

Email 1: Campus Life and Contacts

Things to include:

- Recap on your tour: any interesting points that came up, or key locations to reiterate
- Q&A: Did any questions come up that you needed to go and get more information about? Anything you need to follow up on, or clarify?
- How and where to join [clubs & societies](#).

Useful services:

- Course contacts:
 - Joint Honors Social Policy: Michelle Moore
(MOOREM11@tcd.ie)
Course handbook:
<https://www.tcd.ie/swsp/undergraduate/joint-honors-social-policy/course-structure-content.php>
 - Social Studies: Nicola McFarland
(NMCFARLA@tcd.ie)
Course Handbook:
<https://www.tcd.ie/swsp/undergraduate/social-studies/structure-content.php>
- Library: The Library has a [website specifically for new students](#) to find their way around
- IT Services: New students can find all sorts of information about the systems available and how to access them [here](#)
- [Student's Union](#): Make sure your groups know what the union is, and how to get involved. Don't forget to point them to the student leap cards and accommodation support services housed in the SU.
- Tell your group members how to find out who their tutor is, and why it's important to meet them.

Advanced Mentor Email Framework

- Point to [Student Learning Development](#) for help with everything from taking notes to preparing for your first essay.

Useful resources:

- [Trinity in 12 Weeks](#)
- [TCD Blackboard](#)
- [Theory of Good Enough](#) – interactive resource to be discussed at next timetabled session