# September Induction Information

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<th>Discipline</th>
<th>Archaeology</th>
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<td>School</td>
<td>Geosciences</td>
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**Discipline email address**  
archaeology@abdn.ac.uk

**School Office Staff**  
- Mrs Betty Euington – Secretary  
- Mrs Daniela Van Heerden – School Support Assistant  
- Mrs Ann Simpson – School Admin Officer  
- Ms Ashley Fyffe – Postgraduate Teaching Secretary

**School Office Location**  
Open for student queries: Monday – Friday 0900 – 1200 and 1400 – 1630  
School of Geosciences reception, G051 Meston Building

**School Website**  
www.abdn.ac.uk/geosciences  
www.abdn.ac.uk/geosciences/departments/archaeology/index.php

<table>
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<tr>
<th>Head of School</th>
<th>Professor David Jolley</th>
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<td>Director of UG Teaching for School</td>
<td>Dr Tim Mighall</td>
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<td>UG Teaching Committee for Archaeology</td>
<td>Dr Joshua Wright</td>
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| Coursework Submission |  
As directed by your course coordinator. For Archaeology, this will be via MyAberdeen  
Other courses may also ask you to submit either via MyAberdeen or into the drop boxes.  
White drop boxes are located in the corridor outside the School Office and are labelled per discipline and level.  
i.e. Course code AY2010 would go in the Archaeology 2nd year box. |

| Coursework Collection |  
Collection of work is from the brown pigeon holes in the corridor outside the School office and are labelled by the last number of your 8 digit student ID or by the first letter of your surname. |
### First Year Induction

**4th September 2018, 10:00-12:00, Arts Lecture Theatre**
Undergraduate Welcome Talk

### Teaching Timetable

**Monday 10 September 2018, 12noon, ZG18 Lecture Theatre, Zoology Building**

In the first lecture of AY1003 “Archaeology in Action: An Introduction”, which all students studying for following degrees take, there will be a Welcome and Introduction by the course coordinator.

- BSc Archaeology
- MA Archaeology
- Archaeology Joint
- Archaeology Major

### Your classes

Your classes will be made up of a variety of lectures, seminars, practicals, workshops, tutorials and field trips. Specific details will be given in the course guides, available on MyAberdeen.

Attendance registers are taken at every class. If you miss or are going to miss a class due to medical reason or good cause, ensure you complete an absence report via MyAberdeen.

The educational culture in Scotland is very much focused on independent learning and this is reflected in the number of contact hours student have with teaching staff. The expectation is that a significant amount of reading and study will be done outside of the classroom.

### Academic Staff

As well as the help provided in tutorials and practicals, you will also be able to see your tutors outside of these times by booking an appointment via email or MyAberdeen or by visiting them during their “office hours”, which will be detailed in the course guide. The archaeology faculty generally have an open-door policy and you should not hesitate to drop by our offices if you have questions on course material, the program, or the discipline in general. The noticeboard at the entrance to Meston Building and the centre of the ground floor of St Mary’s also lists academic staff and their room number.

The School of Geosciences academic staff can be found in both Meston Building and St Mary’s Building.

### Assessment

Courses are assessed by a variety of means and does vary between courses. This can include examination and coursework which could involve on-line quizzes, essay, problem sets or seminar participation, for example. Specific details are given in the course guide and will be available on MyAberdeen.

### Suggested Reading

Reading lists can be found on MyAberdeen for each course. Readings for specific lecture topics are frequently listed at the ends of those lectures’ slides.