

## Part IIB start of year information

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## Introduction to Part IIB

Wednesday 7 October 2020, 3.30 online

This short online zoom session will alert you to some of the changes you will encounter in course style, content and standards, and show you where to find guidance.

Join Zoom Meeting

<https://us02web.zoom.us/j/83419891782?pwd=azAzZVpwR3VudkJzcjFtYmloZTNiZz09>

Meeting ID: 834 1989 1782

Passcode: 605119

Topics covered:

- Outline of the course
- Engineering areas
- Modules and how they work in IIB
- Examinations and coursework assesment
- Library resources

Slides from the session can be found [here](#).

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## Risk assessment briefing

All students are required to watch the online talk by the Safety Officer which can be found [here](#). Even if your project does not have an experimental component it is essential that you watch this. It is also important that you watch this individually (i.e. not in groups), as we will use Moodle to log your having viewed it. No practical work may be undertaken before the [hazard assessment form](#) has been seen by the Safety Office. The deadline for this is 4pm on Wednesday of week one. A penalty of will be deducted from your project total for every week, or part week, the assessment form is late.

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## IIB project literature review

## Asynchronous online training via LibGuides

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Online training to read and watch, including activities and prompts for further investigation.

### Finding What You Need (Literature Searching)

Content: Strategies for searching for a range of literature; introduction to a range of sources for finding information including articles, standards, patents and reports; critical reading and engagement with sources; incorporating the work of others into your own academic writing ethically and with academic integrity.

Outcomes: develop strategies for finding a range of literature; critically engage with the literature; develop a process for managing information and sources.

<https://libguides.cam.ac.uk/engineering/literature-search>

## Synchronous teaching sessions

### Finding What You Need (Literature Searching) Workshop (Michaelmas Term - open to Undergraduate and Masters)

A workshop to be held online during Michaelmas Term for students to discuss literature searching, troubleshoot problems and work through challenges with the support of peers and the library team.

28/10/2020 1-2

20/11/2020 1-2

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## Part II careers talk

A 20 minute briefing by Dr Joy Warde of the Careers Service entitled 'the Careers Service - what can it do for you?' can be viewed at: [2020 Careers Service Engineers ptII](#).

All Part II students are encouraged to view this.

During Michaelmas, the Service has organised a range of careers information events and there will be evening presentations from approximately 160 organisations. Students should [register with the Service](#). The careers information email service, CLICK, enables students to receive a weekly diary of events plus specific information on various employment/further study options. An email vacancy list for engineers can be accessed via CLICK.

Slides from the 2019 presentation can be found [here](#).

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## Modules

Please read the detailed information on the [Part IIB modules](#).

You are reminded that you:

- **must confirm** your choices for Michaelmas Term modules by **midnight on Wednesday of week 1**
  - **must keep safe all your Part IIB coursework** as you must submit it all for scrutiny by the examiners at the end of the Easter Term.
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## Procedures regarding IIB coursework hand in (Coursework Candidate Numbers)

IIB coursework is marked anonymously wherever possible. The course syllabuses will indicate if certain coursework components are not assessed anonymously.

Each student is given an individual coursework candidate number (CCN). It is **your responsibility to enter your CCN onto the coversheet of anonymous coursework. Submissions on Moodle will preserve your anonymity where required.** You will be able to access this number on [COMET](#) when it becomes available (hopefully week 2).

Please ensure that your name does not appear anywhere on the coursework.

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## Projects

Each student must undertake a major individual design, research and/or computer project at a high technological level on a topic of practical relevance. A member of CUED staff will act as your project supervisor. Your project is a very important part of the final year and is expected to take up roughly half your working time throughout the whole of that year.

See the [Part IIB Project Guide \(second notice\)](#) for comprehensive information about the projects.

Information for Part IIA students about selecting projects is included in the [Part IIB projects: first notice](#).

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## Good academic practice vs academic misconduct (including plagiarism)

The University provides guidance on Plagiarism and Academic Misconduct which can be found at <https://www.plagiarism.admin.cam.ac.uk>, where academic misconduct includes any practice that may unfairly advantage a student's academic assessment (which includes plagiarism).

Suspected cases of Plagiarism and Academic Misconduct will be handled by the Director of Undergraduate Education in conjunction with the relevant Chair of Examiners, which may result in the case being referred to the University's Office of Student Conduct, Complaints and Appeals for consideration under the disciplinary regulations.

You should read and ensure that you understand the [Department's guidance on avoiding academic misconduct](#), which covers:

- definition of academic misconduct
- plagiarism avoidance: expectations of all students
- distinguishing between cooperation and cheating
- sources of guidance on academic integrity, record keeping & referencing

If you have any queries please speak to your DoS.

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## Plagiarism avoidance in projects

It is self-evident that research-based project work requires extensive discussion and cooperation with your supervisor and others. However, all reports and presentations must document the individual work of the author, with specific reference being made to any material taken from another source (including concepts, theories, equations, figures, or computer code, whether published in the open literature or on websites, or unpublished work

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obtained by other means). Failure to reference the work of others is cheating and will be penalised.

You must read the Department's information about [plagiarism, cooperation & cheating](#).

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