



Welcome to UCL Computer Science (BSc & MEng) 2018

Dr. Earl Barr

Undergraduate Program Director

Senior Lecturer in Software Engineering

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earlbarr.com

UCL Computer Science

- Part of the UCL Engineering Faculty
- A world leading research department
 - 500 Undergraduates
 - 550 Masters
 - 180 PhD/EngD
 - 75 Academic Staff
 - 60 Research Staff
 - 40 Admin and Technical Staff

Leadership

- Our mission is to be leaders in
 - Research
 - Teaching
 - Engagement with society
 - Global Impact

The REF Tournament



Leadership

UCL CS is the #1 CS department
in the UK and one of the best in
the world

Leadership — Startups

MediaGamma

Converting data streams to revenue streams: #worldclassAI



Re:infer

The World's Leading Cognitive Intent Engine



MATRIX MILL

Machines that think around occlusions

Leadership

- Research lines

Leadership

You will help us continue
this tradition of excellence!

Knowledge is Power



Knowledge is Power



<http://www0.cs.ucl.ac.uk/staff/E.Barr/>

Topics

- The Department
- Schedule
- Support
- Physical Plant
- Labs
- Accounts
- Departmental and UCL Websites
- Email
- UCLU
- Public Safety



What you need to find out about this week.

Senior Academic Staff



Professor John Shawe-Taylor
Head of Department



Professor Steve Hailes
Professor Yvonne Rogers
Professor Anthony Steed
Deputy Heads of Department



Professor Licia Capra
Departmental Tutor

Professional Services Staff

- Nisha Gosai
 - Departmental Teaching and Learning Manager, room MPEB 5.22
- Louisa Ball and Gertrud Levit
 - Undergraduate Administrators, room MPEB 5.22
- Victoria Cooper
 - Staffing and Facilities Manager
- Mark Jackson
 - Senior Facilities Administrator

The Faculty

- CS is part of the UCL Engineering Faculty
- Dean of Faculty – Prof. Nigel Titchener-Hooker
- Faculty Tutor –
Dr. Simon Banks
- Faculty Office 2nd floor
- Faculty IEP team



Staff-Student Consultative Committee

- Meets every term.
- Gives you a voice in the running of department.
- You have been added to the Unitu online feedback system.
- Do you want to be a student representative?
 - Yes! Then make your pitch via Unitu.
 - Everyone votes on Unitu.

Year Coordinators and Personal Tutors

Each year (1st, 2nd, 3rd, 4th) has a year coordinator

- Monitors modules and teaching
- Coordinates coursework submission deadlines and feedback
- Gives advice on option modules

You have a Personal Tutor

- Member of academic staff.
- Tutorials at the start of each term
- Let your tutor know if you are having problems.

Rules and Regulations

- Look for the UCL Academic Manual and the CS Student Handbook
- Mostly about assessment and progression
- And so that UCL functions as an academic community
- You are now a member of UCL
 - Please respect UCL's traditions and regulations
- UCL has a long held and deep commitment to equal access and equal opportunities

Academic Issues

Talk to these people in order:

1. The module lecturer
2. The year coordinator
3. Your personal Tutor
4. The Departmental Tutor
5. The Head of Department

What Happens this Week?

- Details on your Induction Week Timetable
 - Follow this week, then the UCL common timetable
- Tuesday
 - Meet your Transition Mentor
 - UCL CS Welcome party for new UG students
 - 1-3PM, Student Central library bar, meet the academic staff
- Wednesday
 - Unix Introduction
 - TechSoc
 - Open Source and GitHub (bring your laptop *fully charged*)

Thursday/Friday

- Thursday
 - Introduction to IEP (BSc & MEng CS only)
 - Plagiarism
 - Set up your environment
 - Drop-in session from 2pm to 4pm, don't all come at once!
- Friday
 - Introduction to UCL Services/Facilities
- Weekend
 - Students Union UCL Freshers Fair

Guard Well Your Spare Moments. They Are Like Uncut Diamonds.

What should you do with the rest of the week?

- Not a lot!
- Make friends
- Do some sightseeing around London
- Get to know UCL
- Or learn to program...



Terms

Three terms a year

- Term 1 Oct-Dec
- Term 2 Jan-March
- Term 3 May-June
(exam term, events
and challenges)



Timetables

- Lectures start this coming Monday, 1st Oct
- Goto first *lecture* of each module
 - Problem/practical classes are also in timetable
 - See your personal timetable for allocated groups
- Find out where the lecture theatres and class rooms are *this week!*
- This is UCL week 5, teaching starts in week 6.

Timetables

www.ucl.ac.uk/timetable

- *Subscribe to your personal timetable!*
- Check your timetable regularly
- Slots marked with:
 - Lecture
 - Practical, Problem-based Learning and Labs

MEng Mathematical Computation

- Term 1
 - COMP0002 Principles of Programming
 - COMP0003 Theory of Computation
 - MATH0005 Algebra I
 - MATH0010 Mathematical Methods I
- Term 2
 - COMP0004 Object-Oriented Programming
 - COMP0005 Algorithms
 - COMP0012 Compilers
 - MATH0006 Algebra II
- You are automatically registered for all these.

BSc & MEng Computer Science

- Term 1
 - ENGF0001 Engineering Challenges
 - ENGF0002 Design and Professional Practice I
 - COMP0002 Principles of Programming
 - COMP0003 Theory of Computation
- Term 2
 - COMP0004 Object-Oriented Programming
 - COMP0005 Algorithms
 - COMP0012 Compilers
 - MATH0147 Discrete Mathematics for Computer Scientists
- You are automatically registered for all these.

Integrated Engineering Programme (IEP)

- BSc and MEng Computer Science are degrees within the IEP Framework
- Being an engineer:
 - Think and work like an engineer, theory and practice
 - Interdisciplinary
 - Your role in society, being a global citizen
 - And becoming a Computer Scientist
- Full IEP introduction later in the week

MEng International Programme & EMYs

- 3rd year is taken abroad at another university
- Apply in the 2nd year
 - Applying for a place is competitive
- EMY = Extra Mural Year, or Year in Industry
 - An *extra* year working in industry (2nd or 3rd)
 - Assessed for credit
 - Apply to companies as opportunities become available

Study Support in the First Year

- Transition Mentors
- Study Mentors
- Personal Tutors
- Inclusion Leads
 - Dr Graham Roberts
 - Sarah Turnbull



Transition Mentors

Later-year students from each department are assigned to every first-year undergraduate student at UCL.

Meet during Induction Week

Weekly meetings in group of roughly 10

Peer support for settling in at UCL

Pastoral and academic support



Study Mentors

- 2nd/3rd/4th year students
- Supports first year CS modules
 - Especially learning to program
- Senior mentors 3rd years
 - Anton Hristov
 - Matt X
 - Chris Hammond
- Group meetings
- Introductory events this week



Personal Tutors

- Everyone has a personal tutor
 - Some tutors will be at the party
- Make sure you meet your tutor at the start of each term
- Available for help and advice throughout term time
 - By default, contact via email
- All tutors have office hours when you can meet them

Personal Tutoring Open Hour

- Departmental tutor “open hour” available to all students
 - Term 1, Thursday 1—2PM @ Foster Court 114
 - Term 2, Thursday 1—2PM @ TBD
- Drop-in session to help with quick (5-10 min) queries
- Students will be referred to their own tutor if further help is required

Inclusion Leads

Inclusion Leads promote equality, diversity and inclusion actively across the spectrum of UCL's activities

You can approach about them about equality/diversity/inclusion issues, including harassment, bullying, and other inappropriate behaviour



Sarah Turnbull



Graham Roberts

<https://www.ucl.ac.uk/human-resources/equality-diversity-inclusion>

Student Support and Wellbeing

UCL Student Advisory and Events Services

- International Student Support and Welfare
- Study Abroad Team
- Student Support and Events Services
- Student Centre

UCL Student Disability Services

UCL Student Psychological Services

<http://www.ucl.ac.uk/srs/our-services/student-support-and-wellbeing>

Need Non-academic Help during the Term?

- See your personal tutor
- Undergraduate Administrator (5.22 MPEB)
- Reception Desk, 5th Floor MPEB
- Inclusion Leads
- UCL Support Services
 - UCL Student Centre for academic issues
 - Student Welfare



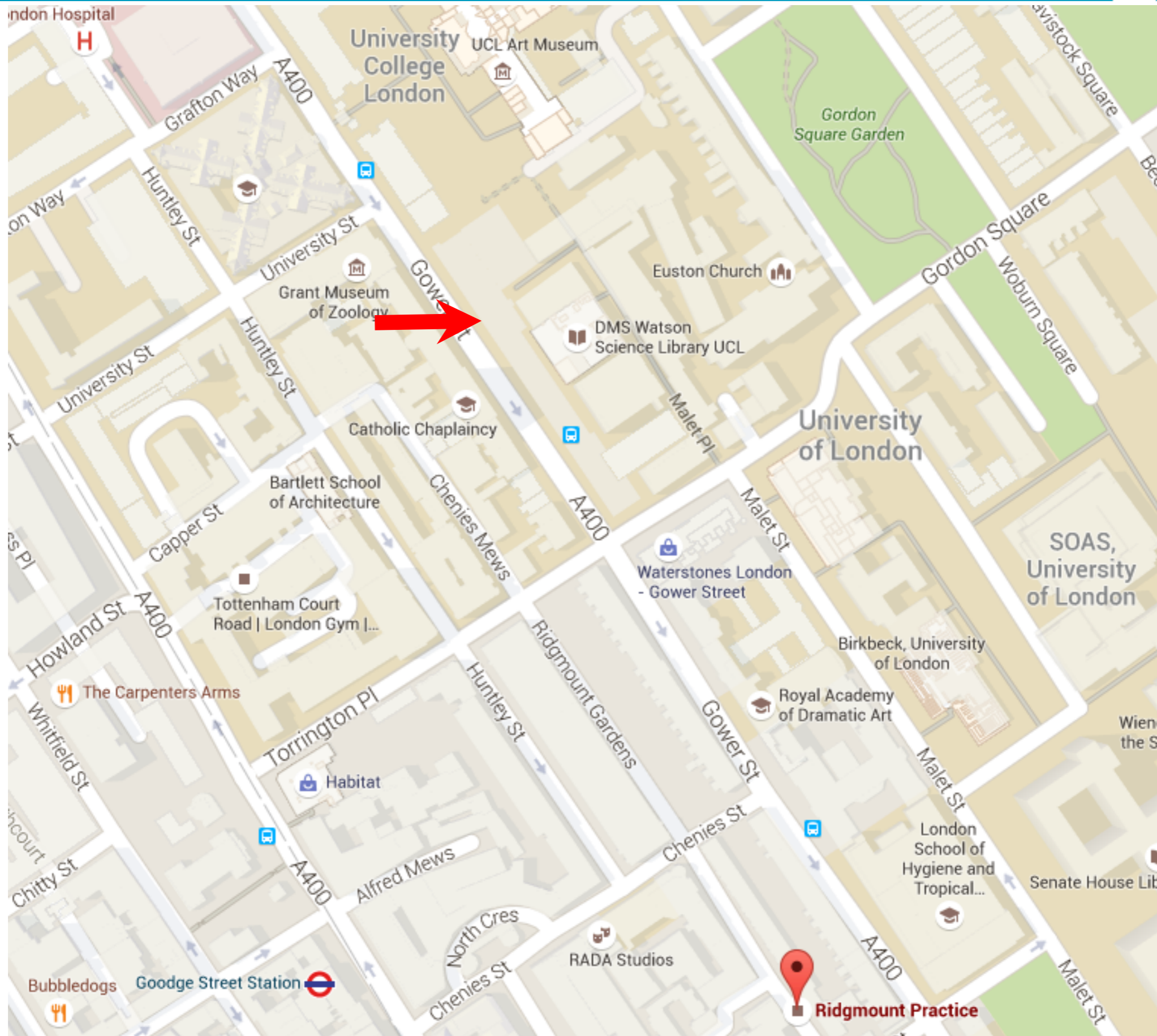
8 Ridgmount Street
London
WC1E 7AA

Tel: 020 7387 6306

- All UCL students may use the NHS Practice
- You can register as a patient if you live in Central or North London
- Come to the practice and bring your NHS card (number)
- Walk-in surgery available Monday–Friday, 9.30am–10.30am and 2.30pm–3.30pm or you can book an appointment

1st week of term recommended for registering

<http://www.ridgmountpractice.nhs.uk/>



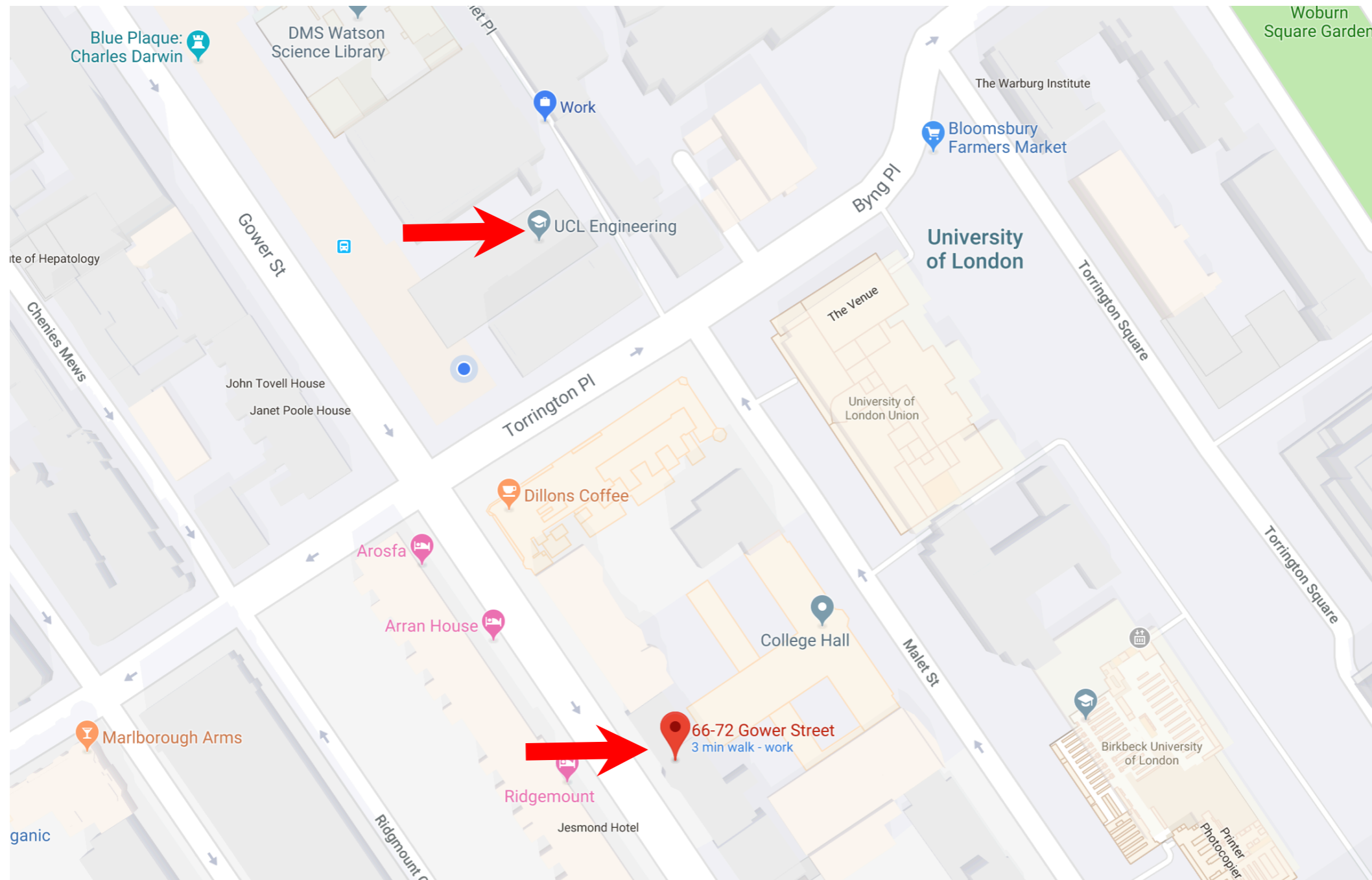
Topics

- **The Department**
- **Schedule**
- **Support**
- Physical Plant
- Labs
- Accounts
- Departmental and UCL Websites
- Email
- UCLU
- Public Safety



Questions?

UCL Computer Science Buildings



Malet Place Engineering Building (MPEB)

- Floors 0,1,4-6.
- Reception desk on 5th floor.
- Bridges to Engineering building next door.
- Undergraduate administrators in room 5.22.



UCL Computer Science Buildings

Floors 0, 1, 4-6



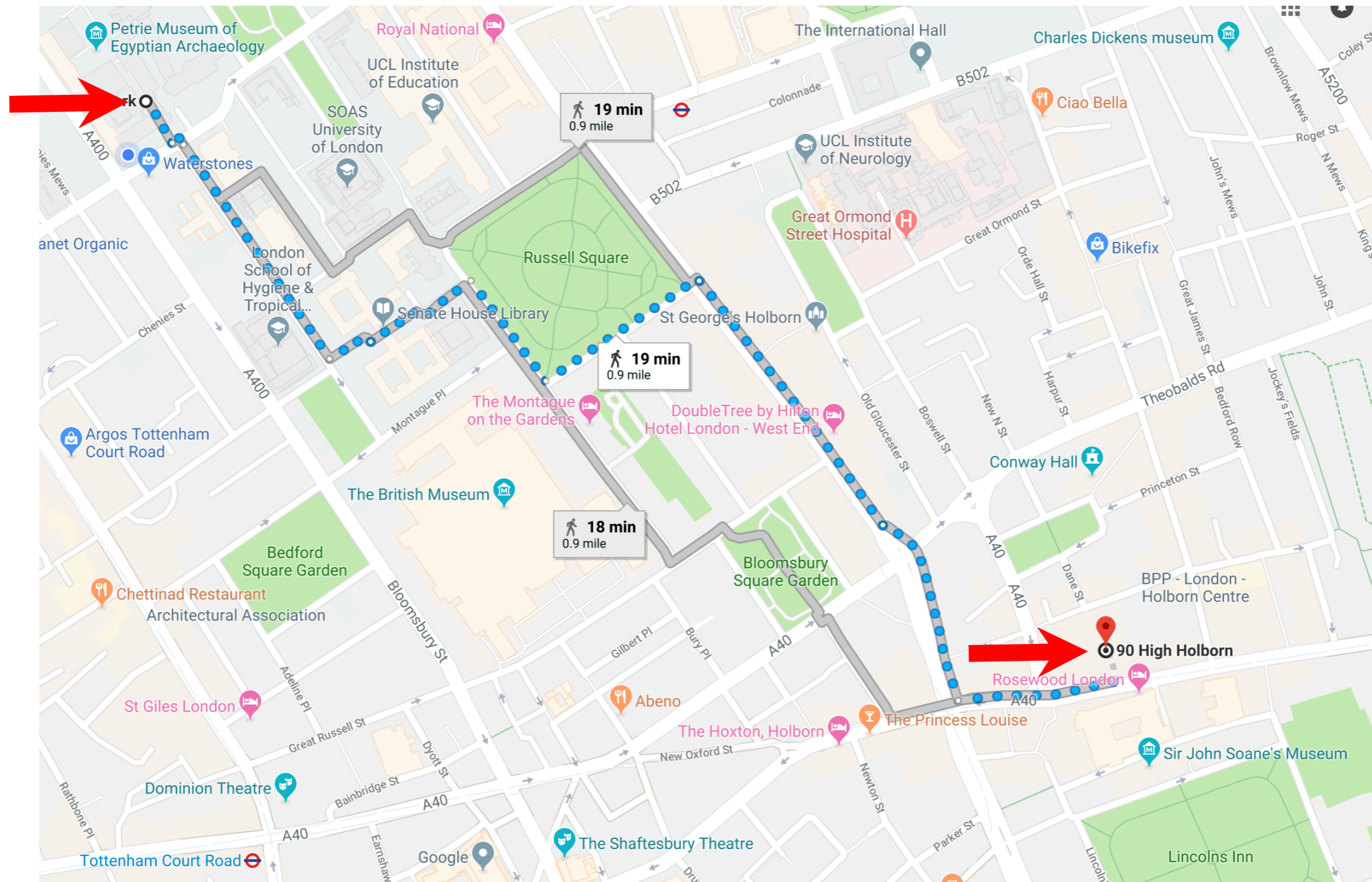
66-72 Gower Street

UCL Computer Science Buildings



90 High Holborn

The High Holborn Hike



The Computer Labs — All in MPEB

- Labs:
 - 1st Floor: 1.05 (Projects lab), 1.21 (Financial Computing lab)
 - 4th Floor: 4.06 (Apps lab)
 - Vlab: virtual computing service
- Large pool of devices
 - tablets, smartphones, IoT, VR kit.
- You have full, free access to MS Imagine (aka DreamSpark) and Office 365 Pro.

Using your Own Computer

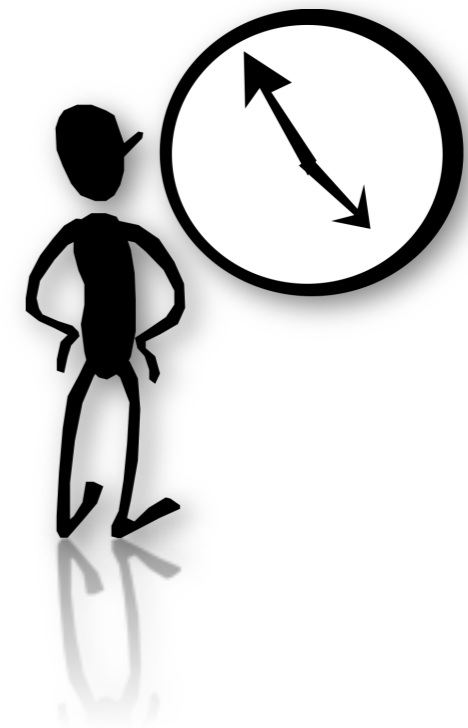
- We strongly recommend you use your own laptop
- By default, use the eduroam WiFi service
 - Available across UCL campus and many other locations
 - Login with your UCL account
 - See <http://www.ucl.ac.uk/isd/services/get-connected/wireless/> for connection details
- The CS student WiFi network is available in CS buildings
 - Go to the CS helpdesk to register for access
 - Inside the UCL firewall (eduroam is outside)

Combination Locks

- 4 digit combination code.
- Keep secret!
- Click the buttons in correct sequence and then turn the handle.
- Go to Helpdesk if you forget the combination.

Opening Times

- Normal working hours are 7:45am - 8:00pm, weekdays only, except when booked for classes
- Please leave the building quickly at closing time
- Some UCL Library buildings and student hubs have longer hours and weekend access



Computers — Basic Rules

- Don't need to switch a computer on or off.
- Do not unplug wires or cables!
- Please report faults



Lab Etiquette

Use common sense

- We have rules but prefer friendly co-operation!
- Resources and space are finite
- Labs are quiet working areas
- Use computers sensibly
- Keep labs tidy
- No food or drink
- Don't dismantle the furniture!

Printing

- The CS labs have printers
See <http://tsg.cs.ucl.ac.uk/basics/printing/>
A printer quota limits the number of pages you can print
- Or use the campus-wide ISD service
<http://www.ucl.ac.uk/isd/services/print-copy-scan>
- In practice, there is not much to print
Coursework and reports often submitted online in pdf

External Access

- Many services are web/cloud and accessible anywhere.
- For internal CS services there is a departmental gateway machine.

The UCL Firewall restricts access to internal services.

- Must use a ssh connection.
- See Helpdesk web pages for more information.



The Help Desk

For help with CS hardware and software problems:

- Phone 37280 (internal)
- Visit MPEB 4.22; or
- Email request@cs.ucl.ac.uk



User Accounts

- Each user has
 - a login name (public)
 - a password (keep secret!)
- Never use another person's account

Logging In and Out

- You must *login* to start using a computer.
 - Enter username and password
- When you have finished using a computer, you must *logout*.
 - Usually via a pop-up menu item
 - Do not forget!
 - Do not switch the computer off!

CS vs. ISD Computer Accounts

- You also have an Information Services Division (ISD) computer account
 - ISD runs the UCL computing service
 - Many computer workrooms around the campus
 - Some have extended opening hours
 - www.ucl.ac.uk/isd
- Your CS Account \neq Your ISD Account
 - Different username and password
- You need your ISD account to access Email, Portico and Moodle, and use the ISD computers

Topics

- The Department
- Schedule
- Support
- **Physical Plant**
- **Labs**
- **Accounts**
- Departmental and UCL Websites
- Email
- UCLU
- Public Safety



Questions?

The CS Department Pages

DEPARTMENT OF COMPUTER SCIENCE

UCL

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Forthcoming Events

06 Oct 12:00	Grand Challenges: Computing on a Shoestring
27 Oct 12:00	Grand Challenges: Computing the Universe
24 Nov 12:00	Grand Challenges: Computer Programs that Always work












The UCL Department of Computer Science

In the 2014 Research Excellence Framework (REF) evaluation UCL was **ranked in first place for Computer Science**, out of 89 Universities assessed, and considerably ahead of other Institutions. 61% of its research work is rated as world-leading (the highest possible category) and 96% of its research work is rated as internationally excellent.

UCL researchers in Computer Science and Informatics received a 'grade point average' of 3.57 (out of 4) and submitted over 70 staff to be assessed in REF2014. UCL Computer Science has made seminal contributions across the full range of its core strengths and associated 11 research groups and 8 centres, including the Centre for Health Informatics & Multiprofessional Education (CHIME), Biomedical Physics & Biochemical Engineering, and the Centre for Medical Image Computing (CMIC). [More >>](#)

MSc students present to the HoloLens team at Microsoft headquarters UK

Last Friday, MSc students on the Computer Science, Software Systems Engineering and Financial Systems Engineering programmes presented to the Microsoft team at their headquarters in London. [More news >](#)






Prospective Students Research Industry & Outreach Careers

Tweets by @uclcs

UCL Computer Science @uclcs
Award for John Andrews: Lifetime Achievement Award for a career which began with the first Internet gateway in the... [ift.tt/2x7ZVTs](#)
Sep 18, 2017

UCL Computer Science Retweeted

Virtual Open Days

Upcoming Virtual Open Days:

- MSc Business Analytics 10 April 11am
- MSc Information Security 25 April, 1.30pm
- MSc Software Systems Engineering & MSc Financial Systems Engineering 27 April 1pm
- MSc Computational Finance 28 April, 12pm

An important source of information.


Familiarise yourself with the content.


Use bookmarks!

www.cs.ucl.ac.uk

CS Student Home Page





DEPARTMENT OF COMPUTER SCIENCE



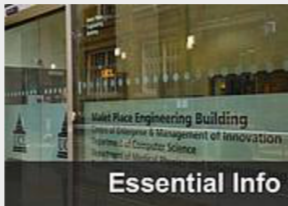
Search UCL-CS  > Home >> Current students


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Staff Intranet


   


Current students


 **Essential Info**

 **Teaching Matters**

 **Degree Programmes**

 **Social Life**

 **Have Your Say**

 **Help and Guidance**

Forthcoming Events

06 Oct 12:00	Grand Challenges: Computing on a Shoestring
27 Oct 12:00	Grand Challenges: Computing the Universe
24 Nov 12:00	Grand Challenges: Computer Programs that Always work

http://www.cs.ucl.ac.uk/current_students/

1st Year Page

DEPARTMENT OF COMPUTER SCIENCE

UCL

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Forthcoming Events

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Programme information

Use the links below to find detailed information about your degree programme and management of your studies.

Undergraduate programmes

Information about your curriculum, module syllabuses, tutorials etc.

▼ Undergraduate: Year 1

BSc Computer Science

- COMP101P - Principles of Programming
- COMP102P - Theory I
- COMP103P - Applied Software Development
- COMP104P - Theory II
- COMP105P - Robotics Programming
- MATH6301

Students on the 1st year of their programme take 8 compulsory modules (each with a credit value of 0.5).

MEng Computer Science

- COMP101P - Principles of Programming
- COMP102P - Theory I
- COMP103P - Applied Software Development
- COMP104P - Theory II
- COMP105P - Robotics Programming
- MATH6301

Students on the 1st year of their programme take 8 compulsory modules (each with a credit value of 0.5).

MEng Mathematical Computation

- COMP101P - Principles of Programming
- COMP102P - Theory I
- COMP103P - Applied Software Development
- COMP104P - Theory II
- COMP105P - Robotics Programming
- MATH1201 - Algebra 1
- MATH1202 - Algebra 2
- MATH1401 - Mathematical Methods 1

Students on the 1st year of their programme take 8 compulsory modules (each with a credit value of 0.5).

BCS Accredited Degree

The National Skills Academy IT PARTNER

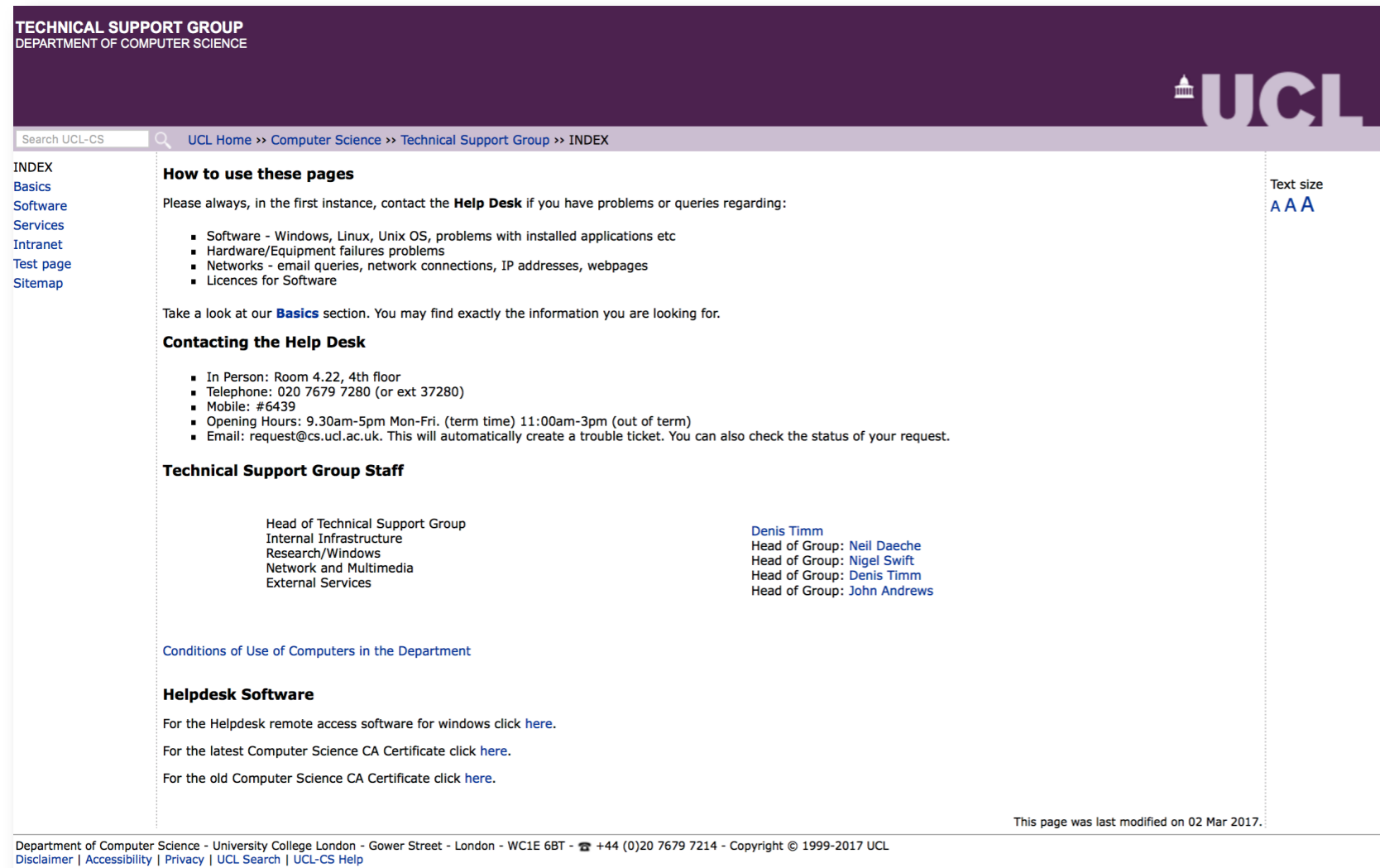
Athena SWAN Silver Award

NETWORK OF EXCELLENCE COMPUTER SCIENCE TEACHING

Information pages
for each degree
programme and year.

http://www.cs.ucl.ac.uk/current_students/degree_programme/

CS Help Desk Web Pages



TECHNICAL SUPPORT GROUP
DEPARTMENT OF COMPUTER SCIENCE

UCL

Search UCL-CS UCL Home >> Computer Science >> Technical Support Group >> INDEX

INDEX
[Basics](#)
[Software](#)
[Services](#)
[Intranet](#)
[Test page](#)
[Sitemap](#)

How to use these pages

Please always, in the first instance, contact the **Help Desk** if you have problems or queries regarding:

- Software - Windows, Linux, Unix OS, problems with installed applications etc
- Hardware/Equipment failures problems
- Networks - email queries, network connections, IP addresses, webpages
- Licences for Software

Take a look at our [Basics](#) section. You may find exactly the information you are looking for.

Contacting the Help Desk

- In Person: Room 4.22, 4th floor
- Telephone: 020 7679 7280 (or ext 37280)
- Mobile: #6439
- Opening Hours: 9.30am-5pm Mon-Fri. (term time) 11:00am-3pm (out of term)
- Email: request@cs.ucl.ac.uk. This will automatically create a trouble ticket. You can also check the status of your request.

Technical Support Group Staff

Head of Technical Support Group Internal Infrastructure Research/Windows Network and Multimedia External Services	Denis Timm Head of Group: Neil Daeche Head of Group: Nigel Swift Head of Group: Denis Timm Head of Group: John Andrews
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[Conditions of Use of Computers in the Department](#)

Helpdesk Software

For the Helpdesk remote access software for windows click [here](#).

For the latest Computer Science CA Certificate click [here](#).

For the old Computer Science CA Certificate click [here](#).

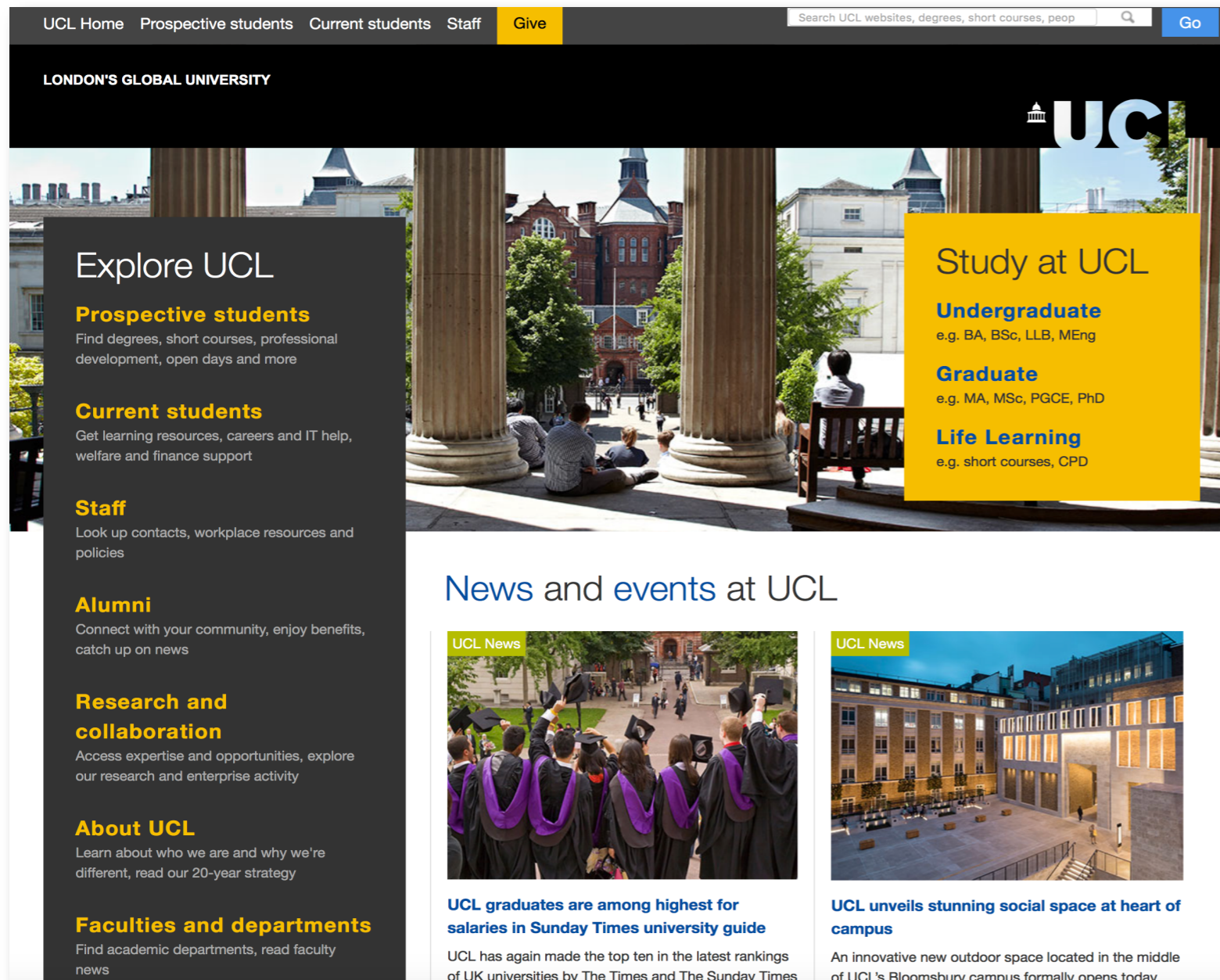
This page was last modified on 02 Mar 2017.

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Useful information
about CS computers
and software.

tsg.cs.ucl.ac.uk

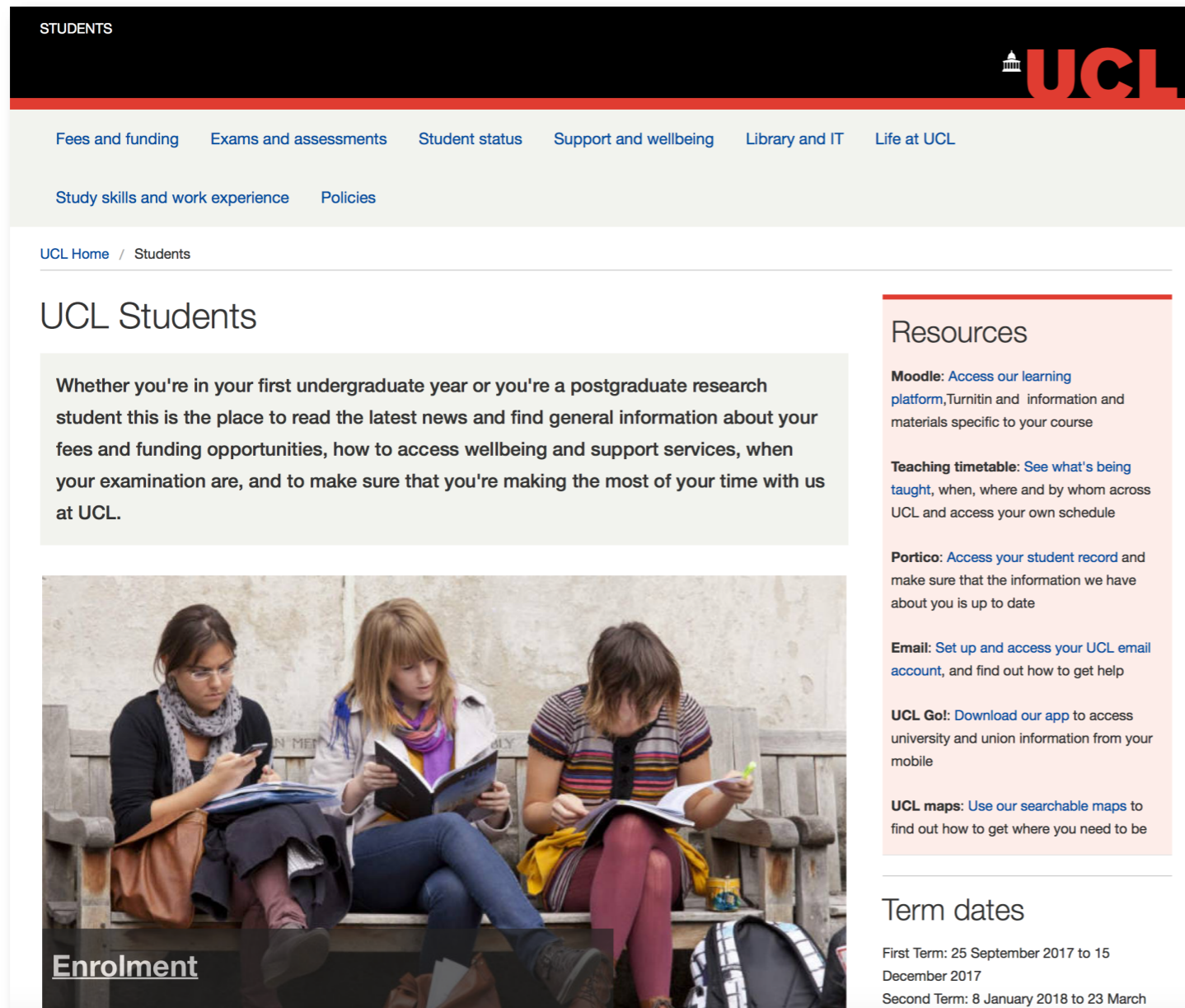
UCL Web Site



Lots of support
information.
Everything you need
to know about UCL.

www.ucl.ac.uk

UCL Current Students Pages



The screenshot shows the UCL Students page. At the top is a black header with 'STUDENTS' in white and the UCL logo. Below this is a navigation bar with links: Fees and funding, Exams and assessments, Student status, Support and wellbeing, Library and IT, Life at UCL, Study skills and work experience, and Policies. The main content area has a breadcrumb 'UCL Home / Students' and a heading 'UCL Students'. A text block states: 'Whether you're in your first undergraduate year or you're a postgraduate research student this is the place to read the latest news and find general information about your fees and funding opportunities, how to access wellbeing and support services, when your examination are, and to make sure that you're making the most of your time with us at UCL.' Below this is a photo of three students sitting on a bench, studying. To the right of the photo is a 'Resources' section with links for Moodle, Teaching timetable, Portico, Email, UCL Go!, and UCL maps. At the bottom right is a 'Term dates' section listing the First Term (25 September 2017 to 15 December 2017) and the Second Term (8 January 2018 to 23 March).

STUDENTS


Fees and funding Exams and assessments Student status Support and wellbeing Library and IT Life at UCL

Study skills and work experience Policies

UCL Home / Students

UCL Students

Whether you're in your first undergraduate year or you're a postgraduate research student this is the place to read the latest news and find general information about your fees and funding opportunities, how to access wellbeing and support services, when your examination are, and to make sure that you're making the most of your time with us at UCL.



Enrolment

Resources

Moodle: [Access our learning platform](#), Turnitin and information and materials specific to your course

Teaching timetable: [See what's being taught](#), when, where and by whom across UCL and access your own schedule

Portico: [Access your student record](#) and make sure that the information we have about you is up to date

Email: [Set up and access your UCL email account](#), and find out how to get help

UCL Go! [Download our app](#) to access university and union information from your mobile

UCL maps: [Use our searchable maps](#) to find out how to get where you need to be

Term dates

First Term: 25 September 2017 to 15 December 2017
Second Term: 8 January 2018 to 23 March

Student support:
Detailed information
from the registry
about degrees,
regulations, and much
more.

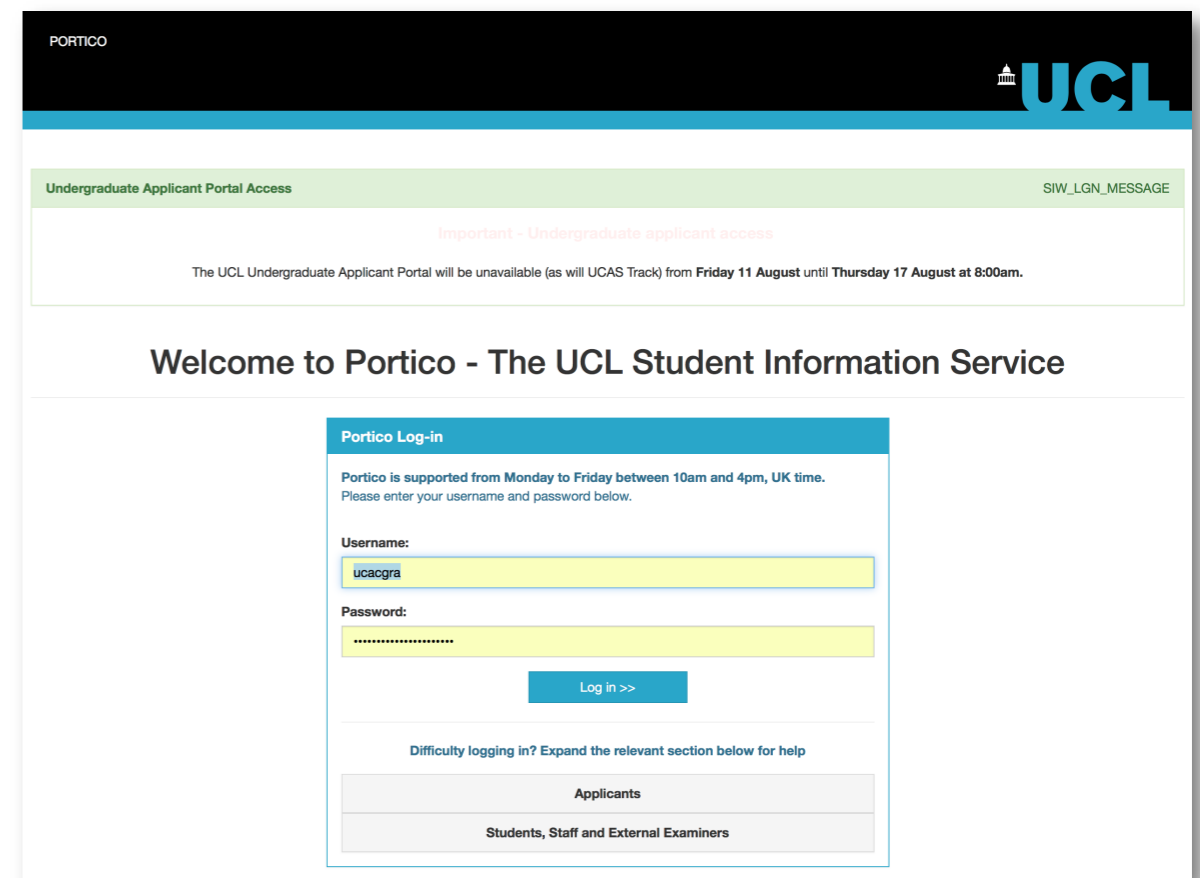
<https://www.ucl.ac.uk/students/>

Portico

UCL Student Information System that stores your records, course information, and results

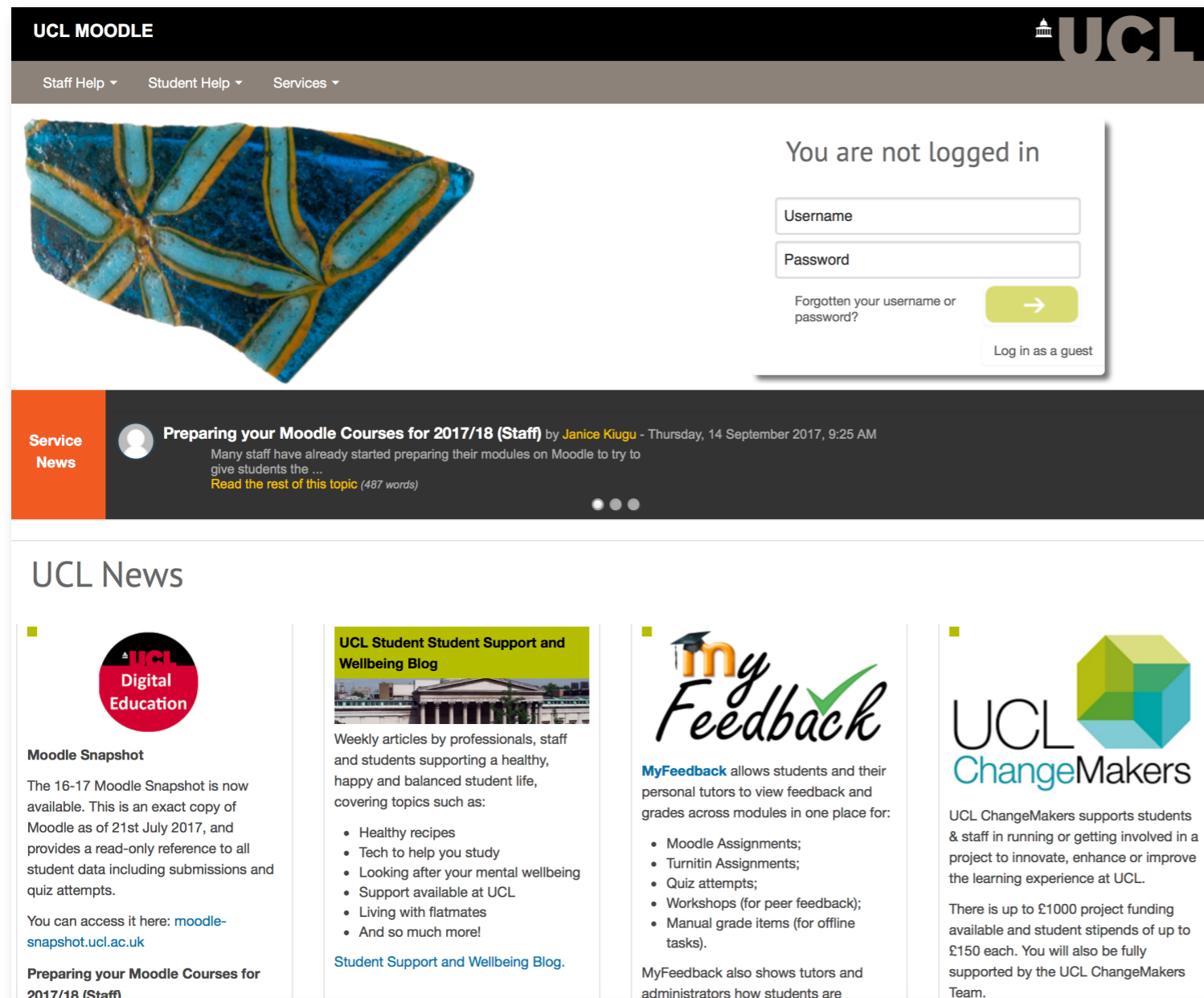
- Login using your ISD, *not* your CS, account
- Learn how to use Portico
- Keep your contact information up to date

www.ucl.ac.uk/portico



The screenshot shows the Portico login interface. At the top, there's a black header with 'PORTICO' on the left and the UCL logo on the right. Below this is a green banner for 'Undergraduate Applicant Portal Access' with a message: 'Important - Undergraduate applicant access. The UCL Undergraduate Applicant Portal will be unavailable (as will UCAS Track) from Friday 11 August until Thursday 17 August at 8:00am.' The main heading is 'Welcome to Portico - The UCL Student Information Service'. The login form is titled 'Portico Log-in' and includes a note about support hours (Monday to Friday, 10am to 4pm, UK time). It has fields for 'Username' (containing 'ucacgra') and 'Password' (masked with dots). A 'Log in >>' button is present. Below the form, there's a link 'Difficulty logging in? Expand the relevant section below for help' and two expandable sections: 'Applicants' and 'Students, Staff and External Examiners'.

Moodle



The screenshot shows the UCL Moodle homepage. At the top, there's a navigation bar with 'UCL MOODLE' and the UCL logo. Below it, a menu bar contains 'Staff Help', 'Student Help', and 'Services'. The main content area features a large image of a blue and yellow abstract pattern on the left. On the right, a login box states 'You are not logged in' and includes fields for 'Username' and 'Password', a 'Forgotten your username or password?' link, a green arrow button, and a 'Log in as a guest' link. Below the login box, a 'Service News' section highlights a post titled 'Preparing your Moodle Courses for 2017/18 (Staff)' by Janice Kiugu, dated Thursday, 14 September 2017, 9:25 AM. The post mentions that many staff have started preparing modules and provides a link to read the rest of the topic (487 words). Below the news section, there's a 'UCL News' section with four columns of content:

- Moodle Snapshot:** A red circular icon with 'UCL Digital Education' text. The text states that the 16-17 Moodle Snapshot is now available as of 21st July 2017, providing a read-only reference to all student data including submissions and quiz attempts. It provides a link to moodle-snapshot.ucl.ac.uk.
- UCL Student Student Support and Wellbeing Blog:** A green header with a photo of a building. The text mentions weekly articles by professionals, staff, and students supporting a healthy, happy, and balanced student life, covering topics such as:
 - Healthy recipes
 - Tech to help you study
 - Looking after your mental wellbeing
 - Support available at UCL
 - Living with flatmates
 - And so much more!
 A link to the 'Student Support and Wellbeing Blog' is provided.
- MyFeedback:** A green header with a graduation cap icon. The text explains that MyFeedback allows students and their personal tutors to view feedback and grades across modules in one place for:
 - Moodle Assignments;
 - Turnitin Assignments;
 - Quiz attempts;
 - Workshops (for peer feedback);
 - Manual grade items (for offline tasks).
 It also mentions that MyFeedback shows tutors and administrators how students are performing.
- UCL ChangeMakers:** A green header with a 3D cube icon. The text states that UCL ChangeMakers supports students & staff in running or getting involved in a project to innovate, enhance or improve the learning experience at UCL. It mentions up to £1000 project funding available and student stipends of up to £150 each, supported by the UCL ChangeMakers Team.

Virtual Learning Environment
Used to support all modules

moodle.ucl.ac.uk

UCL Library Services

16 libraries in total including three teaching hospital libraries


Please carry your ID Card, *at all times*, as it allows you to:

- Enter and exit UCL Libraries
- Borrow and renew books
- Scan, print and copy material

A large e-book collection of CS text books



Getting Started with UCL Library Services


UCL LIBRARY SERVICES

UCL Home » Library Services » Getting started

UCL Library Services

- > Home
- > About us
- > Students
- > Staff
- > NHS
- > Visitors
- > Electronic resources
- > Libraries and study spaces
- > Opening hours
- > Open Access
- > Research Data Management
- > Bibliometrics
- > UCL Press
- > Special Collections, Archives & Exhibitions
- > Getting help
- > Contact us
- > A-Z of the library


Getting Started




- ▶ [Which library should I use?](#)
- ▶ [Where do I find resources for my subject?](#)
- ▶ [How do I find books?](#)
- ▶ [How do I get online?](#)
- ▶ [What about electronic resources?](#)
- ▶ [How do I borrow books?](#)
- ▶ [How do I renew my books?](#)
- ▶ [Can I print, photocopy or scan in the library?](#)
- ▶ [How do I get help?](#)
- ▶ [What do all these words mean? \(Jargon buster\)](#)
- ▶ [Contact us](#)


A A A

UCL Library news




 **Science Library Learning Lab and lobby refurb, June - September 2016**


Published: Jun 24, 2016 12:06:26 PM

 **UCL Discovery Plus – Open Access repository for NHS research**

Published: Jun 16, 2016 1:23:33 PM

 **Summer edition of our Library Newsletter is released**

Published: Jun 10, 2016 2:15:00 PM

 **Increased loan limits for UCL students**

Published: May 10, 2016 2:03:44 PM

[View all articles](#)

UCL Library Tweets

A Twitter list by [@ucl_libweb](#)

Tweets from our Library sites

UCL Student Funding Office

Located at Student Centre (SC2) in Chadwick.



- UCL Bursary
- UG/PG Scholarships
- Additional discretionary support
- One to one appointments with Student Funding Welfare Adviser
- US/Canadian loans

Drop in counter service Mon–Fri 10:00am–4:00pm

Email queries to: studentfunding@ucl.ac.uk

Tel: +44 (0)20 7679 0004

Financial Advice and Support:

www.ucl.ac.uk/srs/financialassistance

Student loans and grants:

www.gov.uk/student-finance

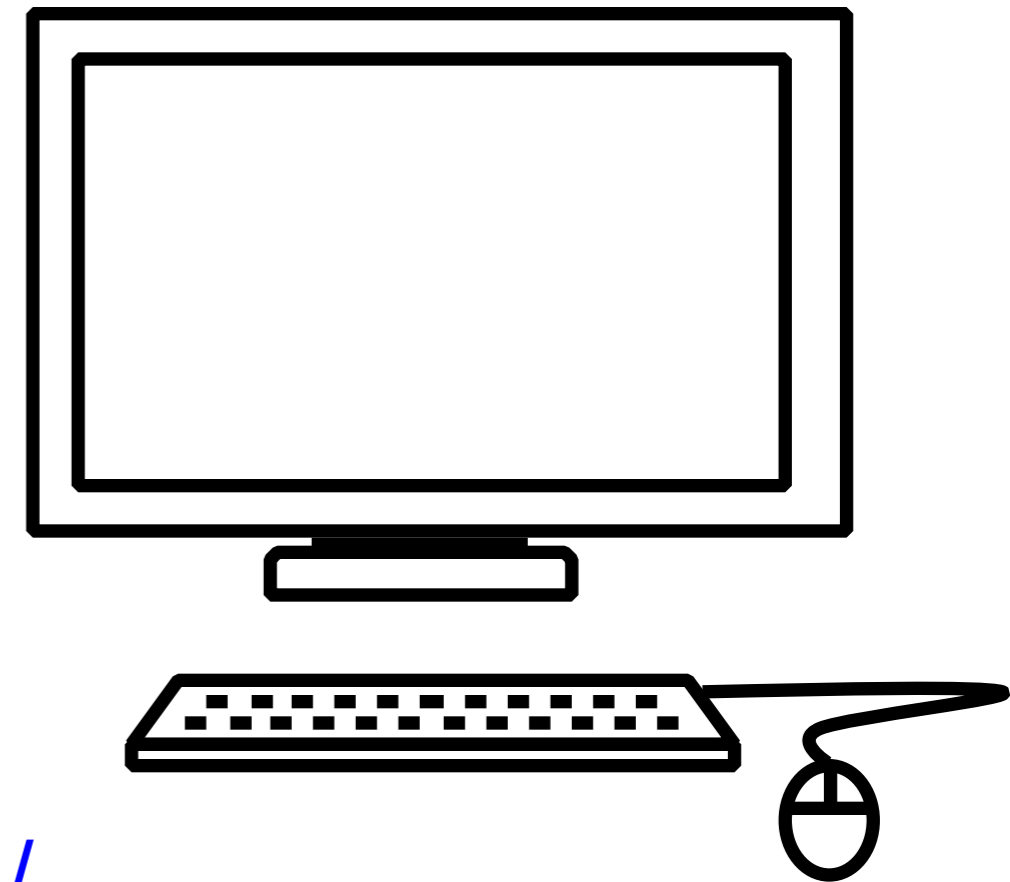
Student Funding at UCL:

www.ucl.ac.uk/scholarships

Independent Financial Advice:

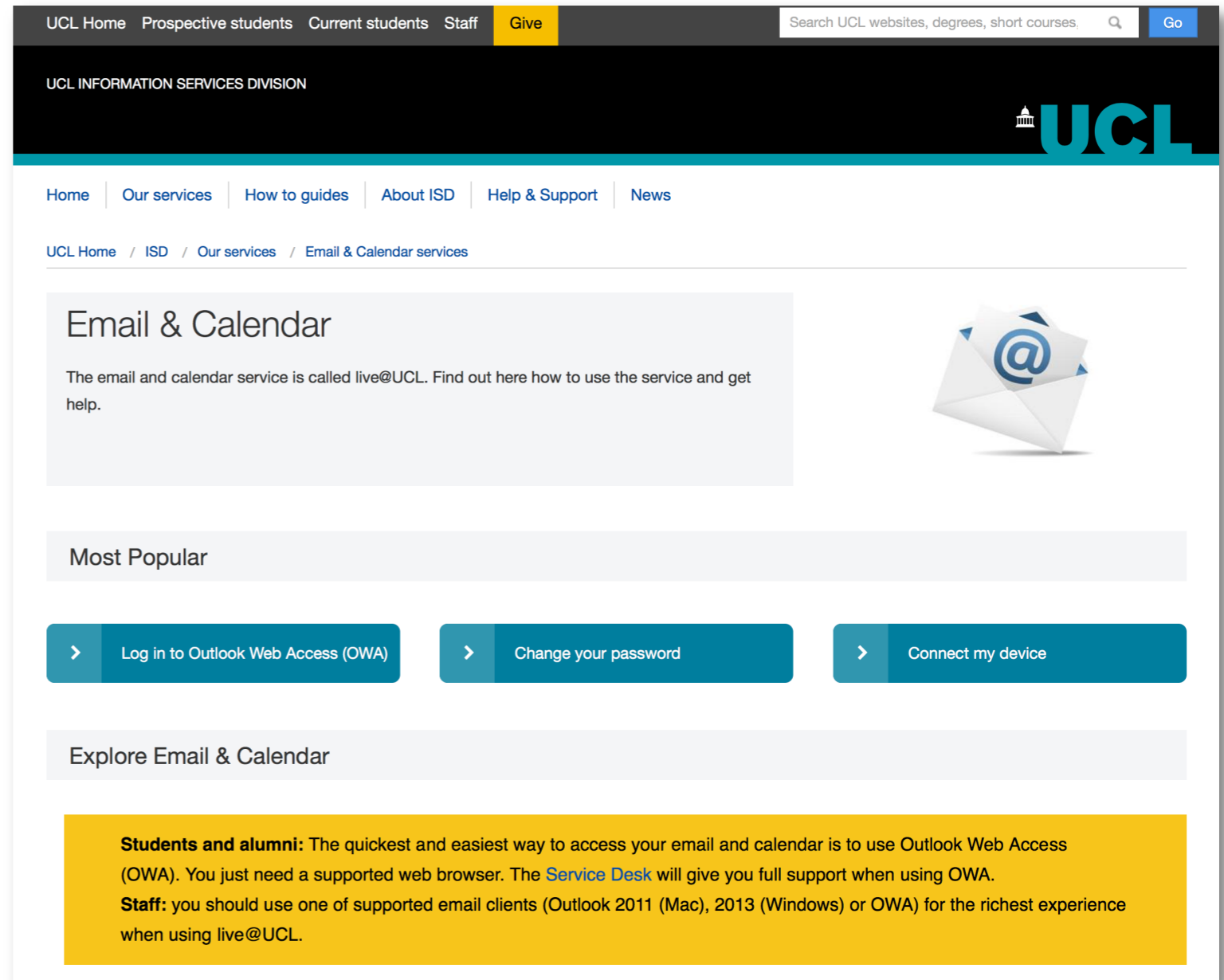
<http://www.moneysavingexpert.com/>

www.moneyadviceservice.org.uk/



Accessing Email & Cal

- You have live@UCL account.
 - Web-based interface
 - Or via IMAP, Outlook or Exchange clients.
- And on mobile devices including iOS and Android.



The screenshot shows the UCL Information Services Division (ISD) website. The top navigation bar includes links for UCL Home, Prospective students, Current students, Staff, and Give. A search bar is located on the right. Below the navigation bar, the page title is "UCL INFORMATION SERVICES DIVISION". The main content area is titled "Email & Calendar" and includes a sub-header "The email and calendar service is called live@UCL. Find out here how to use the service and get help." To the right of the text is an icon of an envelope with an @ symbol. Below the main content area is a section titled "Most Popular" with three buttons: "Log in to Outlook Web Access (OWA)", "Change your password", and "Connect my device". At the bottom, there is a section titled "Explore Email & Calendar" with a yellow background containing text for students and alumni, and staff.

UCL Home Prospective students Current students Staff Give Search UCL websites, degrees, short courses. Go

UCL INFORMATION SERVICES DIVISION

Home Our services How to guides About ISD Help & Support News

UCL Home / ISD / Our services / Email & Calendar services

Email & Calendar

The email and calendar service is called live@UCL. Find out here how to use the service and get help.

Most Popular

> Log in to Outlook Web Access (OWA) > Change your password > Connect my device

Explore Email & Calendar

Students and alumni: The quickest and easiest way to access your email and calendar is to use Outlook Web Access (OWA). You just need a supported web browser. The [Service Desk](#) will give you full support when using OWA.

Staff: you should use one of supported email clients (Outlook 2011 (Mac), 2013 (Windows) or OWA) for the richest experience when using live@UCL.

www.ucl.ac.uk/isd/services/email-calendar

live@UCL Email Addresses

- Have the form
firstname.familyname.year@ucl.ac.uk
- For example:
Arthur.Dent.14@ucl.ac.uk
- Use your UCL address when emailing staff.

CS Staff Email Addresses

- All staff have CS email addresses:
G.Roberts@cs.ucl.ac.uk
- But also use standard UCL addresses:
e.barr@ucl.ac.uk

Getting Familiar with live@UCL

- Supports full range of facilities
 - Experiment and try everything out
- Email yourself or friends to confirm you can send/receive emails or your device(s).
- Please use plain text emails when emailing staff (not HTML formatted).
- You will get SPAM.
 - Go to ISD Help Desk if it becomes a problem.
 - The ISD Help Desk is in the Science library.
 - All email is automatically scanned and dangerous elements removed.

Live Calendar and Office365

- Integrated with
 - various UCL services and
 - your timetable
- Free use of Office365

[UCL Home](#) / [ISD](#) / [Our services](#) / [Email & Calendar services](#) / [My Calendar](#)

My Calendar

You have been provided with your own calendar. Everyone at UCL has a live@UCL calendar, making it easier to schedule meetings with others.

Who can see my calendar?

Your calendar may be viewable by your department or can open up the permissions to other people in UCL. If you would like for external people to see your calendar then you can publish it online for others to see.



Get your free copy Office 365 Professional Plus

UCL students can obtain a copy of Office 2013 Professional Plus at no cost. Office 365 includes the latest version of Word, Excel, PowerPoint, OneNote, and more.



You can install on up to 5 compatible PCs and Macs, plus 5 tablets (including iPad).

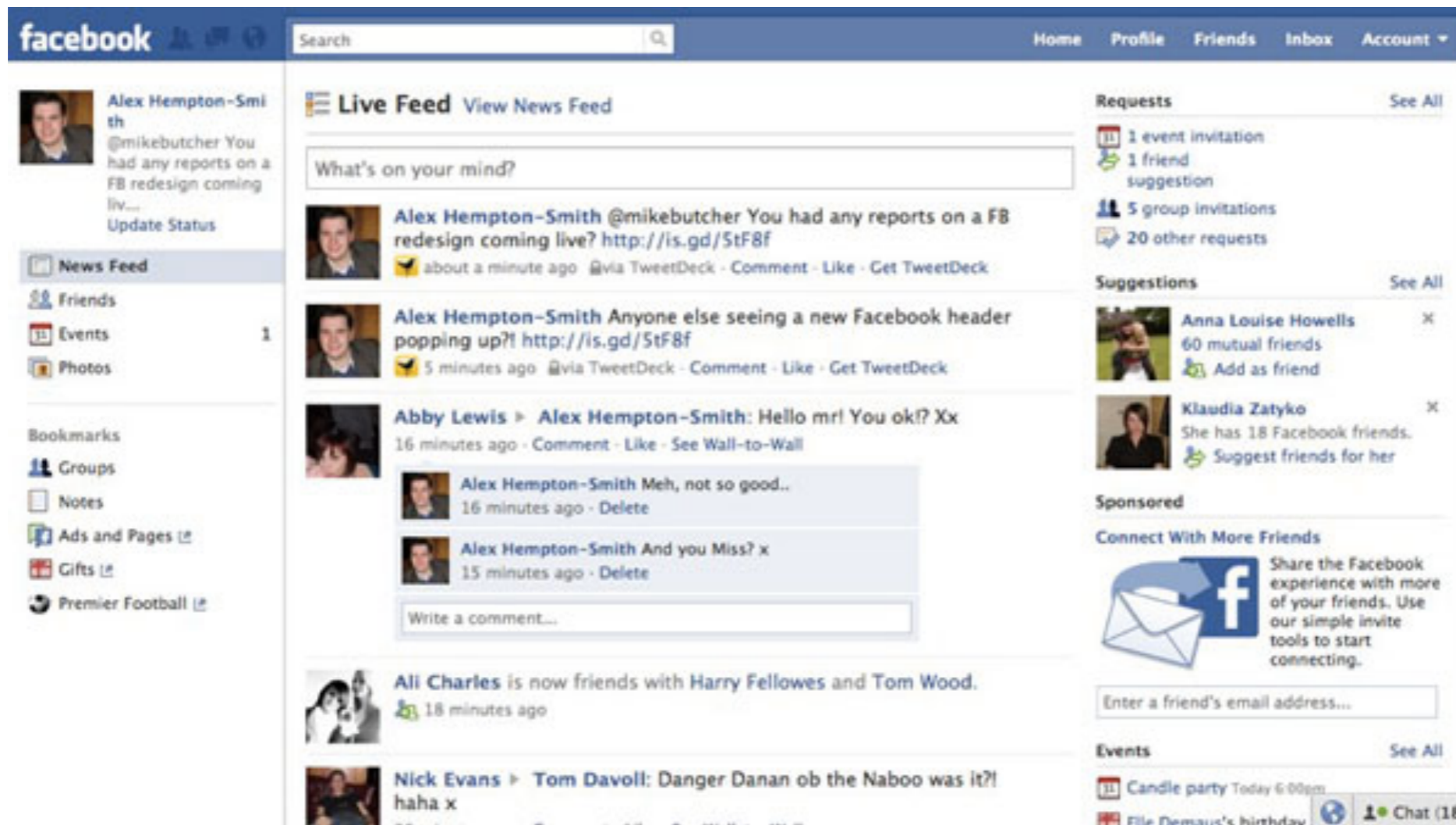
Read the instructions on [how to obtain your copy](#).

Mailing Lists

- A mailing list allows one message to be sent to many people

Mailing Lists

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Mailing Lists

- A mailing list allows one message to be sent to many people
- You will automatically be added to one or more degree programme lists
1styr@cs.ucl.ac.uk
- When is it appropriate to reply all?
 - MOSTLY NEVER



Module Mailing Lists

- All taught modules also have a Moodle mailing list
 - Moodle keeps a copy of all email sent in its News Fora
- Important messages will be sent via Moodle
 - Changes to lecture time/place
 - Reminders of coursework deadline
 - Availability of marked coursework

Getting Help or Reporting Problems

request@cs.ucl.ac.uk

To send a message to the Helpdesk

facilities@cs.ucl.ac.uk

To report broken bits of building and infrastructure



Topics

- The Department
- Schedule
- Support
- Physical Plant
- Labs
- Accounts
- **Departmental and UCL Websites**
- **Email**
- UCLU
- Public Safety



Questions?

University College London Students' Union (UCLU)

- You are automatically a member of UCLU.
- UCLU is independent from UCL so it can effectively represent you.
- UCLU provides extracurricular activities and support while you are at UCL.
- Visit their **Welcome Fair Saturday 29-30th September, from 10am to 4pm.**
- If you want to get involved further, stand in UCLU's upcoming elections: www.uclu.org/elections.
- Look out for their weekly emails, like them on Facebook, or follow them on Twitter, or find out more at www.uclu.org

UCLU reinvests profits from its bars, gym, shop and cafes into student services.



Over 230 clubs and societies, intramural sport, and one off trips are also available.



They provide professional, independent advice on everything from housing contracts to UCL procedures. They also support student campaigns.





Community volunteering is a big thing here at UCL

UCL is home to the biggest university volunteering department in the UK — the VSU

Last year, over 1900 students took part in projects across London

The VSU has links with over 400 charities and supports 72 different student led projects



Charities UCL students volunteer at include:

IntoUniversity: Mentoring school students to help them achieve personally and academically.

The Passage: a drop in centre supporting people who are homeless.

Keen London: sports and arts activities for children with learning disabilities

Foodcycle: using good food that would otherwise go to waste to cook lunch for people in Somerstown.

Westminster Befriend A Family: running and swimming sessions for children from low income families.



The VSU has loads of volunteering that you can dip into — environmental conservation, fundraising, cultural and sporting events, community festivals...

To find out more about what VSU does, visit www.uclu.org/volunteers, email volunteering@ucl.ac.uk, or drop into their offices in the Lewis Building

UCL Security are here for your Safety and Protection

But they need your help.



- **Visit Their Website** for their Advice on staying safe in and around the UCL Campus
- **Follow them on Twitter @UCLSecurity** for up-to-date advice and information on & off campus
- Put their **24/7 Emergency Phone Number** in your mobile phone NOW — **0207 679 2222**
- **Use your ID/Access Cards sensibly** and never let anyone follow you through a secure door

Do Not Allow Unknown Persons Follow You Through A Secure Door



Whether at UCL or in your accommodation
You are putting yourself, your colleagues, your neighbours and your
property at risk when you do
If you are unsure and do not want to be rude, let them go first

Do Not Leave Your Valuables Unattended



Never leave your property unattended anywhere at UCL or use it as desk/table savers in our libraries, cafes, study spaces, refectory, etc.

If urgent, please ask someone you trust to watch it

Be Aware Of Your Surroundings When Using Your Phone In Public.



- Check your surroundings before use
- Use away from the road and close to your body
- Install an app that can track your phone in the event of theft

Please Be Aware

Bogus Police Officers operate in this area

Groups of criminals are posing as police officers in this area in order to trick people and steal their money, credit cards, and valuables. These individuals wear ordinary clothes and use fake Police IDs to search people and take what they can. If you are stopped by a police officer, ALWAYS ask to see their Police ID - a genuine Police ID cannot be copied and looks like this:

The ID card will always have:

- ✓ **photograph of the officer**
- ✓ **a name**
- ✓ **identity number**
- ✓ **Metropolitan Police Service hologram.**



Remember:

- » A genuine police officer will **ALWAYS** explain why you have been stopped and give you a form after the search is complete.
- » A genuine police officer will **ALWAYS** be able to show you a valid ID and tell you which police station they are from.
- » A genuine police officer will **NEVER** ask you for PIN numbers or money.

If you are in any doubt of the officer's identity, call 101 and explain the situation, stating the officer's name and warrant number. The operator will understand you are verifying identity. A real police officer will understand what you are doing.

In an emergency, always call 999



METROPOLITAN
POLICE

TOTAL POLICING



小心 - 伪装警务人员工作在这个地区行骗

这个地区有些犯罪团伙冒充警务人员来骗人，窃取他们的金钱、信用卡和贵重物品。这些罪犯身着普通衣服，使用伪造警察证件来进行搜身，并尽其所能窃取任何物品。如果你被一名警务人员拦截，请务必要求查看他们的证件——真实的警察证件是不能被复制的并且背页会有类似的插图。

警察证件一定会有该警务人员的照片、姓名、证件编号及伦敦大都会警察局的全息图。

如果你对该名警务人员的身份有任何质疑，请拨打101说明情况，并注明有关警务人员的姓名和警证号码。接线员会明白你想核实警务人员的身份。一名真正的警务人员也会理解你为什么这么做。

在紧急情况下，请随时拨打999

要注意 - この地域では偽装警察官が出回っています

この地域では、犯罪グループが警官を装って人々をだまし、現金、クレジットカード、貴重品を窃取する事件が多発しています。これらの人物は私服で、偽の身分証明書(warrant card)を見せて所持品検査を行い、貴重品等を窃取します。警察官に呼び止められた場合には、必ず警察の身分証明書の提示を求めてください。この本物の身分証明書を複写は不可能であり、また裏面のイラストレーションに似通っているはずですが。本物の身分証明書には、警察官の写真、名前、職員番号が記載され、ロンドン警視庁のホログラムが入っています。

警察官の身分について疑問を感じた場合は、警察の電話番号「101」をダイヤルして状況を説明し、警察官の名前と証明書番号(warrant number)をお伝えください。電話交換手は、あなたが警察官の身分照合を行おうとしていることを理解しますし、本物の警察官であれば、こうした行為を理解するはずです。

緊急の場合は、常に警察「999」に通報してください。

احترسوا - توجد في هذه المنطقة أشخاص يتجولون مدعين بأنهم ضباط شرطة

تدعي مجموعات من المجرمين في هذه المنطقة بأنهم شرطيون لخدعة الناس وسرقة أموالهم، وبطاقات انتمائهم، والأشياء القيمة. ويرتدي هؤلاء الأفراد ملابس اعتيادية ويستخدمون بطاقات شرطة مزورة لتفتيش الناس وأخذ ما يمكنهم أخذه. إذا أوقفك شرطي، اطلب دائما أن ترى بطاقة الشرطة الخاصة به - لا يمكن استنساخ بطاقة الشرطة الأصلية. وهي مصورة خلف الصفحة.

وستجد دائما صورة فوتوغرافية للشرطي على بطاقة الشرطة، واسمه، ورقم هويته، وهولوغرام خدمات شرطة العاصمة.

إذا راودك أي شك حول هوية الشرطي، اتصل على 101 وشرح الموقف، مع ذكر اسم الشرطي ورقم بطاقته. سيفهم عامل مقسم الهاتف أنك تتحقق من

الهوية. كما سيفهم الشرطي الحقيقي ما تفعله.

في الحالات الطارئة، اتصل دائما على 999



METROPOLITAN
POLICE

TOTAL POLICING



Contact Them/Further Information



Call Them — 24/7/365

- Emergency Number :
 - **020 7679 2222** or
 - **222** from any internal UCL phone

Follow Them

- Twitter **@UCLSecurity**

Visit Them

- Website
www.ucl.ac.uk/security
or simply 'Google' **UCL Crime Prevention**.



UCL Computer Science



Pulling for Success



Obstacles along the Way



National Student Survey

FINAL YEAR UNDERGRADUATES

The National Student Survey is now open

Take 10 minutes to share your views
and shape education at UCL

Go to thestudentsurvey.com
8 January 2018 to 30 April 2018

Together we create a better education



www.ucl.ac.uk/you-shape-ucl

National Student Survey



National Student Survey

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Pulling for Success



You Are in the Driver's Seat

Unlike school, learning is fully *your* responsibility

We help but you must take charge of your own education and running your own life



Change the World

- *Not* just a slogan
- All students do Industry Projects
 - Build hardware/software for real people to solve real problems
 - Enable a charity to help people
 - Use energy more efficiently to reduce bills
 - Help the disabled travel
 - Work with doctors in the NHS
 - Make a difference
- Think long term — "What will the world be like 5 years after you graduate?"

Sidestepping Bromides and Platitudes

- Friends help you succeed and help you enjoy that success
 - This week, learn the names of each least three of your fellow students
- There are many ways to succeed and only one of them is jousting bare knuckles in the grade game
- Be curious
 - Ask your professors about their research

Work hard, but
also to have fun
at UCL