



Aalto University

SCI-A1010 - Introduction Course for Bachelor's students

Start lecture 23.9.2021

Elsa Kivi-Koskinen, Planning Officer

Agenda Today

Part 1.

- Completing SCI-A1010 Introduction course for BSc Students, 2cr
- Curriculum and personal study plan
- Language requirements
- Important administrative issues and academic policies
- Studying at Aalto University

Part 2.

- Academic integrity – *Head of Academic affairs, Ms. Pia Lahti*

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 in Aalto University**
- **Know what academic integrity is at Aalto University and how to adopt it**

Course requirements

mycourses.aalto.fi → **SCI-A1010 - Introduction Course for Bachelor's students**

Course requirements

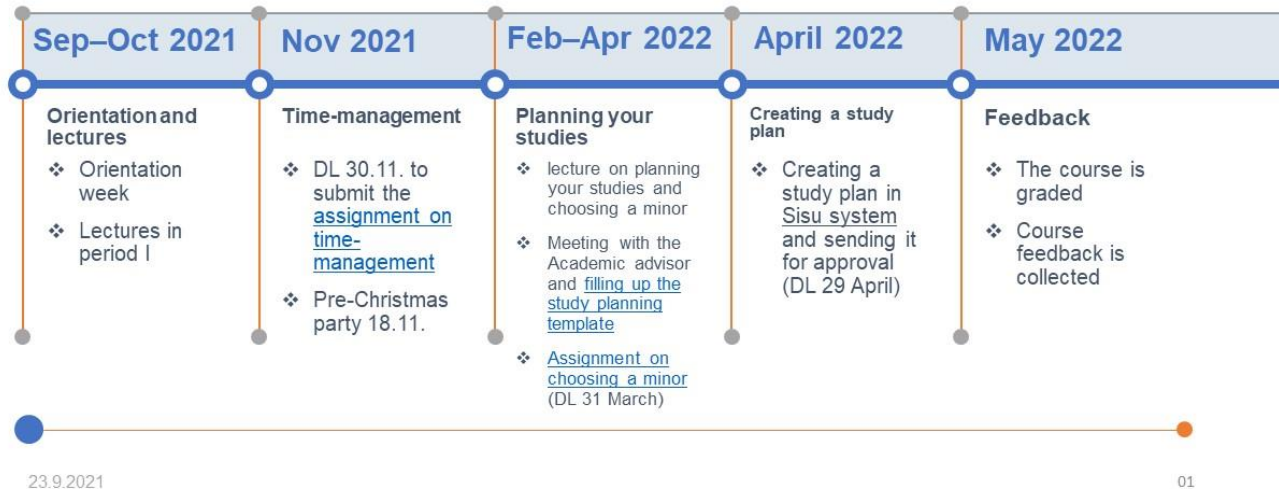
- active participation in orientation week events 
- active participation in lectures during I period
- participation in academic advising
- assignment on time-management
- drafting a personal study plan for your BSc degree
 - *includes discussion with the academic adviser, reflecting your goals and future career, assignment on choosing a minor and drafting a study plan for the whole BSc degree in Sisu*

Practical issues for SCI-A1010

- **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, some events may be major-specific**
- **Graded with pass/fail**
- **lectures in period I → the course continues throughout the first year of studies**
- **the course will be graded in May 2022**

Timeline for the course

SCI-A1010 Introduction Course for BSc Students *Timeline 2021-2022*



Teaching events in Autumn 2021

Teaching events

- **Thu 16.9. at 14:15–15:45 Get-together for the majors**
- **Thu 23.9. at 14:15–15:45 Start lecture and Academic integrity**
- **Thu 30.9. at 14:15–15:45 Career and working life - NO LECTURE, but a small task!**
- **Thu 7.10. at 14:15 Research and academia**
 - Programme organized by your major!
 - Data Science and Digital Systems and Design students participate in the CS Research Day at 14:00–16:30 <https://www.aalto.fi/en/events/cs-research-day-2021>.
→ **registration by 3 October!**
- **Thu 14.10. at 14:15 – 15:45 Effective Learning and Study skills**
 - instructions for the time-management assignment
- **Thu 21.10. at 14:15 – 16:00 Study wellbeing and how to optimize my cognitive performance**
- **EXTRA:** Thu 18.11. afternoon: Pre-Christmas party 😊

Assignments

- **assignment on time-management, DL 30.11.2021**
- **preparing a personal study plan, DL 29.4.2022**
 - Includes: an assignment on choosing a minor, due 31 Mar, meeting with the academic adviser, reflecting your goals and future career, preparing the first version of your BSc degree study plan in Sisu
- **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**

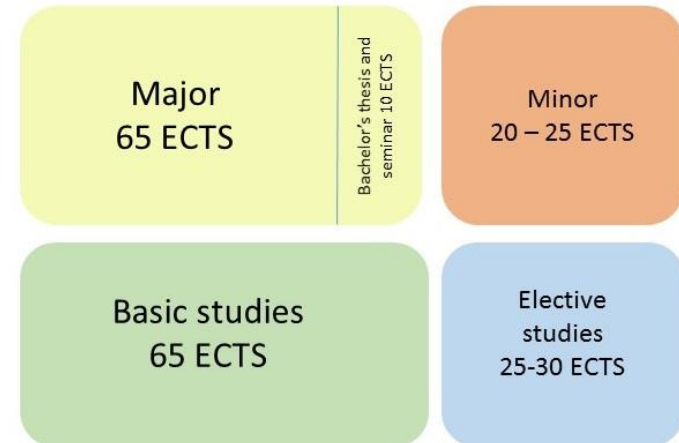
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Curriculum and personal study plan

Bachelor's degree structure

- **Three years, 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)



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 in 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 Plan (HOPS)

- Also HOPS or PSP
- Made in the Sisu System, but the detailed curriculum in Into
- Helps you achieve your goals within the intended timeframe
- Your degree = courses on your study plan
- Iterative process → important to keep the study plan up-to-date!
- You have already started drafting the study plan → first version of your BSc degree study plan ready during the Spring
 - Approval required!

Academic advising

- **An Academic Advisor is a teacher in your own field of study who can support you with study related issues by:**
 - giving general advice on studies at Aalto,
 - discussing study and career plans,
 - sharing their own experience and expertise.
- **Academic advising creates a link between students and staff so that:**
 - You are recognized as an integral part of the academic community,
 - We collect feedback about the programme

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Language studies in the BSc degree

Language requirements

Language and Communication Studies		Selections	5
SCI10.B Other studies		missing	- -
Second national language of Finland	approval required		- -
Compulsory Foreign Language	approval required		- -

- **Determined in the universities act**
- **Three parts**
 1. Language of previous education (koulusivistyskieli)
 - Determines the language of the maturity test
 - If required, will appear on the degree certificate
 2. 2nd national language of Finland (2. kotimainen kieli)
 - Depends on the language of education
 - If required, will appear on the degree certificate
 3. Compulsory foreign language (other than Finnish/ Swedish) (pakollinen vieras kieli)
 - will appear on the degree certificate



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Poll

Case 1. I am an international or Finnish student who has completed all previous education until the 12th grade outside of Finland (or in Finland in a language other than Finnish/ Swedish, e.g., DSH).

Language requirement	Does this requirement apply to me?	What language studies should I take for this part of the degree?	Anything else I should be aware of?
Language of previous education	No	Maturity test in English	
2 nd national language of Finland	No	Any language studies worth at least 2 credits	Finnish recommended
Compulsory language studies in the degree	Yes	Any language course(s) that <u>fulfil the compulsory language studies requirement</u> worth 3 cr	LC-1117 Integrated Oral and Written skills (o, w) on the first year recommended

Case 2. I am a Finnish student who has completed upper secondary (lukio) in Finland in Finnish or Swedish

Language requirement	Does this requirement apply to me?	What language studies should I take for this part of the degree?	Anything else I should be aware of?
Language of previous education	Yes	Maturity test in the language of education (Finnish/ Swedish)	
2 nd national language of Finland	Yes	2 nd national language tests (Swedish/ Finnish) required in the degree	You can apply for exemption, if you have studied less than 5 courses of the 2 nd national language in lukio
Compulsory language studies in the degree	Yes	Any language course(s) that <u>fulfil the compulsory language studies requirement</u> worth 3 cr	LC-1117 Integrated Oral and Written skills (o, w) on the first year recommended

Case 3. I am a Finnish student who has completed comprehensive school (peruskoulu, luokat 1-9) in Finland in Finnish/ Swedish and high school in IB/ EB/ international school or abroad

Language requirement	Does this requirement apply to me?	What language studies should I take for this part of the degree?	Anything else I should be aware of?
Language of previous education	Yes	Maturity test in the language of education (Finnish/ Swedish)	You can apply for exemption from the language of education based on your high school education
2 nd national language of Finland	Maybe	If the language of education is Finnish/ Swedish and you have studied more than five courses of Swedish in high school, 2 nd national language tests (Swedish/ Finnish) required in the degree	You can apply for exemption, if you have studied less than 5 courses of the 2 nd national language in lukio. Not having Finnish/ Swedish as the language of education will automatically exempt you from the 2 nd national language requirement.
Compulsory language studies in the degree	Yes	Any language course(s) that <u>fulfil the compulsory language studies requirement</u> worth 3 cr	LC-1117 Integrated Oral and Written skills (o, w) on the first year recommended

Case 4. I am an international student who has completed upper secondary (lukio) in Finland in Finnish or Swedish

Language requirement	Does this requirement apply to me?	What language studies should I take for this part of the degree?	Anything else I should be aware of?
Language of previous education	Yes, if the grade in matriculation examination (yokoe) in Finnish/ Swedish as a second language (S2) is M or higher. Otherwise, no.	If the language of education is Finnish/ Swedish, maturity test in the language of education (Finnish/ Swedish). Otherwise, English.	
2 nd national language of Finland	Maybe	If the language of education is Finnish/ Swedish and you have studied more than five courses of Swedish in high school, 2 nd national language tests (Swedish/ Finnish) required in the degree	You can apply for exemption, if you have studied less than 5 courses of the 2 nd national language in lukio. Not having Finnish/ Swedish as the language of education will automatically exempt you from the 2 nd national language requirement.
Compulsory language studies in the degree	Yes	Any language course(s) that <u>fulfil the compulsory language studies requirement</u> worth 3 cr	LC-1117 Integrated Oral and Written skills (o, w) on the first year recommended



Case 5. None of the above

- **Please, contact Elsa.**



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Part 4. Important administrative issues and academic policies

Academic policies and regulations

Degree Regulations for Bachelor's and Master's Degrees

General Regulations on Teaching and Studying

Exam Regulations

Code of Academic Integrity and Handling Violations Thereof

Code of Conduct in the University Environment



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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 (45 ECTS/year)
 - Note! The limitations in the duration of the scholarship

Bachelor's degree “with Honours”

- **A Bachelor's degree may be awarded with honours**
 - 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.

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 available by choosing a specific minor

Further information on the Into webpage 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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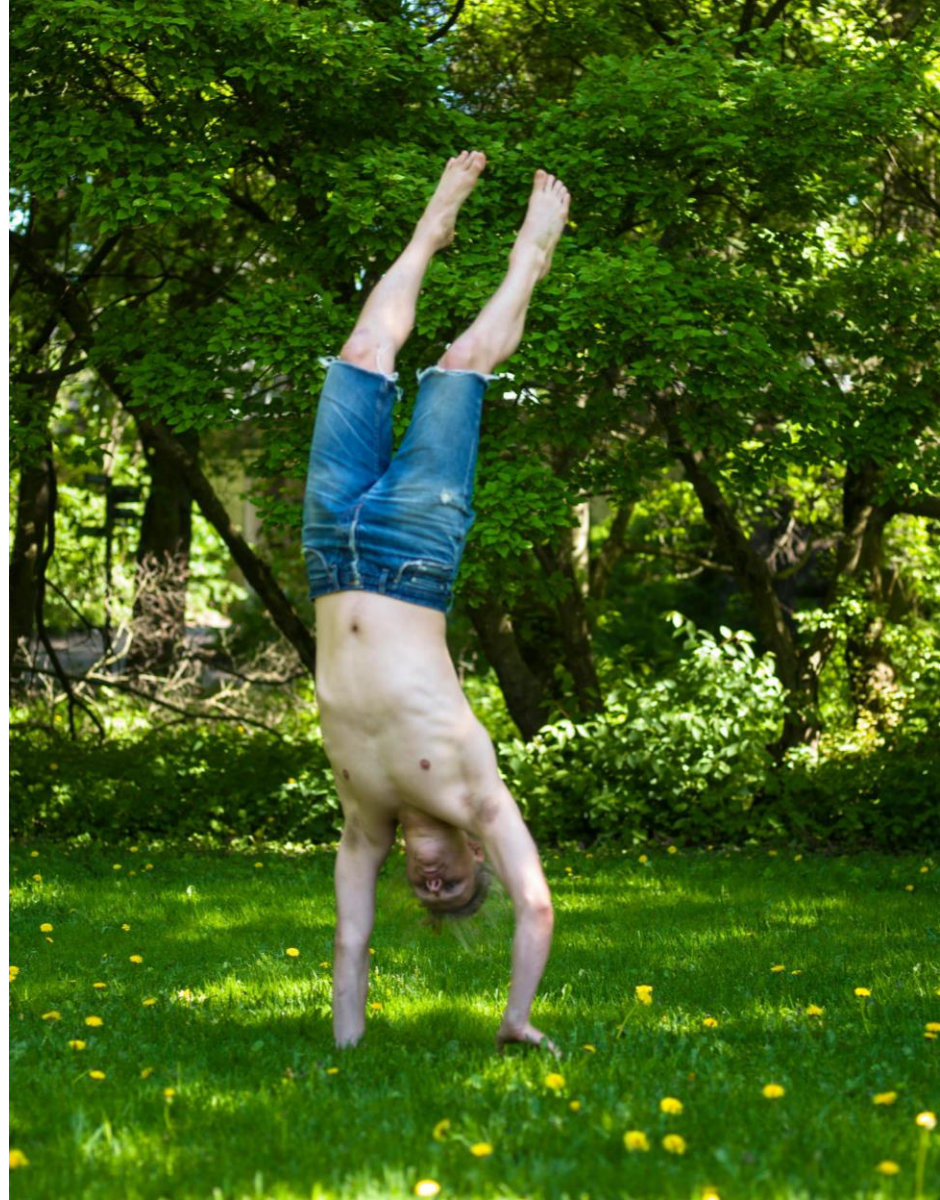
Part 5. Studying at Aalto University

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**



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, appreciation 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 Sisu



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.**



Certificates and statements

- **Transcript of records and Certificate of student status = official electronic certificates in you own Sisu account**
- **Transcript of records and Certificate of Student Status (enrolment certificate) with stamp from the Student Services**
- **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**



Seal of Approval

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€

Accessibility & Barrier-Free Studies

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

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

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.**

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**

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

**First, check the programme page
in Into.**



QUESTIONS?



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Part 2. Academic integrity

Head of Academic Affairs at the School of Business

Pia Lahti

TECH students

Academic year 2021-2022



**Aalto University
School of Business**

**Pja Lahti
Thursday September 23, 2021**

Aalto Community

- **We are all part of this community.**
- **We have different roles, but we are all equal.**
- **We all deserve to be treated with dignity as we are.**
- **Working and studying together helps you and others. Make sure that you invite everyone to join you in your study groups!**



Homework

Please read through INTO-pages about Academic Policies and regulations:

<https://into.aalto.fi/display/enopinnot/Academic+policies+and+regulations>

Source for the following:

Aalto University Code of Academic Integrity and Handling Violations Thereof

Finnish university context

Freedom and responsibilities

- Learning Services are here to **help** and **counsel**, BUT students are **responsible** for planning their studies and learning.
- This will be your degree and it is up to you how you use your time.
- University provides various different study paths, you are expected to find out about different options and opportunities yourself.

Ethics in your studies

The goal of the Code of Academic Integrity is to safeguard the learning of the student in a manner that respects the accomplishments of both the student and others. Learning requires independent intellectual effort by the student. A study attainment earned through misconduct does not serve as proof of the true skill level of the student. Misconduct is disrespectful of both the teacher and the university community.



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Exams and remote exams

Cheating on exams

- Using not allowed materials or even trying to use not allowed materials
- Helping another student

Examples

- Using a book or searching the internet, when it is not allowed
- Using a non approved calculator
- Working with other students when it is not allowed
- Asking another person to take the exam on your behalf

Remote exams

- Remote exams can be proctored
- Cheating is cheating in all exams!
- The teacher of your course gives you instructions on your exams. Make sure you know the instructions well before the exam!

Programming courses

Co-operating and chatting with others about the assignments is highly recommended as long as it's in general level and everyone involved come up with an individual solutions

→ Copying someone else's code is not allowed

Do not copy anything from the internet and present this as your own solution!

The most important thing is to learn and understand, not just getting all the points!

Read the instructions carefully!

Ask the course assistant/teacher if you are unsure!

You get easily caught for coping code! DO NOT DO THAT!

Consequences

- 1. A study attainment may be left ungraded if the student is deemed to have violated against the Code of Academic Integrity while completing it.**
 - Student will not be given an extra possibility to complete the course. You will need to retake the course the following academic year.
 - If the violation is noticed after the course, the course may be marked as “Fail” afterwards
- 2. In serious cases a student who has been found guilty of misconduct (i.e. ‘acts under false pretenses’) may be cautioned or suspended for a maximum of one year as a disciplinary measure, depending on the severity of the violation. Also students who have assisted other students in misconduct may face disciplinary action.**
- 3. An Aalto scholarship may be terminated if the student acts dishonestly in studies**

What do I do if I know or even suspect a foul play

Acting in a responsible and ethical manner is a basic value of our University. We are all expected to act according to our University rules and regulations.

If you suspect or know that someone is not acting according to the University rules, please contact the teacher of the course or Manager of academic affairs in your own School:

- CHEM Anni Rintala, anni.rintala@aalto.fi
- ELEC Perttu Puska, perttu.puska@aalto.fi
- ENG Mirka Jalonen, mirka.jalonen@aalto.fi
- SCI Mari Knuuttila, mari.knuuttila@aalto.fi

Questions?
Comments?

Thank you!

Register your attendance

- Lecture quiz opens on lecture day (Thu) at 14:15 and is open until midnight the next day (Fri 23:59).

Upcoming events



L01

Today, 14:15 » 16:00



Lecture Quiz: Start lecture 23 Sep 2021

14:15 » Tomorrow, 23:59

