

# **Get ready for MSc Project Management**

Welcome to the MSc Project Management here at UWE Bristol! I hope you are looking forward to starting your postgraduate studies. We've put together this brief introduction to help you prepare so that you're ready to get going as soon as you arrive. If there's anything we've missed, please let me know. Otherwise, I look forward to meeting you in September.

## **Dr Mohammed Kishk**

Programme Leader

## Before you start

We are looking forward to welcoming you in the week commencing 15 September for Starting Block and the beginning of your programme.

Starting Block will help you settle into university and to help you get to know your teaching team and course mates. We will help you find your way around, get used to our systems, and practise the skills you need to make a strong start. Look out for further emails and explore the <a href="Starting Block website">Starting Block website</a> with more details.

Your <u>timetable</u> will be available to you via MYUWE (login required) once you have started the registration process. Please visit the <u>'Understanding your teaching timetable'</u> website to find out when your timetable will be published.

**You** should expect to be in UWE 2-3 days a week in the autumn term (September to December) and the spring term (January to May). In the summer term (May to August), you will focus on your Masters Project.

### Preparing and arrival

You can find everything you need to know about registration, Starting Block and the start of teaching, on our <u>Preparing and Arrival</u> webpage. Take a look at our website to familiarise yourself with our facilities and services such as the <u>library</u>, <u>study skills</u>, <u>academic support</u>, <u>health and wellbeing support</u> and much more.

You can also explore our support for careers and enterprise. <u>UWE Careers & Enterprise</u> provide a range of workshops, appointments and a huge range of online resources to support students in realising their future ambitions. The <u>Careers Toolkit</u> is our online portal to finding vacancies, booking onto events and accessing a range of resources.

#### Registration

Once you have satisfied all admissions requirements, we'll send you your login details for

our IT systems to enable you to activate your university email account. Once your account has been activated, you'll gain access to the <a href="MYUWE">MYUWE</a> platform where you can register. Note that your login details for MYUWE are different to those used for the UWE Welcome website. Registration for September programmes will only be open from August onwards. You can find guidance and further information on our <a href="Registration">Registration</a> website.

## ID card - upload your photo now

We can only print your ID card if you have added your photo to <a href="MYUWE">MYUWE</a>. To avoid delays, upload your photo as soon as you receive login details. For help, go to our <a href="student card quidance">student card quidance</a>.

## **Engage with your programme**

## Read around your subject

A key skill which is required to achieve a high level of success within your chosen programme is the ability to think critically about key issues and practices. To help you to enhance these skills and be ready to engage with your studies, you should start to read and research around your subject before you arrive. Explore the <u>Library</u> web pages to see the wide range of resources available to you once you become a UWE Bristol student.

## **Connect with others**

The academic team is approachable and very happy to answer your questions. You are welcome to drop by for a chat or schedule an appointment. You should also make sure you have a LinkedIn profile to increase your public profile and discover other opportunities. If you have an account, connect with your lecturers and colleagues.

# Be prepared

#### **Access support**

Check the information on our <u>Disability web pages</u> so you know what you need to do. If you need any urgent additional mobility or other support to fully access all activities during your studies, contact me as your programme leader.

## **Get equipped**

The University has computers on all our campuses for you to use during your studies. These provide access to our core digital learning tools and any specialist software required for your course. You may have scheduled sessions in computer labs or other specialist facilities, and you will be able to use open-access PCs for self-study.

UWE Bristol licenses many specialist software packages for use on personal laptops for the duration of your course. If you're struggling to meet the financial demands of your course, please contact the Student Money Service team for advice and guidance.

See the UWE website for detailed information on <u>choosing your IT equipment</u> including recommended specifications.

The core software used in your course includes: Project Professional

These packages will run on Windows devices but not on Mac devices, tablets or Chromebooks. We recommend that you have access to a **Windows device** with the followingminimum specifications:

**Processor:** 1.6 gigahertz (GHz) or faster, 2-core

Operating system: Windows 10 or Windows 11 64-bit

Memory: 4 GB RAM

Hard disk space: 4.0 GB of available disk space

Display: 1280 x 768 screen resolution

**Graphics:** DirectX 10 graphics card for graphics hardware acceleration

## **International students**

<u>The Global Student Support Team</u> offer information and advice to ensure you receive all the support you need to get the best from your time at UWE Bristol. They are here to help you to settle in when you first arrive at UWE Bristol and organise social events to help you to adapt to your new environment.

# Who to contact if you have questions

For any questions about the programme, please` contact me: **Mohammed Kishk** via email at Mohammed.Kishk@uwe.ac.uk

Please note: this information has been provided on the assumption that you will meet the conditions of your offer and be eligible to take up your place.

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