SCI-A1010 - Introduction Course for Bachelor's students

Start lecture 17.9.2020

Elsa Kivi-Koskinen, Planning Officer

Agenda Today

1. Completing SCI-A1010 Introduction course for BSc Students
2. Academic integrity — *Head of Academic affairs Pia Lahti*
3. BSc Programme and degree
4. Important administrative issues and academic policies
5. Studying at Aalto University
6. International study options— *Planning Officer Mari Dagnall*

Part 1. Completing SCI-A1010 Introduction course for BSc Students

Learning outcomes of the course

The course aims to offer all the information necessary for success in studies at Aalto University.

Upon completion of the course, you:
- **have acquired knowledge about the degree requirements**
- are able to make a target-oriented study plan
- are familiar with the services offered by the university
- know the study-related IT-systems and have the ability to use them
- are familiar with effective learning and study skills and are able to use them in real life
- are familiar with Aalto University, your own degree programme, major, and academic advisor
- have improved both your academic and intercultural skills to be able to work and collaborate in a multicultural and multidisciplinary learning environment
- **Know the principles of good study practices at Aalto university**
- **Know what academic integrity is at Aalto University and how to adopt it**

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Course requirements

mycourses.aalto.fi → SCI-A1010 - Introduction Course for Bachelor's students, 10.09.2020-31.05.2021 https://mycourses.aalto.fi/course/view.php?id=29907

Course requirements
- active participation in orientation week events
- active participation in lectures during I period
- participation in academic advising
- assignment on time management
- drafting a personal study plan and submitting it for approval
  - *includes discussion with the academic adviser, reflecting your goals and future career, assignment on choosing the minor and drafting the actual study plan in Sisu*
- **A short quiz after every lecture for gathering feedback and monitoring attendance → more information at the end of the lecture**
- **NOTE! Check the schedule on MyCo, details of the Spring will be added later**
- **Graded with pass/fail**
- **lectures in I period, the course continues throughout the first year of studies**
- **the course will be graded in May 2020**

Schedule, part 1

Five lectures in period I on Thursdays

Lectures in Zoom

- **Thu 17.10. at 14:15 – 15:45 Start lecture**
- **Thu 24.10. at 14:15 – 15:45 Career and working life**
- **Thu 1.10. at 14:15 – 15:45 Research and academia**
  - Data Science and Digital Systems and Design students participate the CS Research Day at 12:00 – 15:00 https://www.aalto.fi/en/events/cs-research-day-2020.
  - for other students the programme is organised by their own major at 14:15 - 15.45.
- **Thu 8.10. at 14:15 – 15:45 Effective Learning and Study skills**
  - instructions for the time management assignment
- **Thu 15.10. at 14:15 – 16:00 Study wellbeing and how to optimize my cognitive performance**

Schedule, part 2

- **assignement on time management, <u>DL 15.11.2020</u>**
- **preparing a personal study plan, <u>DL 30.4.2021</u>**
  - Assignment on choosing a minor due 31 Mar, meeting with the academic adviser, reflecting your goals and future career
- **Personal study plan workshops and information on choosing a minor in the Spring term**
- **Academic advising meetings in the Autumn and Spring → your AA will contact you**

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Part 2. Academic integrity

Head of Academic Affairs at the School of Business
Pia Lahti

Part 3. The BSc programme and degree

Aalto Bachelor's Programme in Science and Technology

- four Aalto schools of technology, five study options
- School of Science coordinates the programme

School of Chemical Engineering – major in Chemical Engineering, first intake 2019
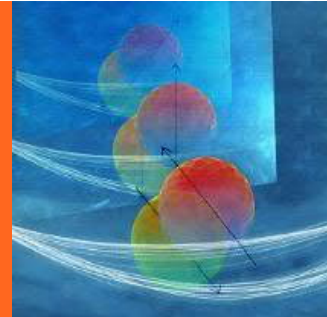
School of Electrical Engineering – major in Digital Systems and Design, first intake 2018

School of Engineering – major in Computational Engineering, first intake 2019

*School of Science – majors in Data Science (first intake 2018) and Quantum Technology (first intake 2019)*

Number of students

Major	1st year students	2nd year students	3rd year students
Chemical Engineering	18	15	-
Computational Engineering	17	17	-
Data Science	23	19	25
Digital Systems and Design	18	24	5
Quantum Technology	17	19	-
	93	**94**	**30**

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Bachelor's degree structure

- **Three years with 60 ECTS/ academic year = 180 ECTS credits**
- **Bachelor of Science (Tech.) degree**
- **The degree consists of**
  - basic studies (65 ECTS)
    - mathematics 25 ECTS
    - programming/IT 25 ECTS
    - language and general studies 10 ECTS
    - Industrial Engineering and Management 5 ECTS
  - major studies (65 ECTS)
  - minor studies (20-25 ECTS)
  - elective studies (25-30 ECTS)

Major 65 ECTS | Bachelor's thesis and seminar 10 ECTS | Minor 20 – 25 ECTS

Basic studies 65 ECTS | Elective studies 25-30 ECTS
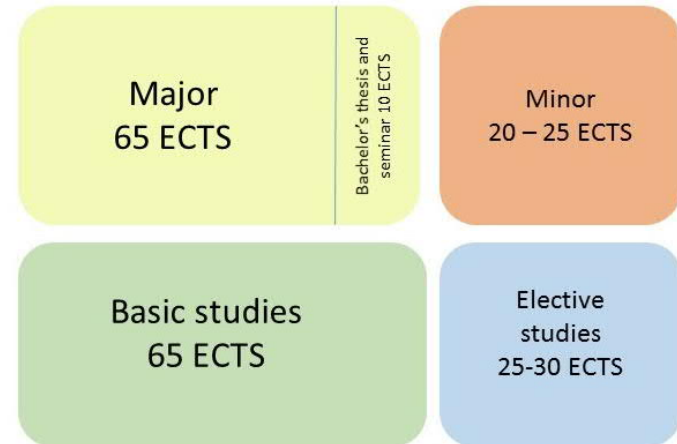
Direct continuation from BSc to MSc

- Your study right includes both Bachelor's (3 years) and Master's (2 years) degrees
- Direct continuation to several MSc programmes
  - Several other MSc (Tech) options by choosing a specific minor

Further information on the Into webpages of the programme
https://into.aalto.fi/display/enbsctech

➢ **Continuing to a master's programme**

And

➢ **Continuing studies in a different school of technology after a Bachelor's degree**

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What should I study?

- **The *curriculum* of your major determines what can be included in the degree (see the Into page of the programme)**

- **The curriculum is designed following to *programme structure*.**
  - The possible elements are basic studies, major, minor and elective studies
  - In basic studies and major, the choices are limited, but minor and electives depend on your personal goals and interests

- **A recommended timetable is offered for the first year of studies**
  - Highly recommended to follow the model timetable to ensure the prerequisites for the following courses
  - By following the model timetable you reach the 60 credits annual target

- **The courses you select within the curriculum, the scheduling of them, the minor and the courses you wish to include in the electives are determined on your *Personal Study Plan (HOPS)***

Curriculum by timing

Orange: basic studies | **Green: major studies**

First year

1st AUTUMN	1st SPRING
Differential and Integral Calculus 1	First Course in Probability and Statistics
Matrix algebra	Differential and Integral Calculus 2
Programming 1	Differential and Integral Calculus 3
Statics and Dynamics	Programming 2
Introduction Course for BSc students	Numerical Methods in Engineering
Introduction to Industrial Engineering and Management	University Wide Studies*
Compulsory language course	2nd national lang/Finnish A1

Second year

2nd AUTUMN	2nd SPRING
Data Structures and Algorithms	Foundations of Continuum Mechanics
Foundations of Solid Mechanics	Thermodynamics and Heat Transfer
Basic Course on Fluid Mechanics	Finite Element and Finite Difference Methods
Materials Science and Engineering	Major optional course
Computer-aided Tools in Engineering	Elective/ Minor course
Major optional course	Elective/ Minor course

Third year

3rd AUTUMN	3rd SPRING
Computational Engineering Project	BSc Thesis and Seminar
Elective/ Minor course	Elective/ Minor course
Elective/ Minor course	Elective/ Minor course
Elective/ Minor course	Elective/ Minor course
Elective/ Minor course	Elective/ Minor course

Personal Study Plans (HOPS) 2020

- Also HOPS or PSP
- Helps you achieve your goal within the intended timeframe
- Your degree = courses on your study plan
- Can be modified, remember to keep your study plan up-to-date!
- Agreement between the student and the university of the courses that count towards a degree
- Personal study plans will be made in SISU system (sisu.aalto.fi).
- The templates are under construction, and hopefully ready by end of September.
- You don't have to have an approved HOPS to be able to register on courses.
- First HOPS is made during the Spring
- In the meantime, follow the recommended timetable

Compulsory language studies, part 1

Compulsory language studies, 3 ECTS credits (both oral and written)

- LC-1117, Integrated Oral and Written Skills (o,w), 3 op this autumn (Chemical Engineering students 1st Spring)
- These language studies must be at an intermediate to advanced level
- courses in other languages than English can be found from Language Centre Into pages

Second national language of Finland, 2 ECTS credits

- required of those who have had Finnish or Swedish as their language of education
- Other students take the equivalent two credit's worth of language studies in any language, LC-7311 Finnish 1A offered in III period

Maturity demonstration (when writing the BSc thesis) in the language of education is required of those who have had Finnish or Swedish as their language of education

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Compulsory language studies, part 2

Finnish students

- **Who have studied less than 5 courses of Swedish in upper secondary can apply for exemption from the 2nd national language**

- **Who have not completed Finnish/ Swedish as a native language in matriculation examination are automatically exempted from the the 2nd national language → they can take 2cr of any language studies**

- **Be in touch with bsc.tech@aalto.fi if you have any questions about language studies**

Bachelor's degree "with Honours"

A Bachelor's degree may be awarded with honours

Data Science and Quantum Technology students (School of SCI)

- if the weighted average grade of the courses included in the degree (excluding the thesis) is at least 4.0
  AND

- the grade for the bachelor's thesis is 'Pass with Distinction' (graded either 'Pass with Distinction' or 'Pass')

Chemical Engineering, Computational Engineering and Digital Systems and Design Students (Schools of CHEM, ENG and ELEC

- if the weighted average grade of the courses included in the degree (excluding the thesis) and the grade for the thesis both are at least 4.0.

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Tips – how to succeed in all this

- **Ensure a good start for your studies.**

- **Prepare to study full-time.**

- **Plan your studies in advance**
  - Rough idea of the BSc degree as a whole (yearly plan, personal study plan)
  - Plan each academic year and term (monthly plan)
  - Schedule all courses and assignments in your calendar, don't forget to include individual work (weekly plan)

- **Always attend the first lecture of the course.**

- **Be proactive and independent in search for information – there are always people here to help you, but encouraging students to be independent and take responsibility is part of the core ideology of Finnish universities.**

Part 4. Important administrative issues and academic policies

Academic policies and regulations

Degree regulations of the schools

General Regulations on Teaching and Studying

Exam Regulations

Code of Academic Integrity and Handling Violations Thereof

Code of Conduct in the University Environment

Study right and study time

- **You have the right to pursue both Bachelor's and Master's degrees at Aalto University**

- **The aim is to complete the BSc degree in three (3) years and the Master's degree in two (2) years**

- **Study time is limited to seven (7) years covering both degrees**

  - Non-EU students must show progress in their studies in order to renew the residence permit annually (45 ECTS/year)

  - Note! The limitations in the duration of the scholarship

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Part 5. Studying at Aalto University

Academic year 1 Aug – 31 July

Autumn term 2020

Teaching and evaluation periods	Time	Week numbers
First evaluation period; orientation	31 Aug – 4 Sep 2020	36
Period I and evaluation week	7 Sep – 23 Oct 2020	37–43
Period II and evaluation week	26 Oct – 11 Dec 2020	44–50
Second evaluation period (for retake exams)	14 Dec – 18 Dec 2020	51

Possible course exams until 18 Dec
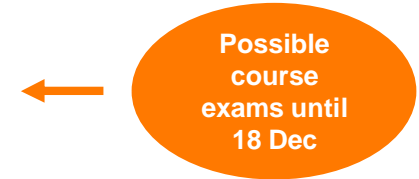
Spring term 2021

Teaching and evaluation periods	Time	Week numbers
Period III and evaluation week	11 Jan 2020 – 26 Feb 2021	2–8
Period IV and evaluation week	1 Mar – 16 Apr 2021	9–15
Period V	19 Apr – 4 Jun 2021	16–22

Summer courses are subject to separate guidelines.

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Study credits and workload

27h

- of work equals one ECTS study credit
- The target is to achieve 60 ECTS credits per academic year

= 1620h of work annually

- includes lectures, assignments, individual work etc. also time for thinking
- Most courses 5 ECTS credits

Typical course at Aalto schools of technology

- **One lecture is usually 90 minutes**

- **Most courses have lectures and exercise groups**

- **"An academic quarter"** **Lectures start always a quarter past: If the lecture time is 10-12, it means 10:15 – 11:45**

- **Lectures usually twice a week**

- **Courses usually run for one or two periods, sometimes the whole academic year**

- **To find out the details and individual characteristics for each course, it's very important to attend the first lecture/meeting**

Course registration

- **Course registration opens 28 days before the period and closes 7 days after the course has started**

- **UWAS, BIZ, language courses = exceptions**

- **If seats are limited, degree students for whom the course is compulsory are usually prioritized**

- **Cancellation possible in WebOodi only when the registration is open → if you drop the course later, notify the teacher**

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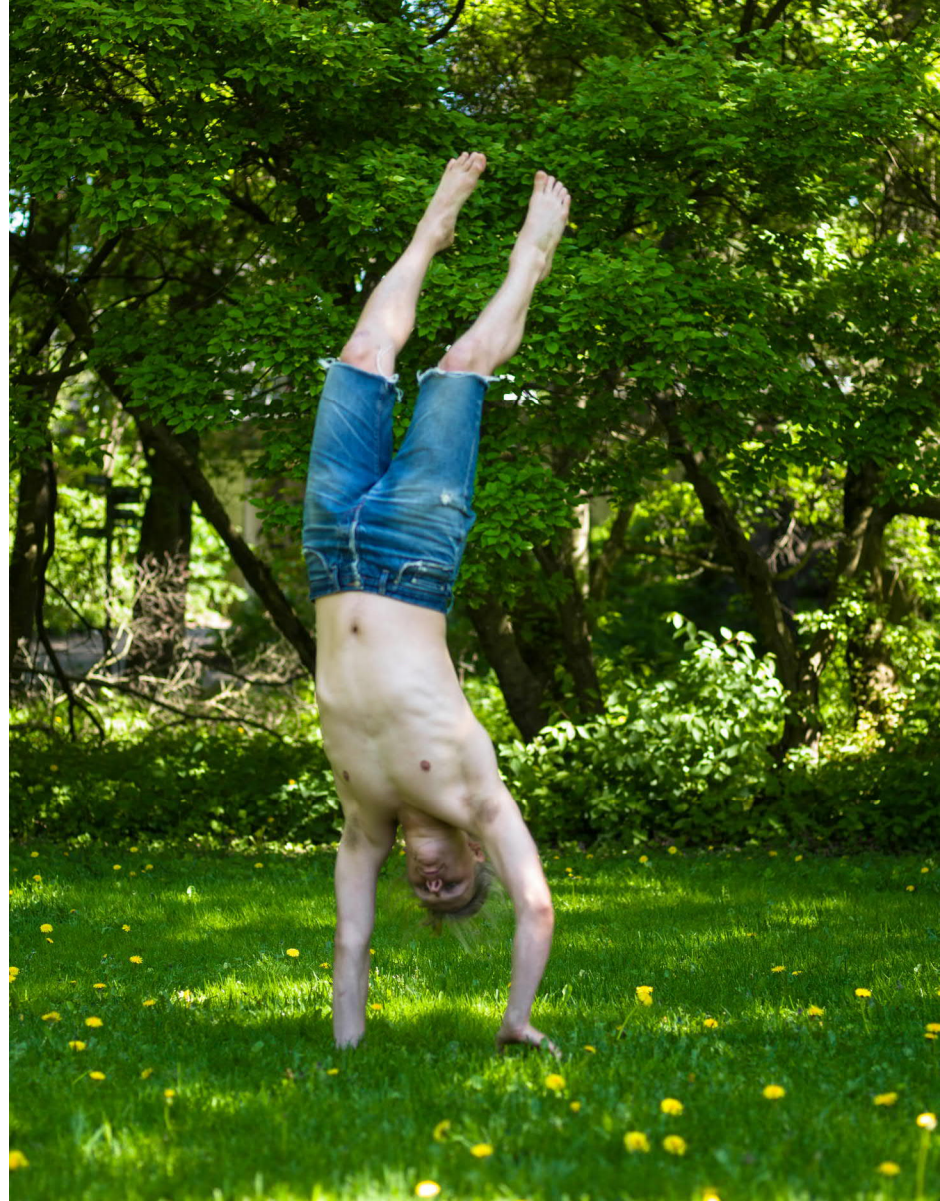
Exams

- **At least two exams per year per course**
- **Exams take place on the evaluation weeks at the end of each study period**
- **Exam typically lasts 3 hours**
- **Equipment: Student card or other ID, pencil/pen and eraser, calculators and dictionaries allowed in some occasions**
- **Registration is compulsory**
  - The first exam is included in the course registration, appreviation on WebOodi (KT)
- **Examination regulations + Aalto University Code of Academic Integrity: into.aalto.fi/display/enopinnot/Academic+policies+and+regulations**

Exam registration

Registering for a course includes registration for course exam (abbreviation KT in WebOodi) = the first possibility to take the exam after the course

If you can't make it to the course exam, there are retake exams, but you have to register in advance in WebOodi

Registration on exams opens 60 days before the exam at the latest and closes seven days before the exam

Unattended exam = failed exam

Only registered students can sit the exam – no exceptions

Grading

- **Grading scale is 0-5 (5 best grade, 1 lowest pass grade)**

- **Or just pass/fail**

- **Courses graded with 'pass' can not be converted into a numerical grade**

- **Failed courses do not show on the transcript of records**

- **grading must be published within four weeks of the examination date or other deadline given for the completion of the study attainment.**

Tools for your studies

SISU
Tool to design and submit your HOPS

WebOodi
oodi.aalto.fi
Course descriptions, registering for courses and exams, official electronic transcripts

INTO – bookmark the page of the programme!
into.aalto.fi
Information related to your studies: curriculua, degree structures, contact information, instructions, academic rules and regulations

MyCourses
mycourses.aalto.fi
Course spaces, news and materials

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Where is my lecture room?

- **Check WebOodi, MyCourses, or your Model Schedule in Into**

Image: Amazon

How to find your lecture room

Information of teaching location

Please note, that in the field Abbreviation the code of the location with a building number/letter (1-3 or A-Ö characters) is shown. The full name of the teaching location is shown under Name.

Campus maps [Opens in new window]

Abbreviation	Name	Building
R030/T1	T1 / C202 (T1)	Computer Science and Engineering, Konemiehentie 2

Building number   Building name and address

- **You can also download Aalto Space app → navigator to different buildings and spaces + booking system for rooms and work spaces**

- **Make sure you have registered your phone number in the student register (update yourself in WebOodi)**

Certificates and statements

- **Transcript of records and Certificate of student status = official electronic certificates in you own WebOodi account**

- **Transcript of records and Certificate of Student Status (enrolment certificate) with stamp = reports from study register Oodi, anyone in Student Services can give them**

- **Statements for different purposes = programme-specific or tailor-made, contact the study coordinator of the programme**

- **When you need any official statements, email to bsc.tech@aalto.fi**

Yes.

Seal of Approval

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Image: Redbubble

A" Aalto-yliopisto
Aalto-universitetet
Aalto University
WEBOODI · AALTO UNIVERSITY

FI | SV | EN   ?   Example Student
Student

Search for instruction   Search

FRONTPAGE   MY STUDIES ▾   STUDY PLANS   INSTRUCTION AND COURSES ▾   TOOLS ▾

○ Enrolment
○ Transcript of
   records
   Certificate of
   student status

Order for an electronic Transcript of Reco...te of Student Status

Here you can create a transcript of your study records and / or a certificate of your stu... generate a shareable link for your transcript / certificate. With this link the recipient is able to view your transcript / certificate directly in their browser, without t... default, you can set the availability of the link to be 7, 30 or 60 days. You can also end the availability sooner, if you wish.
Store your digitally signed PDF file carefully. In its original state, the file shows that your transcript/certificate is digitally signed and therefore valid. If you alter the file, its digital signature will no longer be valid. If your digitally signed document is not accepted by a recipient, you may request a signed and stamped paper transcript/certificate from a student services desk.

Transcripts that you have ordered

GENERATE A TRANSCRIPT

You have not ordered any transcripts of studies. You can order a transcript here.

Ordering a transcript

LANGUAGE OF THE TRANSCRIPT
○ Finnish
○ Swedish
● English

☐ Create a link to a public report

Add a comment..

CANCEL   ORDER

WEBOODI · AALTO UNIVERSITY

FI | SV | EN   ?   Example Student
Student

Search for instruction   Search

FRONTPAGE   MY STUDIES ▾   STUDY PLANS   INSTRUCTION AND COURSES ▾   TOOLS ▾

- Enrolment
- Transcript of records
- Certificate of student status

Order for an electronic Transcript of Reco... te of Student Status

Here you can create a transcript of your study records and / or a certificate of your stu... generate a shareable link for your transcript / certificate. With this link the recipient is able to view your transcript / certificate directly in their browser, without t... default, you can set the availability of the link to be 7, 30 or 60 days. You can also end the availability sooner, if you wish.

Certificates of student status that you have ordered

GENERATE A CERTIFICATE OF STUDENT STATUS

You have not ordered any certificates of student status. You can order a certificate here.

A" Aalto-yliopisto Aalto-universitetet Aalto University

WEBOODI · AALTO UNIVERSITY   FI | SV | EN   ?

Search for instruction   Search

FRONTPAGE   MY STUDIES ▾   STUDY PLANS   INST

Transcripts that you have o...

GENERATE A TRANSCRIPT

Certificates of student statu...
ordered

GENERATE A CERTIFICATE OF STUDENT STATUS

You...

Ordering a certificate of student status

LANGUAGE OF THE CERTIFICATE OF STUDENT STATUS

○ Finnish
○ Swedish
◉ English

☐ Create a link to a public report

Add a comment...

CANCEL   ORDER

What else can you do in WebOodi?

- **WebOodi = The student interface to study register (Oodi)**

- **Update your contact information (address, phone number, e-mail) → keep them always up to date**

  - Contact the Student Services to add your Finnish ID number

- **Enroll as attending / non-attending in the future**

  - Fee-paying students an exeption

- **Get a Certificate of Enrolment or Transcript of Records**

  - You can get a stamped copy from the Student Services

Annual enrolment

- Remember to enroll for each academic year either as attending or non-attending

- Only attending students can study (register for courses and exams etc.) and graduate

- You can enrol as non-attending for up to two terms without it having an effect on your duration of studies.

- Enrollment period runs from mid-May to early-September

- If you fail to enroll you will be removed from the student register and re-registration will cost you 35€

- Certificate of student status shows your enrolment status and is your temporary student card.

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Accessibilitity & Barrier-Free Studies

- **If you need special arrangements during your studies, please be in contact with the planning officer of the programme in the beginning of your studies**

- **You can find more information from Into: into.aalto.fi/display/enopisk/Individual+study+arrangements**

- **See more information on accessibility and barrier-free campus: into.aalto.fi/display/enopisk/Accessibility+and+a+barrier-free+campus**

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Study Progress rewards

- **The schools reward students who progress well in their studies**

- **SCI and ELEC: 500€ scholarship for students who achieved 60 cr per academic year**

- **CHEM: 500€ for completing the BSc degree in three years**

- **ENG: Dean's list**

- **More information during the academic year, follow the news in Into**

- **Note: academic year 1st August – 31st July → consider this when scheduling your summer courses, or retake exams**

- **For students paying tuition fees, incentive-based scholarship of 1500€ for achieving 60cr per academic year**

Who to contact?

Programme's student services and administration

- **Mission: To support the students to succeed in their studies, and to support the academics so that they can focus on teaching and research**

- **Study coordinator and planning officer, at the moment available online and by appointment → https://into.aalto.fi/display/enbsctech/Contact**

SCI Student Services provide services for all the students in the programme regardless of the major and school

- **Currently available online at bsc.tech@aalto.fi**

- **Visiting address: Computer Science building, ground floor**

- **General issues, such as student certificates and annual enrollment**

Teachers and professors

- **Major and Course-specific and subject-specific questions**
- **Contact information on the department website, Aalto People or MyCourses**

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We are here to help you – don't hesitate to contact us.

First, check the programme page in Into.

Registering your attendance

- Lecture quiz opens on lecture day (Thu) at 14:15 and is open until 14:15 the next day (Fri).

QUESTIONS?