



**lyit**

| **Institiúid Teicneolaíochta Leitir Ceanainn**  
Letterkenny Institute of Technology

**Induction 2019**

**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 (both registration and induction) 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 - Wednesday 11<sup>th</sup> September

All students should [register online](#) using the information sent by post. If you cannot register at home prior to **Wednesday 11<sup>th</sup> September** you must come into LYIT and complete your registration at the following times:

Time	Room	Course
9.30am	Room 2402 & Room 2409	Bachelor of Business Hons Accounting
9.30am	Room 2408 & Room 2409	Bachelor of Business Hons
10.00am	Room 2300	Higher Certificate Admin, IT & Customer Service
10.00am	Room 2300 & 2301	Bachelor of Business Common Entry

Following registration ALL students should then complete [Higher Education Authority \(HEA\) Equal Access Survey](#) and the [Quicksan Assessment](#).

*The HEA Survey is an annual voluntary survey of first year full-time and part-time undergraduate new entrants to Higher Education Authority (HEA)-funded colleges. With information obtained from the HEA can measure equality of access to higher education and allocate the resources needed to support students of all backgrounds and abilities.*

*The Quicksan Assessment conducted by LYIT's Learning Support Unit (The Curve) is used to determine your preferred learning style, and as an aid to identify any specific learning strengths and weaknesses you may have, some, perhaps you may not have been aware of. The test itself is a simple computerised test that takes approximately 20 minutes to complete. Additional supports provided by The Curve include study skills, maths, dyspraxia, visual stress, and general learning confidence.*

## Department of Business Studies Induction - Wednesday 11<sup>th</sup> September

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.

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. Induction is 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 may 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 3<sup>rd</sup> floor of the main building provides learning supports in maths, writing and communication skills. You will be introduced to the Student Support Team during induction.

## Wednesday September 11<sup>th</sup>

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

9.30am	10am	11.30am – 12.30pm	1-1.15pm	1.15-2pm
<b>Registration / HEA Survey / Quickscan Assessment</b>  Group 3 Room 2402 & 2409  Group 4 Room 2408 & 2409	<b>Registration / HEA Survey / Quickscan Assessment</b>  Group 1 Room 2300  Group 2 Room 2300 & 2301	<b>Meet Student Services, The Curve, Health &amp; Safety Officer &amp; The Student's Union</b>  <b>Welcome from Head of Department of Business Studies</b>  <b>All Groups</b> Room 1104	<b>Welcome from Head of School of Business</b>  <b>All Groups</b> Room 1104	<b>Introductions</b>  Group 1 & Group 2  Room 1102  <b>Introductions</b>  Group 3 & Group 4  Room 1104

## Thursday September 12<sup>th</sup>

10.30 – 12pm	12.30 – 1.30pm	1.30 - 2.30pm	2.30– 3.30pm	3.30-4.30pm
<b>Ice Breakers &amp; Timetables</b>  Group 1 Room 1184  Group 2 Room 1452  Group 3 Room 1183  Group 4 Room 1404	<b>Elective Tasters</b> <b>Group 2</b>  12.30pm Room 1408: Spanish / Irish / Intro to Teaching of English  1pm Room 1406: Intro to Sociology  1pm Room 1407: Personal Finance	<b>Team Building</b>  Group 1 Room 1406  Group 2 Room 1161  Group 3 Room 1406  Group 4 Room 1404	<b>Tour of Campus</b>  Group 1 & Group 2	<b>Tour of Campus</b>  Group 3 & Group 4
	<b>Course Overview</b>  Group 1: Room 1162 Group 3: Room 1161 Group 4: Room 1404		<b>Computer Services</b>  Group 3 & Group 4 Room 1102	<b>Computer Services</b>  Group 1 & Group 2 Room 1102

N.B. The above schedule is subject to change.

## Where do I go?

### Guide

- ① An Demlann
- ② Room 1101
- ③ Room 1102
- ④ Room 1103
- ⑤ Room 1104
- ⑥ Room 2208
- ⑦ Rooms 2300  
2301
- ⑧ Rooms 2403  
2409

- A The Curve
- C Canteen
- L Library
- S School office

##



Ground floor - level 1



First floor - level 2



Second floor - level 3