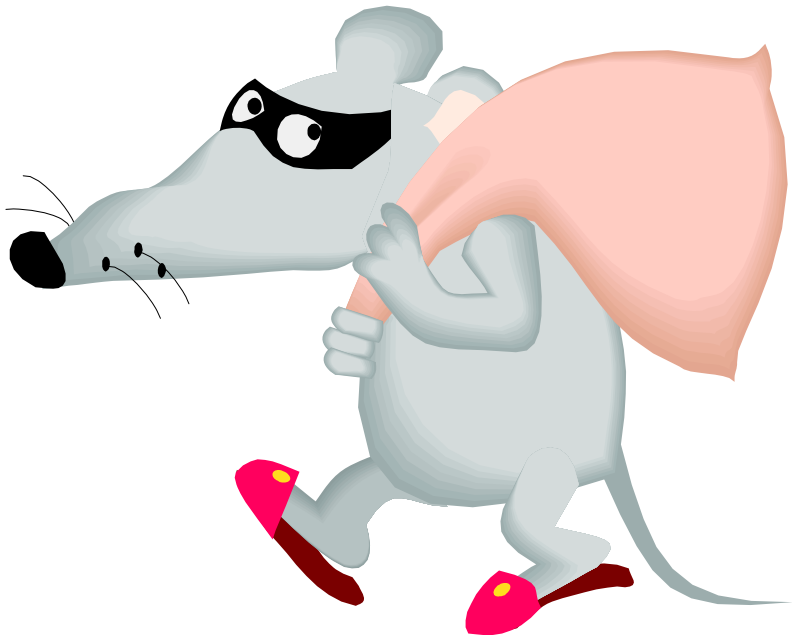
Plagiarism

Plagiarism is presenting somebody else's work as your own. It is regarded as a form of cheating.

There are 2 aspects

- Using somebody else's work
 - Presenting it as your own.
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What is Plagiarism?



- In some countries/cultures students may expect to copy
- Teachers may want students to repeat exactly what is in text books or lecture notes.
- At the University of Southampton all work you submit for marking **must be** your own original creation
- Presenting another's work as if it was your own is called "plagiarism" and is the **wrong thing to do.**
- **Plagiarism** is what you do when you copy without acknowledging your sources
- There are academic conventions to acknowledge sources
- We have clear university regulations against plagiarism

Plagiarism is using someone else's work but not indicating that it is not your own

I have been guilty of plagiarism

- I should have acknowledged that the previous slide was taken from

<http://www.soton.ac.uk/library/subjects/ecs/plagiarismecs.ppt>

The University has software to detect plagiarism and has punishes plagiarism—be careful to avoid it

- **Always** refer to your sources and put any passage you reproduce in quotes.
However
 - It is usually a **bad idea** to copy and paste text—even if you acknowledge the source.
 - A **bad idea** because the marker will think you are lazy and probably do not understand what you have copied.
 - Putting matters in your own words is better—but **always** acknowledge the source.
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Applying for a Master's course

- You have to choose a university and a course.
 - Get advice from older students and academics and shop around online.
 - Entry requirements vary across universities and within universities across courses, so check that you're being realistic.
 - You will need references.
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Applying for 2012/13

- Apply (online) when you need to: universities have different deadlines.
 - Referees will be contacted directly by email, and reply by email.
 - Open references are not used, sealed references are very rare, as is direct mail contact.
 - First semester marks are available in late February.
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Referees

- Most universities ask for 2 academic references.
- The core of the reference is an assessment of your academic ability based on your marks.
- The **ideal** referee knows how good you are from personal experience but all lecturers have access to your academic record.

Academics expect to act as referees but it is always polite to ask them before you give their names.

Applying for 2013/14

You do not need to apply before semester 1 of 2012.

This year there is nothing to do except

- do your best in the exams
 - talk to your third year colleagues about their experience in applying.
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