To: Senior Mathematics Tutors (also to all college mathematics tutors)

Trinity Term 2013 – Teaching Information

Revision and Examinations

1. Trinity Term Lecture List
   The up-to-date list can be found on the website at http://www.maths.ox.ac.uk/notices/lecture-lists/

2. Collections
   TT Prelims and Part A collections (based on HT work) are available for your use with first and second year undergraduates at https://www.maths.ox.ac.uk/teaching-staff/restricted/teaching-material/. Members of academic staff and postdocs will be able to access this site using a valid Mathematical Institute computer account username and password. If you are a member of academic staff, or a postdoc who teaches in a college, and you do not have such an account you can apply using the form at http://www.maths.ox.ac.uk/help/forms/application-form.pdf. As always, electronic files of past exam papers may be downloaded by following the instructions at http://www.maths.ox.ac.uk/teaching-staff/examinations/past-papers-src/

3. Part B and C Consultation Sessions
   The schedules of consultation sessions will be posted by the end of Week 0 at: http://www.maths.ox.ac.uk/current-students/undergraduates/examinations/consultation/

4. Examinations
   Examination Timetables are available on the website at http://www.admin.ox.ac.uk/schools/oxonly/timetables/index.shtml

5. Prelims Preparation Lecture
   This will be held on Monday of Week 5 (20th May) at 11am in the University Museum and delivered by Dr Janet Dyson. The lecture includes advice on the examination’s format, protocol and revision techniques.
6. **Draft Prelims Papers**
Two sets of draft Prelims papers are available at WHEREVER and a third set will become available early in Trinity Term. Undergraduates and tutors should make special note of the new formats of the five papers – each paper contains seven questions in two or three "parts" and a certain number of questions should be attempted from each part.

7. **Prelims Timetable**
The five prelims papers are provisionally timetabled for Monday-Friday afternoons in Week 9 in the order Mathematics I, IV, II, III, V.

8. **Finals Forum**
This will be held for all second and third year undergraduates on Friday of Week 2 (3rd May) at 3pm in L1 at the Mathematical Institute and delivered by Dr Richard Earl. The forum includes details about the formats of the Part A and Part B examinations and also advice on revision techniques; it is primarily (but not wholly) aimed at those who consider themselves rather nervous and less than confident examinees.

**Preparation for 2013/2014**

9. **Part A Supplement to the Handbook**
A document describing the new Part A structure and syllabi was distributed to students and tutors during the vacation. The official Part A Supplement will become available at the end of Trinity Term.

10. **Part B and C Options**
Details of all courses will be published in the Part B and C Synopses towards the end of term. Again registration for courses will be online. Registration closes on Friday of Week 10 (28th June) and students will be emailed when it is open: details are in the synopses and at [http://www.maths.ox.ac.uk/courses](http://www.maths.ox.ac.uk/courses)

11. **Electronic Class Sign-Up**
We are very aware that there were a number of timing issues with class sign-up for 2012/13. We will be continuing to use the electronic sign-up for classes for Michaelmas Term 2013 however, there will be some more small changes to the system to enable us to speed up the process. Students will choose their classes, those are free to attend, in order of preference as before; however they will not be automatically registered with their first choice as before. We will be asking lecturers to enter the times and locations for the classes by noon on Monday of week 0 and we will be asking students to enter their preferences into the on-line form by noon on Monday week 1 we will inform students, by email, as soon as the system is live, on Tuesday of week 0. We will then allocate the students to classes by Thursday week 1 and the information will then be available on Minerva.

12. **Part B Options Fair**
In order to assist second year students choosing options in Part B, representatives from subject panels will be present in the Institute from **2.00pm to 3.30pm on Friday of Week 8 (14th June)**. Representatives will discuss their panel's options and projects with interested students. Further details will be sent to tutors and students nearer the time.
13. Part C Options Fair
   In order to assist third year students choosing options in Part C, representatives from
   subject panels will be present in the Institute from **3.30pm to 5pm on Friday of Week 8
   (14th June)**. Representatives will discuss their panel's options and projects with interested
   students. Further details will be sent to tutors and students nearer the time.

14. Projects Lecture: preparation for an Extended Essay or Dissertation
   There will be a lecture on project preparation for students who will be in Parts B and C in
   2013/14, who are potentially interested in completing a project. This will be held **3.00pm
   to 3.30pm on Friday Week 8 (14th June)** as part of the Options Fairs.

15. Mathematics and Philosophy students ‘tea’ and presentation on Part C options.
   There will be a discussion of fourth year options for third year students in Week 1. This will
   be held at **3.15pm on Wednesday of Week 1 (24th April)** at Worcester College (Staircase
   8, Room 2). At 4pm there will be a 'tea' held for all Mathematics and Philosophy students.

16. English Language Classes for Overseas Students
   We would just like to draw to your attention the English language courses available at the
   University's Language Centre for any overseas students who may need some additional
   help. Details of courses can be found at [http://www.lang.ox.ac.uk/eas.html](http://www.lang.ox.ac.uk/eas.html).

   The Language Centre will also be offering a week-long intensive course in academic writing
   for overseas students, post-docs and contract researchers in Week 9 of TT for more details
   on this course please contact the Language Centre directly at admin@lang.ox.ac.uk.

   Finally pre-sessional English Language Courses are available in July/August/September for
   overseas students before they arrive for more information please go to:
   [http://www.lang.ox.ac.uk/courses/pre-ses.html](http://www.lang.ox.ac.uk/courses/pre-ses.html).

17. Summer Projects
   We are pleased to note that these are growing in number. These are usually for students in
   Parts B and C. Project titles previously used can be found at
   [http://www.maths.ox.ac.uk/current-students/undergraduates/projects](http://www.maths.ox.ac.uk/current-students/undergraduates/projects). Student can use
   these as a guide and then contact supervisors to agree a topic.

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Dr R Earl

Director of Undergraduate Studies