

Pete Nellist – Practical Class Organiser (PCO)

**M Eng Materials Science
Practical Class Briefing**

Brief guide to practicals now on website

Most importantly

- practicals are again **COMPULSORY**
 - they again constitute “examinable coursework”
 - satisfactory performance in Practical is required in order to pass Part I and proceed to Part II
 - *normally need to achieve at least 40% (check Handbook when it is available) in practicals and have submitted your **practical book and a report for marking on each of the practicals** listed in the Handbook*
- ...of course, mitigating circumstances will be taken into account. See Course Handbook.

Missing a practical / failing to submit a report

- you must inform the Education Manager (EM) if you miss a practical
- you must provide appropriate written evidence of a valid reason for missing a practical or failing to submit a report
 - *or if submitting late*in order to prevent penalties
- appropriate evidence includes
 - *a medical certificate to cover illness*
 - *details need not be specified by the doctor*
 - *a signed letter from your College Tutor to cover other matters*
- normally no later than one week later
- one copy to the EM and a second to the PCT
- assume your College will also require a copy to submit to the Proctors

Safety in the Teaching Labs

- everyone's safety is our highest priority
- every effort has been made to make the labs safe
- however, there is also an obligation on YOU to help
- some DOs and DON'Ts follow, taken from the Handbook

Safety and procedures

• DOs

- DO pay attention to the PCT and demonstrators
- DO read and follow safety instructions
- DO concentrate on what you are doing to avoid mistakes
- DO familiarise yourself with fire escape routes
- DO keep fire doors closed and escape routes clear
- DO wear appropriate eye and hand protection
- DO wash hands after working with chemicals
- DO work in a fume cupboard with etchants and solvents
- DO use minimum quantities of flammable liquids
- DO keep the labs clean
- DO speak in English at all times in the labs
- DO keep long hair tied back at all times

Safety and procedures

• DON'Ts

- DON'T eat, drink or put on make-up in the labs
- DON'T use your mobile phone
- DON'T mouth-pipette or lick things
 - - this includes sucking your pen!
- and a couple of “obvious” ones:
- DON'T mess around
 - - if you do, you'll be required to leave
- DON'T wear inappropriate clothing and shoes
 - - e.g. sandals, short skirts, long scarves
 - - you'll be asked to modify your dress or leave
- Note: it is important that the only language spoken in the Teaching Labs is English - whether that be student-to-student or demonstrator-to-student - such that if incorrect (and potentially unsafe) instructions are given, there is a better chance someone overhearing them will realise and be able to act.

When and where

- Monday, Tuesday and Wednesday afternoons 2-5pm
- undergraduate Teaching Labs (Holder Building)
- expect one practical every other week
 - *half of you in odd weeks*
 - *half of you in even weeks*
 - *practicals in Trinity term arranged differently again*
- you'll mainly be working in groups of three
 - each group will have its own set of equipment in MT and HT

Timetables – Michaelmas Term

Odd weeks

Mon, Tues, Wed - weeks 1, 3, 5, and 7			
A1	Cai, Tiancheng CCC	Goody, Alex CCC	Ter, Shin Huey CCC
A2	Jain, Nirali CCC	Lander, Abby CCC	Rogers, Alex CCC
A3	Bennett, James MAN	Pople, Ryan MAN	Wang, Astoria MAN
A4	Folkes, Toby MAN	Savanevskis, Ramunas MAN	Manduku, Ariana MAN
A5	Rajesh, Upasana MAN	Belz-Koeling, Lucas STC	Bignell, James STC
A6	Dedrick, Tobie STC	Lai, Veronica STC	Stratton, Inigo STC
A7	Wong, Lucius TRI	Craig, Alexander TRI	
A8	Gregory, Madeline TRI	Wolny, Zosia TRI	

Even weeks

Mon, Tues, Wed - weeks 2, 4, 6, and 8			
B1	Fernandez-Victorio, Isabel SEH	Sun, Q SEH	Keates, Benedict SEH
B2	Zhu, Lin SEH	Kelly, Ailish SEH	Banks, Enyala QNS
B3	Batchelor, Thomas QNS	Weal, Emily QNS	Craven, David QNS
B4	Hargreaves, Evie QNS	Hou, Edward QNS	Wheatley, Charlotte QNS
B5	Zhou, Ruidong STA	George, Thomas STA	Whitehead, Thomas STA
B6	Cooper-Brown, Bella STA	Nixon, Daniel STA	
B7	Lancaster, Thomas STA	Wright, Harry STA	

Practicals - MT

YEAR 2 (Mon, Tue, Wed)
2P1, Materials Selection (DEJA , SCS) TA: Kieran Rivers (Y2)
2P2, Steels (Junliang Liu , MPM) TA: Xinrui Huang (Y2)
2P3, Extrusion (Mohsen Danaie , MLG) TA: Omar Alshangiti (Y2)
2P4, Casting (KAQOR , MLG) TA: Zonghao Guo (Y3)

2P2 requires a long paper-style report, which will be assessed and the lab book will be assessed

2P1 has a peer reviewed poster-style write up – no summative assessment

2P4 will have lab book summatively assessed

Contribution of marks to Part I

- 7 practicals will have the lab books assessed, contributing with 3 marks each (Total of 21 marks)
- 3 practicals will have their reports assessed, contributing with 13 marks each (Total of 39 marks)
- Total contribution to Finals: 60 marks, out of a total for Part I of 800, and a degree total of 1200.
- DMAC has decided that no unmoderated numerical marks will be released, but formative feedback will be released.
- Tutors will be made aware of there is any concern about your marks.

Lab book feedback

	Comments and feedback
Completeness and conciseness of method description	
Data analysis and any preliminary error analysis	
Brief interpretation or comment on results	
Presentation and clarity	

Full write-up assessment

- Title, abstract and Introduction – 2 marks
 - Description of methods used including methods of data processing and analysis – 3 marks
 - Presentation of results including the appropriateness of figures and data presented, and the use of errors where appropriate – 4 marks
 - Discussion and interpretation of results – 3 marks
 - Conclusions – 1 mark
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- Formative feedback electronically via Canvas
 - Make sure you are aware how to submit (Course Handbook)

...and on a positive note

- **The TATA Steel Prize
of £250
for the best performance in practicals**

and finally...

- **if in doubt about anything
- just ASK**