

# **STUDENT HANDBOOK**

## **Graduate Diploma in Economics** 2019/20

Birkbeck, University of London  
Department of Economics, Mathematics & Statistics

[www.bbk.ac.uk/ems](http://www.bbk.ac.uk/ems)

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# 1 General Information

Welcome to the Department of Economics, Mathematics and Statistics. This Handbook aims to provide a quick guide to your academic programme. It also tells you how to locate more detailed and current information on the Department website ([www.bbk.ac.uk/ems](http://www.bbk.ac.uk/ems)) and College website ([www.bbk.ac.uk](http://www.bbk.ac.uk))

## 1.1 People, services and how to reach them

The **Programme Administrator** is Justine Lloyd-Altius. She handles all administrative aspects of the programme and is usually the first point of contact for students.

Room: 720 Malet Street  
Tel: 020 7631 6406  
Email: [gde@bbk.ac.uk](mailto:gde@bbk.ac.uk)

The **lecturers** are the first point of contact for academic issues relating to any given module or course. The easiest way to initiate contact with your lecturers is via email. The email address of faculty members is [initial.surname@bbk.ac.uk](mailto:initial.surname@bbk.ac.uk).

Each student is assigned a **Personal Tutor**, to help you navigate issues that straddle personal and academic issues (*e.g.* health-related or professional constraints that make it hard for you to cope with the workload or might affect your progression on the programme).

The **Programme Director** is Dr Pedro Gomes. He is in charge of the overall academic content and structure of the Programme, and is the personal tutor for year 2 students.

Room: 759 Malet Street  
Tel: 020 7631 6402  
Email: [p.gomes@bbk.ac.uk](mailto:p.gomes@bbk.ac.uk)

The **Programme Deputy Director** is Michael Pandazis. He is also the personal tutor for full-time and year 1 part-time students.

Room: 736 Malet Street  
Tel: 020 7631 6411  
Email: [m.pandazis@bbk.ac.uk](mailto:m.pandazis@bbk.ac.uk)

The Department's **IT Help Desk** is run by Awuku Danso.

Room: 758 Malet Street  
Tel: 020 7631 6433 between 16.00–18.00 during term time  
Email: [helpdesk@ems.bbk.ac.uk](mailto:helpdesk@ems.bbk.ac.uk)

The Department has its own Workstation Room, 742, for specialized software.

The College runs its own **ITS Reception Help Desk**, on the Ground floor of the Main Building (Tel. 020 7631 6543 from 09.00 – 20.00 Mondays to Fridays during term time, with more restricted hours during vacations). The College also maintains various workstation rooms:

Rooms 10 and 11, 43 Gordon Square  
Rooms 402, 412, 413, 422, 423 and 536 Main Building

The College website (<http://www.bbk.ac.uk>) and the departmental website (<http://www.bbk.ac.uk/ems/>) both provide a wealth of other information. On both pages, click through on the “current students” tab.

## 1.2 Key Dates in the GDE Calendar: 2019/20

September 2019	Pre-sessional course in Mathematics 6-9 pm, five days between 16 <sup>th</sup> and 27 <sup>th</sup>
Late December 2019 (week 11)	<b>Test</b> for <i>Mathematics for Economists</i>
Early January 2020	<b>Test / Coursework</b> for <i>Microeconomics</i>
Late February 2020	<i>Applied Statistics &amp; Econometrics</i> <b>Project proposal – Monday 24 February 2020</b>
Early April 2020	<b>Test /coursework</b> for <i>Macroeconomics</i>
Late April 2020 Precise date to be confirmed by the College in early March	<b>Final Exams</b> <ul style="list-style-type: none"> <li>• <i>Microeconomics</i></li> <li>• <i>Mathematics for Economists</i></li> </ul>
Mid May 2020	<i>Applied Statistics &amp; Econometrics</i> <b>Project submission deadline - Monday 11 May 2020</b>
Late May-Early June 2020 Precise date to be confirmed by the College in early March	<b>Final Exams</b> <ul style="list-style-type: none"> <li>• <i>Macroeconomics</i></li> <li>• <i>Applied Statistics &amp; Econometrics</i></li> </ul>

Dates for final examinations are set by the College, and confirmed only in early March. **Final examinations are usually held in the daytime and it will be your responsibility to be available for them.**

Dates for Birkbeck academic Terms and Holiday closings can be found at [www.bbk.ac.uk/about-us/term-dates](http://www.bbk.ac.uk/about-us/term-dates).

## 2 About the Programme

### 2.1 Overview

The Graduate Diploma in Economics (GDE) fills a gap in the market for graduate training in economics. There are many able students from other backgrounds who wish to switch into economics, but lack the prior knowledge and training. The programme provides grounding in the core of economics and econometrics, such that by the end, students can compete with those who have studied these subjects full-time in a three- or four-year undergraduate degree. These students use the programme as preparation for an MSc in economics or related disciplines, with the ultimate ambition of becoming a professional economist, whether in the private or public sector, or an academic economist (which requires further study to PhD level).

A significant proportion of GDE students use the programme as a rapid route to a high degree of economic literacy, to complement other qualifications. They then exit directly to the job market (where demand for such skills continues to be strong).

### 2.2 The programme structure and timeline

The programme is challenging but it was designed such that most students can complete it in one academic year, running from late September to June. Students complete the following elements for the Diploma:

1. Pre-sessional Mathematics (September)
2. Mathematics for Economists (30 credits)
3. Microeconomics (30 credits)
4. Applied Statistics & Econometrics (30 credits)
5. Macroeconomics (30 credits)

Students are expected to have about 3 evenings a week through the Autumn and Spring terms, and 1.5 evenings a week in the Summer term. They have two exams in April (Maths and Microeconomics) and two exams in June (ASE and Macroeconomics).

Evenings per week for full-time students			
3	Autumn term (10 weeks)	Spring term (10 weeks)	Summer (5 weeks)
2.5			
2			
1.5			
1			
0.5			

#### *The two-year version of the programme*

We offer the possibility of doing the programme over two years. The two-year route could particularly benefit students that have a very intense full-time job and come from a non-technical background. The College also allows one-year students to transfer to the two-year programme during the academic year if they find the programme too demanding, but any one-year student who transfer later in the academic year will usually be charged fees at the one-year rate for the period preceding the transfer, so the transfer is best made in the first term.

Please note that students should contact the programme administrator if they wish to transfer.

Students who choose to complete the programme over two years complete the first three elements in their first year and the rest in the second year. The sequence is as follows:

*Year 1*

- Pre-sessional Mathematics (September)
- Mathematics for Economists (30 credits)
- Microeconomics (30 credits)

*Year 2*

- Applied Statistics & Econometrics (30 credits)
- Macroeconomics (30 credits)

For part-time students, the time commitment is uneven over the 21 months. It is frontloaded in the first year (2 evenings a week in the first 15 weeks), and backloaded in the second year (average of 2 evenings in the last 10 weeks), with a break between April and October.

Evenings per week for part-time students										
3										
2.5										
2	2	2	2						2	
1.5				1						1
1						1	1	1		
0.5										
5 wk blocks	Au 1	Au 2	Sp 1	Sp 2	Su	Au 1	Au 2	Sp 1	Sp 2	Su
	Year 1					Year 2				

### 2.3 Learning Elements

**Lectures and Classes**

Lectures are the major teaching input on the programme. Individual lecturers will present their own emphasis within the structure of the module. Detailed reading lists will be distributed at the beginning of each module.

Problem set classes, usually in smaller groups, allow elaboration of the problems and issues that arise in lectures by focusing on worked problems. Classes also enable greater student participation and are a crucial opportunity to ask questions about material (particularly technical material) covered in lectures.

Usually, the lecturer will set a weekly problem set which the class teachers will go through with you. It is common for students to struggle with problem set questions on first reading. However, always bear in mind that these questions are usually derived from (but often extend) material covered in lecture notes. If you initially struggle with questions, do not give up! Lecture notes, together with compulsory reading from textbooks, should be regarded as a resource to help you answer problem set questions. This takes time! You should allow at least two hours, sometimes more, to work through problem sets and do the necessary reading to attempt them thoroughly. Finding things out for yourself is a crucial part of the learning process: learning should be an active, not just passive process.

**Private study**

Lectures and classes are only part of your overall learning experience. Private study is equally important. As a rough rule of thumb, you should spend **at least** twice as long in private study –

reading material on the reading lists, working through problems and exercises, completing other assignments, revising for examinations – as you spend in lectures and classes. This is however only a very rough indication of workload.

### **Online Resources**

Lecture notes and problem sets are available via module pages on our online platform Moodle ([moodle.bbk.ac.uk](http://moodle.bbk.ac.uk)). Sketch answers for problem sets will usually be put up on Moodle within a week of the relevant class. Past examinations with sketch answers are also usually available, although the extent of this provision is a personal choice of individual lecturers.

Experience of provision of lecture videos over recent years suggests that, used carefully, videos can be an extremely valuable resource. Students can review material that was not fully understood on first hearing (it is a not uncommon problem with lectures of up to 3 hours in the evening that your attention can lapse!), and the software allows fairly rapid navigation to sections of the lecture where review is helpful. However, the technology for video recording of lectures is far from perfect. Recordings fail time to time or you may find that focus on the whiteboard or the angle of the camera is sub-optimal. Hence, lecture videos are not a substitute for the other crucial parts of the learning process (that is, attending lectures, reading lecture notes and private study).

We aim to make all lectures available on video, usually within 48 hours of the lecture taking place. Videos can be streamed via the Panopto panel on the right of the module Moodle page, and can also be downloaded as podcasts. Most lectures videos will include both slides (if used), which allow rapid navigation through the lecture and, where required, direct video of the lecturer to allow board work to be followed when material is not on slides. At least one sitting of each problem set class will also be typically provided on video.

## **2.4 GDE via online study**

We now allow students to complete the GDE programme in Distance Learning mode. The key feature of the Distance Learning programme is the remote exam location - exams can be taken anywhere in the world with a British Council.

To succeed, the Distance Learning students should be highly motivated, proactive, and capable of independent study. Besides the downloadable lecture material, we offer fully dedicated tutor, that offers online tutorial support and can be reached by skype or email

We also provide video recordings of actual lectures. However, the technology for video recording of lectures is far from perfect. Recordings fail time to time or you may find that focus on the whiteboard or the angle of the camera is sub-optimal. While we try our best to provide good quality videos, these should not be seen as the main source of study. Examples of a good quality recording [here](#), and a bad quality recording [here](#).

## **2.5 Preparatory reading**

The single most important element of the programme to prepare for is its mathematical content. This is especially so if you have little prior training in mathematics, or you studied it some time ago. If you fall into this category we recommend you work through some early chapters of one of the introductory textbooks recommended for the Mathematics for Economists module.

Students who have not studied economics, who want to do advance reading before the programme begins, might also like to work through early chapters of an introductory economics textbook. For preparatory reading we recommend:

- Begg, Fischer and Dornbusch, *Economics*, 11th edition, 2014 (earlier editions are also fine)

- As an alternative to a conventional textbook, you may use the online resources from the CORE Economics project <http://www.core-econ.org/>

Note that once the full schedule of lectures starts, your time is likely to be fully taken up with reading recommended by lecturers.

## 2.6 Examinations and Assessment

**Examinations will normally be held on weekdays during the daytime (either morning or afternoon). You will need to ensure that you will be available to attend examinations on the dates set. If necessary you should obtain leave from your work or other commitments.**

The precise dates of examinations will be confirmed during the year. Dates for the exams held in late May/early June are decided by the College in March. Before that we are able to provide only a rough indication of their timing. College run examinations are held during the day, so you may need to take time off work.

There will also be coursework requirements or mid-term Tests in Microeconomics, Macroeconomics, and Mathematics for Economists. The Department-run tests are held during the evening slot (6 to 9 pm) but this may be outside the academic term. For the Applied Statistics & Econometrics module, students are required to undertake an empirical project.

Final marks for each module depend on a weighted average of examinations and other forms of assessment, as shown below:

<b>Mathematics for Economists</b>	Test (20%) and Final Exam (80%)
<b>Applied Statistics &amp; Econometrics</b>	Project (30%) + Final Exam (70%)
<b>Microeconomics</b>	Coursework (20%) + Final Exam (80%)
<b>Macroeconomics</b>	Test (20%) + Final exam (80%)



## 2.7 Results and Diploma Classification

The mark for each unit is interpreted as follows:

70 or higher	Distinction (Equivalent to 1st)
60 to 69	Merit (Equivalent to 2.1)
40–59	Pass
Below 40	Fail

Your overall classification will be based on marks in following four modules: Mathematics for Economists, Applied Statistics and Econometrics, Microeconomics and Macroeconomics.

The GDE programme follows a classification scheme under the College's Common Award Scheme:

- **Pass:** You must pass at least three modules (worth 90 credits) with an overall average of 40% or more.
- **Merit:** You must pass all four modules (worth 120 credits) with an overall average of 60% or more.
- **Distinction:** You must pass all four modules (worth 120 credits) with an overall average of 70% or more

Birkbeck's Common Award Scheme can be found here: [www.bbk.ac.uk/reg/regs/cas](http://www.bbk.ac.uk/reg/regs/cas).

## 2.8 When will you get your results?

Marks for coursework and mid-term tests are released (on a provisional basis) within four weeks of the submission deadline to allow students to assess their progress. Students should note that all marks released early are subject to confirmation at the examiners' meeting in early July, in consultation with the external examiners.

Final examination scripts are marked by two internal examiners and then a selection of scripts is sent to our external examiners. All this takes time. After the examiners' meeting in early July, letters are sent out with marks on a provisional basis. Final transcripts are usually provided by the University in September. If you have qualified for entry on to our MSc, we will indicate this in the letter from the Department and invite you to submit a formal application.

Information about the publication of results can be found at: [www.bbk.ac.uk/mybirkbeck/services/administration/assessment/exams/results](http://www.bbk.ac.uk/mybirkbeck/services/administration/assessment/exams/results).

## 2.9 Failure and Reassessment of a Module

Graduate Diploma candidates will normally be offered two attempts at passing a module (the original attempt plus one further attempt, which will either be a re-assessment or a retake). Where a student fails a module, examination boards have different routes open to them to allow the student further attempts to pass. Please see a brief list below:

**Re-takes** means that a student obtained less than 30% and will be required to re-enrol on the module, attend lectures and seminars and retake all the assessment associated with that module. Students re-taking a module will be charged for that module.

**Re-assessment** means that a student obtained between 30% and 39% and will not be required to attend lectures and seminars and will only need to re-attempt a failed element of a failed module (in most cases an examination). Note that re-assessment marks are capped at a pass mark of 40%.

Some modules offer re-assessments in September, before the start of the next academic year, but this cannot be guaranteed. For some modules you may need to take a re-assessment in the next academic year.

Modules often evolve from one year to the next, with changes in content and emphasis and it is your responsibility to keep track of any variations in the syllabus. If you require further guidance about re-assessments, please contact your Programme Director.

Further details can be found in the College's Common Awards Scheme (CAS) regulations. Be aware that College rules dictate that if you pass an exam you cannot take it again to improve your mark.

The only exception to this rule is if there are Mitigating Circumstances, which are officially registered with the College (see next section)

Further details of College regulations at [www.bbk.ac.uk/mybirkbeck/services/rules/](http://www.bbk.ac.uk/mybirkbeck/services/rules/)

## **2.10 Mitigating Circumstances**

The College Policy on Mitigating Circumstances determines how boards of examiners will treat assessment that has been affected by adverse circumstances. Mitigating Circumstances are defined as unforeseen, unpreventable circumstances that significantly disrupt your performance in any particular assessment. For details about Mitigating Circumstances, please consult [www.bbk.ac.uk/mybirkbeck/services/administration/assessment/exams/mitigating-circumstances](http://www.bbk.ac.uk/mybirkbeck/services/administration/assessment/exams/mitigating-circumstances). Your lecturers and Programme Director do not have discretion to approve Mitigating Circumstances.

The policy calls for you to make a formal application with a description of your circumstances and necessary evidence in support. A Panel meets periodically each term to review applications. Not all applications are successful.

This should not be confused with long-term issues such as medical conditions, for which the College can make adjustments before assessment (for guidance on how arrangements can be made in these cases please see the College's Procedures for Dealing with Special Examination Arrangements): [www.bbk.ac.uk/reg/regs/cas/assessment/specialexam](http://www.bbk.ac.uk/reg/regs/cas/assessment/specialexam).

## **2.11 Break in Studies**

We realise that some students may not be able to continue their studies due to changes in their personal or professional circumstances. If you find yourself in this situation, you should contact your Personal Tutor or Programme Director to request a break in studies, which allows you to suspend your studies, and resume them at the same time the following academic year, at no additional cost.

## **2.12 Continuation to further study**

The Graduate Diploma is a qualification in its own right, but many students take it as preparation for entry into a Masters course. We expect that any student completing the GDE with a Merit or Distinction will be able to cope with demands of a Master's level degree in economics or related disciplines. So, if you achieve these levels of performance, we will automatically invite you to apply to our MSc Economics or MSc Financial Economics programmes. The Department may also offer an MSc place to students who do not achieve an overall merit if they show sufficient strength in quantitative papers, but any such offer cannot be guaranteed.

Based on our past experience, students who have achieved a distinction have been able to secure admission on MSc programmes at other universities, including the very best ones.

### 3 GDE Modules

Details of the modules are provided online. This section provides a summary.

#### 3.1 Mathematics for Economists

Module code: EMEC029S6

Autumn and Spring Terms: Year 1

**Lecturer: Anthony Humm**

Module details: [www.bbk.ac.uk/study/modules/emec/EMEC029S6](http://www.bbk.ac.uk/study/modules/emec/EMEC029S6)

#### 3.2 Microeconomics

Module code: BUEM070S6

Autumn Term (second half) and Spring Term (first half): Year 1

**Lecturers: Emanuela Scjubba**

Module details: [www.bbk.ac.uk/study/modules/buem/BUEM070S6](http://www.bbk.ac.uk/study/modules/buem/BUEM070S6)

#### 3.3 Applied Statistics & Econometrics

Module code: EMEC002S6

Autumn and Spring Term: Year 2

**Lecturers: Pedro Gomes & Ron Smith**

Module details: [www.bbk.ac.uk/study/modules/emec/EMEC002S6](http://www.bbk.ac.uk/study/modules/emec/EMEC002S6)

#### 3.4 Macroeconomics

Module code: EMEC011S6

Spring Term (second half) and Summer Term (first half): Year 2

**Lecturer: Stephen Wright**

Module details: [www.bbk.ac.uk/study/modules/emec/EMEC011S6](http://www.bbk.ac.uk/study/modules/emec/EMEC011S6)

*Timetables for full term are available from September through the 'My Birkbeck' portal, on the programme Moodle page and [here](#). The preliminary timetable is on the next page.*

AUTUMN TERM

<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>
6-7.30pm <b>Mathematics for Economists</b>	6-7.30pm <b>Applied Statistics &amp; Econometrics</b>	6-9 pm <b>Mathematics for Economists</b> (weeks 1-5)		
7.45-9pm <b>Extra Maths</b> (wks 1-5) <b>Micro Classes</b> (wks 7-11)	7.45-9 pm <b>Applied Statistics &amp; Econometrics Classes</b>	<b>Microeconomics</b> (weeks 7-11)		

Notes:

Full-time students come in three evenings a week: Mon, Tue and Wed

PT1: Two evenings each week: Mon and Wed

PT2: One evening each week: Tue

SPRING TERM

<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>
6-7.30pm <b>Micro Classes</b> (wks 1-5)	6-7.30pm <b>Applied Statistics &amp; Econometrics</b> (wks 1-11)		6-9pm <b>Microeconomics</b> (wks 1-5)	
<b>Macro Classes</b> (wks 7-11)			<b>Macroeconomics</b> (wks 7-11 only)	
7.45-9 pm <b>Mathematics for Economists</b> (wks 1-11)	7.45-9 pm <b>Applied Statistics &amp; Econometrics Classes</b>			

Full-time students come in three evenings a week: Mon, Tue, Thu

PT1: Two evenings for first 5 weeks Mon and Thu; half or 1 evening for last 5 weeks

PT2: One evening for first 5 weeks, 2.5 evenings for last 5

SUMMER TERM

<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>
	6-7.30pm <b>Macro class (1-4)</b>		6-9pm <b>Macroeconomics</b> (Weeks 1-4)	

Precise schedule for the Summer Term depends on Easter dates

### 3.5 Preliminary Mathematics Course (September)

This short mathematics course is designed to reacquaint people with algebra. Outlined below is a brief summary of the elements of the course:

- Operations on fractions
- Simplifying algebraic expressions, factorising algebraic expressions
- Solving simple equations
- Investigating linear equations, simultaneous linear equations
- Investigating quadratic equations
- Operations using exponents (powers).

The single most important thing to do is to ensure that you are as fluent as possible in at least basic mathematics. While the Mathematics for Economists module starts from a very low level (essentials of GCSE) it moves forward very rapidly. In our experience, difficulties with use of mathematics are by far the most common cause of problems in the early stages of the course. The key thing is to get into the habit of *doing* maths, even if only quite basic algebraic manipulations.

We also recommend that you borrow one of the following books from a library:

- GCSE algebra book
- The BBC's Bitesize Maths page is good for algebra: [www.bbc.co.uk/education](http://www.bbc.co.uk/education)
- Countdown to Mathematics (Open University/BBC publications), only read the algebra texts.
- Jacques I, Mathematics for Economics and Business, Addison-Wesley. Clearly-written, introductory text (latest edition).

All students will receive in late August or early September a short self-marked test in mathematics to assess whether you need to attend the preliminary course. We encourage all students to attend, but we leave out to the student the decision to do so based on their assessment.

Monday	Tuesday	Wednesday	Thursday	Friday
		18 September	19 September	
23 September	24 September		26 September	

All lectures from 6- 9 pm: Room to be confirmed

## 4 Other Information

### 4.1 Careers and Employability Service

Birkbeck provides comprehensive careers, recruitment and employability advice, events and information services for our students, both online and face-to-face at our dedicated support space on the Birkbeck campus in Bloomsbury. These include: speaking to a careers advisor; panel discussions with employers, Birkbeck alumni and careers consultants; workshops and events on finding work, CV and application writing, and preparing for interviews; and online social media support.

We also work closely with Birkbeck Talent, our in-house recruitment service, to provide bespoke support for student pursuing employment and internship opportunities. To find out more, visit [www.bbk.ac.uk/careers](http://www.bbk.ac.uk/careers).

### 4.2 Birkbeck Talent: a dedicated in-house recruitment service

Birkbeck Talent is a professional recruitment service aimed exclusively at assisting Birkbeck students to find work whilst studying and after graduation. We work with London's top employers to offer innovative internships, prestigious job vacancies and exciting graduate opportunities. To find out more, visit [www.bbk.ac.uk/talent](http://www.bbk.ac.uk/talent)

### 4.3 Business Engagement Team

The School of Business, Economics and Informatics has a dedicated Business Engagement team where you can take advantage of extra support - in addition to what is offered by Birkbeck Talent and Birkbeck Careers. The Business Engagement team delivers a range of activities to support you in your career aspirations including:

#### *Mentoring Pathways*

Mentoring Pathways pairs successful applicants with industry professionals for individual advice and guidance. There are approximately 100 places available for final year undergraduates and postgraduate students. We have partnerships with a number of key organisations and work alongside Birkbeck alumni who provide mentors. Please email [mentoring@bbk.ac.uk](mailto:mentoring@bbk.ac.uk)

#### *Enterprise Pathways*

Whether you are setting out in your journey as an entrepreneur or have already established a thriving business, we offer various pathways to support you. These include a non-credit bearing module with workshops once a month throughout the academic year, access to digital resources, and enterprise boot camps to help you to develop your ideas and network with other students. Please email [enterprise@bbk.ac.uk](mailto:enterprise@bbk.ac.uk) or visit [www.bbk.ac.uk/enterprise](http://www.bbk.ac.uk/enterprise)

#### *School Events*

From time to time we run events, competitions or offer the opportunity to attend conferences, with the aim to help you to find out more about industry sectors, entrepreneurs and professional bodies.

#### *Insiders' Guides*

We take a small number of students to visit workplaces and ask questions about the culture, the roles and career progression. If you would like to participate please email [developus@bbk.ac.uk](mailto:developus@bbk.ac.uk)

### *Employer Sponsorship*

Talk to a member of the team about how your current employer might sponsor you through your studies. Please email: [developus@bbk.ac.uk](mailto:developus@bbk.ac.uk)

You can also follow BEI on social media for information and conversations:

- Twitter: @BirkbeckBEI
- Facebook, Google+ and LinkedIn: Search 'BirkbeckBEI'

Please visit our website [www.bbk.ac.uk/business/business-services](http://www.bbk.ac.uk/business/business-services) for resources and information about all of these initiatives.

We send a regular email newsletter with details of all upcoming events and activities to students in the School of Business, Economics and Informatics who allow marketing communications through their MyBirkbeck Profile.

### BUSINESS ENGAGEMENT EVENT SCHEDULE 2019/20

Month	Enterprise Pathways	Mentoring Pathways
October		Briefing sessions
November	Community Launch & Brunch	Training sessions
	Global Entrepreneurship Week Event	Launch event
December	Who are you? What type of entrepreneur can you be?	1-1 Mentoring
January	Get LEAN	1-1 Mentoring
February	Dynamic Business Plans	1-1 Mentoring
March	Pitch Perfect and Santander Competition Launch	1-1 Mentoring
April	Sources of Finance	1-1 Mentoring
May	Take-off	1-1 Mentoring
June	Birkbeck Angels	1-1 Mentoring
July	Awards Evening	Celebration event

#### **4.4 Other Practical Information**

The College Website has a wealth of additional information for students across the College. For example:

*Accommodation:*

<http://www.bbk.ac.uk/prospective/accommodation/home/>

*Child Care:*

<http://www.bbk.ac.uk/mybirkbeck/services/facilities/nursery>

*Child care costs:*

[http://www.bbk.ac.uk/mybirkbeck/finance/studentfinance/ug\\_finance/childcare](http://www.bbk.ac.uk/mybirkbeck/finance/studentfinance/ug_finance/childcare)

If you can't find the information you need, contact the My Birkbeck Help Desk:

<http://www.bbk.ac.uk/mybirkbeck/services/facilities/helpdesk>