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A Note on this Handbook
This handbook applies to all students completing MAI Year 5 in Civil, Structural and Environmental Engineering. It provides a guide to what is expected of you on this programme, and the academic and personal support available to you. Please retain for future reference.

The information provided in this handbook is accurate at time preparation. Any necessary revisions will be notified to students by e-mail. Please note that, in the event of any conflict or inconsistency between the General Regulations published in the University Calendar and information contained in course handbooks, the provisions of the General Regulations will prevail.

Course Overview
The MAI year consists of two semesters: lectures take place in Semester 1 and Semester 2; Examinations take place at the end of Semester 2.

All students complete a research project (5E1) (25 ECTS) on which a dissertation must be prepared and submitted by the end of Semester 2 (by 4pm on Thursday 6 April 2017), and Research Methods (5E2) (5ECTS).

In addition, students must take six elective modules, normally three in the Semester 1 and three in Semester 2, worth a total of 30 ECTS. Students who wish to take four modules in either Semester 1 or Semester 2 must obtain permission from the MAI Co-ordinator.

MAI Co-ordinator
Prof. Bidisha Ghosh is the academic member of staff responsible for the MAI Year 5 Civil Engineering class. If you have any questions relating to the MAI course, Prof. Ghosh will be happy to help. If you need to contact her, email first at bgghosh@tcd.ie

MAI Modules
All MAI students must complete two mandatory modules (CE5E1 and CE5E2) and six elective modules. Some module combinations may not be possible due to timetable restrictions and some modules may not run for operational reasons or if there is insufficient student demand.

<table>
<thead>
<tr>
<th>Mandatory Modules</th>
<th>Module Coordinator</th>
</tr>
</thead>
<tbody>
<tr>
<td>CE5E1 5E1 Civil Engineering Research Project [25 ECTS]</td>
<td>Bidisha Ghosh</td>
</tr>
<tr>
<td>CE5E2 5E2 Research Methods [5 ECTS]</td>
<td>Bidisha Ghosh</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Elective Modules</th>
<th>Module Coordinator</th>
</tr>
</thead>
<tbody>
<tr>
<td>CE7C04 C4 Façade Engineering [5 ECTS]</td>
<td>Roger West</td>
</tr>
<tr>
<td>CE7E03 E3 Air Quality and Noise Pollution [5 ECTS]</td>
<td>Laurence Gill</td>
</tr>
<tr>
<td>CE7E07 E7 Sustainable Water Supply and Sanitation [5 ECTS]</td>
<td>Laurence Gill</td>
</tr>
<tr>
<td>CE7J02 J2 Solar Energy Conversion and Applications [5 ECTS]</td>
<td>Sarah McCormack</td>
</tr>
</tbody>
</table>
The module descriptors are available at https://www.tcd.ie/Engineering/undergraduate/maiyear5/civil/

The lecture timetable and a copy of this handbook are also available on this webpage.

In addition to the above list of modules some appropriate Senior Sophister (SS) year modules can be taken by MAI students under the following circumstances:

“To enable an appropriate fifth-year study plan for all students who go on internship in the second semester of their fourth year and for those students who have studied abroad for all or part of their fourth year, it will be allowable in some circumstances for fifth-year students to take up to 10 ECTS of appropriate fourth-year modules. These modules must be chosen so as to strengthen their chosen area of specialism and, where possible, also support their fifth-year project work. The choice of modules for the fifth-year for all students intending on going on internship should be made with the agreement of the Head of Discipline or his/her delegate. Note: timetabling requirements will prevail and may prevent particular combinations of modules which are acceptable from an academic perspective. In these limited cases where fifth-year students do take some fourth year modules (up to a maximum of 10 ECTS), different assessment procedures will apply, and hence different module codes and MAPS will be needed. In general, the pass requirement for fifth-year students will be 50%.”
Lecture Notes
Lecturers will place notes and additional information on Blackboard.

Examinations & Assessment
Examinations in all the above courses take place at the end of the year, i.e., in April / May. All examinations are three hours long. Examination timetables will be provided closer to the examination dates.

MAI students are required to achieve 50% to pass individual modules.

Examination Rules and Regulations 2017-2018
For further details on examination rules and regulations please refer to,

Examination Dates
Annual Examinations 2018: Monday 30th April 2018 to Friday 25th May 2018

Please check notice-boards for full Examination Timetables

Contacting the Academic Registry
All enquiries should be directed through one of the following channels:

- Log an enquiry via ASK AR on the my.tcd.ie portal
- Via email at academic.registry@tcd.ie
- Via phone at #4500 [student helpline] or #4501 [staff]

From there they will be answered directly or escalated to the correct team.

European Credit Transfer System (ECTS)
The ECTS is an academic credit transfer and accumulation system representing the student workload required to achieve the specified objectives of a study programme.

The ECTS weighting for a module is a measure of the student input or workload required for that module, based on factors such as the number of contact hours, the number and length of written or verbally presented assessment exercises, class preparation and private study time, laboratory classes, examinations, clinical attendance, professional training placements, and so on as appropriate. There is no intrinsic relationship between the credit volume of a module and its level of difficulty.

In College, 1 ECTS unit is defined as 20-25 hours of student input so a 10-credit module will be designed to require 200-250 hours of student input including class contact time, coursework, independent learning and examination preparation.
ECTS credits are awarded to a student only upon successful completion of the course year. Progression from one year to the next is determined by the course regulations. Students who fail a year of their course will not obtain credit for that year even if they have passed certain component courses. Exceptions to this rule are one-year and part-year visiting students, who are awarded credit for individual modules successfully completed.

**Attendance, Non-Satisfactory Attendance and Module work**

Please note the following extract from the University Calendar: “For professional reasons, lecture and tutorial attendance in all years is compulsory in the School of Engineering.” Attendance at laboratory sessions is also compulsory.

All students must fulfil the requirements of the school or department, as appropriate, with regard to attendance and course work. Where specific requirements are not stated, students may be deemed non-satisfactory if they miss more than a third of any module or fail to submit a third of the required course work.

At the end of the teaching semester, students who have not satisfied the departmental or school requirements may be returned to the Senior Lecturer’s Office as non-satisfactory for that term. In accordance with the regulations laid down by the University Council, non-satisfactory students may be refused permission to take their annual examinations and may be required by the Senior Lecturer to repeat their year. See also the sections dealing with College and engineering examination regulations.

Further details on the academic regulations concerning attendance, non-satisfactory attendance and module work are given in the University Calendar.


Please note that you must attend the particular tutorial and laboratory sessions to which you have been assigned. Students cannot swap sessions because of the complexity of the timetable, the large numbers in the year and the limited accommodation available.

**Assignments**

Assignments should be submitted to the assignment boxes on the first floor of the Museum Building, beside the coffee machine, unless advised otherwise. Cover sheets should be fully completed and attached to all assignments submitted.

**College Regulations**

The College regulations are detailed in the College Calendar and students are expected to be aware of these regulations. As in law, ignorance of the regulations does not constitute a defence. The calendar is available in the College libraries among other places.
In the academic world, the principal currency is ideas. As a consequence, you can see that plagiarism — i.e. passing off other people’s ideas as your own— is tantamount to theft. It is important to be aware the plagiarism can occur knowingly or unknowingly, and the offence is in the action not the intent.

Plagiarism is a serious offence within College and the College’s policy on plagiarism is set out in a central online repository hosted by the Library which is located at http://tcd-ie.libguides.com/plagiarism. This repository contains information on what plagiarism is and how to avoid it, the College Calendar entry on plagiarism and a matrix explaining the different levels of plagiarism outlined in the Calendar entry and the sanctions applied.

Undergraduate and postgraduate new entrants and existing students, are required to complete the online tutorial ‘Ready, Steady, Write’. Linked to this requirement, all cover sheets which students must complete when submitting assessed work, must contain the following declaration:

I have read and I understand the plagiarism provisions in the General Regulations of the University Calendar for the current year, found at:  http://www.tcd.ie/calendar

I have also completed the Online Tutorial on avoiding plagiarism ‘Ready, Steady, Write’, located at http://tcd-ie.libguides.com/plagiarism/ready-steady-write

Plagiarism detection software such as “Turnitin” and Blackboard’s “SafeAssign” may be used to assist in automatic plagiarism detection. Students are encouraged to assess their own work for plagiarism prior to submission using this or other software.

Plagiarism is serious whether the plagiarism is deliberate or has arisen through carelessness.

The key area where plagiarism may be an issue are in coursework reports and the research project dissertations. Be careful when you are writing a report to make sure that you reference your work properly, giving credit to the sources you have used.

When submitting individual work, make sure that the work is your own. For example, a literature review chapter within your project dissertation must be written in your own words. Where the material is being repeated verbatim from published, web or other sources, you should use inverted commas, italics and/or present the material in a separate paragraph, to make it clear to the reader that you are quoting directly (and you must reference the source).

For example, the following passage uses both references and direct quotation.
In 1676 Robert Hooke was the first to realise that the ideal shape for an arch ring is that of a funicular polygon (Heyman 1982). He found the shape of funicular polygons experimentally by hanging weights from a string and published this fact in the form of an anagram; whose solution is “Ut pendet continuum flexile sic stabit contiguum rigidum inversum” - as the continuous flexible hangs downward so will the continuous rigid stand upward inverted (Hooke 1676).

Where the first reference refers to:

**Regulations for re-checking/re-marking**
All graduate students have the right to discuss their examination, assessment and dissertation performance with the appropriate academic members of staff as arranged for by the Course Director.

Graduate students are entitled to view their scripts when discussing their performance.

Graduate students’ examination performance cannot be discussed with them until after the publication of examination results.

To obtain access to the breakdown of their results, graduate students should make a request to their Course Director.

Having received information about their examination, assessment and dissertation results and having discussed these and their performance with the appropriate academic staff members, graduate students may request that their results be reconsidered, within four weeks of their publication, if they have reason to believe:

a. that the grade is incorrect because of an error in calculation of results or
b. that the examination paper specific to the graduate student’s course contained questions on subjects which were not part of the course prescribed for the examination or
c. that bias was shown by an examiner in marking the script, assessment or dissertation.
In the cases (a) – (c) above, the request will be made in the first instance to the Course Director, who will discuss the request with the relevant parties and attempt to find a resolution; in the case of (a) above, the decision of the Director is final.

In the case of (b) and (c) above, if the Course Director does not grant the request, the student may ask that the relevant School committee consider their request. In submitting such a case for reconsideration of results, graduate students must state under which of (b) and/or (c) the request is being made. If the student is dissatisfied with the way in which his/her request was handled, he/she may write to the Dean of Graduate Studies clearly stating under which of (b) and/or (c) the request is being made. Once an examination result has been published, it cannot be amended without the permission of the Dean of Graduate Studies. The decision of the Dean of Graduate Studies is final.

**Appeals process**

Where a graduate student has failed a module, coursework component or dissertation and is dissatisfied with how the material was examined or feels that there are mitigating circumstances, he/she may appeal, in writing, to the Course Director. The reasons for the appeal must be clearly stated and supported where necessary by documentary evidence.

If the Programme Director refuses to grant the request, the student may make an appeal to the School’s Director of Postgraduate Teaching and Learning who will, after determining if there are legitimate grounds for appeal, then convene the **School of Engineering Postgraduate Appeals Committee**. If this committee determines that there are valid grounds for the appeal to proceed, it will hear the appeal at a notifiable scheduled time. The student must attend and is entitled to present her/his own case and to be accompanied by an advisor from the Postgraduate Advisory Service or a representative from the Graduate Students’ Union.

If the Postgraduate Appeals Committee refuses to grant the appeal or the student is not satisfied with the outcome of the appeal process, he or she may appeal the decision of the School in writing to the **Dean of Graduate Studies**, as outlined in Part III of the Calendar.

The onus is on the student to initiate the appeal, in the first instance to the Course Director, within **four weeks of notification** of the results being appealed. He/she is advised to liaise with the Postgraduate Student Support Officer (Senior Tutor) and/or the Graduate Students’ Union in preparing the appeal.
**Student Information System (SITS) – ACCESS VIA my.tcd.ie**

All communications from College will be sent to you via your online portal which will give you access to an ‘intray’ of your messages. You will also be able to view your timetables online, both for your teaching and for your examinations. All fee invoices/payments, student levies and commencement fees will be issued online and all payments will be carried out online. You will be able to view your personal details in the new system – some sections of which you will be able to edit yourself. Your examination results will also be communicated to you via the online portal.

Students need to check their modules once registered on their portal, if there are any discrepancies; please send an email to the Department of Civil, Structural and Environmental Engineering.

**Key Dates: 2017-2018**

**Teaching Terms**

**First Semester**
Monday 25 September 2017 – Friday 15 December 2017
Study Week: 6 – 10 November 2017 (week 7 of the semester)

**Second Semester**
Monday 15 January 2018 – Friday 7 April 2018
Study Week: 26 February – 2 March 2018 (week 7 of the semester)

**Project Submission Dates:**
- Research Proposal Report – **Friday, 10th November 2017** [Semester 1, Wk 7]
- Research Proposal Presentation – **Monday, 6th November 2017** [Semester 1, Wk 7]
- Interim report submission – **Monday, 11th December 2017** [Semester 1, Wk 12]
- Poster Presentation – **Monday, 26th February 2018** [Semester 2, Wk 7]
- Ethics Essay - **Friday, 2nd March 2018** [Semester 2, Wk 7]
- MAI Presentations – **Tuesday, 3rd April 2018** [Semester 2, Wk 12]
- Final Dissertation Submission – **Monday, 9th April 2018** [Trinity Week]
- Research paper – **Monday, 16th April 2018** [Semester 2, Wk 14]
- Viva Voca – date to be advised – **May 2018**.

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**Academic Year Structure, 2017/2018**

<table>
<thead>
<tr>
<th>Calendar week</th>
<th>Week commencing</th>
<th>Outline Structure of Academic Year</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>28-Aug-17</td>
<td>Supplemental Examinations</td>
<td>Statutory Term (Michaelmas) begins</td>
</tr>
<tr>
<td>2</td>
<td>04-Sep-17</td>
<td></td>
<td></td>
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<tr>
<td>3</td>
<td>11-Sep-17</td>
<td></td>
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<tr>
<td>4</td>
<td>18-Sep-17</td>
<td>Freshers’ Week/Undergraduate</td>
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<td></td>
<td></td>
<td>Orientation week</td>
<td></td>
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<tr>
<td>5</td>
<td>25-Sep-17</td>
<td>Teaching Week 1</td>
<td></td>
</tr>
<tr>
<td>Week</td>
<td>Date</td>
<td>Event</td>
<td>Notes</td>
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<td>----------------------------------------------------------------------</td>
</tr>
<tr>
<td>6</td>
<td>02-Oct-17</td>
<td><strong>Teaching Week 2</strong></td>
<td>Semester one begins</td>
</tr>
<tr>
<td>7</td>
<td>09-Oct-17</td>
<td><strong>Teaching Week 3</strong></td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>16-Oct-17</td>
<td><strong>Teaching Week 4</strong></td>
<td></td>
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<tr>
<td>9</td>
<td>23-Oct-17</td>
<td><strong>Teaching Week 5</strong></td>
<td></td>
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<tr>
<td>10</td>
<td>30-Oct-17</td>
<td><strong>Teaching Week 6 (Monday, Public Holiday)</strong></td>
<td></td>
</tr>
<tr>
<td>11</td>
<td>06-Nov-17</td>
<td><strong>Teaching Week 7 - Study Week</strong></td>
<td>Presentation of the research proposal</td>
</tr>
<tr>
<td>12</td>
<td>13-Nov-17</td>
<td><strong>Teaching Week 8</strong></td>
<td></td>
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<tr>
<td>13</td>
<td>20-Nov-17</td>
<td><strong>Teaching Week 9</strong></td>
<td></td>
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<tr>
<td>14</td>
<td>27-Nov-17</td>
<td><strong>Teaching Week 10</strong></td>
<td></td>
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<tr>
<td>15</td>
<td>04-Dec-17</td>
<td><strong>Teaching Week 11</strong></td>
<td></td>
</tr>
<tr>
<td>16</td>
<td>11-Dec-17</td>
<td><strong>Teaching Week 12</strong></td>
<td>Interim Project Report Submission</td>
</tr>
<tr>
<td>17</td>
<td>18-Dec-17</td>
<td>Christmas Period (College closed 22 December 2017 to 1 January 2018, inclusive)</td>
<td>Christmas vacation period between teaching terms 4 weeks (as at present)</td>
</tr>
<tr>
<td>18</td>
<td>25-Dec-17</td>
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<td>19</td>
<td>01-Jan-18</td>
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<td>20</td>
<td>08-Jan-18</td>
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<tr>
<td>21</td>
<td>15-Jan-18</td>
<td><strong>Teaching Week 1</strong></td>
<td>Semester two begins – Assignment deadline – 15th Jan</td>
</tr>
<tr>
<td>22</td>
<td>22-Jan-18</td>
<td><strong>Teaching Week 2</strong></td>
<td></td>
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<tr>
<td>23</td>
<td>29-Jan-18</td>
<td><strong>Teaching Week 3</strong></td>
<td></td>
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<tr>
<td>24</td>
<td>05-Feb-18</td>
<td><strong>Teaching Week 4</strong></td>
<td></td>
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<tr>
<td>25</td>
<td>12-Feb-18</td>
<td><strong>Teaching Week 5</strong></td>
<td></td>
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<tr>
<td>26</td>
<td>19-Feb-18</td>
<td><strong>Teaching Week 6</strong></td>
<td></td>
</tr>
<tr>
<td>27</td>
<td>26-Feb-18</td>
<td><strong>Teaching Week 7 - Study Week</strong></td>
<td>Research topic in 5E1 – deadline 2nd March</td>
</tr>
<tr>
<td>28</td>
<td>05-Mar-18</td>
<td><strong>Teaching Week 8</strong></td>
<td></td>
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<tr>
<td>29</td>
<td>12-Mar-18</td>
<td><strong>Teaching Week 9</strong></td>
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<tr>
<td>30</td>
<td>19-Mar-18</td>
<td><strong>Teaching Week 10 (Monday, Public Holiday)</strong></td>
<td></td>
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<tr>
<td>31</td>
<td>26-Mar-18</td>
<td><strong>Teaching Week 11 (Friday, Good Friday)</strong></td>
<td></td>
</tr>
<tr>
<td>32</td>
<td>02-Apr-18</td>
<td><strong>Teaching Week 12 (Monday, Easter Monday)</strong></td>
<td></td>
</tr>
<tr>
<td>33</td>
<td>09-Apr-18</td>
<td><strong>Revision Trinity Week (Monday, Trinity Monday)</strong></td>
<td></td>
</tr>
<tr>
<td>34</td>
<td>16-Apr-18</td>
<td><strong>Exam Revision</strong></td>
<td></td>
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<tr>
<td>35</td>
<td>23-Apr-18</td>
<td><strong>Exam Revision</strong></td>
<td></td>
</tr>
<tr>
<td>36</td>
<td>30-Apr-18</td>
<td><strong>Exam Week 1 (Monday, Public Holiday)</strong></td>
<td>Annual Examination period:</td>
</tr>
<tr>
<td>37</td>
<td>07-May-18</td>
<td><strong>Exam Week 2</strong></td>
<td></td>
</tr>
<tr>
<td>38</td>
<td>14-May-18</td>
<td><strong>Exam Week 3</strong></td>
<td></td>
</tr>
<tr>
<td>39</td>
<td>21-May-18</td>
<td><strong>Exam Week 4</strong></td>
<td></td>
</tr>
<tr>
<td>40 to 52</td>
<td>28-May-18 to 26-Aug-18</td>
<td></td>
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</tbody>
</table>
**FACILITIES**

The laboratories of the Discipline are primarily located in the Simon Perry and Redbrick Buildings. The laboratories are well equipped for undergraduate teaching and, in addition, we have extensive research facilities, which are available for project work. The School has its own well-equipped workshops and technicians to support project work. It is critical that you develop good lines of communication with the Chief Technician, Dr. Kevin Ryan, in order to have your experimental project requests serviced in a timely and professional manner. The Redbrick Computer Laboratory is used extensively for taught modules and project work in fourth and fifth year. In general, students are encouraged to make use of these facilities though they will be unavailable at certain times when classes take place.

**SAFETY IN THE DEPARTMENT**

Dear Student,

The Department of Civil, Structural and Environmental Engineering operates a ‘safe working environment’ policy and we take all practical precautions to ensure that hazards or accidents do not occur. We maintain safety whilst giving you the student very open access to the Departmental Facilities. Thus safety is also your personal responsibility and it is your duty to work in a safe manner when within the Department. By adopting safe practices, you ensure both your own safety and the safety of others. Please read the Safety Document on the Departmental website: [http://www.tcd.ie/civileng](http://www.tcd.ie/civileng) and comply with the instructions given within. Failure to behave in a safe manner may result in your being refused the use of Departmental facilities.

Dr. Dermot O’Dwyer
Departmental Safety Officer

**Student Liaison**

Asst. Prof. Brian Caulfield will arrange a meeting with class representative to discuss matters of interest and concern to students and staff.

**Academic Skills for Successful Learning**

Skills4Study Campus has now been replaced by a Blackboard module called Academic Skills for Successful Learning designed by Student Development. This is available to all students from: [http://mymodule.tcd.ie/](http://mymodule.tcd.ie/)

**Student Learning Development**

Student Learning Development is here to help you develop and master the academic skills to succeed at Trinity. The supports available include:
• Free workshops throughout the year on a variety of topics for students from all departments.
• A Blackboard module featuring a range of resources, including podcasts and interactive workshops that provide academic support to students. Topics include:
  o Time management
  o Presentation skills (incl poster presentations)
  o Procrastination and Concentration
  o Effective study skills
  o Writing skills
  o Exam skills

• Individual consultations – meet with a learning advisor to discuss your study issues.
• For more information please visit http://student-learning.tcd.ie

Other supports for learning in College include:
• The Maths Help Room, which provides informal help from Trinity students. It is located in the Maths Seminar Room, 2nd Floor, 18 Westland Row and is open on Monday-Friday, from 1-2pm
• The Programming Support Centre is available to all computer science and engineering students taking programming courses. See www.scss.tcd.ie/misc/psc
• Peer Learning is available in several of the modern language departments. It involves working with other students to get the most from your course to improve performance. E-mail us for further information: student.learning@tcd.ie

Accessing the service:
Student Learning Development
Trinity College Dublin
3rd Floor, 7-9 South Leinster Street
Dublin 2, Ireland
Web: http://student-learning.tcd.ie
Email: student.learning@tcd.ie
Phone: 01 896 1407

Careers Advisory Service
Postgraduate study opens the doors to many opportunities but the market is competitive and you will need to differentiate yourself clearly from other candidates.

Resources:
The Careers Advisory Service (CAS) provides a wide range of resources and services to help you make and implement informed choices about your future career direction.
The Careers Information Centre at 7-9 South Leinster Street contains a range of free, career-related booklets and employer materials for you to take away. Online, the resources section of the website (www.tcd.ie/Careers/resources) provides useful information on a range of topics from career choice and planning, to working abroad, taking a year out and everything in between.

**Services:**

Individual appointments to meet a Careers Consultant are also available. They work with you to identify how best to approach the next step in your career. They can also review your CV/LinkedIn profile and provide coaching to ensure maximum impact at interview.

Job opportunities from employers currently recruiting Trinity graduates as well as postgraduate courses and funding are available online.

CAS also offers a wide range of seminars; workshops and employer presentations, including postgrad specific events, throughout the year that will help you explore where your postgraduate study can take you.

**MyCareer**

An online service that you can use to:

- Apply for opportunities which match your preferences - vacancies including research options
- Search opportunities - postgraduate courses and funding
- View and book onto employer and CAS events
- Submit your career queries to the CAS team
- Book an appointment with your Careers Consultant

Simply login to MyCareer using your Trinity username and password and personalise your profile.

**Careers Advisory Service**

Trinity College Dublin, 7-9 South Leinster Street, Dublin 2

01 896 1705/1721 | Submit a career query through MyCareer
Opening Hours

**During term:** 9.30am - 5.00pm, Monday - Friday

**Out of Term:** 9.30am - 12.30pm & 2.15 - 5.00pm, Monday - Friday

Postgraduate Advisory Service

The Postgraduate Advisory Service is a unique and confidential service available to all registered postgraduate students in Trinity College. It offers a comprehensive range of academic, pastoral and professional supports dedicated to enhancing your student experience.

**Who?**

The Postgraduate Advisory Service is led by the Postgraduate Support Officer who provides frontline support for all Postgraduate students in Trinity. The Postgrad Support Officer will act as your first point of contact and a source of support and guidance regardless of what stage of your Postgrad you’re at. In addition each Faculty has three members of Academic staff appointed as Postgraduate Advisors who you can be referred to by the Postgrad Support Officer for extra assistance if needed.

Contact details of the Postgrad Support Officer and the Advisory Panel are available on our website: http://www.tcd.ie/Senior_Tutor/postgraduate/

**Where?**

The PAS is located on the second floor of House 27. We’re open from 8.30 – 4.30, Monday to Friday. Appointments are available from 9am to 4pm.

Phone: 8961417

Email: pgsupp@tcd.ie

**What?**

The PAS exists to ensure that all Postgrad students have a contact point who they can turn to for support and information on college services and academic issues arising. Representation assistance to Postgrad students is offered in the area of discipline and/
or academic appeals arising out of examinations or thesis submissions, supervisory issues, general information on Postgrad student life and many others. If in doubt, get in touch! All queries will be treated with confidentiality. For more information on what we offer see our website.

If you have any queries regarding your experiences as a Postgraduate Student in Trinity don’t hesitate to get in touch with us.

**Student Health Service Information**
The Clinical staff in the College Health Service are as follows:

Medical Director: Dr. David McGrath

Assistant Medical Director/Psychiatrist: Dr. Niamh Farrelly

Doctors:
- Dr. Joanne Agnew
- Dr. Mary Davin-Power
- Dr. Niamh Murphy
- Dr. Aisling Waters

Physiotherapist: Ms. Karita Saar Cullen

Health Promotion Officer: Ms. Martina Mullin
Staff List

Head of Department
Prof. Brian Broderick       bbrodrck@tcd.ie

JS Coordinator
Prof. Margaret O'Mahony    margaret.omahony@tcd.ie

SS Coordinator
Prof. Brian Caulfield      brian.caulfield@tcd.ie

MAI Coordinator
Prof. Bidisha Ghosh        bghosh@tcd.ie

Chief Technician
Dr. Kevin Ryan             ryank8@tcd.ie

Office Staff
Mr. Daniel Wearen          wearend@tcd.ie
Ms. Mary Curley            curleyma@tcd.ie

Staff Member              Email Address               Office Location
Mr. E Dunne               edunne@tcd.ie                 Simon Perry Bldg
Asst. Prof. B. Fitzgerald  fitzgeb7@tcd.ie               Simon Perry Bldg
Mr. M Gilligan            gilligma@tcd.ie               Simon Perry Bldg
Prof. L Gill              gill@tcd.ie                   Museum Bldg
Mr. M Grimes              migrimes@tcd.ie               Simon Perry Bldg
Asst. Prof. D Igoe        igoed@tcd.ie                   Red brick Bldg
Asst. Prof. N Harty       harty@tcd.ie                   Red Brick Bldg
Mr. P Keogh               keoghpc@tcd.ie                Museum Bldg
Mr. D McAuley             damcaley@tcd.ie                Simon Perry Bldg
Assoc. Prof. S McCormack  sarah.mccormack@tcd.ie         Simon Perry Bldg
Dr. G McGranaghan         gmcgrana@tcd.ie                Simon Perry Bldg
Asst. Prof. A McNabola    amcnabol@tcd.ie                Simon Perry Bldg
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Asst. Prof. M. Nogal      nogalm@tcd.ie                   16 Westland Row
Assoc. Prof. A O’Connor   alan.oconnor@tcd.ie             Simon Perry Bldg
Assoc. Prof. D O’Dwyer    dwodwyer@tcd.ie                Museum Bldg
Assoc. Prof. B O’Kelly    bokelly@mail.tcd.ie              Simon Perry Bldg
Prof. M O’Mahony          margaret.omahony@tcd.ie         Museum Bldg
Assoc. Prof. T Orr        torr@tcd.ie                    Museum Bldg
Assoc. Prof. S Pavia      pavias@tcd.ie                   Simon Perry Bldg
Mr. P Veale               vealep@tcd.ie                   Simon Perry Bldg
Assoc. Prof. R West       rwest@tcd.ie                    16 Westland Row
Assoc. Prof. L Xiao       liwen.xiao@tcd.ie

Telephone Numbers

Department Office           896 1457
Conference Room/Library   896 1850
Fax (Departmental Office)  677 3072

The Civil Engineering Office is open Monday – Friday, from 9am to 5pm, and is closed for lunch from 1-2pm.