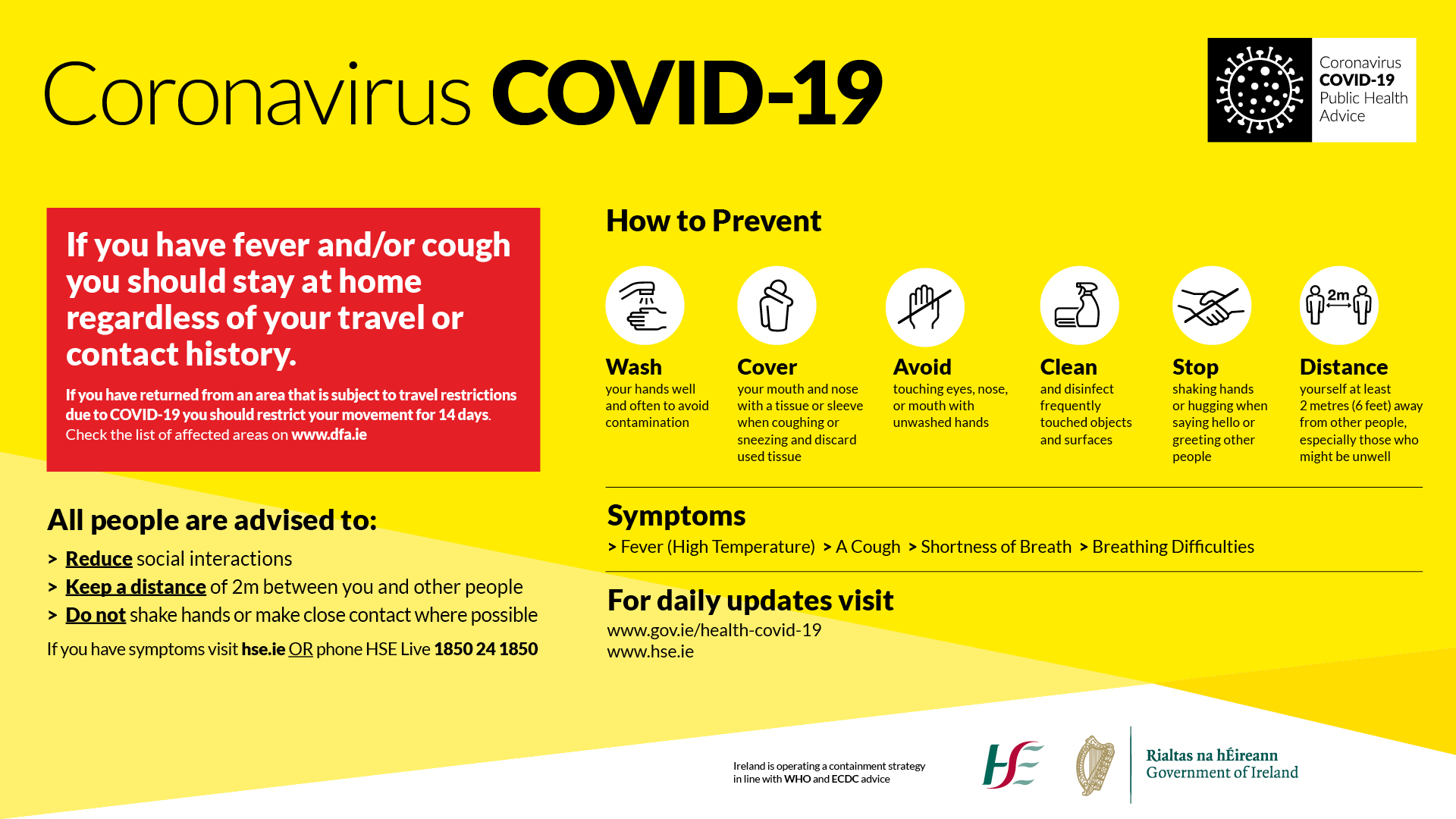
School of Business and School of

Social Sciences and Philosophy

**B.A. Moderatorship in Economic and Social Studies (BESS) Handbook  
2021–2022**

**Senior Sophister Year**

**Important Information on COVID-19 Restrictions and Modes of Teaching and Learning**

 In order to offer taught programmes in line with government health and safety advice, teaching and learning in Semester 1 for your programme will follow a blended model that combines online and in-person elements to be attended on campus. This blended model will include offering online lectures for larger class groupings, as well as in-person classes for smaller groups: the differing modes of teaching and learning for particular modules are determined by your home School. Information on the modes of teaching and learning in Semester 2 will be available closer to the time.

Trinity will be as flexible as possible in facilitating late arrivals due to travel restrictions, visa delays, and other challenges arising from the COVID-19 pandemic. If you expect to arrive later than 28th September, please alert your course coordinator as early as possible.

For those students not currently in Ireland, according to current Government health and safety guidelines, please note that these students are expected to allow for a 14-day period of restricted movement after arrival and prior to commencement of their studies, and therefore should factor this into their travel plans.

For those students currently on the island of Ireland, we remind you of the Irish Government’s advice that all non-essential overseas travel should be avoided. If you do travel overseas, you are expected to restrict your movements for 14 days immediately from your return, during which time you will not be permitted to come to any Trinity campus.

Therefore, as you are required to be available to attend College from the beginning of the new teaching year on 28 September, **please ensure you do not return from travel overseas any later than 13September.**

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# **A Note on this Handbook**

This BESS Handbook is a guide to students taking the Business Economic and Social Studies (BESS) programme. It provides a guide to what is expected of you on this programme and the academic and personal support available to you.

Please note that, in the event of any conflict or inconsistency between the General Regulations published in the University Calendar and the information contained in the Course Handbook, the provisions notified in the General Regulations will prevail.

The Course Handbook is divided into four sections:

**Section One** provides general College information e.g. Student Services and Supports, Co-curricular Activities, Student Union, Data Protection, Emergency Procedures.

**Section Two** provides general information on the BESS programme e.g. Contact Details, Key Dates, Academic Year Structure, Module Registration, Student Portal, Blackboard.

**Section Three** focuses on Teaching and Learning e.g. Programme Architecture, Plagiarism, Programme Structure and Workload, Study Abroad, Progression Regulations, Module Descriptors, Absence from Examinations, University Regulations etc.

**Section Four** advises on Scholarships and Prizes.

# **SECTION ONE – GENERAL COLLEGE INFORMATION**

## **Student Services and Supports**

The Programme Administrator, [Martina Ní Chochláin](mailto:bess@tcd.ie) is your first port of call for all general queries. College also provides a range of administrative, academic and wellbeing supports and services to help you should the need arise:

### **Student Services Website and Information Booklet**

Further information please see [www.tcd.ie/studentservices](http://www.tcd.ie/studentservices), [http://www.tcd.ie/students/assets/pdf/Student Services Booklet (web version).pdf](http://www.tcd.ie/students/assets/pdf/Student%20Services%20Booklet%20(web%20version).pdf)

### **Tutors**

All undergraduate students are assigned a tutor when they are admitted to College. Your tutor, who is a member of the teaching staff, will give confidential advice on courses, discipline, examinations, fees and other matters and will represent you before the College authorities should the need arise. You will find the name and email address of your tutor on your student record in SITS. If, for some reason, you cannot contact your tutor, you should contact the Senior Tutor’s Office. They can be reached at <https://www.tcd.ie/seniortutor/>

### **Student 2 Student**

From the moment that you arrive in College, right the way to your end of exams, Student 2 Student (S2S) is here to make sure that your first year is fun, engaging and a great foundation for the rest of your time in Trinity. You will meet S2S mentors in Freshers’ Week. They will keep in regular touch with you throughout your first year and invite you to events. They will also provide useful information about your course and what to look out for. Mentors are students who have been through the first year and know exactly what it feels like. S2S also offers trained Peer Supporters if you want to talk confidentially to another student, or just to meet a friendly face for coffee and a chat. S2S is supported by the Senior Tutor’s Office and the Student Counselling Service. See <http://student2student.tcd.ie> ; email: [student2student@tcd.ie](mailto:student2student@tcd.ie); telephone:  (+353) 1 896 2438

### **Support Provision for Students with Disabilities**

Trinity has adopted a [Reasonable Accommodation Policy](https://www.tcd.ie/disability/assets/pdf/RA-Policy.pdf) that outlines how supports are implemented in Trinity. Student seeking reasonable accommodation whilst studying in Trinity must [applying for reasonable accommodations](https://www.tcd.ie/disability/current/RAApplication.php) with the Disability Service in their student portal my.tcd.ie. Based on appropriate [evidence of a disability](https://www.tcd.ie/disability/policies/Disab-Forms.php) and information obtained from the student on the impact of their disability and their academic course requirements, the Disability Staff member will identify supports designed to meet the student’s disability support needs. Following the Needs Assessment, the student’s Disability Officer prepares an Individual [Learning Educational Needs Summary](https://www.tcd.ie/disability/current/needs-assessment-process.php)**(LENS)**detailing the Reasonable Accommodations to be implemented. The information outlined in the LENS is communicated to the relevant School via the student record in SITS.

**Examination accommodation and deadlines**

Students should make requests as early as possible in the academic year. To ensure the Assessment, Progression and Graduation Team can set your accommodations for examination purposes the following deadlines are applied:

* Semester 1 assessments and Foundation Scholarship assessment: the last Friday in September (27th September 2019)
* Semester 2 assessments: the last Friday in January (24th January 2020)
* Reassessments: the last Friday in May (29th May 2020)

**Student responsibilities for departmental assessments/course tests**

* Students are required to initiate contact with the School/Department and request reasonable accommodations as**per their LENS report, or email received following their needs assessment** for particular assessments for School/ Department administered assessment.  Students are advised to make contact **at least two weeks prior** to the assessment date to enable adjustments to be implemented.

**Professional Learning Education Needs Summary - PLENS**

Students with disabilities on professional courses in receipt of reasonable accommodation provided by College the Disability Service will be issued a PLENS report and are provided with supports such as examination and academic reasonable accommodations. In the background section of the PLENS the following text is included:

Student is encouraged to discuss any disability supports required on professional course and placement with the Academic contact and/or Placement Co-ordinator of their course. Student can be referred back to Disability Service for placement planning supports - Level 2 - Placement Planning, if and when required.

Students are encouraged to speak with the placement co-ordinator if they are unsure of any needs for placement supports. Students can be referred back to Disability Service for placement planning supports, if and when required. More Information on placement supports offered are linked [here](https://www.tcd.ie/disability/services/placement-planning.php)

Please note: no reasonable accommodation can be provided outside the procedures outlined in the Trinity [Reasonable Accommodation Policy](https://www.tcd.ie/disability/assets/pdf/RA-Policy.pdf).

# More detailed text on placement planning and supports can be found at the following link:

<https://www.tcd.ie/disability/services/placement-planning.php>

### **Mature Students**

Further information please see <https://www.tcd.ie/maturestudents/>.

### **Careers Advisory Service**

The College [Careers Service](http://www.tcd.ie/Careers/) supports students to explore their career ambitions and plan how to achieve them using a wide variety of activities, services and resources:

* [MyCareer](https://www.tcd.ie/Careers/mycareer/index.php), our online career management portal which includes booking appointments and viewing job vacancies
* how to plan your career and prepare for your job search through individual advice and guidance sessions, CV/LinkedIn clinics, practice interviews
* credit and non-credit bearing programmes to develop key skills and personal and career insight
* access to employers and alumni through careers fairs, sectoral fora and events
* mentoring and networking
* awards and scholarship programmes

# **Co-curricular Activities**

### **TCD Sports Clubs**

College has 50 sports clubs covering a diverse range of disciplines from basketball to archery. You can find information on all of the clubs on the Trinity Sport website <https://www.tcd.ie/Sport/student-sport/clubs/>.

### **Student Union - TCDSU**

The Trinity College Students Union is a union for students, by students. TCDSU represents the undergraduate student body at College level. You can find further information about the Union, and how to get involved, on their website <https://www.tcdsu.org/>.

### **Emergency Procedure**

In the event of an emergency dial Security Services on extension 1999. Security Services provide a 24-hour service to the college community, 365 days of the year. They are the liaison link to the Fire, Garda and Ambulance services and should be contacted by all staff and students in case of any emergency on campus, for example, personal injury, risk of injury, first aid assistance, chemical spills etc. They can be reached by dialling 1999 from a college telephone or, alternatively, dialling +353 1 896 1999. It is recommended that this number be saved in your mobile phone under ICE (In Case of Emergency).

### **Data Protection**

**Please note that due to data protection requirements staff in the School of Social Sciences and Philosophy cannot discuss individual students with parents/ guardians or other family members without the permission of the student.**

As the University considers students, even if they are not yet 18, to have the maturity to give consent for the use of their data, in normal circumstances, the University will not disclose personal data to the parents, guardians or other representatives of a student without the student’s consent. The University’s preference is to receive written consent by way of email from the student where possible. Without such consent the University will not release any details regarding students including details of their registration, attendance, results, fee payments etc.

Trinity College Dublin uses personal data relating to students for a variety of purposes. College are careful to comply within their obligations under data protection laws. You can find further information on how College obtain, use and disclose student data via the following site <https://www.tcd.ie/info_compliance/data-protection/student-data/>

# **SECTION TWO – GENERAL PROGRAMME INFORMATION**

# **Welcome Address from the Programme Director**

A person wearing a suit and tie smiling at the camera

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Dear All

I am delighted to welcome you to the BESS programme, one of the flagship programmes offered by Trinity. The BESS programme is the only university degree in Ireland where students can combine the study of Business, Economics, Political Science and Sociology. It is a uniquely flexible programme offering students 10 different degree options across these four disciplines. Any combination of the four disciplines is permitted, and students take the first year to study an introduction to the four disciplines so that they can make an informed choice in the second year. Students studying at Trinity are valued members of a vibrant intellectual community of researchers, teachers and students from Ireland and around the world. Each student is uniquely valued and supported to gain high academic achievement and engagement with college life through societies and clubs and also the social life of one of the most dynamic and young cities on this globe.

BESS graduates are highly sought after by employers across the four disciplines of Business, Economics, Political Science and Sociology and many former students are now leaders in the fields of business, government, technology, the media and academia.

I would like to wish you all the very best during your time on the BESS programme and please do contact me should you have you need any further support or advice.

Yours sincerely,

A picture containing photo, sitting, different, group

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\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
Dr Jan Skopek, Assistant Professor  
BESS Programme Director

# **Welcome Address from the Programme Administrator**



Fáilte / Welcome

Is mise Martina Ní Chochláin agus is mé Riarthóir Cúrsa BESS.

My name is Martina Ní Chochláin and I am the Programme Administrator for the BESS programme. You can contact me by email – [bess@tcd.ie](mailto:bess@tcd.ie), [nichoclm@tcd.ie](mailto:nichoclm@tcd.ie) - or drop into me in the office (Room 3023 Arts Building). I am available between the hours of 8am and 4pm, the office is closed between 1-2pm for lunch.

I would recommend that you take some time to read through this handbook. It has been carefully prepared to give you the information you need in order to help you make the most of your time here in Trinity as you study on the BESS programme. You will find useful contact details, key dates for your diary, information about the module choices on offer throughout the years, information on programme and examination regulations and finally, though of no less importance, where you can go if you need supports other than of an academic or administrative nature.

Please keep an eye out for any emails I may send out during the year as they will always be of particular relevance to you.

I hope you enjoy the year and, please, do not hesitate to make contact with me if you have any queries, questions or concerns.

Beir bua



Martina

## **Contact Details**

**Programme Director**

Dr Jan Skopek is the Programme Director for BESS. His office is located in Room 2.08, College Green. Office hours to be confirmed.

Telephone: 01 8961371

Email: [bess.director@tcd.ie](mailto:bess.director@tcd.ie)

**Administration**

Martina Ní Chochláin is the Programme/Course Administrator for BESS and her office is located in Room 3023, Arts Building. Her office hours are:

Monday – Thursday: 08.00 – 13.00 and 14.00 – 16.00

Fridays: 08.00 – 13.00 and 14.00 – 15.30

Telephone: 01 8961298

Email: [nichoclm@tcd.ie](mailto:nichoclm@tcd.ie)

**General**

Website: [www.tcd.ie/bess](http://www.tcd.ie/bess)

School of Business: <https://www.tcd.ie/business/people/professors.php>

School of Social Sciences and Philosophy: <http://www.tcd.ie/ssp/people/>

**Academic Year Structure (2021/22)**

|  |  |  |
| --- | --- | --- |
| **Cal. Wk** | **Dates 2021/22**  **(week beginning)** | **2021/22 Academic Year Calendar** |
| 1 | 30-Aug-21 | Reassessment – Semesters 1 & 2 |
| 2 | 06-Sep-21 | **Orientation (undergraduate); Marking/Results** |
| 3 | 13-Sep-21 | Teaching and Learning |
| 4 | 20-Sep-21 | Teaching and Learning |
| 5 | 27-Sep-21 | Teaching and Learning |
| 6 | 04-Oct-21 | Teaching and Learning |
| 7 | 11-Oct-21 | Teaching and Learning |
| 8 | 18-Oct-21 | Teaching and Learning |
| 9 | 25-Oct-21 | Study/Review (Monday, Public Holiday) |
| 10 | 01-Nov-21 | Teaching and Learning |
| 11 | 08-Nov-21 | Teaching and Learning |
| 12 | 15-Nov-21 | Teaching and Learning |
| 13 | 22-Nov-21 | Teaching and Learning |
| 14 | 29-Nov-20 | Teaching and Learning |
| 15 | 06-Dec-21 | **Revision** |
| **16** | 13-Dec-21 | **Assessment\*** |
| 17 | 20-Dec-21 | Christmas Period- College closed  24 December 2021 to 3 January 2022 inclusive |
| 18 | 27-Dec-21 |
| 19 | 03-Jan-22 |
| 20 | 10-Jan-22 | **Foundation Scholarship Examinations^** |
| 21 | 17-Jan-22 | Marking/Results |
| 22 | 24-Jan-22 | Teaching and Learning |
| 23 | 31-Jan-22 | Teaching and Learning |
| 24 | 07-Feb-22 | Teaching and Learning |
| 25 | 14-Feb-22 | Teaching and Learning |
| 26 | 21-Feb-22 | Teaching and Learning |
| 27 | 28 Feb-22 | Teaching and Learning |
| 28 | 08-Mar-22 | Study/Review |
| 29 | 14-Mar-22 | Teaching and Learning **(Thursday , Public Holiday)** |
| 30 | 21-Mar-22 | Teaching and Learning |
| 31 | 28-Mar-22 | Teaching and Learning |
| 32 | 04-Apr-22 | Teaching and Learning |
| 33 | 11-Apr-22 | Teaching and Learning **(Friday, Good Friday)** |
| 34 | 18-Apr-22 | **Revision (Monday, Easter Monday)** |
| 35 | 24-Apr-22 | **Trinity Week (Monday, Trinity Monday)** |
| 36 | 02-May-22 | **Assessment\* (Monday, Public Holiday)** |
| 37 | 09-May-22 | Marking/Results |
| 38 | 16-May-22 | Marking/Results |
| 39 | 23-May-22 | Marking/Results |
| 40 | 30-May-22 | Summer Research |
| 41 | 06-Jun-22 | Summer Research (**Monday, Public Holiday**) |
| 42 | 13-Jun-22 | Summer Research |
| 43 | 20-Jun-22 | Summer Research |
| 44 | 27-Jun-22 | Summer Research |
| 45 | 04-Jul-22 | Summer Research |
| 46 | 11-Jul-22 | Summer Research |
| 47 | 18-Jul-22 | Summer Research |
| 48 | 25-Jul-22 | Summer Research |
| 49 | 01-Aug-22 | Summer Research **(Monday, Public Holiday)** |
| 50 | 08-Aug-22 | Summer Research |
| 51 | 15-Aug-22 | Summer Research |
| 52 | 22-Aug-22 | Summer Research |

## **Key Dates (2021/22**

|  |  |
| --- | --- |
| 13 Sept 2021 | Teaching commences for the Michaelmas Term |
| 20 Sept 2021 | **Deadline for changing Senior Sophister Module Choices** |
| Week of 25 Oct 2021 | **Study/Review Week** |
| Oct 2021 (TBC) | **Submission of online application to sit Foundation Scholarship** |
| Week of 01 Nov 2021 | **Michaelmas Term Tests** |
| Dec 2021 (TBC) | **Submission of Withdrawal application to sit Foundation Scholarship** |
| Dec 2021 (TBC) | **Academic Registry publish the Scholarship Timetable** |
| Week of 06 Dec 2021 | **Revision Week** |
| Week of 13 Dec 2021 | **Assessment Week** (Extra contingency days may be required outside of this time) |
| 20 Dec 2021 | **Christmas Break** |
| Week of 10 Jan 2021 | **Foundation Scholarship Examinations** (It may be necessary to hold some exams in the preceding week) |
| 24 Jan 2022 | **Teaching commences for the Hilary Term** |
| Week of 07 Mar 2022 | **Study/Revision Week** |
| Week of 14 Mar 2022 | **Hilary Term Tests** |
| Week of 18 Apr 2022 | **Revision Week** |
| Week of 25 Apr 2022 | **Trinity Monday – publication of Foundation Scholarship results** |
| Week of 02 May 2022 | **Assessment Week** (Extra contingency days may be required from Trinity Week) |
| TBC | **Publication of Annual Examination Results** |
| Check with Senior Tutor | **Court of First Appeal** |
| Check with Senior Tutor | **Court of Academic Appeal** |
| TBC | **Supplemental Examination Period** |
| TBC | **Publication of Supplemental Examination Results** |

## **Programme Governance**

The BESS programme is governed by the BESS Programme Management Committee which is a sub-committee of the School of Business and the School of Social Sciences and Philosophy Undergraduate Teaching and Learning Committees. Membership of the BESS Programme Management Committee includes the Academic Director (Chair), Course Administrator (Secretary), an academic representative from each of the four constituent Disciplines and a BESS Student Representative.

## **Module Choice Registration**

It is the responsibility of each student to ensure that they take sufficient modules amounting to 60 ECTS during an academic year, that their selected modules meet the programme requirements of the particular year for which they are registered, and that they have taken account of any prerequisites from previous years associated with the modules.

Before you proceed into Senior Sophister year, you are required to register your module choices. Module choice forms are available on the [BESS website](http://www.tcd.ie/bess). Completed module choice forms must be returned by email to the Course Office by the date as specified on the form. Students are advised to carefully consider their module choices before submitting them to the [Course Office](mailto:bess.modules@tcd.ie).

## **Module Choices - Change of Mind**

Students who wish to change their options may do so up to the end of the first week of Michaelmas Term. The same accommodation will apply at the commencement of the Hilary Term. All module choices must be registered with the [Course Office](mailto:bess.modules@tcd.ie) by this time so that students will be included on examination lists. Students should note that module changes will be subject to availability of places and timetable constraints.

## **Module Timetables**

In order to facilitate sophister students who are contemplating a change of module choice, a schedule of timetabled modules is available on the SITS portal.

Lecture Timetables are published to student portals [my.tcd.ie](http://www.my.tcd.ie) by the Academic Registry at least two weeks before the beginning of the academic year. Once a student is registered, they can view their timetable on their student portal. The onus is on students to check their timetable at regular intervals to identify any changes to venues or lecture times. It is imperative that students, at the beginning of the Academic year, check for any clashing of modules that may be occurring, not just in the Michaelmas term, but through into the Hilary term.

**My.tcd.ie - Checking Your Personal Student Record**

My.tcd.ie allows students to view their own central student record containing all relevant information related to the course for which you are registered. To access the system you will need your College username and network password. To access my.tcd.ie go to the College local home page <https://www.tcd.ie/local/> and select my.tcd.ie.

If your personal student information is incorrect you should contact the Academic Registry (via email – [academic.registry@tcd.ie](mailto:academic.registry@tcd.ie)) stating your full name and student ID number. If your timetable module list is incorrect then you should notify the [Course Office](mailto:bess@tcd.ie).

## **Email**

All email correspondence from the Course Office will be sent to TCD email addresses only. Students should check their email on a regular basis. When emailing the Course Office students should include their TCD Student ID Number at all times.

## **Blackboard**

Blackboard is the College online learning environment where lecturers will give access to lecture notes and discussion forum material. The use of Blackboard varies from module to module and individual lecturers will speak to you about the requirements for their module.

In order to access a module on Blackboard you should be registered to the module by your programme administrator.

Blackboard can be accessed via <https://tcd.blackboard.com/webapps/login/>

### **Hautes études commerciales (H.E.C.) Paris Double Degree Programme**

Single honor Business Studies or joint honors Economics/Business Studies students may apply for entry to the programme. At the end of their Junior Sophister year students transfer to the H.E.C. in Paris for a further two years of study. On successful completion of this programme, students are eligible for the award of either the Bachelor of Arts or Bachelor in Business Studies from Trinity College, together with the Msc in Management/Diplôme de Grand Ecole from the H.E.C. Further information is available on the BESS [website.](http://www.tcd.ie/ssp/undergraduate/bess/current/structure/)

## **Off-Books Regulations**

The Senior Lecturer may permit students who are in good standing to go ‘off-books’. This may be for personal reasons or on medical grounds where to do so would be in the best interests of the student. ‘Off-Books’ students can be re-admitted to the College in a subsequent year only at the discretion of the Senior Lecturer. ‘Off-Books’ students suffering from ill-health who have allowed their names to go off the books can only be readmitted, even in the current academic year, at the discretion of the Senior Lecturer who may require a satisfactory certificate from a nominated medical referee. For further information please revert to the [College Calendar.](http://www.tcd.ie/calendar/)

## **Repeat Years**

Students are not permitted to repeat a year more than once or repeat more than two separate years.

# **SECTION THREE – TEACHING AND LEARNING**

## **Programme Architecture**

The following courses are offered:

1. Moderatorship (BA) in Economic and Social Studies

|  |  |
| --- | --- |
|  |  |

1. Bachelor in Business Studies (B.B.S)

### **Senior Sophister Programme/Pathway Requirements**

* **Business Studies (single honor B.B.S):** Modules to the value of 60 credits must be chosen. Students may only choose one 20-credit module
* **Business Studies (joint honor):** 30 credits of Business modules.
* **Economics (single honor):** ECU44121 and ECU44122 are mandatory and a further 40 credits in Economics. BUU44531 & BUU44532 are not available to students who take ECU44100 Capstone. Students are not permitted to choose 5-credit modules, the only exception being if they choose BUU44531 and/or BUU44532.
* **Economics (joint honor):** Economics modules to the value of 30 credits. Joint honor students are permitted to take ECU44100 Capstone 20 credits – 10 credits per semester. Students must take one 10-credit and one 5-credit module per semester.
* **Political science (single honor):** POU44000 is mandatory. A further 40 Political Science credits are required.
* **Political science (joint honor):** Political Science modules to the value of 30 credits. Joint honor students are permitted to choose POU44000 (Dissertation/Capstone) if they chose the Research Methods for Political Science in their Junior Sophister year.
* **Sociology (single honor):** SOU44000 is mandatory and a further 40 sociology credits. Students are not permitted to take 5-credit modules.
* **Sociology (joint honor):** Any 30 credits which may include SSU44010. Students must take one 10-credit and one 5-credit module per semester or, if choosing the Capstone/Dissertation, it and one 5-credit module per semester.

### **Plagiarism**

If you copy another student’s essay, engage someone to write your work, quote material from any published or electronic source without acknowledgement, or extensively paraphrase such material without acknowledgement, you have committed the offence of plagiarism.  A mark of zero may be awarded.

The College’s definition of plagiarism and specification of its consequences can be viewed here <http://tcd-ie.libguides.com/plagiarism>. These webpages are designed to help you to understand what plagiarism is and to employ the principles of academic integrity so as to avoid plagiarising. They also set out the regulations in Trinity relating to plagiarism offences and how they are dealt with. The College Calendar defines plagiarism, gives examples of the kinds of actions that are deemed to constitute plagiarism, and elaborates on the procedures for dealing with plagiarism cases. It is essential that you read the Calendar entry that is relevant to you as an undergraduate or postgraduate student. You should also look at the [matrix](http://tcd-ie.libguides.com/plagiarism/levels-and-consequences#s-lg-box-wrapper-9089155) that explains the different levels of plagiarism and how they are dealt with.

The webpages also contain materials and advice on [citation styles](http://tcd-ie.libguides.com/plagiarism/citation-styles) which are used to reference properly. You should familiarise yourself with the content of these pages. Your course handbook may also contain specific examples of referencing conventions in your discipline.

**All students must complete our**[Ready Steady Write plagiarism tutorial](http://tcd-ie.libguides.com/plagiarism/ready-steady-write)**and sign a**[declaration](http://tcd-ie.libguides.com/plagiarism/declaration)**when submitting course work, whether in hard or soft copy or via Blackboard, confirming that you understand what plagiarism is and have completed the tutorial.** If you read the information on plagiarism, complete the tutorial and still have difficulty understanding what plagiarism is and how to avoid it, please seek advice from your College tutor, your Course Director, your supervisor, or from [Student Learning Development](http://www.tcd.ie/Student_Counselling/student-learning).

### **Plagiarism Declaration**

## Each coversheet that is attached to submitted work should contain the following completed declarations:

“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>”. Please refer to your relevant School/Department for the format of essay submission coversheets.

### **Trinity Business School / School of Social Sciences and Philosophy Plagiarism Policy**

If plagiarism, as referred to in the Calendar ([www.tcd.ie/calendar/undergraduate-studies/general-regulations-and-information.pdf](http://www.tcd.ie/calendar/undergraduate-studies/general-regulations-and-information.pdf)) is suspected, the lecturer informs their Head of Department and Director of Teaching and Learning (Undergraduate) (DUTL). The DUTL, or their designate, will write to the student, and the student’s tutor, advising them of the concerns raised. The student and tutor (or representative from the Student’s Union) will be invited to attend an informal meeting with the DUTL, or their designate, and the lecturer concerned, in order to put their suspicions to the student and given the student the opportunity to respond. The student will be requested to respond in writing stating his/her agreement to attend such a meeting and confirming on which of the suggested dates and times it will be possible for them to attend. If the student does not agree to attend such a meeting, the DUTL, or their designate, may refer the case directly to the Junior Dean who will interview the student and may implement the procedure as referred to under conduct and college regulations.

If the DUTL, or designate, forms the view that plagiarism has taken place, he/she must decide if the offence can be dealt with under the summary procedure set out below. In order for this summary procedure to be followed, all parties attending the information meeting above must state their agreement in wirting to the DUTL, or designate.

If the offence can be dealt with under the summary procedure, the DUTL, or designate, will recommend one of the following penalties:

**Level 1:** The student receives an informal verbal warning. The piece of work in question is inadmissible. The student is required to rephrase and correctly reference all plagiarized elements. Other content should not be altered. The resubmitted work will be assessed and marked without penalty. The DUTL should inform the course director and, where appropriate, the course office. The offence is recorded.

**Level 2:** The student receives a formal written warning. The piece of work in question is inadmissible. The student is required to rephrase and correctly reference all plagiarized elements. Other content should not be altered. The resubmitted work will receive a reduced or capped mark depending on the seriousness/extent of plagiarism. In the case of a Level 2 offence, the Senior Lecturer must be notified and requested to approve the recommended penalty. The DUTL should inform the course director and, where appropriate, the course office. The offence is recorded.

**Level 3:** The student receives a formal written warning. The piece of work in question is inadmissible. There is no opportunity for resubmission with corrections. Instead, the student is required to submit a new piece of work as a reassessment during the next available session. Provided the work is of a passing standard, both the assessment mark and the overall module mark will be capped at the pass mark. Discretion lies with the Senior Lecturer in cases where there is no standard opportunity for reassessment in that year. In the case of a Level 3 offence, the Senior Lecturer must be notified and requested to approve the recommended penalty. The Senior Lecturer will inform the Junior Dean accordingly. The Junior Dean may, nevertheless, implement the procedures as referred to under conduct and college regulations. The DUTL should inform the course director and, where appropriate, the course office. The offence is recorded.

**Level 4:** If the case cannot normally be dealt with under the summary procedures, it is deemed to be a Level 4 offence and will be referred directly to the Junior Dean. Nothing provided for under the summary procedure diminishes or prejudices the disciplinary powers of the Junior Dean under the 2010 Consolidated Statutes.

## **European Credit Transfer System (ECTS)**

The European Credit Transfer and Accumulation System (ECTS) is an academic credit system based on the estimated student workload required to achieve the objectives of a module or programme of study. It is designed to enable academic recognition for periods of study, to facilitate student mobility and credit accumulation and transfer. The ECTS is the recommended credit system for higher education in Ireland and across the European Higher Education Area. 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. The European norm for fulltime study over one academic year is 60 credits. 1 credit represents 20-25 hours estimated student input, so a 10-credit module will be designed to require 200-250 hours of student input including class contact time, assessments and examinations. ECTS credits are awarded to a student only upon successful completion of the programme year. Progression from one year to the next is determined by the programme regulations. Students who fail a year of their programme will not obtain credit for that year even if they have passed certain components. Exceptions to this rule are one-year and part-year visiting students, who are awarded credit for individual modules successfully completed.

## **Programme Structure and Workload**

The following modules are available for the Academic Year 2021-2022. By selecting a module below, you will be guided to its module descriptor which will, in turn, advise a brief description of the module content, its learning outcomes, taught hours, approximate hours of self-directed learning or research, required texts etc.

### **Independent Research Project (IRP)**

Students are required to complete an independent research project, or dissertation, in either their Junior Sophister or Senior Sophister years. Modules identified as ‘IRP’, across the two years, qualify as meeting this requirement. Students are only required to choose one such module, whether from the Junior Sophister or Senior Sophister years and it may be chosen from across any discipline.

## **Senior Sophister (fourth and final) Year**

Students must take choose modules to the value of 60 credits, the programme requirements for their chosen degree programme and sufficient optional modules (if permitted under the programme) to make up the number. Students must follow the programme requirements for their chosen degree type and must also have satisfied the programme requirements in the SF and JS years. In addition, students are advised that individual SS modules may have specific SF or JS pre-requisites.

**This is the information available at time of update of Handbook (April 2021). This list may be subject to change.**

**FULL YEAR MODULES**

| **Code** | **Module** | **ECT** | **Pre-requisites** | **IRP** |
| --- | --- | --- | --- | --- |
| [BUU44501](https://www.tcd.ie/business/undergraduate/module-outlines/buu44501.php) | Strategic Management Theory & Practice | 10 | None |  |
| BUU44505 | Strategy: Independent Research Project | 20 | None | IRP |
| [BUU44510](https://www.tcd.ie/business/undergraduate/module-outlines/buu44510.php) | International Business & the Global Economy | 10 | None |  |
| [BUU44520](https://www.tcd.ie/business/undergraduate/module-outlines/buu44520.php) | Exploring Organisational Experiences | 20 | None | IRP |
| [BUU44560](https://www.tcd.ie/business/undergraduate/module-outlines/buu44560.php) | Managing People and Leading Change | 10 | BUU22510 and BUU33660 |  |
| [BUU44620](https://www.tcd.ie/business/undergraduate/module-outlines/buu44620.php) | Social Innovation and Social Impact | 20 | BUU33591 or BUU33690 or equivalent | IRP |
| [BUU44630](https://www.tcd.ie/business/undergraduate/module-outlines/buu44630.php) | Economic Policy and Business History | 20 | None | IRP |
| [ECU44100](https://www.tcd.ie/Economics/undergraduate/ss/capstone/) | Economics Capstone | 20 | [ECU22011](http://www.tcd.ie/Economics/undergraduate/sf/intermediate/)/22012 [ECU33091](http://www.tcd.ie/Economics/undergraduate/js/econometrics/)/33092 | IRP |
| [POU44000](https://www.tcd.ie/Political_Science/undergraduate/module-outlines/ss/capstone/index21-22.php) | Political Science Dissertation/ Capstone Project | 20 | POU33011/33012 | IRP |
| [POU44010](https://www.tcd.ie/Political_Science/undergraduate/module-outlines/ss/contemporary-issues/index21-22.php) | Issues in Contemporary Politics | 10 | POU33011/33012 | IRP |
| [POU44040](https://www.tcd.ie/Political_Science/undergraduate/module-outlines/ss/african-politics/index21-22.php) | African Politics | 10 | None |  |
| [POU44050](https://www.tcd.ie/Political_Science/undergraduate/module-outlines/ss/political-psychology/index2122.php) | Political Psychology | 10 | None |  |
| [SOU44000](https://www.tcd.ie/sociology/undergraduate/modules/ss/Sociology/social-policy-dissertation/index.php) | Sociology/Social Policy Dissertation | 20 | SOU22011/22012 SOU22061/22062SOU33011/33012 | IRP |

**HALF YEAR MODULES**

| **Module Code** | **Module Title** | **ECTS** | **Pre-requisites / Co-requisites** | **IRP** |
| --- | --- | --- | --- | --- |
| [BUU44531](https://www.tcd.ie/business/undergraduate/module-outlines/buu44531.php) | Financial Reporting and Analysis 1 | 5 | BUU33530 / BUU44532 | IRP |
| [BUU44532](https://www.tcd.ie/business/undergraduate/module-outlines/buu44532.php) | Financial Reporting and Analysis 2 | 5 | BUU33530 / BUU44531 | IRP |
| [BUU44551](https://www.tcd.ie/business/undergraduate/module-outlines/buu44551.php) | Advances in Marketing Theory and Practice | 5 | BUU33700 and BUU33710 |  |
| [BUU44552](https://www.tcd.ie/business/undergraduate/module-outlines/buu44552.php) | Digital Marketing | 5 | BUU33700 and BUU33710 |  |
| [BUU44570](https://www.tcd.ie/business/undergraduate/module-outlines/buu44570.php) | Operations Strategy and Development | 5 |  |  |
| [BUU44621](https://www.tcd.ie/business/undergraduate/module-outlines/buu44621.php) | Designing Social Innovation | 5 | BUU33590 or BUU33690 (or equivalent) |  |
| [BUU44622](https://www.tcd.ie/business/undergraduate/module-outlines/buu44622.php) | Delivering Social Impact | 5 | BUU33590 or BUU33690 (or equivalent) & BUU44621 |  |
| [BUU44640](https://www.tcd.ie/business/undergraduate/module-outlines/buu44640.php) | [International](http://www.tcd.ie/business/undergraduate/module-outlines/bu4530.php) Finance | 5 | BUU22530 & BUU33530 |  |
| [BUU44650](https://www.tcd.ie/business/undergraduate/module-outlines/buu44650.php) | Derivatives | 5 | BUU22550 |  |
| [BUU44660](https://www.tcd.ie/business/undergraduate/module-outlines/buu44660.php) | Company & Business Law | 5 | None |  |
| [BUU44670](https://www.tcd.ie/business/undergraduate/module-outlines/buu44670.php) | [Audit](http://www.tcd.ie/business/undergraduate/module-outlines/bu4550.php) and Assurance | 5 | BUU33510 or BUU33700/ BUU33710 |  |
| [ECU44111](https://www.tcd.ie/Economics/undergraduate/ss/topics_political_economy/) | Topics in Political Economy | 10 | ECU22011/22012 | IRP |
| [ECU44113](https://www.tcd.ie/Economics/undergraduate/ss/topics_political_economy/) | Topics in Political Economy | 5 | ECU22011/22012 |  |
| [ECU44112](https://www.tcd.ie/Economics/undergraduate/ss/labour_economics/index.php) | Labour Economics | 10 | ECU22011/22012 | IRP |
| [ECU44114](https://www.tcd.ie/Economics/undergraduate/ss/labour_economics/index.php) | Labour Economics | 5 | ECU22011/22012 |  |
| [ECU44121](https://www.tcd.ie/Economics/undergraduate/ss/advancedmacroeconomics/index.php) | Advanced Macroeconomics | 10 | ECU33011/33012 & either ECU33081/ 33082 or ECU33091/33092 | IRP |
| [ECU44123](https://www.tcd.ie/Economics/undergraduate/ss/advancedmacroeconomics/index.php) | Advanced Macroeconomics | 5 | ECU33011/33012 & either ECU33081/ 33082 or ECU33091/33092 |  |
| [ECU44122](https://www.tcd.ie/Economics/undergraduate/ss/game_theory/) | Game Theory | 10 | ECU33012 | IRP |
| [ECU44124](https://www.tcd.ie/Economics/undergraduate/ss/game_theory/) | Game Theory | 5 | ECU33012 |  |
| [ECU44131](https://www.tcd.ie/Economics/undergraduate/ss/the_world_economy/) | [The](http://www.tcd.ie/Economics/undergraduate/ss/development-economics.php) World Economy | 10 | ECU22011/22012 | IRP |
| [ECU44133](https://www.tcd.ie/Economics/undergraduate/ss/the_world_economy/) | [The](http://www.tcd.ie/Economics/undergraduate/ss/development-economics.php) World Economy | 5 | ECU22011/22012 |  |
| [ECU44132](https://www.tcd.ie/Economics/undergraduathttps:/www.tcd.ie/Economics/undergraduate/ss/development_economics/e/ss/development_economics_b/index.php) | [Development Economics](http://www.tcd.ie/Economics/undergraduate/ss/development-economics.php) | 10 | ECU22011/22012 | IRP |
| [ECU44134](https://www.tcd.ie/Economics/undergraduate/ss/development_economics/) | [Development Economics](http://www.tcd.ie/Economics/undergraduate/ss/development-economics.php) | 5 | ECU22011/22012 |  |
| [ECU44142](https://www.tcd.ie/Economics/undergraduate/ss/financial_markets/) | [Economics](http://www.tcd.ie/Economics/undergraduate/ss/development-economics.php) of Financial Markets | 10 | ECU33051/33052 or BUU33620, BUU33680 & ECU33091/33092 | IRP |
| [ECU44144](https://www.tcd.ie/Economics/undergraduate/ss/financial_markets/) | [Economics](http://www.tcd.ie/Economics/undergraduate/ss/development-economics.php) of Financial Markets | 5 | ECU33051/33052 or BUU33620, BUU33680 & ECU33091/33092 |  |
| [ECU44151](https://www.tcd.ie/Economics/undergraduate/ss/quantitative_methods/) | Quantitative Methods | 10 | ECU22011/22012 | IRP |
| [ECU44153](https://www.tcd.ie/Economics/undergraduate/ss/quantitative_methods/) | Quantitative Methods | 5 | ECU22011/22012 |  |
| [ECU44161](https://www.tcd.ie/Economics/undergraduate/ss/international_macroeconomics/) | International Macroeconomics | 10 | ECU22011/22012 | IRP |
| [ECU44163](https://www.tcd.ie/Economics/undergraduate/ss/international_macroeconomics/) | International Macroeconomics | 5 | ECU22011/22012 |  |
| [ECU44162](https://www.tcd.ie/Economics/undergraduate/ss/international_trade/) | International Trade | 10 | ECU22011/22012 | IRP |
| [ECU44164](https://www.tcd.ie/Economics/undergraduate/ss/international_trade/) | International Trade | 5 | ECU22011/22012 |  |
| [ECU44181](https://www.tcd.ie/Economics/undergraduate/ss/applied_economics/) | Applied Economics | 10 | ECU22011/22012 | IRP |
| [ECU44183](https://www.tcd.ie/Economics/undergraduate/ss/applied_economics/) | Applied Economics | 5 | ECU22011/22012 |  |
| [ECU44192](https://www.tcd.ie/Economics/undergraduate/ss/economic_thought_and_policy/) | History of Economic Thought & Policy | 10 | ECU22011/22012 | IRP |
| [ECU44194](https://www.tcd.ie/Economics/undergraduate/ss/economic_thought_and_policy/) | History of Economic Thought & Policy | 5 | ECU22011/22012 |  |
| [POU44021](https://www.tcd.ie/Political_Science/undergraduate/module-outlines/ss/contemporary-international-relations/a_2021-22.php) | Contemporary International Relations A | 5 | POU22021/22022 |  |
| [POU44032](https://www.tcd.ie/Political_Science/undergraduate/module-outlines/ss/contemporary-international-relations/b_2021-22.php) | Contemporary International Relations B | 5 | POU22021/22022 |  |
| [POU44101](https://www.tcd.ie/Political_Science/undergraduate/module-outlines/ss/transparency/2021-22.php) | Topics: Transparency in Modern Democracies | 5 | None |  |
| [POU44112](https://www.tcd.ie/Political_Science/undergraduate/module-outlines/ss/political-parties/2021-22.php) | Topics: Political Parties | 5 | None |  |
| [POU44132](https://www.tcd.ie/Political_Science/undergraduate/module-outlines/ss/topics/military_politics_2021-22.php) | [Topics:](http://www.tcd.ie/Political_Science/undergraduate/module-outlines/ss/african-politics/) Military & Politics | 5 | None |  |
| [POU44141](https://www.tcd.ie/Political_Science/undergraduate/module-outlines/ss/economic-inequality/2021-22.php) | Economic Inequality and Democracy | 5 | None |  |
| [POU44152](https://www.tcd.ie/Political_Science/undergraduate/module-outlines/ss/populism-rightwing/2021-22.php) | Right Wing Populism in Contemporary Democracies | 5 | None |  |
| [POU44172](https://www.tcd.ie/Political_Science/undergraduate/module-outlines/ss/russian-politics-ac/2021-22.php) | [Russian](http://www.tcd.ie/Political_Science/undergraduate/module-outlines/ss/policy-making/index.php) Politics After Communism | 5 | None |  |
| [POU44191](https://www.tcd.ie/Political_Science/undergraduate/module-outlines/ss/conflict/2021-22.php) | Advanced Topics in Civil Conflict | 5 |  |  |
| [POU44202](https://www.tcd.ie/Political_Science/undergraduate/module-outlines/ss/ep-identity/2021-22.php) | Ethnic Politics & Identity | 5 | None |  |
| [POU44231](https://www.tcd.ie/Political_Science/undergraduate/module-outlines/ss/topics-german-politics/2021-22.php) | Topics in German Politics | 5 | None |  |
| [POU44292](https://www.tcd.ie/Political_Science/undergraduate/module-outlines/ss/electoral-accountability-parl-systems/2021-22.php) | Electoral Accountability in Parliamentary Systems | 5 | None |  |
| [POU44341](https://www.tcd.ie/Political_Science/undergraduate/module-outlines/ss/judicial-politics/2021-22.php) | Judicial Politics | 5 | None |  |
| [POU44351](https://www.tcd.ie/Political_Science/undergraduate/module-outlines/ss/political-comm-media/2021-22.php) | Political Communication and Media | 5 | None |  |
| [POU44361](https://www.tcd.ie/Political_Science/undergraduate/module-outlines/ss/terrorism/2021-22.php) | Terrorism | 5 | None |  |
| [PIU44104](https://www.tcd.ie/Philosophy/undergraduate/course-outlines/index.php?term=H22&year=SS&course=SHP) | Theories of Rights | 5 | None |  |
| [SOU44011/13](https://www.tcd.ie/sociology/undergraduate/modules/ss/conflict-studies/index.php) | [Conflict](http://www.tcd.ie/sociology/undergraduate/modules/ss/Sociology/social-policy-dissertation/) Studies | 10 | None |  |
| [SOU44012/14](https://www.tcd.ie/sociology/undergraduate/modules/ss/conflict-studies-2-4/index.php) | [Conflict Studies](http://www.tcd.ie/sociology/undergraduate/modules/ss/conflict-studies/) | 5 | None |  |
| [SOU44051/53](https://www.tcd.ie/sociology/undergraduate/modules/ss/Labour%20Markets,%20Gender%20and%20Institutions/index.php) | Labour Markets, Gender & Institutions | 10 | None |  |
| [SOU44052/54](https://www.tcd.ie/sociology/undergraduate/modules/ss/Labour%20Markets-2-4/index.php) | [Labour](http://www.tcd.ie/sociology/undergraduate/modules/ss/conflict-studies/) Markets, Gender & Institutions | 5 | None |  |
| [SOU44061/63](https://www.tcd.ie/sociology/undergraduate/modules/ss/migration/index.php) | Migration, Mobilities & Integration | 10 | None |  |
| [SOU44062/64](https://www.tcd.ie/sociology/undergraduate/modules/ss/migration-2-4/index.php) | [Migration,](http://www.tcd.ie/sociology/undergraduate/modules/ss/conflict-studies/) Mobilities & Integration | 5 | None |  |
| [SSU44010](https://www.tcd.ie/swsp/undergraduate/sociology-socialpolicy/SS4722.php) | [Poverty,](http://www.tcd.ie/sociology/undergraduate/modules/ss/popular-culture-and-digital-lives/) Inequality & Redistribution | 10 | None |  |
|  | | | | |

## **Senior Sophister (fourth and final) Year - BBS**

Students are required to take modules to the value of 60 credits.

**FULL YEAR MODULES**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Code** | **Module** | **ECT** | **Pre-requisites** | **IRP** |
| [BUU44501](https://www.tcd.ie/business/undergraduate/module-outlines/buu44501.php) | Strategic Management Theory & Practice | 10 | None |  |
| BUU44505 | Strategy: Independent Research Project | 20 | None |  |
| [BUU44510](https://www.tcd.ie/business/undergraduate/module-outlines/buu44510.php) | International Business & the Global Economy | 10 | None |  |
| [BUU44520](https://www.tcd.ie/business/undergraduate/module-outlines/buu44520.php) | Exploring Organisational Experiences | 20 | None | IRP |
| [BUU44560](https://www.tcd.ie/business/undergraduate/module-outlines/buu44560.php) | Managing People and Leading Change | 10 | BUU22510 and BUU33660 |  |
| [BUU44620](https://www.tcd.ie/business/undergraduate/module-outlines/buu44620.php) | Social Innovation and Social Impact | 20 | BUU33591 or BUU33690 or equivalent | IRP |
| [BUU44630](https://www.tcd.ie/business/undergraduate/module-outlines/buu44630.php) | Economic Policy and Business History | 20 | None | IRP |
| STU45006 | Strategic Information Systems | 10 | None |  |

**HALF YEAR MODULES**

| **Code** | **Module** | **ECT** | **Pre-requisites** | **IRP** |
| --- | --- | --- | --- | --- |
| [BUU44531](https://www.tcd.ie/business/undergraduate/module-outlines/buu44531.php) | Financial Reporting and Analysis 1 | 5 | BUU33530 / BUU44532 | IRP |
| [BUU44532](https://www.tcd.ie/business/undergraduate/module-outlines/buu44532.php) | Financial Reporting and Analysis 2 | 5 | BUU33530 / BUU44531 | IRP |
| [BUU44551](https://www.tcd.ie/business/undergraduate/module-outlines/buu44551.php) | Advances in Marketing Theory and Practice | 5 | BUU33700 and BUU33710 |  |
| [BUU44552](https://whttps:/www.tcd.ie/business/undergraduate/module-outlines/buu44552.php) | Digital Marketing | 5 | BUU33700 and BUU33710 |  |
| [BUU44570](https://www.tcd.ie/business/undergraduate/module-outlines/buu44570.php) | Operations Strategy and Development | 5 |  |  |
| [BUU44621](https://www.tcd.ie/business/undergraduate/module-outlines/buu44621.php) | Designing Social Innovation | 5 | BUU33590 or BUU33690 (or equivalent) |  |
| [BUU44622](https://www.tcd.ie/business/undergraduate/module-outlines/buu44622.php) | Delivering Social Impact | 5 | BUU33590 or BUU33690 (or equivalent) & BUU44621 |  |
| [BUU44640](https://www.tcd.ie/business/undergraduate/module-outlines/buu44640.php) | [International](http://www.tcd.ie/business/undergraduate/module-outlines/bu4530.php) Finance | 5 | BUU22530 & BUU33530 |  |
| [BUU44650](https://www.tcd.ie/business/undergraduate/module-outlines/buu44650.php) | Derivatives | 5 | BU2550 |  |
| [BUU44660](https://www.tcd.ie/business/undergraduate/module-outlines/buu44660.php) | Company & Business Law | 5 | None |  |
| [BUU44670](https://www.tcd.ie/business/undergraduate/module-outlines/buu44670.php) | [Audit](http://www.tcd.ie/business/undergraduate/module-outlines/bu4550.php) and Assurance | 5 | BUU33510 or BUU33700/ BUU33710 |  |
| [ECU44131](https://www.tcd.ie/Economics/undergraduate/ss/the_world_economy/) | The World Economy | 10 | ECU22011/22012 | IRP |
| [ECU44133](https://www.tcd.ie/Economics/undergraduate/ss/the_world_economy/) | The World Economy | 5 | ECU22011/22012 |  |
| [ECU44161](https://www.tcd.ie/Economics/undergraduate/ss/international_macroeconomics/) | International Macroeconomics | 10 | ECU22011/22012 | IRP |
| [ECU44163](https://www.tcd.ie/Economics/undergraduate/ss/international_macroeconomics/) | International Macroeconomics | 5 | ECU22011/22012 |  |
| [ECU44162](https://www.tcd.ie/Economics/undergraduate/ss/international_macroeconomics/) | International Trade | 10 | ECU22011/22012 | IRP |
| [ECU44164](https://www.tcd.ie/Economics/undergraduate/ss/international_macroeconomics/) | International Trade | 5 | ECU22011/22012 |  |
| [SOU44051/53](https://www.tcd.ie/sociology/undergraduate/modules/ss/Labour%20Markets,%20Gender%20and%20Institutions/index.php) | Labour Markets, Gender & Institutions | 10 | None |  |
| [SOU44052/54](https://www.tcd.ie/sociology/undergraduate/modules/ss/Labour%20Markets-2-4/index.php) | [Labour](http://www.tcd.ie/sociology/undergraduate/modules/ss/conflict-studies/) Markets, Gender & Institutions | 5 | None |  |

**Policy on Trinity Virtual Learning Environment**

Trinity College makes available a short document on its academic polices for teaching and learning <http://www.tcd.ie/teaching-learning/assets/pdf/academicpolicies/VLE_Policy.pdf>.

## **Examination Regulations – General**

This section supplements examination information available in the University calendar <http://www.tcd.ie/calendar/undergraduate-studies/general-regulations-and-information.pdf>.

In the event of conflict or inconsistency between the General Regulations and information provided in this handbook, the College General Regulations prevail. In addition, specific discipline guidance on individual modules is provided in relevant departmental handbooks.

### **Sitting the Examinations**

Students are required to take the annual examinations of all modules for which they are registered unless specially exempted by permission from the Senior Lecturer.

### **Coursework and Attendance at Classes**

Students are required to attend classes and submit assessment work in all modules. A student is deemed *non-satisfactory* in a term when more than a third of required work/attendance in that term is missed. Any student who is deemed *non-satisfactory* in each of the two terms may, in accordance with the regulations laid down by the University Council, be refused permission to take examinations in that year.

To be allowed to sit the ordinary examinations a student must have paid the relevant College annual fees and must be in good standing. There is no examination fee payable. There is no notice required of intention to take an examination (the Scholarship examination is an exception to this).

### **Term Tests**

Students who are granted an excused absence for mid-year tests on the basis of a medical certificate will not be penalised in terms of their annual examination result.   However, as no marks can be carried forward to the annual examination, students will have the weighting of the remaining components adjusted.

### **Medical Certificates**

Students who consider that illness may prevent them from attending an examination (or any part thereof) should consult their medical adviser and request a medical certificate for an appropriate period. If a certificate is granted, it must be presented to the student's tutor and the relevant departmental office within three days of the beginning of the period of absence from the examination. The tutor must immediately forward the certificate to the Senior Lecturer's Office. Medical certificates must state that the student is unfit to sit examinations. Medical certificates will not be accepted in explanation for poor performance.

If you fall ill whilst taking an examination, seek assistance from the invigilator. If it is deemed necessary for you to attend the Medical Centre, and you receive medical certification as a result, your attempt at the examination will not be counted. In this way your tutor will be able to apply for a deferral of the examination in question to another examination session. Your examination will not be incremented and when next you take the examination it will be considered your first attempt at the examination.

### **Examination Timetables**

Annual, Supplemental and Foundation Examination timetables are generated by the Examinations Office, situated within the Academic Registry, and made available to students approximately three weeks before the commencement of examinations. Once available, a personalised examination timetable will be available to students via their student portal my.tcd.ie under the ‘My Exams’ option menu. If you do not have access to the my.tcd.ie student portal, module timetables are available on the [Examinations Office website](https://www.tcd.ie/academicregistry/exams/). Students must ensure that they are available for examinations for the duration of the examination session (see dates to remember). The onus lies with each student to establish the dates, times and venues of examinations. No timetable or reminder will be sent to individual students by any office.

### **Examination Venues**

[Maps](http://www.tcd.ie/Maps/) are available advising examination venues and their location within the College.

### **Academic Progress**

The BESS Court of Examiners meets twice a year for the purpose of confirming marks and awarding examination grades in the BESS programme. It comprises all those teaching on the BESS programme, including staff from outside the immediate Schools/Departments. In addition, the external examiners attend in the case of degree examinations in the Junior and Senior sophister years.

All examination papers are marked anonymously. All work contributing to Moderatorship is subject to review by an external examiner.

To rise with their class students must pass the relevant examinations. Each successful candidate is, according to merit, awarded one of three grades: first class honors, second class honors (with two divisions, first and second) and pass. Students who are unsuccessful at the annual examinations are permitted to present themselves at the supplemental examinations. Supplemental examinations will normally be granted only to students who are considered to have made a serious attempt at the annual examinations.

Candidates who have passed the Junior Sophister examination may have the ordinary degree of BA (pass) conferred if they do not choose, or have not qualified, to proceed to the Senior Sophister year.

### **Inclusion/Exclusion of Course Work**

Where a student presents for supplemental examination(s) or to repeat a year off-books (i.e. *fail* followed subsequently by *off-books-exams only*, course work in general is not incorporated in the determination of the student’s subsequent result(s). Students must be notified of any exceptions to this general principle

Where inclusion of course work in a student’s result for the year is the normal procedure for a given module, this will apply to all students who have been given permission to withdraw from all, or part, of the annual examinations to sit, as a first attempt, a supplemental examination in that year.

### **Grading Conventions**

The BESS Court of Examiners determines the overall grade awarded to a particular student taking into account whatever other evidence of an academic nature is deemed appropriate. The detailed marking scale is available on page 51 of this document.

### **Individual papers**

Individual examination papers are graded using the following classifications.

I 70 - 100 F1 30 - 39

II.1 60 - 69 F2 < 30

II.2 50 - 59

III 40 - 49

A mark of 30+ means a mark in the range 30–39 inclusive, 35+ means a mark in the range 35-39 inclusive, 40+ means 40–49 inclusive, 50+ means 50–59 inclusive, 60+ means 60–69 inclusive, and 70+ means 70-100 inclusive.

### **Overall grade: General**

The following conventions apply to all years.

1. The overall mark (and associated grade) for a year is the weighted average of all module results, using the ECTS credit rating for the weighting of each module.
2. Where a student sits an extra examination paper (i.e. an examination in a module for which the student is not registered), the Court of Examiners will determine the student’s grade on the basis of the marks in the modules for which the student was registered.
3. In order to rise with their year, a student must pass all modules worth in total 60 credits or pass by compensation. In order to pass by compensation a student must have an overall arithmetic mean of 40+ and pass modules totaling 50 credits and get a mark of 35+ (Qualified Pass) in any failed module(s).
4. If a student has achieved both Fail and Qualified Pass marks in the Semester 1 and 2 examinations, they must present in the supplemental session for reassessment in all failed components in all modules for which they obtained a Qualified Pass or Fail.
5. The marks of the papers passed in the Semester 1 and 2 examinations are considered together with those obtained in the Supplemental examinations. The standard compensation rules apply to this combined set of results.
6. In the case of students who have been given permission to withdraw from or defer all or part of the annual examinations and to sit a supplemental examination in that year, the overall result in the autumn will be graded.
7. In the case of students who are reassessing for Semester 1 or Semester 2, the overall result in the autumn will be graded. Two attempts at the examination will be recorded on Transcripts of Results.

### **Publication, Recheck, Appeal and Transcript of Results**

### **Publication of Examination results**

Publication of results take place on dates as specified and agreed by the BESS Programme Committee and are advised under ‘Important Dates’ of the Handbook and on the BESS website. Results are published to the Student Portal my.tcd.ie.

### **Re-checks**

Students are entitled to discuss their performance with examiners after examination results have been published. Having discussed their performance with the examiner(s) and ascertained that the mark in question was correctly calculated, students may ask that their results be re-considered if they have reason to believe

* 1. that the examination paper contained questions on modules which were not part of the module prescribed for the examination, or
  2. that bias was shown by an examiner in marking the script.

Through their tutor, students may appeal to the Senior Lecturer. In submitting their case, students should state under which of (a) or (b) above the request is being made. If a mark is revised, the Director of BESS should be notified of the mark change by the relevant Director of Undergraduate Teaching and Learning of the School. The Director will, by reference to the BESS Programme conventions, with the permission of the Senior Lecturer, amend the relevant module result(s) and overall grade as appropriate.

### **Appeals**

Students may appeal a decision of the Court of Examiners. The grounds for appeal must fall under *one or more* of the following categories: (i) the case of the appellant is not adequately covered by the ordinary regulations of the College, (ii) the regulations of the College were not properly applied in the appellant's case, or (iii) the appeal is *ad misericordiam*.

Appeals in the first instance must be made to the Dean of the Faculty of Arts, Humanity & Social Sciences.

As the Appeal Committee meets to hear these appeals within one week of the publication of results, it is imperative that students, or authorised and adequately briefed deputies, are present to obtain and consider results as soon as they become available.

Appeals should be made via electronic form by a student’s tutor or, if the tutor is unavailable to act, by the Senior Tutor.

### **Transcripts**

Transcript requests may be made by applying on-line via the BESS [website](http://www.tcd.ie/bess/transcripts/). Due to the large volume of requests, transcripts can take up to three weeks for completion, longer in June through to September*.*

Transcripts will include the ECTs values of each module and a set of grades that permit students to rise with their year and the set of grades that forms the basis of the award of the degree. The transcript will make explicit whether or not one or two sittings were required (however supplemental in a paper for which there was a deferral permitted from the annual session is not considered a separate sitting) and whether or not a year is repeated. The grades achieved on the second sitting will be clearly indicated. Where more than one sitting was required an overall grade will always be recorded as a Pass/Fail.

The Scholarship Examination is an exception to the above. The examination will not be reflected on the student transcript unless the student has obtained Scholarship, in which case such information, if requested, shall appear (by way of asterisk and explanation) below the grades for Senior Fresh year.

Transcripts are never issued to a third party, such as a parent or prospective employer without the consent of the person named on the transcript.

### **Graduate Attributes**

The Trinity Graduate Attributes represent the qualities, skills and behaviours that you will have the opportunity to develop as a Trinity student over your entire university experience, in other words, not only in the classroom, but also through engagement in co- and extra-curricular activities (such as summer work placements, internships, or volunteering).

The four Trinity Graduate Attributes are:

• To Think Independently

• To Act Responsibly

• To Develop Continuously

• To Communicate Effectively

**Why are the Graduate Attributes important?**

The Trinity Graduate Attributes will enhance your personal, professional and intellectual development. They will also help to prepare you for lifelong learning and for the challenges of living and working in an increasingly complex and changing world.

The Graduate Attributes will enhance your employability. Whilst your degree remains fundamental, also being able to demonstrate these Graduate Attributes will help you to differentiate yourself as they encapsulate the kinds of transversal skills and abilities, which employers are looking for.

**How will I develop these Graduate Attributes?**

Many of the Graduate Attributes are ‘slow learned’, in other words, you will develop them over the four or five years of your programme of study.

They are embedded in the curriculum and in assessments, for example, giving presentations and engaging in group work.

You will also develop them through the co-curricular and extra-curricular activities. If you help to run a club or society you will be improving your leadership skills, or if you play a sport you are building your communication and team-work skills.

### **University Regulations**

Please reference the links below for College regulations, policies and procedures:

* Academic Policies - <http://www.tcd.ie/teaching-learning/academic-policies/>
* Student Complaints Procedure - <https://www.tcd.ie/about/policies/160722_Student%20Complaints%20Procedure_PUB.pdf>
* Dignity and Respect Policy- <https://www.tcd.ie/equality/policy/dignity-respect-policy/>

### **Feedback and Evaluation**

### **School of Social Sciences and Philosophy**

Evaluation of courses and their constituent modules is an important component of College's commitment towards improving the quality of teaching and the support of learning. To this end, all undergraduate modules that are taught by the School of Social Sciences and Philosophy are evaluated on a yearly basis using an online survey. The survey is anonymous and the results are used in reviewing and improving aspects of each module and its delivery. We particularly want to hear what students think was good about a module and what needs to be improved.

All results for each survey are collated and made available to the lecturer who taught the module, the Head of Department, the Head of School, the School’s Director Undergraduate Teaching and Learning and the School Manager. Teaching Assistants receive their feedback through communication with the course lecturer. Department and School averages are made available to members of the School. Student feedback forms an important part of the evaluation and review process.

In addition, the results may also be referred to by lecturers in the nomination of Teaching Assistants for the Dermot McAleese Teaching Award. This is an annual award which is presented to one outstanding Teaching Assistant in each of the School’s four disciplines. The nominations are reviewed by a committee in each department as well as the six members of the School Undergraduate Committee. The award has been made possible thanks to the generosity of School alumni.

Finally, in order to recognise good teaching within our School, the School Executive has taken a decision to publish the names of modules/lecturers of the ‘top 3 highest ranked modules’ and ‘the highest ranked module with over 100 students’ within each Department. The results can be found here: <http://www.tcd.ie/ssp/undergraduate/student-evaluations/>

### **Trinity Business School**

Please contact the Trinity Business School at <https://www.tcd.ie/business/contact/>

# **SECTION FOUR – PRIZES**

### **Prizes and Medals**

The College Calendar provides a list of all college-wide **prizes** available to students of Trinity, and the courses, and their students, to which the various prizes apply to <https://www.tcd.ie/calendar/undergraduate-studies/>.

**Gold Medals** are awarded to BESS students by the Board of College to candidates who have passed with an overall first class at the Senior Sophister final examination and who have shown exceptional merit. In order to qualify for a Gold Medal students must achieve:

* an **overall** minimum mark of 73%;
* a minimum mark of 70% in each of the four modules.

## **APPENDIX I**

## **School of Business & School of Social Science & Philosophy Marking Scale[[1]](#footnote-1)**

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**First class honors** **I 70-100**

First class honors in the School of Social Sciences and Philosophy is divided into grade bands which represent excellent, outstanding and extraordinary performances.

*A first class answer demonstrates a comprehensive and accurate answer to the question, which exhibits a detailed knowledge of the relevant material as well as a broad base of knowledge. Theory and evidence will be well integrated and the selection of sources, ideas, methods or techniques will be well judged and appropriately organised to address the relevant issue or problem. It will demonstrate a high level of ability to evaluate and integrate information and ideas, to deal with knowledge in a critical way, and to reason and argue in a logical way.*

**70-76 EXCELLENT**  
First class answers (excellent) demonstrate a number of the following criteria:

* comprehensiveness and accuracy;
* clarity of argument and quality of expression;
* excellent structure and organization;
* integration of a range of relevant materials;
* evidence of wide reading;
* critical evaluation;
* lacks errors of any significant kind;
* shows some original connections of concepts and theories;
* contains reasoned argument and comes to a logical conclusion.

This answer does not demonstrate outstanding performance in terms of independence and originality.

**77-84 OUTSTANDING**  
In addition to the above criteria, an outstanding answer will show frequent original treatment of material. Work at this level shows independence of judgement, exhibits sound critical thinking. It will frequently demonstrate characteristics such as imagination, originality and creativity.

This answer does not demonstrate exceptional performance in terms of insight and contribution to new knowledge.

**85-100 EXTRAORDINARY**  
This answer is of a standard far in excess of what is expected of an undergraduate student. It will show frequent originality of thought, a sophisticated insight into the subject and make new connections between pieces of evidence beyond those presented in lectures. It demonstrates an ability to apply learning to new situations and to solve problems.

What differentiates a first class piece of work from one awarded an upper second is a greater lucidity, a greater independence of judgement, a greater depth of insight and degree of originality, more evidence of an ability to integrate material, and evidence of a greater breadth of reading and research.

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**Second Class, First Division II.1** **60-69**  
  
*An upper second class answer generally shows a sound understanding of both the basic principles and relevant details, supported by examples, which are demonstrably well understood, and which are presented in a coherent and logical fashion. The answer should be well presented, display some analytical ability and contain no major errors of omissions. Not necessarily excellent in any area.*

Upper second class answers cover a wider band of students. Such answers are clearly highly competent and typically possess the following qualities:

* accurate and well-informed;
* comprehensive;
* well-organised and structured;
* evidence of reading;
* a sound grasp of basic principles;
* understanding of the relevant details;
* succinct and cogent presentation; and
* evaluation of material although these evaluations may be derivative.

One essential aspect of an upper second class answer is that is must have completely dealt with the question asked by the examiner. In questions:

* all the major issues and most of the minor issues must have been identified;
* the application of basic principles must be accurate and comprehensive; and
* there should be a conclusion that weighs up the pros and cons of the arguments.

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**Second Class. Second Division** **II.2 50-59**  
  
*A substantially correct answer which shows an understanding of the basic principles.*Lower second class answers display an acceptable level of competence, as indicated by the following qualities:

generally accurate;

* an adequate answer to the question based largely on textbooks and lecture notes;
* clearly presentation; and
* no real development of arguments.

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**Third Class Honors** **III 40-49***A basic understanding of the main issues if not necessarily coherently or correctly presented.*

Third class answers demonstrate some knowledge of understanding of the general area but a third class answer tends to be weak in the following ways:

* descriptive only;
* does not answer the question directly;
* misses key points of information and interpretation
* contains serious inaccuracies;
* sparse coverage of material; and
* assertions not supported by argument or evidence.

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**Fail F1 30-39**

*Answers in the range usually contain some appropriate material (poorly organised) and some evidence that the student has attended lectures and done a bare minimum of reading. The characteristics of a fail grade include:*

* misunderstanding of basic material;
* failure to answer the question set;
* totally inadequate information; and
* incoherent presentation.

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**Bad Fail F2 0-29**

Answers in this range contain virtually no appropriate material and an inadequate understanding of basic concepts.

1. As approved by the School of Social Sciences and Philosophy Executive Committee on 22 September 2014 and by the School of Business Undergraduate Committee on 19 November 2014 [↑](#footnote-ref-1)