Get ready for BA(Hons) Business and HRM (Top Up)

Hello! As your Programme Leader, I warmly welcome you onto **BA (Hons) Business and HRM (Top Up).**

I very much look forward to meeting you soon, and please do get in touch if you have any further questions.

I have provided some information below that will help you to prepare for starting with us.

Chathushka Kiriella
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 practice the skills you need to make a strong start. Look out for further emails and explore the Starting Block website with more details.

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

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

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 MYUWE 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 [Registration](#) website.

ID card - upload your photo now
We can only print your ID card if you have added your photo to [MYUWE](#). To avoid delays, upload your photo as soon as you receive login details. For help, go to our [student card guidance](#).

Engage with your programme

Read around your subject

To succeed within your chosen programme you will need to think critically about key issues and practices. Here are some books and resources to help you to understand the scope of your programme:

- Armstrong, M., & Taylor, S. (2014) Armstrong's Handbook of Human Resource Management Practice. 13th ed. London: Kogan Page.

- Bratton, J. and Gold, J., (2012). Human Resource Management: Theory and Practice 5th ed., London: Palgrave Macmillan.

- Leatherbarrow, C., & Fletcher, J. (2019) Introduction to Human Resource Management: A Guide to HR in Practice. 4th ed. CIPD.

- Wilkinson, A., & Redman, T. (2013). Contemporary Human Resource Management: Text and cases. London, England: Pearson.

Be prepared

Access support
Check the information on our [Disability web pages](#) 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 provides computers on all our campuses for you to use in your studies. These computers will provide access to our core digital education 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.

Many students will benefit from access to a laptop, particularly if your access to campus is limited. The university licenses many specialist software packages for use on personal laptops for the duration of your course.

The core software used in your course may include:

Blackboard, Collaborate, Panopto, Microsoft 365 (formerly Office 365), PebblePad, SPSS. These packages will run on Windows devices but not on tablets or Chromebooks.

We recommend that you have access to a device with the Core Specification detailed in the link below. For better performance and speed, you may want to consider a higher spec laptop with Enhanced or Intensive Specifications.

See the UWE website for detailed information on [choosing your IT equipment](#) including [recommended specifications](#).

International students
[The Global Student Support Team](#) 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.

Next steps

Before you arrive, you will receive an online workbook to introduce you to the School and help you to prepare for university life. You can go through the workbook then, and it will be revisited during your induction activities.

Who to contact if you have questions

For any questions about the programme, please contact me: **Chathushka Kiriella**

via email at chathushka.kiriella@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.