



lyit

Institiúid Teicneolaíochta Leitir Ceanainn
Letterkenny Institute of Technology

Induction 2017

**Department of
Business Studies**

Arrival Guide



Welcome

Welcome to LYIT. We are delighted you have chosen to study in the Department of Business Studies. We have a number of events planned as part of our induction programme to introduce you to LYIT, the staff and your fellow students. It is essential that you attend all the activities timetabled here to ensure you don't miss out on any important information that will make your life easier, not just this week, but over the following months and years.

Registration

Registration for all 1st year students happens on **Wednesday 13th September**. Please check the LYIT website for the registration time for your programme <https://www.lyit.ie/admissions/registration/>

Order of Events:

1. Register Online – You will receive information in the post on how to Register Online. If you cannot register at home prior to Wednesday 13th September you must Register Online in Room 2402.
2. HEA Survey - Main Building Rooms 2300, 2301, 2401, 2409
3. Quicksan Assessment by The Curve - Main building, 2300, 2301, 2401, 2409.
4. ID Photograph - Room 1185 Nursing Canteen on ground floor
5. Department of Business Studies Induction (see timetable below)

Induction

Induction activities allow you and your classmates to get to know each other, find your way around, meet the lecturers and support staff and learn about the facilities and services you can avail of during your time here. You will be shown how to access the library and computers, including the online learning resources. You will find your induction schedule below – it's important to check which group you are in.

Department of Business Studies

Staff and students of the Department of Business Studies are really looking forward to meeting and sharing with you the exciting times and challenges that your new programme of study will bring. Your first week will be all about meeting staff, getting to know your way around the campus, and developing a sense of what to expect from your chosen programme of study.

There will of course be time for some fun and most importantly you'll meet your class mates. Among this group of strangers will be your future best friends. On behalf of all of the staff in the Department of Business Studies we hope you enjoy yourselves during your time here and find a rewarding career in the years ahead.

Student Support Services

There are a wide range of student support services available to all registered students ranging from the Health Centre nurses, doctors & counsellors to the Sports Centre and the Student's Union. These are all located upstairs in An Danlann. The Curve which is based on the 3rd floor of the Main Building provides learning supports in maths, writing and communication skills.

- Ms. Nicole Murray, Student Counsellor – 074.9186817 / 087.9555266
- Ms. Catherine Lyster, Careers Officer – 074.9186812
- Ms. Hannah Glackin, Health Service – 074.9186850 / 087.2052600
- Institute Chaplains
 - Fr. John Boyce, Roman Catholic – 074.9186830 / 087.7926440
 - Rev. Brian Brown, Presbyterian – 074.9145220
 - Revd. Canon Stewart Wright, Church of Ireland – 074.9122573

Useful Numbers

- School of Business Office – 074.9186000
- Student Support Services – 074.9186855
- Health and Safety Officer – 074.9186114
- Sports Centre - 074.9186000
- Library - 074.9186150

Department of Business Studies

Group 1 - Higher Certificate in Business (Administration, IT and Customer Service)

Group 2 - Bachelor of Business (Common Entry)

Group 3 - BBS (Hons) Accounting

Group 4 - BBS (Hons) Business

Day	9.30 – 10.30am	10.30 – 11.30am	11.30am – 12.30pm	12.30 – 1.30pm	2.30– 3.30pm	3.30-4.30pm
Wednesday 13th September	Registration / HEA Survey / Quickscan Assessment Group 1 - Room 2402 Group 2 - Room 2408/2409 Group 3 - Room 2300/2301 Group 4 - Room 2401	ID Photograph Nursing Canteen (on ground floor). Room 1185				
Thursday 14th September	Introductions Group 1 & Group 2 Room 1102	Ice Breakers & Timetables Group 1 - Room 1184 Group 2 – Room 1161 Group 3 – Room 1162 Group 4 – Room 1183	The Marshmallow Challenge Group 1 - Room 1184 Group 2 – Room 1161 Group 3 – Room 1162 Group 4 – Room 1183	Elective Tasters Group 2: Room 1101 Spanish Irish/French Intro to Teaching of English Intro to Sociology Personal Finance	Tour of Campus Group 1 & Group 2	Tour of Campus Group 3 & Group 4
	Introductions Group 3 & Group 4 Room 1103			Course Tasters Group 1 (Admin, IT & Customer Service) Room 1162 Group 3 (Hons Acc) Room 1161 Group 4 (Hons Bus) Room 1404	Computer Services Group 3 & Group 4 Room 1102	Computer Services Group 1 & Group 2 Room 1102

Where do I go?

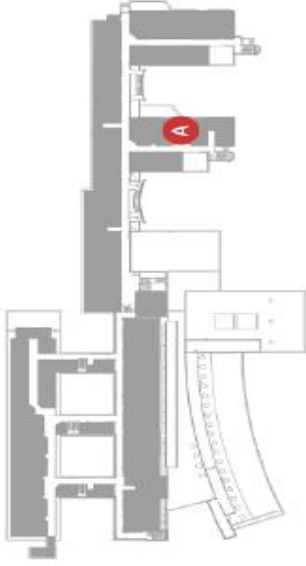
- Guide
- Ai Danlann ①
- Room 1101 ②
- Room 1102 ③
- Room 1103 ④
- Room 1104 ⑤
- Room 2208 ⑥
- Rooms 2300 ⑦
2301
- Rooms 2403 ⑧
2409
- The Curve A
- Canteen C
- Library L
- School office S



Ground floor - level 1



First floor - level 2



Second floor - level 3