

# Heriot-Watt Online (HW Online) Student Handbook 2023/24

School of Energy, Geoscience, Infrastructure and Society

~~Version 1: 29 August 2023~~ ~~Version 2: 19 December 2023~~ Version 3: 25 March 2024

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## PART A – HW ONLINE INFORMATION

It is important to read through Part A of the handbook which provides specific information on the requirements of your particular programme of study.

You should contact your Course Leader or Programme Leader in the first instance for any academic queries.

### A1 SUMMARY OF KEY INFORMATION

#### A1.1 SIGNIFICANT DATES IN THE ACADEMIC YEAR

ON CAMPUS TERM SESSION DATES 2023/24	
<b>SEMESTER 1</b>	
<b>SEMESTER 1 TEACHING (12 WEEKS)</b>	<b>11 SEPTEMBER – 1 DECEMBER 2023</b>
<b>SEMESTER 1 EXAM/TOC DIET (2 WEEKS)</b>	<b>4 DECEMBER – 15 DECEMBER 2023</b>
<b>BREAK 1 (4 WEEKS)</b>	<b>18 DECEMBER 2023 – 12 JANUARY 2024</b>
<b>SEMESTER 2</b>	
<b>SEMESTER 2 TEACHING (12 WEEKS)</b>	<b>15 JANUARY – 5 APRIL 2024*</b> (* UK public holidays: Good Friday 29 March & Easter Monday 1 April)
<b>BREAK 2 (2 WEEKS)</b>	<b>8 APRIL – 19 APRIL 2024</b>
<b>SEMESTER 2 EXAM/TOC DIET (2 WEEKS)</b>	<b>PG &amp; UG FINAL YEAR: 22 APRIL – 3 MAY 2024</b> [UG YEARS 1 TO 3: 6 – 10 MAY 2024]
<b>GRADUATION (Edinburgh Campus)</b>	<b>17 – 21 June 2024</b> (dates to be confirmed)
<b>SEMESTER 3</b>	
<b>SEMESTER 3 TEACHING (12 WEEKS)</b>	<b>6 MAY – 26 JULY 2024</b>
<b>SEMESTER 3 EXAM/TOC DIET (2 WEEKS)</b>	<b>29 JULY – 9 AUGUST 2024</b>
<b>GRADUATION (Edinburgh Campus)</b>	<b>2, 4 – 5 December 2024</b> (dates to be confirmed)

**Please see the next page for  
ALL SIGNIFICANT DATES FOR HERIOT-WATT ONLINE STUDENTS**



## A1.2 SIGNIFICANT DATES FOR HERIOT-WATT ONLINE STUDENTS

### HW Online - Programme entry dates

Semester 1: 11 September 2023

Semester 2: 15 January 2024 (programme applications will be accepted until **17 November 2023**)

Semester 3: 6 May 2024 (selected programmes only)

### HW Online - Course Application deadlines for new and continuing students

Semester 1: Courses - 11 September 2023 (course registration/cancellation deadline: **22 September 2023**)

Semester 2: Courses - 15 January 2024 (course registration/cancellation deadline: **26 January 2024**)

Semester 3: Courses - 6 May 2024 (course registration/cancellation deadline: **17 May 2024**)

### HW Online – Assessment deadlines:

Assessment registration is completed online via Student Self Service. Deadline dates will be available at appropriate points on Student Portal and circulated via email.

	Assessment online registration deadline	Exam location change deadline	Exam cancellation deadline
<b>Semester 1</b>	Date to be confirmed (around late September)	Not applicable	Date to be confirmed
<b>Semester 2</b>	Date to be confirmed (around end January)	Not applicable	Date to be confirmed
<b>Semester 3</b>	Date to be confirmed (around late May)	Not applicable	Date to be confirmed

### Final Online Assessment (FOA) Diets

Semester 1: 4 to 15 December 2023

Semester 2: 22 April to 3 May 2024

Semester 3: 29 July to 9 August 2024

FINAL TIMETABLES (WHEN PUBLISHED) WILL BE AVAILABLE ON THE ACADEMIC REGISTRY WEBSITE AT: <https://www.hw.ac.uk/students/studies/examinations/timetables.htm>

### Coursework Submission Dates

(unless otherwise stated on CANVAS by individual Course Leaders)

Semester 1: Monday 4 December 2023 (23:59 UK time)

Semester 2: Monday 8 April 2024 (23:59 UK time)

Semester 3: Monday 29 July 2024 (23:59 UK time)

### Dissertation/Project Submission Dates (full information can be found in Section A8)

(unless otherwise stated on CANVAS by individual Dissertation Co-ordinators)

Monday 4 December 2023 (23:59 UK time)

Monday 8 April 2024 (23:59 UK time)

Monday 12 August 2024 (23:59 UK time)

Monday 9 December 2024 (23:59 UK time)

## A1.3 LINKS TO FURTHER INFORMATION/SERVICES

[Heriot-Watt homepage](http://www.hw.ac.uk): [www.hw.ac.uk](http://www.hw.ac.uk)

[EGIS website](http://www.hw.ac.uk/egis): [www.hw.ac.uk/egis](http://www.hw.ac.uk/egis)

### [HW Online](#):

<https://www.hw.ac.uk/uk/schools/energy-geoscience-infrastructure-society/distance-learning/information-for-current-students.htm>

[Student Portal \(myHWU\)](http://portal.hw.ac.uk/): <http://portal.hw.ac.uk/>

[Student Self Service](#) (new students to enrol first time):

[https://myhwu.hw.ac.uk/HWSAS8/twbkwbis.P\\_WWWLogin](https://myhwu.hw.ac.uk/HWSAS8/twbkwbis.P_WWWLogin)

## A1.4 KEY CONTACTS

The Principal and Vice-Chancellor is the head of the University and is supported by academic and administrative staff.

Programme title (MSc/PG Dip in...)	Programme Leader	Email address
* programmes in <i>italics</i> are closed to recruitment and only available to continuing students.		
<b>INSTITUTE OF LIFE AND EARTH SCIENCES</b>		
International Marine Science	Professor Joanne Porter	j.s.porter@hw.ac.uk
Marine Renewable Energy	Dr Karen Alexander	karen.alexander@hw.ac.uk
Renewable and Sustainable Energy Transition	Dr Simon Waldman	simon.waldman@hw.ac.uk
* <i>Renewable Energy Development</i>		
<b>INSTITUTE FOR INFRASTRUCTURE &amp; ENVIRONMENT:</b>		
Civil Engineering and Construction Management	Dr Benny Suryanto	b.suryanto@hw.ac.uk
* <i>Civil Engineering</i> Safety, Risk and Reliability Engineering Safety and Risk Management	Dr Sandhya Patidar	s.patidar@hw.ac.uk
Advanced Structural Engineering	Dr George Vasdravellis	g.vasdravellis@hw.ac.uk
* <i>Structural &amp; Foundation Engineering</i>		
* <i>Water and Environmental Management</i> * <i>Water Technology and Desalination</i>	Professor Bhaskar Sen Gupta	b.sengupta@hw.ac.uk
<b>INSTITUTE FOR SUSTAINABLE BUILDING DESIGN:</b>		
Building Services Engineering	Dr David Campbell	d.p.campbell@hw.ac.uk
* <i>Architectural Engineering</i>		
* <i>Sustainable Building Design</i>	Dr Fan Wang	fan.wang@hw.ac.uk
* <i>Architectural Project Management</i>	Dr Graeme Bowles	g.bowles@hw.ac.uk
Commercial Management and Quantity Surveying Construction Project Management	Dr Ruzanna Abd Rahman	r.abd_rahman@hw.ac.uk
* <i>Building Conservation (Technology &amp; Management)</i>	Dr Alan Forster	a.m.forster@hw.ac.uk
* <i>Sustainable Urban Management</i> * <i>Urban and Regional Planning</i>	Professor Harry Smith	h.c.smith@hw.ac.uk
<b>THE URBAN INSTITUTE:</b>		
* <i>Real Estate Investment &amp; Finance</i> * <i>Real Estate Management &amp; Development</i> * <i>Real Estate and Planning</i>	Dr Michael Waters	m.j.waters@hw.ac.uk
Real Estate Spatial Planning and Real Estate Development	Dr Michael Waters	m.j.waters@hw.ac.uk
<b>INSTITUTE OF GEOENERGY ENGINEERING</b>		
Programme Leader, MSc/PG Dip Petroleum Engineering Heriot-Watt Online	Dr Rink van Dijke	r.van_dijke@hw.ac.uk
Applied Petroleum Geoscience	<del>Dr Uisdean Nicholson</del> Dr Amy Gough	a.gough@hw.ac.uk
Mature Field Management	<del>Dr Karl Stephen</del> Dr Khafiz Muradov	k.muradov@hw.ac.uk

Course Co-ordinators can be found in Section A11.2 and contact details are included in individual course material on Canvas or you search using People Finder (<https://www.hw.ac.uk/uk/about/contact/people-finder.htm>).

## A1.4 KEY CONTACTS (continued)

### HW ONLINE STUDENT SUPPORT TEAM

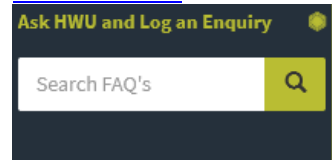
#### Contact us:

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Online Students Manager	Ms Lesley Allan
Team Leader (HW Online)	Mrs Carol Thomson
Administrative Assistants (HW Online)	Miss Lucy Banks
	Miss Alyx Donald (Senior Assistant)
	Ms Louise Fairbairn
	Ms Lynn Hounsell
	Mrs Jackie Pringle (Senior Assistant)
	Mrs Kasia Rossini (Senior Assistant)

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Search FAQs or log an enquiry on your [Student Portal](#):



### STUDENT SERVICE CENTRE

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#### LIBRARY

libhelp@hw.ac.uk

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#### EGIS RESOURCE CENTRE

rc@egis.hw.ac.uk

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**Student HelpLine: +44(0)131 451 8899**

**If you would like to speak to one of the HW Online Student Support Team or an academic colleague, please let us know by email and we can arrange to call you.**

## **A2 Welcome and Introduction**

### **A2.1 Welcome from the Principal and Vice Chancellor of Heriot-Watt University**

I am delighted that you have chosen our unique and innovative University and have entrusted us with your education for the next few years. Heriot-Watt has been at the forefront of pioneering education and future thinking since 1821, and now more than 200 years on, we continue to lead the way in world class education as a distinctive, globally connected institution.

The University is a community of people, with a purpose, and I would encourage you to seek out the opportunities that will enable you to further develop your own individual sense of purpose to impact society. Many students and staff participate in creating their own 'impact statement' during the course of their studies, so do look out for this.

Our graduates are sought-after by global professions and industries all over the world. The very nature of a Heriot-Watt education is one that allows you to benefit from our research-informed approach, underpinned by our rich heritage and values. We're dedicated to providing you with the confidence and purposeful leadership skills to be a global citizen, and the expertise to become a leader in your chosen field or career. Together we will help shape tomorrow to deliver benefits for all of society.

We look forward to supporting you as you grow and become a successful graduate of Heriot-Watt University. On behalf of our global *OneWatt* community, I'd like to take this opportunity to say: welcome to the family.

Professor Richard A. Williams OBE  
Principal and Vice-Chancellor

### **A2.2 Welcome from Head of School (School of Energy, Geoscience, Infrastructure & Society)**

I would like to take this opportunity to greet you as a new or returning student, and extend a special welcome to those of you who are here for the first time. I hope that your time at Heriot-Watt is both enjoyable and successful. You have chosen to study at an establishment with a reputation for the quality of its research and educational programmes. Our aim is to ensure that our commitment to excellence in research influences our teaching to create a high-quality, research-led learning experience. Furthermore, all our programmes are accredited by the appropriate professional institutions. This means that as one of our students you can obtain the maximum educational and long-term career benefits from your period of study with us.

University life can be exciting and demanding. Being at university means that the commitment to and responsibility for study is very much your own. Your success will likely be directly linked to the amount of effort you put in. But please remember we are here to help.

As you move through your time at University it is likely you will experience difficulties or setbacks: most of us do in our careers. What really matters is how we learn and respond to these obstacles. We are here to support you if you do experience a setback and our aim would be to help you learn from it and come back stronger. Let's work together on building personal resilience.

We have produced this handbook to answer many of the questions that students raise during their studies, including administrative procedures relating to the running of their degree programmes and the support available to them. I hope you find it useful and

informative. If you are ever unsure about any aspect of your studies, or if you are having problems that you feel may be affecting your progress, please feel free to contact me, your personal tutor or any other member of staff.

*Professor P. A. Muhammed Basheer*  
*Executive Dean, School of Energy, Geoscience, Infrastructure & Society*

### **A3 General Information about Heriot-Watt University and the School**

**A3.1** Heriot-Watt University has five campuses, a parent campus in Edinburgh, the capital of Scotland in the UK, two campuses in the north and south of Scotland (Orkney and Galashiels) a Campus in Dubai, a Campus in Malaysia, as well as a number of overseas centres running University programmes. Heriot-Watt University's mission is to provide students with the opportunity to study programmes which will enable them to contribute immediately to the economy and wellbeing of the region in which they choose to work. This ethos of "doing things that matter" stretches right back to the origins of Heriot-Watt in 1821, when programmes were run to suit the needs of developing industries in Scotland.

The University web address is [www.hw.ac.uk](http://www.hw.ac.uk)

**A3.2** The School of Energy, Geoscience, Infrastructure & Society is a multi-disciplinary centre for research and teaching in a wide variety of subjects that all influence our built environment. We have an experienced and well regarded body of academic staff that specialise in a variety of areas of research expertise including drainage, urban design and regeneration, flood management, building services and sustainable building techniques, geoenergy engineering and renewable energy.

The School web address is [www.hw.ac.uk/egis](http://www.hw.ac.uk/egis)

### **A3.3 General aims**

All of the School's postgraduate programmes have the following aims:

To provide an academically sound and vocationally relevant postgraduate education for those seeking a professional career in the built environment or property management within the national or international context.

To enable students to attain the best intellectual development and gain the maximum degree performance compatible with their abilities.

To ensure that our programmes are professionally relevant and provide the educational base to meet the current and future needs of industry, and continue to receive full exemption from the written examinations of the relevant professional institutions.

To provide the opportunity for intellectual, personal and inter-personal skills development. In overall terms to enable students to maximise their academic and professional potential by developing transferable as well as core skills.

To provide the opportunity for students to engage in higher level learning, acquire deep, specialist knowledge, and apply critical thinking and analysis to complex, advanced problems.



## A4 How Heriot-Watt Online course study works:

**All formal email communication from the University will be sent to students' Heriot-Watt email addresses. STUDENTS MUST CHECK THEIR HERIOT-WATT EMAIL ACCOUNT REGULARLY (AT LEAST ONCE EVERY WEEK).**

1. Refer to the programme structure in this handbook and select the course or courses you wish to study (Semester 1 OR Semester 2 OR (for selected courses) Semester 3).

From January 2019, new Heriot-Watt Online students studying the following programmes must first successfully complete 2 entry courses. See the individual programme structure for further details including availability (Section A11.1) and 2 entry course progression criteria (Section A7.8):

- MSc International Marine Science
- MSc Safety and Risk Management
- MSc Petroleum Engineering
- MSc Safety, Risk and Reliability Engineering

From September 2019, this extended to the following programmes:

- MSc Commercial Management & Quantity Surveying
- MSc Construction Project Management

In May 2022, this extended further to include to the following programmes:

- MSc Marine Renewable Energy
- MSc Renewable Energy Development

In September 2023, this extended further to include the following programme:

- MSc Renewable & Sustainable Energy Transition

2. Complete online enrolment for the current academic year
3. Check assessment method for the course or courses selected (Section A11.2).
4. Complete online course registration and payment. The payment includes the course and assessment fee.
5. Access course material on the virtual learning environment, Canvas and begin studying.
6. Complete the course assessment:

**Students have a maximum of TWO opportunities (one first attempt and one resit opportunity) for each assessment within a six-assessment diet period from registering, for a maximum of three courses.**

Coursework: a number of courses have summative or formative assessment by coursework. Check submission date(s) and ensure coursework is submitted electronically to Turnitin on Canvas on or before the submission deadline.

Assessment: once you have decided you are ready to take the assessment, register online for the next assessment diet by the relevant deadline (see Key Dates), also selecting your assessment location from the list provided. Check the final timetable on the Academic Registry website. Confirmation about the assessment date/time/venue will be emailed to Heriot-Watt email accounts.

7. Following the relevant Exam Board, results will be available to view online. This will include grades and the Exam Board decision. Progression information can be found in Section A7.8. Where re-assessment is required, this should be completed when the assessment is next available and within the six-assessment diet period.
8. Depending on progression decision, continue with further courses or dissertation/project.

**Further important sections to read** / Dissertations/Projects - next page/  
Information about the Research Dissertation/Research Projects/Masters  
Dissertation/Field Development Project/Individual Project can be found in Section A8.

**It is important that you read the following sections in Part A of this handbook:**

- **A5.2.2 Course registration**
- **A7.1 Assessment**
- **A7.3 Submission of coursework**
- **A7.8 Progression**
- **A7.9 Exam boards and results**
- **A7.10 Re-assessment**
- **A7.11 Mitigating circumstances**

**And in Part B of this handbook: [APPENDIX A - STUDENT GUIDE TO PLAGIARISM](#)**

## A5 Enrolment

### A5.1 Maximum period of study for HW Online

Type of Award being studied	Maximum Period
Master of Science (via HW Online)	8 years
Postgraduate Diploma (via HW Online)	6 years
Postgraduate Certificate (via HW Online)	3 years

Further information on this issue can be found at <https://www.hw.ac.uk/documents/regulations.pdf> for:

**Regulation 48A** – Higher Degree of Master (Taught – Heriot-Watt Online)

Guidance from teaching staff is that the optimal performance is achieved by studying a maximum of two courses in any semester. Please refer to the individual Programme Structure for the sequence course study.

## A5.2 How to enrol

New students are required to complete online enrolment when they begin studying. Continuing students are required to complete online enrolment at the beginning of each following academic year around the beginning of September. This is mainly to confirm contact details, programme of study and the process will activate access to the virtual learning environment Canvas.

Registration for individual courses is usually completed online. Please see section A5.2.2 for further information.

### A5.2.1 Online enrolment

As part of the online enrolment process, students MUST upload a photograph to the online enrolment system – please have this ready before you begin enrolment (this should be a clearly identifiable passport-style photograph).

To enrol online you will need your Person ID or Registration number. New students will find their person ID (Hxxxxxxxx or 9 digits) on any recent correspondence from the University. Continuing students will find their registration number (Hxxxxxxxx or Dxxxxxxxx or 9 digits) on their student card.

1. Go to <http://www.hw.ac.uk/onlineenrolment>
2. Enter your person ID/registration number in the 'User ID' field.
3. Enter your date of birth in the required format in the 'PIN' field.
4. Click on 'Login'.
5. The first time you login you will need to create a new pin (password) & security question.
6. On the Login Verification Change PIN page, create a new pin.
7. On the Security Question and Answer page, create a security question.
8. On the Main Menu page click on the 'Online Enrolment' link.
9. Please read the information and follow the instructions on each page.
10. If you require any explanations or assistance click on 'Help' in the top right corner of each page.
11. If you require further assistance there will be contact details on the pages.
12. Once you have completed all the required fields on each page and reached the Enrolment Confirmation page, save/print the enrolment confirmation letter as this contains your IT details. You can then log out by clicking on 'Exit' in the top right corner.
13. You must then close your browser window.
14. An automated message will be sent to your Heriot-Watt email confirming the enrolment process has been completed.

Please note: If you log out before completing the process the information you have entered **WILL** be saved.

New students:

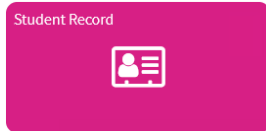
After you have carried out the above steps and reached the Enrolment Confirmation page you have successfully completed enrolment for 2023/24. The confirmation letter will contain your username, email address and password for accessing Canvas (for more information about using Canvas, please see Section A5.4). **You must use your Heriot-Watt email or Canvas within 21 days of completing online enrolment or your temporary password will expire.**

Continuing students:

After you have carried out the above steps and reached the Enrolment Confirmation page you have successfully completed enrolment for 2023/24.

For more information please go to: <https://www.hw.ac.uk/students/studies/enrolment/distance.htm>

## A5.2.2 Course Registration



Once a student has been made an unconditional offer and completed online enrolment, they should consult the relevant programme structure in Section A11, of this handbook.

Course registration and payment is completed online (credit/debit card/sponsor). The payment includes the course and assessment fee. **THIS IS THE QUICKEST WAY TO REGISTER FOR EACH COURSE AND IS THE MOST SECURE METHOD OF PAYMENT**

Payment by sponsor: please submit a Course Application form and copy of a current sponsor letter to the HW Online Student Support Team (hwnonline-student-support@hw.ac.uk).

For other methods of payment, please see Section A5.2.5.

Please note that access to course material cannot be made available unless course registration has been completed.

**Students can only apply for courses for the current academic year. Course availability can be found in Section A11, of this handbook.**

**Students have a maximum of TWO opportunities (one first attempt and one resit opportunity) for each assessment within a six-assessment diet period from registering, for a maximum of three courses.**

**IMPORTANT: Students have until the end of week two of each semester to notify the HW Online Student Support Team if they wish to cancel a course they are enrolled for at the beginning of that semester.**

**Students do not automatically have the opportunity to cancel a course beyond the end of week two.**

**Where re-assessment is required, this must be completed at the next opportunity. Exceptions to this may be courses which are provided by other Schools within the University or by a partner institution.**

Coursework: a number of courses have summative or formative assessment by coursework. Check submission date(s) and ensure coursework is submitted electronically to Turnitin on Canvas on or before the submission deadline.

Assessment: once you have decided you are ready to take the assessment, register online for the next assessment diet by the relevant deadline (see Key Dates).  
Check the final timetable on the Academic Registry website. Confirmation about the Final Online Assessment date/time will be emailed to Heriot-Watt email accounts.

### A5.2.3 Tuition (course) fees for 2023/24 (assessment fee is included in each course fee)

Heriot-Watt Online tuition & assessment fees for 2023/24 are listed below. With the exception of MSc/PG Dip Architectural Project Management, the MSc and PG Diploma programmes include a total of 8 courses.

Programme title <i>Programmes in italics are closed to recruitment and only available to continuing students.</i>	Fees per course/dissertation/project for 2023/24		
	Taught courses (includes course and assessment fee)	Field Development Project / Individual Project	Masters / Research dissertation
MSc/PG Diploma International Marine Science	£1235 per course A11VY fieldtrip: £1660; A11CR fieldtrip: £2260 (Travel not included)	Not applicable	£1750
MSc/PG Diploma Marine Renewable Energy	£1235 per course A11VY fieldtrip: £1660; A11CR fieldtrip: £2260 (Travel not included)	Not applicable	£1750
MSc/PG Diploma Renewable and Sustainable Energy Transition	£1235 per course	Not applicable	£1750
<i>MSc/PG Diploma Renewable Energy Development</i>	£1235 per course	<i>Not applicable</i>	£1750
MSc/PG Diploma Applied Petroleum Geoscience (see Programme Structure in Section A11.1 for fieldwork details)	£1315 per course	£1220 per Project	Not applicable
MSc/PG Diploma Mature Field Management	£1315 per course	£1220 per Project	Not applicable
MSc/PG Diploma Petroleum Engineering	£1315 per course	£1220 per Project	Not applicable
MSc/PG Diploma Advanced Structural Engineering	£1480 per course	Not applicable	£1910
<i>MSc/PG Diploma Architectural Engineering</i>	£1480 per course	<i>Not applicable</i>	£1910
<i>MSc/PG Diploma Building Conservation (Technology and Management)</i>	£1480 per course	<i>Not applicable</i>	£1910
MSc/PG Diploma Building Services Engineering	£1480 per course	Not applicable	£1910
MSc/PG Diploma Built Environment	£1480 per course	Not applicable	£1910
<i>MSc/PG Diploma Carbon and Energy Management</i>	£1480 per course	<i>Not applicable</i>	£1910
<i>MSc/PG Diploma Civil Engineering</i>	£1480 per course	<i>Not applicable</i>	£1910
MSc/PG Diploma Civil Engineering and Construction Management	£1480 per course	Not applicable	£1910
MSc/PG Diploma Commercial Management and Quantity Surveying	£1480 per course	Not applicable	£1910
MSc/PG Diploma Construction Project Management	£1480 per course	Not applicable	£1910
MSc/PG Diploma Real Estate	£1480 per course	Not applicable	£1910
<i>MSc/PG Diploma Real Estate and Planning</i>	£1480 per course	<i>Not applicable</i>	£1910
<i>MSc/PG Diploma Real Estate Investment and Finance</i>	£1480 per course	<i>Not applicable</i>	£1910
<i>MSc/PG Diploma Real Estate Management &amp; Development</i>	£1480 per course	<i>Not applicable</i>	£1910
MSc/PG Diploma Safety and Risk Management	£1480 per course	Not applicable	£1910
MSc/PG Diploma Safety, Risk & Reliability Engineering	£1480 per course	Not applicable	£1910
MSc/PG Diploma Spatial Planning & Real Estate Development	£1480 per course	Not applicable	£1910
<i>MSc/PG Diploma Structural and Foundation Engineering</i>	£1480 per course	<i>Not applicable</i>	£1910
<i>MSc/PG Diploma Sustainable Building Design</i>	£1480 per course	<i>Not applicable</i>	£1910
<i>MSc/PG Diploma Sustainable Community Design</i>	£1480 per course	<i>Not applicable</i>	£1910
<i>MSc/PG Diploma Sustainable Urban Management</i>	£1480 per course	<i>Not applicable</i>	£1910
<i>MSc/PG Diploma Urban and Regional Planning</i>	£1480 per course	<i>Not applicable</i>	£1910
<i>MSc/PG Diploma Water and Environmental Management</i>	£1480 per course	<i>Not applicable</i>	£1910
<i>MSc/PG Diploma Water Technology and Desalination</i> (please check structure (Section A11) for standard/premium courses)	Standard courses: £1480 per course Premium courses: £2960 per course	<i>Not applicable</i>	£1910
<i>MSc/Diploma Architectural Project Management (joint with University of Edinburgh)</i>	£1480 per course (The MSc and PG Diploma programmes include a total of 7 courses)	<i>Not applicable</i>	£1910

#### A5.2.4 Methods of Payment for course/assessment fees:

The taught course fee includes the course and assessment fee.

#### ONLINE COURSE REGISTRATION AND PAYMENT:

##### Payment by credit/debit card at

[https://myhwu.hw.ac.uk/HWSAS8/twbkwbis.P\\_WWWLogin](https://myhwu.hw.ac.uk/HWSAS8/twbkwbis.P_WWWLogin)

**This is the quickest way to register for courses and the most secure method of payment.**

- **Debit or credit card** – if you experience any problems or have any questions, please contact the Student Support Team ([honline-student-support@hw.ac.uk](mailto:honline-student-support@hw.ac.uk)). Once the payment has been completed, the Student Support Team will check the course selection before updating your record.
- **Sponsor** – if fees are to be paid by a sponsor, students must submit a scanned copy of a current letter from the sponsor confirming they will pay the fees plus details of where the invoice is to be sent. This should be on the sponsor's headed paper. Also submit a completed Course Application form. You will find the form at <https://www.hw.ac.uk/uk/schools/energy-geoscience-infrastructure-society/distance-learning/information-for-current-students.htm> Please submit the form and sponsor letter to [honline-student-support@hw.ac.uk](mailto:honline-student-support@hw.ac.uk)

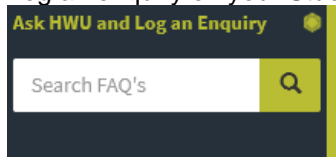
#### OTHER METHODS OF PAYMENT:

**Please note: these are considerably slower methods of payment and therefore may delay course registration.**

- **Bank transfer** – please ensure you include your name and ID or application number as a reference on the remittance. Missing details will delay the payment being allocated to the appropriate account.  
Heriot-Watt University has partnered with Convera to offer a dynamic method of payment to all of its students or parent/guardian for paying by bank transfer for tuition, accommodation and other fees. This service gives international students the ability to pay in their domestic currency and avoid costly international transfer fees. Convera will also ensure the full amount you transfer is passed on to the University. Please follow the instruction at <https://www.hw.ac.uk/services/payment/bank-transfer.htm> Please also submit a completed Course Application form to [honline-student-support@hw.ac.uk](mailto:honline-student-support@hw.ac.uk) You will find the form at <https://www.hw.ac.uk/uk/schools/energy-geoscience-infrastructure-society/distance-learning/information-for-current-students.htm>
- **UK cheque or bankers draft** – payment should be made in Pounds Sterling (GBP), drawn on a British bank and made payable to 'Heriot-Watt University'. Please also submit a completed Course Application form to [honline-student-support@hw.ac.uk](mailto:honline-student-support@hw.ac.uk) You will find the form at <https://www.hw.ac.uk/uk/schools/energy-geoscience-infrastructure-society/distance-learning/information-for-current-students.htm>  
**Before mailing a cheque or bankers draft, please check the details with us so we can ensure you have the correct mailing address.**

HW Online Student Support Team:

Log an enquiry on your Student Portal

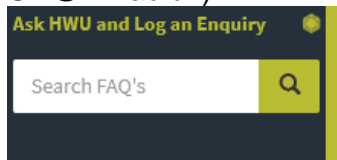


or email: [honline-student-support@hw.ac.uk](mailto:honline-student-support@hw.ac.uk)

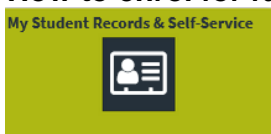
### A5.2.5 Student ID card

As part of the online enrolment process, students **MUST** upload a photograph to the online enrolment system. This will enable the University to provide you with a matriculation card.

Once you have uploaded a photograph and completed enrolment, please log an enquiry on the Student Portal so they can generate and mail the card (student-services-UK@hw.ac.uk).

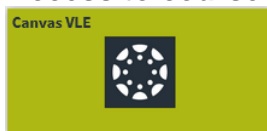


### A5.3 How to enrol for further courses



Students can apply for further courses in line with entry dates (Section A1.2) by following the Course Registration instructions as detailed in Section A5.2.2.

### A5.4 Access to course material via the virtual learning environment (VLE) called Canvas



The University uses a virtual learning environment (VLE) which provides on-line tailored access to learning materials, collaborative areas, forums, electronic submission of coursework and much more and this is known as **Canvas**.

We recommend it is accessed directly from the Student Portal (myHWU) but students can also login at <http://canvas.hw.ac.uk> (using the username and password on the confirmation letter at the end of the enrolment process).

Once you have accessed Canvas from the Student Portal or logged on, you should see all of the courses for which you have registered to study, however if it includes courses you have already completed, please ignore these. If you do not see a course for which you are registered, it may be for one of two reasons:

1. you may not be correctly registered for the course (contact the Student Support Team by logging an enquiry on your [Student Portal](#))

**OR**

2. the course leader has not made their course available on Canvas (contact specific Course Leader). Courses are usually made available on the first day of the semester in the academic year when teaching for that course becomes available.

For further support see the [Canvas Student Information Hub](#) and [Canvas Student Guides](#).

### A5.5 Amendments to enrolment

Completed forms must be signed and returned to the Student Support Team (scanned and emailed). The most common amendments to enrolment applied for by distance learning students are:

#### A5.5.1 Programme transfer

Students wishing to transfer programme should complete the Programme Transfer Application (Taught) form at <https://www.hw.ac.uk/students/studies/record/change-course-programme.htm> and submit it to the Student Support Team.



### **A5.5.2 Temporary suspension of studies (TSS)**

In certain situations it may be helpful for a student to suspend their studies temporarily. It sometimes helps to take time out to deal with issues that are preventing a student from studying effectively – this might be a health or personal issue – and return to their studies at an agreed date. This also ensures the total length of the period of studies is not reduced. The Policy on Student Temporary Suspension of Studies is available at <https://www.hw.ac.uk/students/doc/tss.pdf> & more info at <https://www.hw.ac.uk/students/studies/leaving/temporary-suspension-studies.htm>

Application for a TSS is through Student Self Service (go to the Student Portal and click on the My Student Record & Self-Service tile). On the Student menu, under Programme & Course, click the Temporary Suspension of Studies link. Make an application, explain the reason for the request and upload any evidence (e.g. medical certificate). Please note that temporary suspensions of studies will not be approved retrospectively. Students are informed about the outcome by email by Academic Registry.

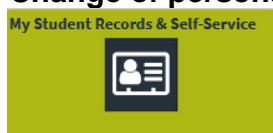
### **A5.5.3 Extension to period of study**

If a student has exhausted the standard period of study, they may apply for an extension. In the first instance, this would be for one additional year and would be approved by the School. Students should complete the Amendment to Registration (Approval by School) form at: <https://www.hw.ac.uk/students/studies/record/amending-your-enrolment.htm> sign and scan/email it to the Student Support Team.

### **A5.5.4 Withdrawal from programme of study**

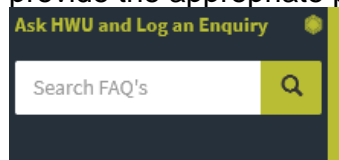
If a student wishes to withdraw from their programme of study, they should complete the Withdrawal from University form at <https://www.hw.ac.uk/students/studies/leaving/withdrawing-from-university.htm> sign and scan/email it to the Student Support Team in. Tuition fees are non-refundable (see online enrolment declaration) but if a student thinks they are entitled to a refund of any fees, they should submit a request by email to the Student Support Team.

## **A5.6 Change of personal details (name/address)**



Students who wish to change their address should do so by selecting the Student Record tile on the myHWU Student Portal (<http://portal.hw.ac.uk/>).

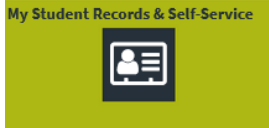
Students who wish to change their name details must contact the Student Service Centre (log and enquiry on your Student Portal or email [student-services-UK@hw.ac.uk](mailto:student-services-UK@hw.ac.uk)) and provide the appropriate paperwork.



## A6 Course study

### A6.1 Programme structure

In common with most Heriot-Watt University postgraduate programmes, and with the exception of a small number of courses, these degrees have a structure where each course can be considered as being the equivalent of 150 hours of student effort. That includes lectures, tutorials, field work, private study and assessment however, it should be noted that (with the exception of a very small number of courses) all HW Online programmes are entirely attendance free. Programme structures can be found in Section A11.1 or the link on your student record on Student Self Service.



Programme structures for programmes no longer open to recruitment can be found on the EGIS Organisation section on Canvas. The Student Support Team can provide further assistance.

### A6.2 Course descriptors

Course descriptors can be found using the links on your student record on Student Self Service (see Student Portal tile shown above).

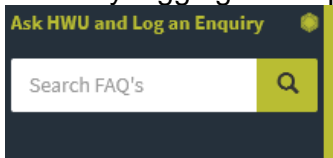
### A6.3 Communication with Course or Programme Leaders (Personal Tutor)

Questions relating to course material, coursework questions or assessment preparation should be directed to individual Course Leaders. Some courses are also supported by Tutors. Information about Course Leaders and Tutors including their contact details are available on Canvas. Students are encouraged to submit questions via the discussion board for the individual course on Canvas if this has been set up by the Course Leader/Tutor.

More general academic questions relating to a programme should be directed to the Programme Leader (see Section A1.4).

**For HW Online students, their Personal Tutor is their Programme Leader.** The Personal Tutor is the point of contact in relation to a range of academic and pastoral matters. Programme Leader details can be found in section A1.4.

Administrative questions should be directed to the Heriot-Watt Online Student Support Team by logging an enquiry on your Student Portal



## **A7 Assessment and progression**

### **A7.1 Assessment**

Course assessment is by either:

1. 100% Final Online Assessment (please note, this may include a mandatory piece of coursework), OR
2. 100% coursework, OR
3. A combination of coursework and Final Online Assessment.

Details of assessment and availability for individual courses can be found on each course descriptor on the School website or in Section A11.2.

- For courses with an element of coursework (formative or summative), this should be completed during a semester when teaching is provided. For the majority of courses, assessment may be completed in any semester.

**It should be noted students have a maximum of TWO opportunities (one first attempt and one resit opportunity) for each assessment within a six-assessment diet period from registering, for a maximum of three courses.**

### **A7.2 Access to coursework questions**

Coursework questions are available within the individual course information accessed via Canvas. For information about Canvas, see section A5.4.

### **A7.3 Submission of coursework**

Summative coursework (the grade contributes to the overall course grade) and formative coursework (the grade does not contribute to the overall course grade) allows both students and the Course Leaders to monitor the understanding of the content of each course as students progress through the material. Coursework is set by Course Leaders. Course Leaders are not required to make model answers available for coursework. **Before you submit your coursework, please ensure you have read Appendix A: Student Guide to Plagiarism which is the last section of this handbook.**

All coursework submitted become the property of the University and may be retained for assessment and any later auditing.

All students should note that:

- Coursework must be submitted to Turnitin on Canvas.
- Students are **not** required to submit a hard copy of their coursework unless it is specifically requested by the Course Leader on Canvas.
- UK times are used for coursework submission on Canvas. It is the responsibility of the student to submit their coursework on time.

#### **A7.3.1 Return of coursework feedback to students**

1. Coursework feedback may be returned by email or generic feedback may be made available on Canvas.
2. If you are concerned that you have not received marked coursework back within a reasonable time, you should contact the Course Leader/Tutor directly in the first instance, and then the Programme Leader for your particular programme.
3. Please note that for the purpose of providing parity of marking across the course, coursework submitted before the deadline date will not normally be marked before that date.

#### **A7.4 Assessments and Final Online Assessment diets**

Final Online Assessment are offered at the end of each semester in December, April/May and August. Dates of diets are noted in Section A1.1. Attention is drawn to the information regarding calculators and dictionaries noted at

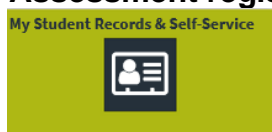
<https://www.hw.ac.uk/students/studies/examinations/exam-conduct-id-checks.htm>.

Please note that translational dictionaries are not permitted in face-to-face examinations (these are not currently running for Online students). Please see section A7.6 Assessment registration.

#### **A7.5 Access to past exam/Take Home Open Book Exam/Final Online Assessment papers**

Past exam (etc) papers are made available for each course on Canvas by the individual Course Leader.

#### **A7.6 Assessment registration**



Once a student has registered for a course, there will be six assessment diets available when the assessment for that course can be taken. This is over approximately two years.

When a student decides they are ready to take the assessment for a course (all parts of assessment must be completed in the same semester), they register for assessment by selecting the My Student Record & Self Service tile on the myHWU Student Portal (<http://portal.hw.ac.uk/>). Students must register by the deadline set (see Section A1.2). There will also be deadlines by which students will have the opportunity to cancel assessments.

**\* During the academic year 2023/24 (up to and including August 2024), assessment for most courses for Online students are Final Online Assessment (FOA). These are completed online and submitted online within a 2 or 3 hour window.**

Check the final timetables at <https://www.hw.ac.uk/uk/students/studies/examinations.htm>  
Please note: the assessment fee is included with each course fee that is paid at the point of course registration.

##### **A7.6.1 Assessment performance feedback**

Students cannot question academic judgement however, students can request feedback about their Assessment performance. This is normally only provided for students who have failed an assessment or if the result is significantly lower than the student expected. Assessment feedback requests are only accepted within three weeks after results are released (provisional or final).

#### **A7.7 Students with special requirements**

Course Leaders are provided with details about any special study/assessment requirements. For any special arrangements relating to Final Online Assessment, please contact the Student Support Team ([hwonline-student-support@hw.ac.uk](mailto:hwonline-student-support@hw.ac.uk)).

Further details for students with special requirements can be found on the Student Health and Wellbeing website:

<https://www.hw.ac.uk/students/health-wellbeing/edinburgh/disability.htm>

The University has site licence for software to help dyslexic students in the preparation of documents. If any student feels this would be of benefit to them, they should contact Information Services ([IShelp@hw.ac.uk](mailto:IShelp@hw.ac.uk)).

## A7.8 Progression/award

The University operates Heriot-Watt Assessment and Progression System (HAPS) which specifies minimum progression requirements. Schools have the option to apply progression requirements above the minimum University requirement, which are approved by the Studies Committees. Students should refer to the programme specific information on progression requirements.

Under HAPS students are awarded a Grade rather than a mark in each course.

Some courses in your programme may be marked using a combination of Final Online Assessment and coursework. Information regarding the proportioning of marks can be found on each course descriptor. For example, the percentage split between Final Online Assessment and coursework may be 50-50, 70-30, 0-100 or 100-0.

### Standards for Pass, Progression and Credit:

#### 1. Entry courses:

- Commercial Management and Quantity Surveying (from September 2019)
- Construction Management (from September 2019)
- International Marine Science (from January 2019)
- Petroleum Engineering (from January 2019)
- Safety and Risk Management (from January 2019)
- Safety, Risk and Reliability Engineering (from January 2019)
- Marine Renewable Energy (from May 2022)
- Renewable Energy Development (from May 2022)
- Renewable and Sustainable Energy Transition (from September 2023)

For the programmes above, students who start their studies from the months stated must complete two entry courses before they can continue with the remaining courses. The criteria are as follows:

- Students who pass both entry courses at grade D or above, at first attempt, continue at MSc level;
- If a student achieves E grade for either entry course or if they have to resit an entry course, they will continue at PG Diploma level ONLY. **PG Diploma is the highest award they will be able to achieve and they will not achieve the award of MSc.**
- If a student fails to pass both entry courses at either MSc or PG Diploma level, it is likely they will not be able to continue with their studies. This decision is made by the Progression Board.

2. Minimum progression and award requirements: see the table on the next page.

Criteria for pass, progression and credit points for PG Diploma, PG Diploma with distinction, MSc and MSc with distinction is specified in the structures for each programme. Programme structures are available at using the Course Content link for each programme at <https://www.hw.ac.uk/schools/energy-geoscience-infrastructure-society/distance-learning/online-learning.htm> or on the EGIS Organisation section on Canvas. Also see paragraph A7.10 Re-assessment.

**A7.8 (continued) Requirements for: Progression Awards**

<b>Progression/award criteria</b>	<b>Total credits</b>	<b>Taught courses</b>	<b>Dissertation</b> (A1/D1/D2/D3/D4 coded programmes)	<b>Projects</b> (G1 coded programmes)
<b>Progression to dissertation/projects</b>	120	Credit weighted average $\geq$ 40% over 8 courses at grades A-D.	N/A	N/A
<b>Postgraduate Diploma</b>	120	Credit weighted average $\geq$ 40% over 8 courses at grades A-E.	N/A	N/A
<b>Postgraduate Diploma with Merit</b> (applies to students first enrolled on programmes September 2020 and beyond)	120	Credit weighted average $\geq$ 60% over 8 courses at grades A-C, all at first opportunity.	N/A	N/A
<b>Postgraduate Diploma with Distinction</b>	120	Credit weighted average $\geq$ 70% over 8 courses at grades A-C, all at first opportunity.	N/A	N/A
<b>Master of Science</b>	180	Credit weighted average $\geq$ 50% over 8 courses at grades A-D.	Dissertation at minimum grade C.	Two projects at minimum grade C.
<b>Master of Science with Merit</b> (applies to students first enrolled on programmes September 2019 and beyond)	180	Credit weighted average $\geq$ 60% over 8 courses at grades A-C, all at first opportunity.	Dissertation at minimum grade B, at first opportunity.	Two projects at minimum grade B, all at first opportunity.
<b>Master of Science with Distinction</b>	180	Credit weighted average $\geq$ 70% over 8 courses at grades A-C, all at first opportunity.	Dissertation at minimum grade A, at first opportunity.	Two projects with an overall grade A average, with no single project at a grade lower than a grade B, all at first opportunity.

### **A7.9 Exam boards and results**

Where assessment has been completed for a taught course(s) or Masters dissertation/Projects, the grades will be presented to the appropriate Progression or Award Examination Board. These are usually held in May/June and September/October. Results are released by Academic Registry and when they have been made available to view online, a notification email will be sent by Academic Registry to your Heriot-Watt email account.

### **A7.10 Re-assessment**

- If a Grade A, B or C is awarded at the first assessment attempt in a course, students are not entitled to any form of re-assessment to obtain a higher grade.
- A student who has been awarded a Grade F in a course will normally be re-assessed in that course (providing they have sufficient re-assessment opportunities remaining).
- A student who is following the Masters route, who has been awarded a Grade E will be re-assessed when the assessment (Final Online Assessment and/or coursework) is next available (providing they have sufficient re-assessment opportunities remaining).
- A student who is following the Postgraduate Diploma route who has been awarded a Grade E will **not** normally re-assessed until they have successfully completed all other taught courses and only if they have the required number of re-assessment opportunities remaining.
- A student who has been awarded a Grade D **may** be permitted a re-assessment if they have the required number of re-assessment opportunities remaining.
- **For students following the programmes listed in section A7.8 paragraph 1, please refer to that paragraph for details about re-assessments for entry courses. If you have any questions, please contact the HW Online Student Support Team.**
- **In all of the above cases, re-assessment decisions are made by the Exam Board (not by the student).**
- **Students have a maximum of TWO opportunities (one first attempt and one resit opportunity) for each assessment within a six-assessment diet period from registering, for a maximum of three courses.**

These decisions are made by the formal Progression Examination Board and any re-assessments required are noted on the results available online. The format of the re-assessment shall be as specified by the School however, in most cases, the method of re-assessment will be the same as the original assessment. If a student is in any doubt about the method of re-assessment, they should contact the Student Support Team or specific Course Leader for guidance. Details about re-assessment coursework should be made available by the specific Course Leader on Canvas.

Re-assessment should be taken at the next opportunity. Online results will indicate any grades obtained by re-assessment by recording the number of assessment opportunities taken for satisfactory completion of the each course.

## A7.11 Mitigating Circumstances

Once a student has registered for a course, there will be six assessment diets available when the assessment can be taken once a student has decided they are ready to complete the assessment. This is over approximately two years.

- **Students have a maximum of TWO opportunities (one first attempt and one resit opportunity) for each assessment within a six-assessment diet period from registering, for a maximum of three courses.**

### Final Online Assessment

For assessment by Final Online Assessment, students must register by the deadline set for the relevant Final Online Assessment diet. There will be a cancellation deadline and there is no penalty if Final Online Assessment cancellation is before the deadline. Once the deadline has passed, if a student does not complete the Final Online Assessment, they will be marked as absent and lose an opportunity.

### Coursework

If a student has registered to complete the coursework in a particular semester but fails to submit, they will be marked as absent and lose an opportunity.

If absence is recorded for either Final Online Assessment non-attendance or coursework non-submission the student may consider submitting a Mitigating Circumstances Application.

Your attention is drawn to the [Policy on Mitigating Circumstances in Relation to Assessment](#) and [Mitigating Circumstance Guide to Students](#) which are available at <https://www.hw.ac.uk/students/studies/examinations/mitigating-circumstances.htm>

This relates to circumstances which, through no fault of the student, mean that assessment (whether examinations or other types of assessment) has not been completed. It defines what the University does and does not accept as mitigating circumstances and details the process for application.

Application for Mitigating Circumstances is through Student Self Service (go to the Student Portal and click on the Student Record tile). Make an application, explain the reason for the request and upload any evidence (e.g. medical certificate).

Deadline dates for submission of Mitigating Circumstances Applications:

<b>DEADLINE DATES FOR SUBMISSION OF MITIGATING CIRCUMSTANCES APPLICATION FORMS TO THE STUDENT SUPPORT TEAM:</b>	
<b>Friday 5 January 2024</b>	<i>For mitigating circumstances occurring during Semester 1 up until and including Friday 15 December 2023.</i>
<del>Monday 22 April 2024</del> <b>Wednesday 1 May 2024</b>	<i>For mitigating circumstances which relate to <u>only</u> <b>dissertation or project</b> submissions in April 2024.</i>
<del>Friday 17 May 2024</del> <b>Friday 10 May 2024</b>	<i>For mitigating circumstances occurring during Semester 2 up until and including Friday 10 May 2024.</i>
<i>(to be confirmed)</i>	<i>For mitigating circumstances occurring during Semester 3/diet up to and including Friday 9 August 2024.</i>
<i>(to be confirmed)</i>	<i>For mitigating circumstances which relate to <u>only</u> <b>dissertation or project</b> submissions in August 2024.</i>

Mitigating Circumstances deadlines can also be found at [HERE](#)  
<https://www.hw.ac.uk/uk/students/studies/examinations/mitigating-circumstances.htm>

Failure to notify us of any mitigating circumstances by these dates means they will not be considered prior to the relevant exam board.



## A8 Research Dissertation / Masters Dissertation Field Development Project / Individual Project

### A8.1 Introduction

Heriot-Watt Online students who have successfully completed all taught courses and progressed to the Masters dissertation, Research Projects, Research Dissertation or Petroleum Engineering Field Development Project/Individual Project have the option to choose when to register and commence.

This is dependent on the student having the required semesters remaining within their total period of studies (the maximum period of studies for MSc is 8 years). You can check the expiry date on the Programme Details screen when you complete online enrolment for 2023/24.

**Students can elect the (start of the) semester when they wish to register for the dissertation. Students register for the dissertation/project by submitting the relevant Masters dissertation, Research Projects and Research Dissertation Application or Projects form.**

Dissertations/Projects are a very important and demanding part of your MSc studies. They require students to undertake a substantial self-directed piece of work under the direction of an expert academic supervisor, who you will engage with for the duration. Currently, the Masters dissertation, Research Projects, Research Dissertation, Field Development Project and Individual Project run over two consecutive semesters. The reason for this is academic: this important component of your Masters degree has to be time-bound in order to provide an academic test of your ability to deliver the required outcomes in the time permitted. As we continue to roll out exciting new changes for Heriot-Watt Online students, we will gather student feedback and seek ways to increase flexibility further.

<b>WHEN YOU CAN BEGIN:</b>	<b>SUBMISSION DATE:</b> <b>(please note: extensions will not be granted)</b>
MAY 2023	Monday 4 DECEMBER 2023 (23:59 UK time) Note: the next Award Board and Graduation after this submission date is May and June respectively. Final results/award decisions are only available after the Award Board.
SEPTEMBER 2023	Monday 8 APRIL 2024 (23:59 UK time)
JANUARY 2024	Monday 12 AUGUST 2024 (23:59 UK time)
MAY 2024	Monday 9 DECEMBER 2024 (23:59 UK time) Note: the next Award Board and Graduation after this submission date is May and June respectively. Final results/award decisions are only available after the Award Board.

Which piece of work you complete depends on the Programme you are studying and you should check the lists and information on the following sections:

- 8.2 Research Dissertation
- 8.3 Research Projects
- 8.4 Masters Dissertation
- 8.5 Field Development Project & Individual Project

**Note: For the Masters dissertation, Research Projects and Research Dissertation, Field Development Project and Individual Project, students must achieve Grade C or above for Masters award, for Master with Merit, students must achieve Grade B or above and for Masters with distinction award, students must achieve Grade A.**

## A8.2 Research Dissertation

MSc Advanced Structural Engineering (D21RZ)\*  
MSc Architectural Project Management (D31RZ)\*\*  
MSc Building Conservation (Technology & Management) (D31RZ)\*\*  
MSc Civil Engineering (D21RZ)\*  
MSc Civil Engineering & Construction Management (D21RZ)\*  
MSc Commercial Management and Quantity Surveying (D31RZ)\*\*\*  
MSc Construction Project Management (D31RZ)\*\*\*  
MSc Real Estate (D41RZ)\*\*\*\*  
MSc Real Estate and Planning (D41RZ)\*\*\*\*  
MSc Real Estate Investment and Finance (D41RZ)\*\*\*\*  
MSc Real Estate Management and Development (D41RZ)\*\*\*\*  
MSc Safety and Risk Management (D21RZ)\*  
MSc Safety Risk and Reliability Engineering (D21RZ)\*  
MSc Spatial Planning and Real Estate Development (D41RZ)\*\*\*\*  
MSc Structural and Foundation Engineering (D21RZ)\*  
MSc Sustainable Urban Management (D41RZ)\*\*\*\*  
MSc Urban and Regional Planning (D41RZ)\*\*\*\*  
MSc Water and Environmental Management (D21RZ)\*  
MSc Water Technology and Desalination (D21RZ)\*

Students studying the programmes listed above, once they have completed all taught courses and have been progressed to the research phase of the programme, will study the Research Dissertation.

### Please ensure you have read the Introduction in Section A8.1.

The Research Dissertation is completed over two semesters. Topics will be set by the Research Dissertation Course Leader with support provided via Canvas.

For starting points and submission dates, please refer to Section A8.1.

For most programmes, please contact the appropriate Dissertation Co-ordinator with suggested topic for you dissertation:

<b>Programmes</b>	<b>Dissertation Co-ordinator</b>	<b>Email address</b>
*	Dr M Shadi Mohamed	m.s.mohamed@hw.ac.uk
**	Dr Ruzanna Abd Rahman	r.abd_rahman@hw.ac.uk
***	Information about dissertation topics can be found on Canvas).	
****	Dr Michael Waters	m.j.waters@hw.ac.uk

### Research Dissertation submission

The Research Dissertation is submitted via Turnitin on Canvas on or before the relevant deadline. Students are not required to submit hard copies.

Turnitin detects all places in a student's work are the same as work already submitted or published work. Turnitin flags all cases and these cases are examined in detail by the markers to determine whether the student has deliberately copied material. See **Appendix A** at the end of this handbook for details on how to avoid plagiarism.

**Note: For the Masters dissertation, Research Projects and Research Dissertation, Field Development Project and Individual Project, students must achieve Grade C or above for Masters award, for Master with Merit, students must achieve Grade B or above and for Masters with distinction award, students must achieve Grade A.**

### A8.3 Masters Dissertation

MSc International Marine Science (A11RP)  
MSc Marine Renewable Energy (A11RP)  
MSc Renewable Energy Development (A11RP)  
MSc Renewable and Sustainable Energy Transition (A11RP)  
MSc Architectural Engineering (D11ZZ)  
MSc Building Services Engineering (D11ZZ)  
MSc Sustainable Building Design (D11ZZ)

**Students must achieve Masters level (grade C or above) in order to pass the dissertation.**

This applies to students enrolled on the Masters stream of the above programmes and students enrolled on the Postgraduate Diploma stream of the same programmes who hope to achieve the required grades and overall average and transfer to the Masters stream.

**Please ensure you have read the Introduction in Section A8.1.**

Once a student is reaching the completion of their eight taught courses, they should start to think about the topic they wish to research for their dissertation and contact the Dissertation Co-ordinator for their Programme within the School. Once they have received a formal decision to progress to Masters dissertation (following a Progression Board) a supervisor will be formally allocated.

Dissertation code	Dissertation Co-ordinator	Email address
A11RP	Professor Joanne Porter	j.s.porter@hw.ac.uk
D11ZZ	Dr M Shadi Mohamed	m.s.mohamed@hw.ac.uk

Once a supervisor has been allocated, students will have regular communication with them regarding their progress. The earliest a student can submit their dissertation is at the first submission point following receipt of the results from the Exam Board which confirms that progression to the Masters dissertation has been approved.

Students should refer to the School Dissertation Guide and Discipline specific Dissertation Guide (if available) which can be found on Canvas once formal registration for the dissertation has taken place.

These documents give details about references and bibliography to which students should pay particular attention.

For starting points and submission dates, please refer to Section A8.1.

#### **Masters dissertation submission**

Masters dissertations are submitted via Turnitin on Canvas on or before the relevant deadline. Students are not required to submit hard copies.

Turnitin detects all places in a student's work are the same as work already submitted or published work. Turnitin flags all cases and these cases are examined in detail by the markers to determine whether the student has deliberately copied material. See **Appendix A** at the end of this handbook for details on how to avoid plagiarism.

**Note: For the Masters dissertation, Research Projects and Research Dissertation, Field Development Project and Individual Project, students must achieve Grade C or above for Masters award, for Master with Merit, students must achieve Grade B or above and for Masters with distinction award, students must achieve Grade A.**

## A8.4 Masters Projects

<b>MSc Applied Petroleum Geoscience</b>	<b>Team Exploration Project</b> (also known as Field Exploration Project) (G11TP) <b>Individual Project</b> (G11IP)
<b>MSc Mature Field Management</b>	<b>Field Management Project</b> (G11FP) <b>Field Management Individual Project</b> (G11IF)
<b>MSc Petroleum Engineering</b>	<b>Field Development Project</b> (also known as Design Project) (G11DP) <b>Individual Project</b> (G11IP)

Each project is completed over 2 semesters and can be started independently. Given the workload, it is not recommended to start both projects at the same time.

### A8.5.1 Field Development Project (G11DP)

The task is to carry out a technical and economic study of an oil discovery in the context of current technological, economic, environmental and political conditions. The ultimate objective is to prepare a single Field Development report that satisfies the requirements of both company senior management and the government.

The dataset and instructions for the FDP are available on Canvas.

**Please ensure you have read the Introduction in Section A8.1.**

#### Assessment

The assessment of the Field Development Project for HW Online students is based on a written report, which is usually marked by several Academic Staff members.

#### Field Development Project submission

The Field Development report is submitted via Turnitin on Canvas on or before the relevant deadline. Students are not required to submit hard copies.

Turnitin detects all places in a student's work are the same as work already submitted or published work. Turnitin flags all cases and these cases are examined in detail by the markers to determine whether the student has deliberately copied material. See **Appendix A** at the end of this handbook for details on how to avoid plagiarism.

**Note: For the Masters dissertation, Research Projects and Research Dissertation, Field Development Project and Individual Project, students must achieve Grade C or above for Masters award, for Master with Merit, students must achieve Grade B or above and for Masters with distinction award, students must achieve Grade A.**

### A8.5.2 Individual Project (G11IP)

The purpose of the individual project is to prepare a substantial piece of individual research in the area of Petroleum Engineering. All candidates are required to submit a report (dissertation) which comprehensively describes the work conducted during the study period.

The process of selecting an appropriate subject and a suitable supervisor is iterative and should be initiated by the student, immediately after they have registered for the project. HW Online students should submit a project synopsis and a plan of action for their project to the Individual Project Co-ordinator, Dr Oscar Vazquez. He will allocate an academic supervisor, who will provide guidance and support throughout the duration of the project. Student should regularly submit progress reports to their supervisor.

**Assessment/next page**

## **Assessment**

The results of the investigation must be presented in the form of a written report, as well as a set of presentation slides. An oral presentation is not required.

### **Individual Project submission**

The Individual Project report and slides are submitted via Turnitin on CANVAS on or before the relevant deadline. Students are not required to submit hard copies.

#### **A8.5.3 Team Exploration Project (G11TP)**

More information about the Team Exploration Project will be added in due course.

#### **A8.5.4 Field Management Project (G11FP)**

More information about the Field Management Project will be added in due course.

#### **A8.5.5 Field Management Individual Project (G11IF)**

More information about the Field Management Individual Project will be added in due course.

Turnitin detects all places in a student's work are the same as work already submitted or published work. Turnitin flags all cases and these cases are examined in detail by the markers to determine whether the student has deliberately copied material. See **Appendix A** at the end of this handbook for details on how to avoid plagiarism.

**Note: For the Masters dissertation, Research Projects and Research Dissertation, Field Development Project and Individual Project, students must achieve Grade C or above for Masters award, for Master with Merit, students must achieve Grade B or above and for Masters with distinction award, students must achieve Grade A.**

## A9 Graduation

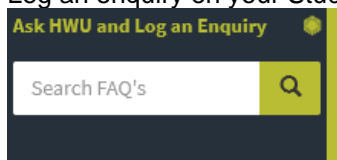
Graduations are held in June and November or December. Students who expect to graduate following an External Exam Board should complete the online Graduation application and fee payment process per the instructions on the Academic Registry website at <https://www.hw.ac.uk/uk/students/studies/graduation.htm> as soon as the online graduation system has opened prior to the next graduation ceremony. If, for any reason, the student does not graduate, they can request that the fee is refunded. Further details about Graduation can be found at the same web location.

## A10 Further EGIS School Information

### A10.1 EGIS Resource Centre

The EGIS Resource Centre is on the top floor of the Edwin Chadwick building, Rooms 2.04, 2.05 and 2.06. EGIS students visiting the University are welcome to make use of these facilities however, any student wishing to visit the Edinburgh Campus are advised to contact the HW Online Student Support Team in the first instance.

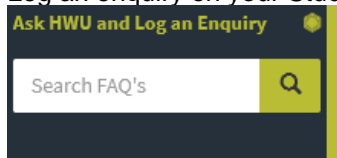
Log an enquiry on your Student Portal



### A10.2 University Library

If students visit the Edinburgh Campus, they are welcome to use the same Library resources as any campus-based student. However, although most distance learning students do not visit the campus, they do have access to a wide range of Library resources wherever they are studying. You can find more information about the Library resources at <https://isguides.hw.ac.uk/studyingonline>. Any student who wishes to visit the Edinburgh Campus is advised to contact the HW Online Student Support Team in the first instance.

Log an enquiry on your Student Portal



### A10.3 Course and programme feedback questionnaires

At the end of delivery of each course, students are asked to complete a questionnaire to give feedback on the material used for the course and the quality of the delivery process. At the end of the academic year, students are asked to give feedback on the relevant year of study including contents, delivery, assessment, etc. This feedback is used by Course Leaders and Discipline Directors of Studies to determine issues that need to be addressed and is therefore it is very important that you complete this. Feedback is also discussed at Student-Staff Committees.

### A10.4 Health and Safety Policy Statement

This information relates to students while visiting the University:

The principal aim of our policy is to encourage the development and the maintenance of a health and safety culture of the highest level amongst all employees and students within the School. This will be achieved through the provision and maintenance of a healthy and safe work environment for everyone and will apply to all locations for which the School has a responsibility as well as to the equipment/facilities provided and the associated safe working systems and procedures that must be adopted.

EGIS will also provide such information, training and supervision as is deemed necessary in support of the above.

We also accept our responsibility for the health and safety of other people who may be affected by our activities.

We cannot be held responsible for unreasonable behaviour that puts people at risk. It is assumed that each person within EGIS is sufficiently responsible to act with a degree of competence in keeping with their prior experience and qualifications.

You can access the Health and Safety Policy Statement on the University website at <https://www.hw.ac.uk/about/policies.htm>

**The experiences gained through the operation of the policy will be reviewed annually and where appropriate the EGIS Health and Safety policy document will be amended.**

## **A11 PROGRAMME STRUCTURES, COURSE AVAILABILITY AND ASSESSMENT DETAILS**

**A11.1 Recommended routes for the following programmes are listed in alphabetical order in this section. Included are:**

### **Institute of Life and Earth Sciences**

MSc/PG Diploma in International Marine Science

MSc/PG Diploma in Marine Renewable Energy

MSc/PG Diploma in Renewable and Sustainable Energy Transition

The following programme is closed to recruitment and only available to continuing students:

*MSc/PG Diploma in Renewable Energy Development*

### **Institute for Infrastructure & Environment**

MSc/PG Diploma in Advanced Structural Engineering

MSc/PG Diploma in Civil Engineering and Construction Management

MSc/PG Diploma in Safety and Risk Management

MSc/PG Diploma in Safety, Risk and Reliability Engineering

The following programmes are closed to recruitment and only available to continuing students:

*MSc/PG Diploma in Civil Engineering*

*MSc/PG Diploma in Structural and Foundation Engineering*

*MSc/PG Diploma in Water and Environmental Management*

*MSc/PG Diploma in Water Technology and Desalination*

### **Institute for Sustainable Building Design**

MSc/PG Diploma in Building Services Engineering

MSc/PG Diploma in Commercial Management and Quantity Surveying

MSc/PG Diploma in Construction Project Management

The following programmes are closed to recruitment and only available to continuing students:

*MSc/PG Diploma in Architectural Engineering*

*MSc/PG Diploma in Architectural Project Management - joint with University of Edinburgh*

*MSc/PG Diploma in Building Conservation (Technology and Management)*

*MSc/PG Diploma in Sustainable Building Design*

*MSc/PG Diploma in Sustainable Urban Management*

*MSc/PG Diploma in Urban and Regional Planning*

### **The Urban Institute**

MSc/PG Diploma in Real Estate

MSc/PG Diploma in Spatial Planning and Real Estate Development

The following programmes are closed to recruitment and only available to continuing students:

*MSc/PG Diploma in Real Estate and Planning*

*MSc/PG Diploma in Real Estate Investment and Finance*

*MSc/PG Diploma in Real Estate Management and Development*

### **Institute of Geoenergy Engineering**

MSc/PG Diploma in Applied Petroleum Geoscience

MSc/PG Diploma in Mature Field Management

MSc/PG Diploma in Petroleum Engineering

**Heriot-Watt University reserves the right to update materials from time to time and will ensure that advance notification concerning changes to materials is provided to students on the relevant section of the University website. It is the responsibility of students to check the website, particularly if they are returning to studies after a period during which their studies have been in abeyance.**



**D2F7-ASE MSc in Advanced Structural Engineering**  
**D2F5-ASE PG Diploma in Advanced Structural Engineering**

**Course availability and assessment method details can be found in Section A11.2.**

**Composition of taught courses: Eight courses – four mandatory and four optional.**

<b>Course code</b>	<b>Course title</b>	<b>Mandatory/optional</b>
<b>COURSES AVAILABLE IN SEMESTER 1:</b>		
D21FA	Finite Element Method: Linear Analysis	Mandatory
D21EQ	Structural Dynamics and Earthquake Engineering	Mandatory
D21AR	Advanced Design of Reinforced Concrete Structures	Optional
D11CA	Climate Change, Sustainability and Adaptation	Optional
<del>D21GG</del>	<del>Ground Engineering - not available</del>	
D21SM	Structural Materials	Optional
D11ST	Sustainability for Construction Professionals	Optional
<b>COURSES AVAILABLE IN SEMESTER 2:</b>		
D21AS	Advanced Design of Steel and Steel Concrete Composite Structures	Mandatory
D20DT	Plastic Analysis of Structures	Mandatory
D11DC	Design of Low Carbon Buildings	Optional
D21FB	Finite Element Method: Nonlinear Analysis	Optional
D21FE	Foundation Engineering	Optional
D11SB	Energy Systems and Buildings	Optional
D21SR	Safety, Risk and Reliability	Optional

**Assessment for each course is available in each semester. Final Online Assessment (FOA) diets take place in December, April/May and August. Assessment registration must be completed online via Student Self Service. See Section A7.6.**

For this programme, Masters level students complete the Research Dissertation (D21RZ). Please see Sections A8.1 & A8.2 for further information.

The Research Dissertation is completed over two consecutive semesters.

**Note:** Before beginning the Research Dissertation, students must have successfully completed all taught courses and received a formal Exam Board decision to proceed to the dissertation/project.

**Heriot-Watt University reserves the right to update materials from time to time and will ensure that advance notification concerning changes to materials is provided to students on the relevant section of the University website. It is the responsibility of students to check the website, particularly if they are returning to studies after a period during which their studies have been in abeyance.**

## G1G7-APG MSc in Applied Petroleum Geoscience

## G1G5-APG PG Diploma in Applied Petroleum Geoscience

**Course assessment method details can be found in Section A11.2.**

**Composition of taught courses: Eight courses - all mandatory**

Course code	Course title	Semester 1 Study: Sept - Dec	Semester 2 Study: Jan - Apr	Semester 3 Study: May - Aug
G11FE	Formation Evaluation	✓	✓	✓
G11PB	Petroleum Basins	✓	✓	✓
G11PS	Petroleum Systems	✓	✓	✓
G11SE	Reservoir Characterisation – Sedimentology & Structural Geology	✓	✓	✓
G11GA	Applied Petroleum Geophysics	✓	✓	✓
G11GM	Geomechanics and Flow Mechanics	✓	✓	✓
G11OA	Operations, Appraisal and Development	✓	✓	✓
G11PP	Play and Prospect Evaluation	✓	✓	✓

Notes:

1. At the start of the programme, we recommend that students take the following first semester courses: G11FE (Formation Evaluation) and G11PB (Petroleum Basins).
2. It is recommended students complete G11FE, G11PB and G11PP before G11OA.
3. For students who want the MSc in Applied Petroleum Geoscience to be accredited by the British Geological Society, it is a current requirement of the accrediting body that they undertake a residential fieldwork course. This takes place after successful completion of the eight taught courses. At present the residential fieldwork course takes place in the UK and interested students are advised to carefully consider any associated visa issues. The residential fieldwork course also incurs an additional cost in the region of £2,500 - £3,000 (costs to be confirmed). There is no fieldwork requirement if students wish to graduate with a non-accredited qualification.
4. Continued enrolment on the programme is conditional on satisfactory performance in the assessments.

**Assessment for each course is available in each semester. Final Online Assessment (FOA) diets take place in December, April/May and August. Assessment registration must be completed online via Student Self Service. See Section A7.6.**

For this programme, Masters level students complete the Team Exploration Project (G11TP) and the Individual Project (G11IP). Please see Sections A8.1 and A8.4 for further information.

The Team Exploration Project is completed over two consecutive semesters and the Individual Project is completed over two consecutive semesters.

**Note:** Before beginning either the Team Exploration Project or the Individual Project, students must have successfully completed all taught courses and received a formal Exam Board decision to proceed to the dissertation/project.

Heriot-Watt University reserves the right to update materials from time to time and will ensure that advance notification concerning changes to materials is provided to students on the relevant section of the University website. It is the responsibility of students to check the website, particularly if they are returning to studies after a period during which their studies have been in abeyance.

## D117-AEN MSc in Architectural Engineering

## D115-AEN PG Diploma in Architectural Engineering

This programme is closed to recruitment and only available to continuing students.

**Course availability and assessment method details can be found in Section A11.2.**

**Composition of taught courses: Eight courses – one mandatory and seven optional.**

- **Students must complete minimum two courses marked \***

Continuing students who have any questions about their choice of course(s) should contact the Student Support Team in the first instance (log an enquiry on the Student Portal).

Course code	Course title	Mandatory/optional
<b>COURSES AVAILABLE IN SEMESTER 1:</b>		
D11BD	* Building Electrical and Lighting Services	Optional
D11CA	Climate Change, Sustainability and Adaptation	Optional
D31PZ	Contracts and Procurement	Optional
B51ET	Foundations of Energy (provided by the School of Engineering & Physical Sciences)	Optional
D11MD	Modelling for Sustainable Building Design	Optional
D41UD	Urban Design for Health and Wellbeing	Optional
D31VR	Value and Risk Management	Optional
D11VE	* Ventilation and Air Conditioning	Optional
D21WC	Water Supply and Drainage for Buildings	Optional
<b>COURSES AVAILABLE IN SEMESTER 2:</b>		
D11DC	Design of Low Carbon Buildings	Mandatory
D11AF	* Architectural Acoustics	Optional
B51GK	Demand Management and Energy Storage (provided by the School of Engineering & Physical Sciences)	Optional
D11SB	Energy Systems and Buildings	Optional
D30IC	Innovation in Construction Practice	Optional
D31PO	People and Organisation Management for the Built Environment	Optional
D11TH	* Thermofluids	Optional
D21WW	Water and Wastewater Treatment	Optional

**Assessment for Dxxxx coded courses is available in each semester & Final Online Assessment (FOA) diets are: December, April/May and August. Assessment registration must be completed online via Student Self Service. See Section A7.6.**

For this programme, Masters level students complete the Masters Dissertation (D11ZZ). Please see Sections A8.1 & A8.3 for further information.

The Masters Dissertation is completed over two consecutive semesters.

**Note: Before beginning the Masters Dissertation, students must have successfully completed all taught courses and received a formal Exam Board decision to proceed to the dissertation/project.**

Heriot-Watt University reserves the right to update materials from time to time and will ensure that advance notification concerning changes to materials is provided to students on the relevant section of the University website. It is the responsibility of students to check the website, particularly if they are returning to studies after a period during which their studies have been in abeyance.

## D3J7-APM MSc in Architectural Project Management

## D3J5-APM PG Diploma in Architectural Project Management

This programme is closed to recruitment and only available to continuing students.

This programme is run jointly with the University of Edinburgh.

Students must study: 3 courses from University of Edinburgh (UofE) worth 20 credits each and  
4 courses from Heriot-Watt University (HW) worth 15 credits each

The University of Edinburgh courses must be completed in the following order:

1. D31DV Design, Value and Architecture
2. D31AS Architecture and Sustainability
3. D31AI Architecture, Construction and Industrialisation

**Course availability and assessment method details can be found in Section A11.2.**

Course code	Course title	Mandatory/optional
<b>COURSES AVAILABLE IN SEMESTER 1:</b>		
D31PT	Project Management Theory & Practice (HW)	Mandatory
D31PZ	Contracts & Procurement (HW)	Optional
D31VR	Value & Risk Management (HW)	Optional
<b>COURSES AVAILABLE IN SEMESTER 2:</b>		
D31DV *	Design, Value & Architecture (EU)	Mandatory
D31AS *	Architecture and Sustainability (EU)	Mandatory
D31AI *	Architecture, Construction & Industrialisation (EU)	Mandatory
D31PS	Project Management: Strategic Issues (must complete D31PT Project Management Theory & Practice first) (HW)	Mandatory
D31CG	Construction Financial Management (HW)	Optional
D31PO	People & Organisation Management in the Built Environment (HW)	Optional

\* Contact the HW Online Student Support Team for availability of D31DV, D31AS and D31AI (University of Edinburgh courses).

**Assessment for each course is available in each semester. Final Online Assessment (FOA) diets take place in December, April/May and August. Assessment registration must be completed online via Student Self Service. See Section A7.6.**

For this programme, Masters level students complete the Research Dissertation. Please see Sections A8.1 & A8.2 for further information.

The Research Dissertation is completed over two consecutive semesters.

**Note:** Before beginning the Research Dissertation, students must have successfully completed all taught courses and received a formal Exam Board decision to proceed to the dissertation/project.

Heriot-Watt University reserves the right to update materials from time to time and will ensure that advance notification concerning changes to materials is provided to students on the relevant section of the University website. It is the responsibility of students to check the website, particularly if they are returning to studies after a period during which their studies have been in abeyance.

**D3M7-BCT MSc in Building Conservation (Technology & Management)**  
**D3M5-BCT PG Diploma in Building Conservation (Technology & Management)**

This programme is closed to recruitment and only available to continuing students.

**Course availability and assessment method details can be found in Section A11.2.**

**Composition of taught courses: Eight courses – seven mandatory and one optional.**

<b>Course code</b>	<b>Course title</b>	<b>Mandatory/optional</b>
<b>COURSES AVAILABLE IN SEMESTER 1:</b>		
D31BR	Applied Building Pathology	Mandatory
D31HH	History of the Built Environment	Mandatory
D31CN	Conservation Philosophy & Practice	Mandatory
D31PZ	Contracts & Procurement	Optional
D31PT	Project Management Theory & Practice	Optional
<b>COURSES AVAILABLE IN SEMESTER 2:</b>		
D31BX	Building & Contextual Investigation	Mandatory
D30IC	Innovation in Construction Practice	Mandatory
D31MS	Materials and Structures for Conservation	Mandatory
D31PO	People and Organisation Management in the Built Environment	Mandatory

**Assessment for each course is available in each semester. Final Online Assessment (FOA) diets take place in December, April/May and August. Assessment registration must be completed online via Student Self Service. See Section A7.6.**

For this programme, Masters level students complete the Research Dissertation (D31RZ). Please see Sections A8.1 & A8.2 for further information.

The Research Dissertation is completed over two consecutive semesters.

Note: Before beginning the Research Dissertation, students must have successfully completed all taught courses and received a formal Exam Board decision to proceed to the dissertation/project.

Heriot-Watt University reserves the right to update materials from time to time and will ensure that advance notification concerning changes to materials is provided to students on the relevant section of the University website. It is the responsibility of students to check the website, particularly if they are returning to studies after a period during which their studies have been in abeyance.

## D107-BSE MSc in Building Services Engineering

## D108-BSE PG Diploma in Building Services Engineering

**Course availability and assessment method details can be found in Section A11.2.**

**Composition of taught courses: Eight courses – one mandatory and seven optional.**

- **Students must complete minimum two courses marked \***

Continuing students who have any questions about their choice of course(s) should contact the Student Support Team in the first instance (log an enquiry on the Student Portal).

Course code	Course title	Mandatory/optional
<b>COURSES AVAILABLE IN SEMESTER 1:</b>		
D11BD	* Building Electrical and Lighting Services	Optional
D11CA	Climate Change, Sustainability and Adaptation	Optional
D31PZ	Contracts and Procurement	Optional
B51ET	Foundations of Energy (provided by the School of Engineering & Physical Sciences)	Optional
D11MD	Modelling for Sustainable Building Design	Optional
D41UD	Urban Design for Health and Wellbeing	Optional
D31VR	Value and Risk Management	Optional
D11VE	* Ventilation and Air Conditioning	Optional
D21WC	Water Supply and Drainage for Buildings	Optional
<b>COURSES AVAILABLE IN SEMESTER 2:</b>		
D11DC	Design of Low Carbon Buildings	Mandatory
D11AF	* Architectural Acoustics	Optional
B51GK	Demand Management and Energy Storage (provided by the School of Engineering & Physical Sciences)	Optional
D11SB	Energy Systems and Buildings	Optional
D30IC	Innovation in Construction Practice	Optional
D31PO	People and Organisation Management for the Built Environment	Optional
D11TH	* Thermofluids	Optional
D21WW	Water and Wastewater Treatment	Optional

**Assessment for Dxxxx coded courses is available in each semester & Final Online Assessment (FOA) diets are: December, April/May and August. Assessment registration must be completed online via Student Self Service. See Section A7.6.**

For this programme, Masters level students complete the Masters Dissertation (D11ZZ). Please see Sections A8.1 & A8.3 for further information.

The Masters Dissertation is completed over two consecutive semesters.

**Note: Before beginning the Masters Dissertation, students must have successfully completed all taught courses and received a formal Exam Board decision to proceed to the dissertation/project.**

Heriot-Watt University reserves the right to update materials from time to time and will ensure that advance notification concerning changes to materials is provided to students on the relevant section of the University website. It is the responsibility of students to check the website, particularly if they are returning to studies after a period during which their studies have been in abeyance.

## D2H7-CIV MSc in Civil Engineering

## D2H5-CIV PG Diploma in Civil Engineering

This programme is closed to recruitment and only available to continuing students.

**Course availability and assessment method details can be found in Section A11.2.**

**Composition of taught courses: Eight courses – all optional.**

Course code	Course title	Mandatory/optional
<b>COURSES AVAILABLE IN SEMESTER 1:</b>		
D21EG	Environmental Geotechnics - not available	Optional
D21EH	Environmental Hydrology & Water Resources	Optional
D21GG	Ground Engineering - not available	Optional
D31PT	Project Management Theory & Practice	Optional
D21EQ	Structural Dynamics and Earthquake Engineering	Optional
D11ST	Sustainability for Construction Professionals	Optional
<b>COURSES AVAILABLE IN SEMESTER 2:</b>		
D21FE	Foundation Engineering	Optional
D20DT	Plastic Analysis of Structures	Optional
D31PS	Project Management: Strategic Issues (must complete D31PT Project Management Theory & Practice first)	Optional
D21SR	Safety Risk & Reliability	Optional
D21UD	Urban Drainage & Water Supply	Optional
D21WW	Water and Wastewater Treatment	Optional

**Assessment for each course is available in each semester. Final Online Assessment (FOA) diets take place in December, April/May and August. Assessment registration must be completed online via Student Self Service. See Section A7.6.**

For this programme, Masters level students complete the Research Dissertation (D21RZ). Please see Sections A8.1 & A8.2 for further information.

The Research Dissertation is completed over two consecutive semesters.

**Note:** Before beginning the Research Dissertation, students must have successfully completed all taught courses and received a formal Exam Board decision to proceed to the dissertation/project.

Heriot-Watt University reserves the right to update materials from time to time and will ensure that advance notification concerning changes to materials is provided to students on the relevant section of the University website. It is the responsibility of students to check the website, particularly if they are returning to studies after a period during which their studies have been in abeyance.

## D2J7-CEC MSc in Civil Engineering & Construction Management

## D2J5-CEC PG Diploma in Civil Engineering & Construction Management

**Course assessment method details can be found in Section A11.2.**

**Composition of taught courses: Eight courses – all optional**

- **Minimum 5 technical courses**
- **Minimum 2 non-technical Construction Project Management (CPM) courses**
- **Maximum 1 non-technical Civil Engineering course**

Continuing students who have any questions about their choice of course(s) should contact the Student Support Team in the first instance (log an enquiry on the Student Portal).

Course code	Course title	Semester 1 (Sep – Dec)	Semester 2 (Jan – Apr)	Semester 3 (May – Aug)
<b>OPTIONAL COURSES:</b>				
<b>TECHNICAL OPTIONS (select minimum 5 courses):</b>				
D21AR	Advanced Design of Reinforced Concrete Structures	✓		
D21EH	Environmental Hydrology & Water Resources	✓		
D21FA	Finite Element Method Linear Analysis	✓		
D21GG	Ground Engineering - not available			
D21EQ	Structural Dynamics and Earthquake Engineering	✓		
D21SM	Structural Materials	✓		
D21WC	Water Supply and Drainage for Buildings	✓		
D21AS	Advanced Design of Steel and Steel Concrete Composite Structures		✓	
D21FB	Finite Element Method Nonlinear Analysis		✓	
D21FE	Foundation Engineering		✓	
D21SR	Safety Risk & Reliability		✓	
D20DT	Plastic Analysis of Structures		✓	
D21RV	River Flow and Flood Modelling		✓	
D21UD	Urban Drainage & Water Supply		✓	
D21WW	Water and Wastewater Treatment		✓	
<b>NON-TECHNICAL CPM OPTIONS (select minimum 2 courses):</b>				
D31PT	Project Management Theory & Practice	✓	✓	✓
D31VR	Value & Risk Management	✓	✓	✓
D31CG	Construction Financial Management	✓	✓	✓
D31PS	Project Management: Strategic Issues (must complete D31PT Project Management Theory & Practice first)	✓	✓	✓
<b>NON-TECHNICAL CIVIL ENGINEERING OPTIONS (select maximum 1 course):</b>				
D21EG	Environmental Geotechnics - not available			
D11ST	Sustainability for Construction Professionals	✓		
<b>ALL ASSESSMENTS ARE AVAILABLE IN EVERY SEMESTER</b>				

**Assessment for each course is available in each semester. Final Online Assessment (FOA) diets take place in December, April/May and August. Assessment registration must be completed online via Student Self Service. See Section A7.6.**

For this programme, Masters level students complete the Research Dissertation (D21RZ). Please see Sections A8.1 & A8.2 for further information.  
The Research Dissertation is completed over two consecutive semesters.  
Note: Before beginning the Research Dissertation, students must have successfully completed all taught courses and received a formal Exam Board decision to proceed to the dissertation/project.

Heriot-Watt University reserves the right to update materials from time to time and will ensure that advance notification concerning changes to materials is provided to students on the relevant section of the University website. It is the responsibility of students to check the website, particularly if they are returning to studies after a period during which their studies have been in abeyance.



## D307-CMQ MSc in Commercial Management and Quantity Surveying

### D305-CMQ PG Diploma in Commercial Management and Quantity Surveying

Course assessment method details can be found in Section A11.2.

Composition of taught courses: Eight courses - seven mandatory (including two entry courses) and one optional.

Continuing students who have any questions about their choice of course(s) should contact the Student Support Team in the first instance (log an enquiry on the Student Portal).

Course code	Course title	Mandatory /optional	Semester 1 (Sep – Dec)	Semester 2 (Jan – Apr)	Semester 3 (May – Aug)
D31AT	<b>Advanced Construction Technology</b> (Entry course: see below) (This replaces D39TA Construction Technology 3)	Mandatory	✓	✓	✓
D31VR	<b>Value &amp; Risk Management</b> (Entry course: see below)	Mandatory	✓	✓	✓
D31MI	Construction Practice and Information Technology (This replaces D30IC Innovation in Construction Practice)	Mandatory	✓	✓	✓
D31SC	Strategic Commercial and Contract Management (This replaces D31PZ Contracts and Procurement)	Mandatory	✓	✓	✓
D21EH	Environmental Hydrology and Water Resources	Optional	✓		
D11ST	Sustainability for Construction Professionals	Optional	✓		
D41EP	Urban Economy and Property Markets	Optional	✓		
D31CG	Construction Financial Management	Mandatory	✓	✓	✓
D31CF	Quantity Surveying Financial Management	Mandatory	✓	✓	✓
D31PO	People & Organisation Management in the Built Environment	Mandatory	✓	✓	✓
<b>ALL ASSESSMENTS ARE AVAILABLE IN EVERY SEMESTER</b>					

#### TWO COURSE ENTRY FROM SEPTEMBER 2019

New Online students must successfully complete D31AT and D31VR before they can continue with the remaining six taught courses. The criteria are as follows:

- Students who pass both entry courses at grade D or above, at the first attempt, continue at MSc level;
- If a student achieves E grade for either entry course or if they have to resit an entry course, they will continue at PG Diploma level.
- If a student fails to pass both entry courses at either MSc or PG Diploma level, it is likely they will not be able to continue with their studies. This decision is made by the Progression Board.

**Assessment for each course is available in each semester. Final Online Assessment (FOA) diets take place in December, April/May and August. Assessment registration must be completed online via Student Self Service. See Section A7.6.**

For this programme, Masters level students complete Research Dissertation (D31RZ). Please see Sections A8.1 & A8.2 for further information.

The Research Dissertation is completed over two consecutive semesters.

**Note: Before beginning Research Dissertation, students must have successfully completed all taught courses and received a formal Exam Board decision to proceed to the dissertation/project.**

Heriot-Watt University reserves the right to update materials from time to time and will ensure that advance notification concerning changes to materials is provided to students on the relevant section of the University website. It is the responsibility of students to check the website, particularly if they are returning to studies after a period during which their studies have been in abeyance.

## D3K7-CPM MSc in Construction Project Management

## D3K5-CPM PG Diploma in Construction Project Management

Course assessment method details can be found in Section A11.2.

Composition of taught courses: Eight courses – seven mandatory (including two entry courses) and one optional.

Continuing students who have any questions about their choice of course(s) should contact the Student Support Team in the first instance (log an enquiry on the Student Portal).

Course code	Course title	Mandatory /optional	Semester 1 (Sep – Dec)	Semester 2 (Jan – Apr)	Semester 3 (May – Aug)
D31PT	<b>Project Management Theory &amp; Practice</b> (Entry course: see below)	Mandatory	✓	✓	✓
D31VR	<b>Value &amp; Risk Management</b> (Entry course: see below)	Mandatory	✓	✓	✓
D31MI	Construction Practice and Information Technology (This replaces D30IC Innovation in Construction Practice)	Mandatory	✓	✓	✓
D31SC	Strategic Commercial and Contract Management (This replaces D31PZ Contracts and Procurement)	Mandatory	✓	✓	✓
D31AT	Advanced Construction Technology (This replaces D39TA Construction Technology 3)	Optional	✓	✓	✓
D21EG	<del>Environmental Geotechnics - not available</del>	<del>Optional</del>			
D21EH	Environmental Hydrology and Water Resources	Optional	✓		
D11ST	Sustainability for Construction Professionals	Optional	✓		
D41EP	Urban Economy and Property Markets	Optional	✓		
D31CG	Construction Financial Management	Mandatory	✓	✓	✓
D31PO	People & Organisation Management in the Built Environment	Mandatory	✓	✓	✓
D31PS	Project Management: Strategic Issues (must complete D31PT Project Management Theory & Practice first)	Mandatory	✓	✓	✓
<b>ALL ASSESSMENTS ARE AVAILABLE IN EVERY SEMESTER</b>					

### TWO COURSE ENTRY FROM SEPTEMBER 2019

New Online students must successfully complete D31PT and D31VR before they can continue with the remaining six taught courses. The criteria are as follows:

- Students who pass both entry courses at grade D or above, at the first attempt, continue at MSc level;
- If a student achieves E grade for either entry course or if they have to resit an entry course, they will continue at PG Diploma level.
- If a student fails to pass both entry courses at either MSc or PG Diploma level, it is likely they will not be able to continue with their studies. This decision is made by the Progression Board.

**Assessment for each course is available in each semester. Final Online Assessment (FOA) diets take place in December, April/May and August. Assessment registration must be completed online via Student Self Service. See Section A7.6.**

For this programme, Masters level students complete Research Dissertation (D31RZ). Please see Sections A8.1 & A8.2 for further information.

The Research Dissertation is completed over two consecutive semesters.

**Note:** Before beginning Research Dissertation, students must have successfully completed all taught courses and received a formal Exam Board decision to proceed to the dissertation/project.

Heriot-Watt University reserves the right to update materials from time to time and will ensure that advance notification concerning changes to materials is provided to students on the relevant section of the University website. It is the responsibility of students to check the website, particularly if they are returning to studies after a period during which their studies have been in abeyance.

**A184-IMS MSc in International Marine Science**  
**A183-IMS PG Diploma in International Marine Science**

**Course assessment method details can be found in Section A11.2.**

**Composition of taught courses: Eight courses – five mandatory (including two entry courses) and three optional.**

Course code	Course title	Mandatory /optional	Semester 1 (Sep – Dec)	Semester 2 (Jan – Apr)	Semester 3 (May – Aug)
D11CA	<b>Climate Change, Sustainability and Adaptation – Entry course (see below)</b>	Mandatory	✓	✓	✓
A11EN	<b>Environmental Processes Entry course (see below)</b>	Mandatory	✓	✓	✓
A11AR	Applied Research Design & Analysis	Mandatory	✓		
A11OC	Oceanography	Mandatory	✓	✓	✓
A11GI	GIS for Marine and Environmental Scientists	Mandatory		✓	
A11TM	Diversity of Marine Organisms	Optional	✓		
A11ET	Energy Transition Lab	Optional		✓	
A11MP	Introduction to Marine Planning	Optional	✓	✓	✓
A11WA	Marine Ecotoxicology (may include labs)	Optional	✓		
A11MT	Marine Renewable Energy Technology	Optional	✓	✓	✓
A11BT	Marine Biotechnology	Optional		✓	
A11MV	Marine Environmental Monitoring	Optional		✓	
A11VY	Practical Skills in Marine Surveying (fieldwork course)	Optional		✓	
A11RN	Renewable Technology Commercialisation	Optional		✓	
A11TZ	Transition Engineering – Achieving Zero Carbon InTIME	Optional	✓	✓	✓
A11CR	Tropical Coral Reef Monitoring and Management (fieldwork course)	Optional		✓	

**ALL ASSESSMENTS ARE AVAILABLE IN EVERY SEMESTER**

**TWO COURSE ENTRY FROM JANUARY 2019**

New Online students must successfully complete D11CA and A11EN before they can continue with the remaining six taught courses. The criteria are as follows:

- Students who pass both entry courses at grade D or above, at the first attempt, continue at MSc level;
- If a student achieves E grade for either entry course or if they have to resit an entry course, they will continue at PG Diploma level.

If a student fails to pass both entry courses at either MSc or PG Diploma level, it is likely they will not be able to continue with their studies. This decision is made by the Progression Board.

**Note for continuing students:** A11ET is more challenging if not already studied A11TZ.

**Assessment for each course is available in each semester. Final Online Assessment (FOA) diets take place in December, April/May and August. Assessment registration must be completed online via Student Self Service. See Section A7.6.**

For this programme, Masters level students complete Masters Dissertation (A11RP). Please see Sections A8.1 & A8.2 for further information.

The Masters Dissertation is completed over two consecutive semesters.

Note: Before beginning Masters Dissertation, students must have successfully completed all taught courses and received a formal Exam Board decision to proceed to the dissertation/project.

Heriot-Watt University reserves the right to update materials from time to time and will ensure that advance notification concerning changes to materials is provided to students on the relevant section of the University website. It is the responsibility of students to check the website, particularly if they are returning to studies after a period during which their studies have been in abeyance.

## A134-MRE MSc in Marine Renewable Energy

### A133-MRE PG Diploma in Marine Renewable Energy

**Course availability and assessment method details can be found in Section A11.2.**

**Composition of taught courses: Eight courses – three mandatory (including two entry courses) and five optional.**

Continuing students who have any questions about their choice of course(s) should contact the Student Support Team in the first instance (log an enquiry on the Student Portal).

Course code	Course title	Mandatory /optional	Semester 1 (Sep – Dec)	Semester 2 (Jan – Apr)	Semester 3 (May – Aug)
A11MP	<b>Introduction to Marine Planning – Entry course (see below)</b>	Mandatory	✓	✓	✓
A11MT	<b>Marine Renewable Energy Technology – Entry course (see below)</b>	Mandatory	✓	✓	✓
A11RN	Renewable Technology Commercialisation	Mandatory	✓	✓	✓
D11CA	Climate Change, Sustainability and Adaptation	Optional	✓	✓	✓
A11ER	Economics of Renewable Energy	Optional	✓	✓	✓
A11EN	Environmental Processes	Optional	✓	✓	✓
A11SM	Marine Resources and Sustainability	Optional	✓		
A11OC	Oceanography	Optional	✓	✓	✓
A11TZ	Transition Engineering – Achieving Zero Carbon InTIME	Optional	✓	✓	✓
A11ET	Energy Transition Lab	Optional		✓	
A11SY	Future Energy Systems in Buildings, Transport and Infrastructure	Optional		✓	
A11GI	GIS for Marine and Environmental Scientists	Optional		✓	
A11TI	Integration of Renewable Technology	Optional		✓	
A11VY	Practical Skills in Marine Surveying (fieldwork course)	Optional		✓	
A11CR	Tropical Coral Reef Monitoring and Management (fieldwork course)	Optional		✓	
<b>ALL ASSESSMENTS ARE AVAILABLE IN EVERY SEMESTER</b>					

#### TWO COURSE ENTRY FROM MAY 2022

New Online students must successfully complete the two entry courses before they can continue with the remaining six taught courses. From September 2023, these are A11MP and A11MT. The criteria are as follows:

- Students who pass both entry courses at grade D or above, at the first attempt, continue at MSc level;
- If a student achieves E grade for either entry course or if they have to resit an entry course, they will continue at PG Diploma level.

If a student fails to pass both entry courses at either MSc or PG Diploma level, it is likely they will not be able to continue with their studies. This decision is made by the Progression Board.

**Note for continuing students:** A11ET is more challenging if not already studied A11TZ.

**Assessment for each course is available in each semester. Final Online Assessment (FOA) diets take place in December, April/May and August. Assessment registration must be completed online via Student Self Service. See Section A7.6.**

For this programme, Masters level students complete Research Dissertation (A11RP). Please see Sections A8.1 & A8.2 for further information.

The Masters Dissertation is completed over two consecutive semesters.

**Note:** Before beginning Masters Dissertation, students must have successfully completed all taught courses and received a formal Exam Board decision to proceed to the dissertation/project.

Heriot-Watt University reserves the right to update materials from time to time and will ensure that advance notification concerning changes to materials is provided to students on the relevant section of the University website. It is the responsibility of students to check the website, particularly if they are returning to studies after a period during which their studies have been in abeyance.

## G1T7-MFM MSc in Mature Field Management

### G1T5-MFM PG Diploma in Mature Field Management

**Course availability and assessment method details can be found in Section A11.2.**

**Composition of taught courses: Eight courses - all mandatory**

Course code	Course title	Mandatory/optional
<b>COURSES AVAILABLE IN SEMESTER 1:</b>		
G11OP	Managing the Reservoir (one of two initial courses)	Mandatory
G11DS	Managing the Surface	Mandatory
G11RF	Optimising Recovery	Mandatory
G11GF	Strategy and Planning (one of two initial courses)	Mandatory
<b>COURSES AVAILABLE IN SEMESTER 2:</b>		
G11IM	Cessation of Production?	Mandatory
G11TS	Managing the Wells	Mandatory
G11OS	Optimising Productivity	Mandatory
G11RM	Producing Field Practices	Mandatory

Students will study the following two courses before continuing with the remaining courses:

- G11GF Strategy and Planning
- G11OP Managing the Reservoir

**Assessment for each course is available in each semester. Final Online Assessment (FOA) diets take place in December, April/May and August. Assessment registration must be completed online via Student Self Service. See Section A7.6.**

For this programme, Masters level students complete the Field Management Project (G11FP) and the Field Management Individual Project (G11IF). Please see Sections A8.1 and A8.4 for further information.

The Team Exploration Project is completed over two consecutive semesters and the Individual Project is completed over two consecutive semesters.

**Note:** Before beginning either the Team Exploration Project or the Individual Project, students must have successfully completed all taught courses and received a formal Exam Board decision to proceed to the dissertation/project.

Heriot-Watt University reserves the right to update materials from time to time and will ensure that advance notification concerning changes to materials is provided to students on the relevant section of the University website. It is the responsibility of students to check the website, particularly if they are returning to studies after a period during which their studies have been in abeyance.

## G137-PEE MSc in Petroleum Engineering

## G135-PEE PG Diploma in Petroleum Engineering

**Course assessment method details can be found in Section A11.2.**

**Composition of taught courses: Eight courses – all mandatory (including two entry courses).**

Course code	Course title	Mandatory /optional	Semester 1 (Sep – Dec)	Semester 2 (Jan – Apr)	Semester 3 (May – Aug)
G11DE	<b>Drilling Engineering</b> (Entry Course – see below)	Mandatory	✓	✓	✓
G11RE	<b>Reservoir Engineering</b> (Entry Course – see below)	Mandatory	✓	✓	✓
G11FE	Formation Evaluation	Mandatory	✓	✓	✓
G11PE	Petroleum Economics	Mandatory	✓	✓	✓
G11PG	Geoscience for Petroleum Engineering	Mandatory	✓	✓	✓
G11PT	Production Technology	Mandatory	✓	✓	✓
G11RS	Reservoir Simulation	Mandatory	✓	✓	✓
G11WT	Well Test Analysis	Mandatory	✓	✓	✓
<b>ALL ASSESSMENTS ARE AVAILABLE IN EVERY SEMESTER</b>					

### TWO COURSE ENTRY FROM JANUARY 2019

New Online students must successfully complete G11DE and G11RE before they can continue with the remaining six taught courses. The criteria are as follows:

- Students who pass both entry courses at grade D or above, at the first attempt, continue at MSc level;
- If a student achieves E grade for either entry course or if they have to resit an entry course, they will continue at PG Diploma level.
- If a student fails to pass both entry courses at either MSc or PG Diploma level, it is likely they will not be able to continue with their studies. This decision is made by the Progression Board.

**Note for continuing students:** Reservoir Simulation (G11RS) and Well Test Analysis (G11WT) require knowledge of Reservoir Engineering (G11RE)

**Assessment for each course is available in each semester. Final Online Assessment (FOA) diets take place in December, April/May and August. Assessment registration must be completed online via Student Self Service. See Section A7.6.**

For this programme, Masters level students complete the Field Development Project (G11DP) and the Individual Project (G11IP). Please see Sections A8.1 and A8.4 for further information.

The Field Development Project is completed over two consecutive semesters and the Individual Project is completed over two consecutive semesters.

**Note:** Before beginning either the Field Development Project or the Individual Project, students must have successfully completed all taught courses and received a formal Exam Board decision to proceed to the dissertation/project.

**Heriot-Watt University reserves the right to update materials from time to time and will ensure that advance notification concerning changes to materials is provided to students on the relevant section of the University website. It is the responsibility of students to check the website, particularly if they are returning to studies after a period during which their studies have been in abeyance.**

**D4D1-RES MSc in Real Estate**  
**D4D2-RES PG Diploma in Real Estate**

**Course availability and assessment method details can be found in Section A11.2.**

**Composition of taught courses: Eight courses – all mandatory.**

<b>Course code</b>	<b>Course title</b>	<b>Mandatory/optional</b>
<b>COURSES AVAILABLE IN SEMESTER 1:</b>		
C11BA	Business Analytics and Introduction to Big Data (provided by School of Social Sciences)	Mandatory
D41EP	Urban Economy and Property Markets	Mandatory
D31AT	Advanced Construction Technology (This replaces D39TA Construction Technology 3)	Mandatory
D41VC	Real Estate Appraisal and Finance	Mandatory
<b>COURSES AVAILABLE IN SEMESTER 2:</b>		
D41AN	Real Estate Management & Sustainability	Mandatory
D41IA	Real Estate Investment Analysis	Mandatory
D40RD	Real Estate Development	Mandatory
D41VD	Advanced Real Estate Valuation (must complete D41VC Real Estate Appraisal & Finance 1 first)	Mandatory

**Assessment for each course is available in each semester. Final Online Assessment (FOA) diets take place in December, April/May and August. Assessment registration must be completed online via Student Self Service. See Section A7.6.**

**For this programme, Masters level students complete the Research Dissertation (D41RZ). Please see Sections A8.1 & A8.2 for further information.**

**The Research Dissertation is completed over two consecutive semesters.**

**Note: Before beginning the Research Dissertation, students must have successfully completed all taught courses and received a formal Exam Board decision to proceed to the dissertation/project.**

**Heriot-Watt University reserves the right to update materials from time to time and will ensure that advance notification concerning changes to materials is provided to students on the relevant section of the University website. It is the responsibility of students to check the website, particularly if they are returning to studies after a period during which their studies have been in abeyance.**

## D4P7-REP MSc in Real Estate and Planning

## D4P5-REP PG Diploma in Real Estate and Planning

This programme is closed to recruitment and only available to continuing students.

**Course availability and assessment method details can be found in Section A11.2.**

**Composition of taught courses: Eight courses – all mandatory.**

Continuing students who have any questions about their choice of course(s) should contact the Student Support Team in the first instance (log an enquiry on the Student Portal).

Course code	Course title	Mandatory/optional
<b>COURSES AVAILABLE IN SEMESTER 1:</b>		
D41VC	Real Estate Appraisal and Finance	Mandatory
D40SP	Spatial Planning (The course code has changed from D41SP to D40SP)	Mandatory
D41SZ	Strategic Spatial Vision Project	Mandatory
D41EP	Urban Economy and Property Markets	Mandatory
<b>COURSES AVAILABLE IN SEMESTER 2:</b>		
D41PE	Environmental Planning	Mandatory
D41GV	Governance, Participation and Community Planning	Mandatory
D40RD	Real Estate Development	Mandatory
D41IA	Real Estate Investment Analysis	Mandatory

**Assessment for each course is available in each semester. Final Online Assessment (FOA) diets take place in December, April/May and August. Assessment registration must be completed online via Student Self Service. See Section A7.6.**

For this programme, Masters level students complete the Research Dissertation (D41RZ). Please see Sections A8.1 & A8.2 for further information.

The Research Dissertation is completed over two consecutive semesters.

**Note:** Before beginning the Research Dissertation, students must have successfully completed all taught courses and received a formal Exam Board decision to proceed to the dissertation/project.

Heriot-Watt University reserves the right to update materials from time to time and will ensure that advance notification concerning changes to materials is provided to students on the relevant section of the University website. It is the responsibility of students to check the website, particularly if they are returning to studies after a period during which their studies have been in abeyance.



## D4K7-REI MSc in Real Estate Investment & Finance

## D4K5-REI PG Diploma in Real Estate Investment & Finance

This programme is closed to recruitment and only available to continuing students.

**Course availability and assessment method details can be found in Section A11.2.**

**Composition of taught courses: Eight courses – all mandatory.**

Continuing students who have any questions about their choice of course(s) should contact the Student Support Team in the first instance (log an enquiry on the Student Portal).

Course code	Course title	Mandatory/optional
<b>COURSES AVAILABLE IN SEMESTER 1:</b>		
D41VC	Real Estate Appraisal and Finance	Mandatory
C11BA	Business Analytics and Introduction to Big Data (provided by School of Social Sciences) (This replaces D41ME Macroeconomics, Finance & the Built Environment)	Mandatory
D40SP	Spatial Planning (The course code has changed from D41SP to D40SP)	Mandatory
D41EP	Urban Economy and Property Markets	Mandatory
<b>COURSES AVAILABLE IN SEMESTER 2:</b>		
D41AN	Real Estate Management & Sustainability	Mandatory
D41VD	Advanced Real Estate Valuation (must complete D41VC Real Estate Appraisal & Finance first)	Mandatory
D40RD	Real Estate Development	Mandatory
D41IA	Real Estate Investment Analysis	Mandatory

**Assessment for each course is available in each semester. Final Online Assessment (FOA) diets take place in December, April/May and August. Assessment registration must be completed online via Student Self Service. See Section A7.6.**

For this programme, Masters level students complete the Research Dissertation (D41RZ). Please see Sections A8.1 & A8.2 for further information.

The Research Dissertation is completed over two consecutive semesters.

**Note:** Before beginning the Research Dissertation, students must have successfully completed all taught courses and received a formal Exam Board decision to proceed to the dissertation/project.

Heriot-Watt University reserves the right to update materials from time to time and will ensure that advance notification concerning changes to materials is provided to students on the relevant section of the University website. It is the responsibility of students to check the website, particularly if they are returning to studies after a period during which their studies have been in abeyance.

**D4D7-RED MSc in Real Estate Management and Development**  
**D4D5-RED PG Diploma in Real Estate Management and Development**

This programme is closed to recruitment and only available to continuing students.

**Course availability and assessment method details can be found in Section A11.2.**

**Composition of taught courses: Eight courses – all mandatory.**

Continuing students who have any questions about their choice of course(s) should contact the Student Support Team in the first instance (log an enquiry on the Student Portal).

<b>Course code</b>	<b>Course title</b>	<b>Mandatory/optional</b>
<b>COURSES AVAILABLE IN SEMESTER 1:</b>		
D31AT	Advanced Construction Technology (This replaces D39TA Construction Technology 3)	Mandatory
D41VC	Real Estate Appraisal and Finance	Mandatory
D40SP	Spatial Planning (The course code has changed from D41SP to D40SP)	Mandatory
D41EP	Urban Economy and Property Markets	Mandatory
<b>COURSES AVAILABLE IN SEMESTER 2:</b>		
D41VD	Advanced Real Estate Valuation (must complete D41VC Real Estate Appraisal & Finance first)	Mandatory
D40RD	Real Estate Development	Mandatory
D41IA	Real Estate Investment Analysis	Mandatory
D41AN	Real Estate Management and Sustainability	Mandatory

**Assessment for each course is available in each semester. Final Online Assessment (FOA) diets take place in December, April/May and August. Assessment registration must be completed online via Student Self Service. See Section A7.6.**

For this programme, Masters level students complete the Research Dissertation (D41RZ). Please see Sections A8.1 & A8.2 for further information.

The Research Dissertation is completed over two consecutive semesters.

Note: Before beginning the Research Dissertation, students must have successfully completed all taught courses and received a formal Exam Board decision to proceed to the dissertation/project.

Heriot-Watt University reserves the right to update materials from time to time and will ensure that advance notification concerning changes to materials is provided to students on the relevant section of the University website. It is the responsibility of students to check the website, particularly if they are returning to studies after a period during which their studies have been in abeyance.

## A14R-SET MSc in Renewable and Sustainable Energy Transition

### A13R-SET PG Diploma in Renewable and Sustainable Energy Transition

Course availability and assessment method details can be found in Section A11.2.

Composition of taught courses: Eight courses – seven mandatory (including two entry courses) and one optional.

Course code	Course title	Mandatory /optional	Semester 1 (Sep – Dec)	Semester 2 (Jan – Apr)	Semester 3 (May – Aug)
A11ER	<b>Economics of Renewable Energy – Entry course (see below)</b>	Mandatory	✓	✓	✓
A11TZ	<b>Transition Engineering – Achieving Zero Carbon InTIME – Entry course (see below)</b>	Mandatory	✓	✓	✓
A11TG	Renewable Technology I: Generation	Mandatory	✓	✓	✓
D11CA	Climate Change, Sustainability and Adaptation	Optional	✓	✓	✓
A11EN	Environmental Processes	Optional	✓	✓	✓
A11OC	Oceanography	Optional	✓	✓	✓
A11ET	Energy Transition Lab	Mandatory		✓	
A11SY	Future Energy Systems in Buildings, Transport and Infrastructure	Mandatory		✓	
A11RN	Renewable Technology Commercialisation	Mandatory	✓	✓	✓
A11TI	Integration of Renewable Technology	Mandatory	✓	✓	✓
<b>ALL ASSESSMENTS ARE AVAILABLE IN EVERY SEMESTER</b>					

#### TWO COURSE ENTRY FROM MAY 2022

New Online students must successfully complete A11ER and A11TZ before they can continue with the remaining six taught courses. The criteria are as follows:

- Students who pass both entry courses at grade D or above, at the first attempt, continue at MSc level;
- If a student achieves E grade for either entry course or if they have to resit an entry course, they will continue at PG Diploma level.

If a student fails to pass both entry courses at either MSc or PG Diploma level, it is likely they will not be able to continue with their studies. This decision is made by the Progression Board.

It is recommended students study A11TG before A11TI but this is not a formal pre-requisite.

**Assessment for each course is available in each semester. Final Online Assessment (FOA) diets take place in December, April/May and August. Assessment registration must be completed online via Student Self Service. See Section A7.6.**

For this programme, Masters level students complete Research Dissertation (A11RP). Please see Sections A8.1 & A8.2 for further information.

The Masters Dissertation is completed over two consecutive semesters.

**Note: Before beginning Masters Dissertation, students must have successfully completed all taught courses and received a formal Exam Board decision to proceed to the dissertation/project.**

Heriot-Watt University reserves the right to update materials from time to time and will ensure that advance notification concerning changes to materials is provided to students on the relevant section of the University website. It is the responsibility of students to check the website, particularly if they are returning to studies after a period during which their studies have been in abeyance.

## A144-RED MSc in Renewable Energy Development

## A143-RED PG Diploma in Renewable Energy Development

This programme is closed to recruitment and only available to continuing students.

**Course availability and assessment method details can be found in Section A11.2.**

**Composition of taught courses: Eight courses – seven mandatory (including two entry courses) and one optional.**

Continuing students who have any questions about their choice of course(s) should contact the Student Support Team in the first instance (log an enquiry on the Student Portal).

Course code	Course title	Mandatory /optional	Semester 1 (Sep – Dec)	Semester 2 (Jan – Apr)	Semester 3 (May – Aug)
A11ER	<b>Economics of Renewable Energy – Entry course (see below)</b>	Mandatory	✓	✓	✓
A11TZ	<b>Transition Engineering – Achieving Zero Carbon InTIME – Entry course (see below)</b>	Mandatory	✓	✓	✓
A11TG	Renewable Technology I: Generation	Mandatory	✓	✓	✓
D11CA	Climate Change, Sustainability and Adaptation	Optional	✓	✓	✓
A11EN	Environmental Processes	Optional	✓	✓	✓
A11OC	Oceanography	Optional	✓	✓	✓
A11ET	Energy Transition Lab	Mandatory		✓	
A11SY	Future Energy Systems in Buildings, Transport and Infrastructure	Mandatory		✓	
A11RN	Renewable Technology Commercialisation	Mandatory	✓	✓	✓
A11TI	Integration of Renewable Technology	Mandatory	✓	✓	✓
<b>ALL ASSESSMENTS ARE AVAILABLE IN EVERY SEMESTER</b>					

### TWO COURSE ENTRY FROM MAY 2022

New Online students must successfully complete A11ER and A11TZ before they can continue with the remaining six taught courses. The criteria are as follows:

- Students who pass both entry courses at grade D or above, at the first attempt, continue at MSc level;
- If a student achieves E grade for either entry course or if they have to resit an entry course, they will continue at PG Diploma level.

If a student fails to pass both entry courses at either MSc or PG Diploma level, it is likely they will not be able to continue with their studies. This decision is made by the Progression Board.

**Note for continuing students:** It is recommended students study A11TG before A11TI but this is not a formal pre-requisite.

**Assessment for each course is available in each semester. Final Online Assessment (FOA) diets take place in December, April/May and August. Assessment registration must be completed online via Student Self Service. See Section A7.6.**

For this programme, Masters level students complete Research Dissertation (A11RP). Please see Sections A8.1 & A8.2 for further information.

The Masters Dissertation is completed over two consecutive semesters.

**Note:** Before beginning Masters Dissertation, students must have successfully completed all taught courses and received a formal Exam Board decision to proceed to the dissertation/project.

Heriot-Watt University reserves the right to update materials from time to time and will ensure that advance notification concerning changes to materials is provided to students on the relevant section of the University website. It is the responsibility of students to check the website, particularly if they are returning to studies after a period during which their studies have been in abeyance.

## D2S7-SRM MSc in Safety and Risk Management

## D2S5-SRM PG Diploma in Safety and Risk Management

**Course assessment method details can be found in Section A11.2.**

**Composition of taught courses: Eight courses – all mandatory (including two entry courses).**

Course code	Course title	Mandatory /optional	Semester 1 (Sep – Dec)	Semester 2 (Jan – Apr)	Semester 3 (May – Aug)
D21HM	Human Factors Methods (Entry Course – see below)	Mandatory	✓	✓	✓
D21LD	Learning from Disasters (Entry Course – see below)	Mandatory	✓	✓	✓
D31PT	Project Management Theory & Practice	Mandatory	✓	✓	✓
D21RA	Risk Assessment & Safety Management	Mandatory	✓		
D11ST	Sustainability for Construction Professionals	Mandatory	✓		
D31VR	Value and Risk Management	Mandatory	✓	✓	✓
D21FR	Fire Safety, Explosions & Process Safety	Mandatory		✓	
D21CR	Human Factors in the Design and Evaluation of Control Rooms	Mandatory		✓	
<b>ALL ASSESSMENTS ARE AVAILABLE IN EVERY SEMESTER</b>					

### TWO COURSE ENTRY FROM JANUARY 2019

New Online students must successfully complete D21HM and D21LD before they can continue with the remaining six taught courses. The criteria are as follows:

- Students who pass both entry courses at grade D or above, at the first attempt, continue at MSc level;
- If a student achieves E grade for either entry course or if they have to resit an entry course, they will continue at PG Diploma level.
- If a student fails to pass both entry courses at either MSc or PG Diploma level, it is likely they will not be able to continue with their studies. This decision is made by the Progression Board.

**Assessment for each course is available in each semester. Final Online Assessment (FOA) diets take place in December, April/May and August. Assessment registration must be completed online via Student Self Service. See Section A7.6.**

For this programme, Masters level students complete the Research Dissertation (D21RZ). Please see Sections A8.1 & A8.2 for further information.

The Research Dissertation is completed over two consecutive semesters.

**Note: Before beginning the Research Dissertation, students must have successfully completed all taught courses and received a formal Exam Board decision to proceed to the dissertation/project.**

Heriot-Watt University reserves the right to update materials from time to time and will ensure that advance notification concerning changes to materials is provided to students on the relevant section of the University website. It is the responsibility of students to check the website, particularly if they are returning to studies after a period during which their studies have been in abeyance.

**D2Q7-SRE MSc in Safety, Risk and Reliability Engineering**  
**D2Q5-SRE PG Diploma in Safety, Risk and Reliability Engineering**

**Course assessment method details can be found in Section A11.2.**

**Composition of taught courses: Eight courses – all mandatory (including two entry courses).**

Course code	Course title	Mandatory /optional	Semester 1 (Sep – Dec)	Semester 2 (Jan – Apr)	Semester 3 (May – Aug)
D21HM	Human Factors Methods (Entry Course – see below)	Mandatory	✓	✓	✓
D21LD	Learning from Disasters (Entry Course – see below)	Mandatory	✓	✓	✓
D21DA	Data Analysis and Simulation	Mandatory	✓		
D21RA	Risk Assessment & Safety Management	Mandatory	✓		
D11ST	Sustainability for Construction Professionals	Mandatory	✓		
D21SY	Systems Reliability	Mandatory	✓	✓	
D21FR	Fire Safety, Explosions & Process Safety	Mandatory		✓	
D21SR	Safety, Risk and Reliability	Mandatory		✓	
<b>ALL ASSESSMENTS ARE AVAILABLE IN EVERY SEMESTER</b>					

**TWO COURSE ENTRY FROM JANUARY 2019**

New Online students must successfully complete D21HM and D21LD before they can continue with the remaining six taught courses. The criteria are as follows:

- Students who pass both entry courses at grade D or above, at the first attempt, continue at MSc level;
- If a student achieves E grade for either entry course or if they have to resit an entry course, they will continue at PG Diploma level.
- If a student fails to pass both entry courses at either MSc or PG Diploma level, it is likely they will not be able to continue with their studies. This decision is made by the Progression Board.

**Assessment for each course is available in each semester. Final Online Assessment (FOA) diets take place in December, April/May and August. Assessment registration must be completed online via Student Self Service. See Section A7.6.**

For this programme, Masters level students complete the Research Dissertation (D21RZ). Please see Sections A8.1 & A8.2 for further information.

The Research Dissertation is completed over two consecutive semesters.

**Note: Before beginning the Research Dissertation, students must have successfully completed all taught courses and received a formal Exam Board decision to proceed to the dissertation/project.**

Heriot-Watt University reserves the right to update materials from time to time and will ensure that advance notification concerning changes to materials is provided to students on the relevant section of the University website. It is the responsibility of students to check the website, particularly if they are returning to studies after a period during which their studies have been in abeyance.

**D4P1-SPD MSc in Spatial Planning and Real Estate Development**  
**D4P2-SPD PG Diploma in Spatial Planning and Real Estate Development**

**Course availability and assessment method details can be found in Section A11.2.**

**Composition of taught courses: Eight courses – seven mandatory and one optional.**

<b>Course code</b>	<b>Course title</b>	<b>Mandatory/optional</b>
<b>COURSES AVAILABLE IN SEMESTER 1:</b>		
D41VC	Real Estate Appraisal and Finance	Mandatory
D40SP	Spatial Planning (The course code has changed from D41SP to D40SP)	Mandatory
D41SZ	Strategic Spatial Vision Project	Mandatory
D41EP	Urban Economy and Property Markets	Mandatory
<b>COURSES AVAILABLE IN SEMESTER 2:</b>		
D41PE	Environmental Planning	Mandatory
D41GV	Governance, Participation and Community Planning	Mandatory
D40RD	Real Estate Development	Mandatory
D41IA	Real Estate Investment Analysis	Optional
D41AN	Real Estate Management and Sustainability	Optional
D41SS	Social Sustainability	Optional

**Assessment for each course is available in each semester. Final Online Assessment (FOA) diets take place in December, April/May and August. Assessment registration must be completed online via Student Self Service. See Section A7.6.**

For this programme, Masters level students complete the Research Dissertation (D41RZ). Please see Sections A8.1 & A8.2 for further information.

The Research Dissertation is completed over two consecutive semesters.

**Note:** Before beginning the Research Dissertation, students must have successfully completed all taught courses and received a formal Exam Board decision to proceed to the dissertation/project.

Heriot-Watt University reserves the right to update materials from time to time and will ensure that advance notification concerning changes to materials is provided to students on the relevant section of the University website. It is the responsibility of students to check the website, particularly if they are returning to studies after a period during which their studies have been in abeyance.

**D2R7-SFE MSc in Structural and Foundation Engineering**  
**D2R5-SFE PG Diploma in Structural and Foundation Engineering**  
 This programme is closed to recruitment and only available to continuing students.

**Course availability and assessment method details can be found in Section A11.2.**

**Composition of taught courses: Eight courses – four mandatory and four optional.**

Course code	Course title	Mandatory/optional
<b>COURSES AVAILABLE IN SEMESTER 1:</b>		
D21FA	Finite Element Method: Linear Analysis	Mandatory
D21EQ	Structural Dynamics and Earthquake Engineering	Mandatory
D21AR	Advanced Design of Reinforced Concrete Structures	Optional
D11CA	Climate Change, Sustainability and Adaptation	Optional
<del>D21GG</del>	<del>Ground Engineering - not available</del>	
D21SM	Structural Materials	Optional
D11ST	Sustainability for Construction Professionals	Optional
<b>COURSES AVAILABLE IN SEMESTER 2:</b>		
D21AS	Advanced Design of Steel and Steel Concrete Composite Structures	Mandatory
D20DT	Plastic Analysis of Structures	Mandatory
D11DC	Design of Low Carbon Buildings	Optional
D21FB	Finite Element Method: Nonlinear Analysis	Optional
D21FE	Foundation Engineering	Optional
D11SB	Energy Systems and Buildings	Optional
D21SR	Safety, Risk and Reliability	Optional

**Assessment for each course is available in each semester. Final Online Assessment (FOA) diets take place in December, April/May and August. Assessment registration must be completed online via Student Self Service. See Section A7.6.**

For this programme, Masters level students complete the Research Dissertation (D21RZ). Please see Sections A8.1 & A8.2 for further information.

The Research Dissertation is completed over two consecutive semesters.

**Note: Before beginning the Research Dissertation, students must have successfully completed all taught courses and received a formal Exam Board decision to proceed to the dissertation/project.**

Heriot-Watt University reserves the right to update materials from time to time and will ensure that advance notification concerning changes to materials is provided to students on the relevant section of the University website. It is the responsibility of students to check the website, particularly if they are returning to studies after a period during which their studies have been in abeyance.



**D102-SBD MSc in Sustainable Building Design**  
**D103-SBD PG Diploma in Sustainable Building Design**

This programme is closed to recruitment and only available to continuing students.

**Course availability and assessment method details can be found in Section A11.2.**

**Composition of taught courses: Eight courses – all mandatory.**

<b>Course code</b>	<b>Course title</b>	<b>Mandatory/optional</b>
<b>COURSES AVAILABLE IN SEMESTER 1:</b>		
D11CA	Climate Change, Sustainability and Adaptation	Mandatory
D11MD	Modelling for Sustainable Building Design	Mandatory
D11VE	Ventilation and Air Conditioning	Mandatory
D21WC	Water Supply and Drainage for Buildings	Mandatory
<b>COURSES AVAILABLE IN SEMESTER 2:</b>		
D11DC	Design of Low Carbon Buildings	Mandatory
D11SB	Energy Systems and Buildings	Mandatory
D11ED	Environmental Design	Mandatory
D30IC	Innovation in Construction Practice	Mandatory

**Note:** It is recommended that students study D11SB before studying D11MD.

**Assessment for each course is available in each semester. Final Online Assessment (FOA) diets take place in December, April/May and August. Assessment registration must be completed online via Student Self Service. See Section A7.6.**

For this programme, Masters level students complete the Masters Dissertation (D11ZZ). Please see Sections A8.1 & A8.3 for further information.

The Masters Dissertation is completed over two consecutive semesters.

**Note:** Before beginning the Masters Dissertation, students must have successfully completed all taught courses and received a formal Exam Board decision to proceed to the dissertation/project.

Heriot-Watt University reserves the right to update materials from time to time and will ensure that advance notification concerning changes to materials is provided to students on the relevant section of the University website. It is the responsibility of students to check the website, particularly if they are returning to studies after a period during which their studies have been in abeyance.

**D4S7-SUM MSc in Sustainable Urban Management**  
**D4S5-SUM PG Diploma in Sustainable Urban Management**  
 This programme is closed to recruitment and only available to continuing students.

**Course availability and assessment method details can be found in Section A11.2.**

**Composition of taught courses: Eight courses – six mandatory and two optional.**

<b>Course code</b>	<b>Course title</b>	<b>Mandatory/optional</b>
<b>COURSES AVAILABLE IN SEMESTER 1:</b>		
D11CA	Climate Change, Sustainability and Adaptation	Mandatory
D40SP	Spatial Planning (The course code has changed from D41SP to D40SP)	Mandatory
D41UD	Urban Design for Health and Wellbeing	Mandatory
D41EP	Urban Economy and Property Markets	Mandatory
<b>COURSES AVAILABLE IN SEMESTER 2:</b>		
D41PE	Environmental Planning	Mandatory
D40RD	Real Estate Development	Mandatory
D11DC	Design of Low Carbon Buildings	Optional
D41GV	Governance, Participation and Community Planning	Optional
D31PO	People and Organisation Management in the Built Environment	Optional
D41SS	Social Sustainability	Optional

**Assessment for each course is available in each semester. Final Online Assessment (FOA) diets take place in December, April/May and August. Assessment registration must be completed online via Student Self Service. See Section A7.6.**

For this programme, Masters level students complete the Research Dissertation (D41RZ). Please see Sections A8.1 & A8.2 for further information.

The Research Dissertation is completed over two consecutive semesters.

**Note: Before beginning the Research Dissertation, students must have successfully completed all taught courses and received a formal Exam Board decision to proceed to the dissertation/project.**

Heriot-Watt University reserves the right to update materials from time to time and will ensure that advance notification concerning changes to materials is provided to students on the relevant section of the University website. It is the responsibility of students to check the website, particularly if they are returning to studies after a period during which their studies have been in abeyance.

## D4B7-URP MSc in Urban and Regional Planning

## D4B5-URP PG Diploma in Urban and Regional Planning

This programme is closed to recruitment and only available to continuing students.

**Course availability and assessment method details can be found in Section A11.2.**

**Composition of taught courses: Eight courses – all mandatory.**

Continuing students who have any questions about their choice of course(s) should contact the Student Support Team in the first instance (log an enquiry on the Student Portal).

Course code	Course title	Mandatory/optional
<b>COURSES AVAILABLE IN SEMESTER 1:</b>		
D41UD	Urban Design for Health and Wellbeing (this replaces D40PT Planning Theories)	Mandatory
D40SP	Spatial Planning (The course code has changed from D41SP to D40SP)	Mandatory
D41SZ	Strategic Spatial Vision Project	Mandatory
D41EP	Urban Economy and Property Markets	Mandatory
<b>COURSES AVAILABLE IN SEMESTER 2:</b>		
D41PE	Environmental Planning	Mandatory
D41GV	Governance, Participation and Community Planning	Mandatory
D40RD	Real Estate Development	Mandatory
D41SS	Social Sustainability	Mandatory

**Assessment for each course is available in each semester. Final Online Assessment (FOA) diets take place in December, April/May and August. Assessment registration must be completed online via Student Self Service. See Section A7.6.**

For this programme, Masters level students complete the Research Dissertation (D41RZ). Please see Sections A8.1 & A8.2 for further information.

The Research Dissertation is completed over two consecutive semesters.

**Note: Before beginning the Research Dissertation, students must have successfully completed all taught courses and received a formal Exam Board decision to proceed to the dissertation/project.**

Heriot-Watt University reserves the right to update materials from time to time and will ensure that advance notification concerning changes to materials is provided to students on the relevant section of the University website. It is the responsibility of students to check the website, particularly if they are returning to studies after a period during which their studies have been in abeyance.

## D201-WEM MSc in Water and Environmental Management

## D202- WEM PG Diploma in Water and Environmental Management

This programme is closed to recruitment and only available to continuing students.

**Course availability and assessment method details can be found in Section A11.2.**

**Composition of taught courses: Eight courses – four mandatory and four optional.**

Course code	Course title	Mandatory/optional
<b>COURSES AVAILABLE IN SEMESTER 1:</b>		
D21EH	Environmental Hydrology and Water Resources	Mandatory
A11GC	Innovative Technologies and Global Water Challenges	Mandatory
<del>D21EG</del>	<del>Environmental Geotechnics - not available</del>	
D21WC	Water Supply and Drainage for Buildings	Optional
<b>COURSES AVAILABLE IN SEMESTER 2:</b>		
D21UD	Urban Drainage & Water Supply	Mandatory
D21WW	Water and Wastewater Treatment	Mandatory
D41PE	Environmental Planning	Optional
D21IW	Irrigation Water Management	Optional
D21RV	River Flow and Flood Modelling	Optional
D21MS	Statistical Modelling of the Environment	Optional

**Assessment for each course is available in each semester. Final Online Assessment (FOA) diets take place in December, April/May and August. Assessment registration must be completed online via Student Self Service. See Section A7.6.**

For this programme, Masters level students complete the Research Dissertation (D21RZ). Please see Sections A8.1 & A8.2 for further information.

The Research Dissertation is completed over two consecutive semesters.

**Note: Before beginning the Research Dissertation, students must have successfully completed all taught courses and received a formal Exam Board decision to proceed to the dissertation/project.**

Heriot-Watt University reserves the right to update materials from time to time and will ensure that advance notification concerning changes to materials is provided to students on the relevant section of the University website. It is the responsibility of students to check the website, particularly if they are returning to studies after a period during which their studies have been in abeyance.

## D217-WTD MSc in Water Technology and Desalination

## D215- WTD PG Diploma in Water Technology and Desalination

This programme is closed to recruitment and only available to continuing students.

**Course availability and assessment method details can be found in Section A11.2.**

**Composition of taught courses: Eight courses – seven mandatory and one optional.**

Course code	Course title	Standard/ premium	Mandatory/ optional
<b>COURSES AVAILABLE IN SEMESTER 1:</b>			
D21MP	Membrane Processes	Premium	Mandatory
D21TH	Thermal and Hybrid Processes (must complete D21MP first)	Premium	Mandatory
A11GC	Innovative Technologies and Global Water Challenges	Standard	Mandatory
D21WC	Water Supply and Drainage for Buildings	Standard	Mandatory
<b>COURSES AVAILABLE IN SEMESTER 2:</b>			
D21DE	Desalination Economics and Management (must complete D21IP, D21MP & D21TH first)	Premium	Mandatory
D21IP	Intake, Pre-treatment, Post-treatment and Environmental Issues	Premium	Mandatory
D21WW	Water and Wastewater Treatment	Standard	Mandatory
D21IW	Irrigation Water Management	Standard	Optional
D21MS	Statistical Modelling of the Environment	Standard	Optional

**Assessment for each course is available in each semester. Final Online Assessment (FOA) diets take place in December, April/May and August. Assessment registration must be completed online via Student Self Service. See Section A7.6.**

For this programme, Masters level students complete the Research Dissertation (D21RZ). Please see Sections A8.1 & A8.2 for further information.

The Research Dissertation is completed over two consecutive semesters.

**Note:** Before beginning the Research Dissertation, students must have successfully completed all taught courses and received a formal Exam Board decision to proceed to the dissertation/project.

Heriot-Watt University reserves the right to update materials from time to time and will ensure that advance notification concerning changes to materials is provided to students on the relevant section of the University website. It is the responsibility of students to check the website, particularly if they are returning to studies after a period during which their studies have been in abeyance.

## A11.2 Course availability and assessment details

The following table lists courses alphabetically and details the availability for study and assessment method. Students should use this together with the structure for their programme **AND** the information about coursework submission and Final Online Assessment diets in the Significant Dates for HW Online students in Section A1.2 on page 3. Contact details are included in individual course material on Canvas or via [People Finder](https://www.hw.ac.uk/about/contact/people-finder.htm) (<https://www.hw.ac.uk/about/contact/people-finder.htm>)

Over/

## A11.2 COURSE AVAILABILITY & ASSESSMENT DETAILS

Where course assessment is noted as 100% Final Online Assessment, students may be required to complete (and pass) mandatory, formative coursework. Please check assessment details on Canvas carefully. If you are unsure about the method of assessment, please contact the relevant Course Leader/Tutor.

Course title	Course code	Course Leader or HW Online contact	COURSE AVAILABILITY (S = study; A = assessment)			ASSESSMENT METHOD	
			SEMESTER 1 (Sept – Dec)	SEMESTER 2 (Jan – Apr)	SEMESTER 3 (May – Aug)	Final Online Assessment (FOA)	Coursework (CW)
Advanced Construction Technology	D31AT	C Kennedy	S & A	S & A	S & A	✓	NO SUMMATIVE CW
Advanced Design of Reinforced Concrete Structures	D21AR	D Cotsovos	T & A	A	A	✓	NO SUMMATIVE CW
Advanced Design of Steel and Steel Concrete Composite Structures	D21AS	G Vasdravellis	A	S & A	A	✓	NO SUMMATIVE CW
Advanced Real Estate Valuation	D41VD	N Dunse	A	S & A	A	✓	NO SUMMATIVE CW
Applied Building Pathology (ASSESSMENT ONLY AVAILABLE)	D31BR	C Kennedy	A	A	A	✓	NO SUMMATIVE CW
Applied Petroleum Geophysics	G11GA	A Shams	S & A	S & A	S & A	✓	✓
Applied Research Design and Analysis	A11AR	T Henry	S & A	A	A	NO FOA	✓
Architectural Acoustics	D11AF	L Galbrun	A	S & A	A	✓	NO SUMMATIVE CW
Architecture and Sustainability	D31AS	(University of Edinburgh)	TBC	TBC	Not available	NO FOA	✓
Architecture, Construction and Industrialisation	D31AI	(University of Edinburgh)	TBC	TBC	Not available	NO FOA	✓
Building and Contextual Investigation (ASSESSMENT ONLY AVAILABLE)	D31BX	A Forster	A	A	A	✓	NO SUMMATIVE CW
Building Electrical and Lighting Services	D11BD	M Gormley	S & A	A	A	✓	NO SUMMATIVE CW
Business Analytics and Introduction to Big Data	C11BA	I Karamitsos (SoSS)	S & A	A	A	NO FOA	✓
Cessation of Production?	G11IM	M Bentley	A	S & A	A	✓	NO SUMMATIVE CW
Climate Change, Sustainability and Adaptation	D11CA	D Kelly	S & A	S & A	S & A	NO FOA	✓
Conservation Philosophy and Practice (ASSESSMENT ONLY AVAILABLE)	D31CN	A Forster	A	A	A	✓	NO SUMMATIVE CW
Construction Financial Management	D31CG	S Ogunlana	S & A	S & A	S & A	✓	NO SUMMATIVE CW
Construction Practice and Information Technology	D31MI	Y Nielsen	S & A	S & A	S & A	✓	NO SUMMATIVE CW
Construction Technology 3 (ASSESSMENT ONLY AVAILABLE)	D39TA	T Bayrak	A	A	A	✓	NO SUMMATIVE CW
Contracts and Procurement	D31PZ	C Kennedy	S & A	A	A	✓	NO SUMMATIVE CW
Data Analysis and Simulation	D21DA	S Patidar	S & A	A	A	✓	NO SUMMATIVE CW
Demand Management and Energy Storage	B51GK	S Houston (EPS)	A	S & A	Not available	✓	✓
Desalination Economics and Management	D21DE	B Sen Gupta	A	S & A	A	✓	NO SUMMATIVE CW

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## A11.2 COURSE AVAILABILITY & ASSESSMENT DETAILS (continued)

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			SEMESTER 1 (Sept – Dec)	SEMESTER 2 (Jan – Apr)	SEMESTER 3 (May – Aug)	Final Online Assessment (FOA)	Coursework (CW)
Design of Low Carbon Buildings	D11DC	A MacLaren	A	S & A	A	✓	NO SUMMATIVE CW
Design, Value and Architecture	D31DV	(University of Edinburgh)	TBC	TBC	Not available	NO FOA	✓
Development Appraisal (ASSESSMENT ONLY AVAILABLE)	A11DA		A	A	A	✓	✓
Development Project (ASSESSMENT ONLY AVAILABLE)	A11DT		A	A	A	NO FOA	✓
Diversity of Marine Organisms	A11TM	D Harries	S & A	A	A	✓	✓
Drilling Engineering	G11DE	M Haghighat Sefat	S & A	S & A	S & A	✓	NO SUMMATIVE CW
Economics of Renewable Energy	A11ER	S Kerr	S & A	S & A	S & A	✓	NO SUMMATIVE CW
Energy in the 21st Century (ASSESSMENT ONLY AVAILABLE)	A11EY		A	A	A	✓	✓
Energy Systems and Buildings	D11SB	M Gul	A	S & A	A	✓	NO SUMMATIVE CW
Energy Transition Lab	A11ET	S Krumdieck	A	S & A	A	NO FOA	✓
Environmental Design	D11ED	F Wang	A	S & A	A	✓	NO SUMMATIVE CW
Environmental Geotechnics (ASSESSMENT ONLY AVAILABLE)	D21EG		A	A	A	✓	NO SUMMATIVE CW
Environmental Hydrology and Water Resources	D21EH	R Rustum	S & A	A	A	✓	NO SUMMATIVE CW
Environmental Planning	D41PE	C Brown	A	S & A	A	✓	✓
Environmental Processes	A11EN	M Hartl	S & A	S & A	S & A	✓	✓
Finite Element Method: Linear Analysis	D21FA	S Mohamed	S & A	A	A	✓	✓
Finite Element Method: Nonlinear Analysis	D21FB	S Mohamed	A	S & A	A	✓	NO SUMMATIVE CW
Fire Safety, Explosions and Process Safety	D21FR	D Cotsovovs	A	S & A	A	✓	✓
Formation Evaluation	G11FE	A Shams	S & A	S & A	S & A	✓	NO SUMMATIVE CW
Foundation Engineering	D21FE	M Sutman	A	S & A	A	✓	NO SUMMATIVE CW
Foundation of Energy	B51ET	M Pozzi (EPS)	S & A	A	Not available	✓	✓
Future Energy Systems in Buildings, Transport and Infrastructure	A11SY	E Owens	A	S & A	A	NO FOA	✓
Geomechanics and Flow Mechanics	G11GM	F Doster	S & A	S & A	S & A	✓	✓

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**A11.2 COURSE AVAILABILITY & ASSESSMENT DETAILS (continued)**

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Geoscience for Petroleum Engineering	G11PG	H Lever	S & A	S & A	S & A	✓	NO SUMMATIVE CW
GIS for Marine and Environmental Scientists	A11GI	M Hartl/R Cooper	A	S & A	A	NO FOA	✓
Governance, Participation and Community Planning	D41GV	G Netto	A	S & A	A	✓	NO SUMMATIVE CW
Ground Engineering (ASSESSMENT ONLY AVAILABLE)	D21GG		A	A	A	✓	NO SUMMATIVE CW
History of the Built Environment	D31HH	A Forster	S & A	A	A	✓	NO SUMMATIVE CW
Human Factor Methods	D21HM	O Johnson	S & A	S & A	S & A	✓	NO SUMMATIVE CW
Human Factors in the Design and Evaluation of Control Rooms	D21CR	B Sen Gupta/O Johnson	A	S & A	A	✓	NO SUMMATIVE CW
Innovation in Construction Practice	D30IC	C S Goh	A	S & A	A	✓	NO SUMMATIVE CW
Innovative Technologies and Global Water Challenges	A11GC	R Pereira	S & A	A	A	✓	NO SUMMATIVE CW
Intake, Pretreatment, Post-treatment and Environmental Issues	D21IP	B Sen Gupta	A	S & A	A	✓	NO SUMMATIVE CW
Integration of Renewable Technology	A11TI	S Waldman	S & A	S & A	S & A	✓	✓
Introduction to Marine Planning	A11MP	J Porter	S & A	S & A	S & A	✓	✓
Irrigation Water Management	D21IW	B Sen Gupta	A	S & A	A	✓	NO SUMMATIVE CW
Learning from Disasters	D21LD	S Patidar	S & A	S & A	S & A	✓	NO SUMMATIVE CW
Macroeconomics, Finance and the Built Environment (ASSESSMENT ONLY AVAILABLE)	D41ME	C A Jones	A	A	A	✓	NO SUMMATIVE CW
Managing the Reservoir	G11OP	K Stephen	S & A	A	A	✓	NO SUMMATIVE CW
Managing the Surface	G11DS	A Chapoy	S & A	A	A	✓	NO SUMMATIVE CW
Managing the Wells	G11TS	K Muradov	A	S & A	A	✓	NO SUMMATIVE CW
Marine Biotechnology	A11BT	E Dyrinda	A	S & A	A	✓	✓
Marine Ecotoxicology	A11WA	M Hartl	S & A	A	A	✓	✓
Marine Environmental Monitoring	A11MV	T Fernandes	A	S & A	A	✓	NO SUMMATIVE CW
Marine Renewable Energy Technology	A11MT	D Woolf	S & A	S & A	S & A	✓	✓
Martine Resources and Sustainability	A11SM	B Sanderson	S & A	A	A	✓	✓

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## A11.2 COURSE AVAILABILITY & ASSESSMENT DETAILS (continued)

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Materials and Structures for Conservation	D31MS	C Kennedy	A	S & A	A	✓	NO SUMMATIVE CW
Membrane Processes	D21MP	B Sen Gupta	S & A	A	A	✓	NO SUMMATIVE CW
Modelling for Sustainable Building Design	D11MD	D Jenkins	S & A	A	A	✓	NO SUMMATIVE CW
Oceanography	A11OC	D Woolf	S & A	S & A	S & A	✓	✓
Operations, Appraisal and Development	G11OA	M Bentley	S & A	S & A	S & A	✓	NO SUMMATIVE CW
Optimising Productivity	G11OS	I Labed	A	S & A	A	✓	NO SUMMATIVE CW
Optimising Recovery	G11RF	A Farzaneh	S & A	A	A	✓	NO SUMMATIVE CW
People and Organisation Management in the Built Environment	D31PO	T Elhag	S & A	S & A	S & A	✓	NO SUMMATIVE CW
Petroleum Basins	G11PB	U Nicholson	S & A	S & A	S & A	✓	✓
Petroleum Economics	G11PE	M Smith	S & A	S & A	S & A	✓	NO SUMMATIVE CW
Petroleum Systems	G11PS	T Wagner	S & A	S & A	S & A	✓	✓
Planning Theories (ASSESSMENT ONLY AVAILABLE)	D40PT	S Hasan	A	A	A	✓	NO SUMMATIVE CW
Plastics Analysis of Structures	D20DT	G Vasdravellis	A	S & A	A	✓	NO SUMMATIVE CW
Play and Prospect Evaluation	G11PP	U Nicholson	S & A	S & A	S & A	✓	NO SUMMATIVE CW
Practical Skills in Marine Surveying	A11VY	J Porter	A	S & A	A	NO FOA	✓
Producing Field Practices	G11RM	M Haghghat Sefat	A	S & A	A	✓	NO SUMMATIVE CW
Production Technology	G11PT	K Muradov	S & A	S & A	S & A	✓	NO SUMMATIVE CW
Project Management: Strategic Issues	D31PS	K Hamani	S & A	S & A	S & A	✓	NO SUMMATIVE CW
Project Management Theory and Practice	D31PT	S Ogunlana	S & A	S & A	S & A	✓	NO SUMMATIVE CW
Quantity Surveying Financial Management	D31CF	F Grant/H Hakim	S & A	S & A	S & A	✓	NO SUMMATIVE CW
Real Estate Appraisal and Finance	D41VC	N Dunse	S & A	A	A	✓	NO SUMMATIVE CW
Real Estate Development	D40RD	M Waters	A	S & A	A	✓	NO SUMMATIVE CW
Real Estate Investment Analysis	D41IA	C Jones	A	S & A	A	✓	NO SUMMATIVE CW

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Real Estate Management and Sustainability	D41AN	M Waters	A	S & A	A	✓	NO SUMMATIVE CW
Renewable Technology I: Generation	A11TG	J Porter	S & A	S & A	S & A	✓	✓
Renewable Technology Commercialisation	A11RN	S Waldman	S & A	S & A	S & A	✓	✓
Reservoir Engineering	G11RE	M Jamiolahmady	S & A	S & A	S & A	✓	NO SUMMATIVE CW
Reservoir Characterisation – Sedimentology & Structural Geology	G11SE	A Gardiner	S & A	S & A	S & A	✓	✓
Reservoir Simulation	G11RS	K Stephen	S & A	S & A	S & A	✓	NO SUMMATIVE CW
Risk Assessment and Safety Management	D21RA	B Sen Gupta	S & A	A	A	✓	NO SUMMATIVE CW
River Flow and Flood Modelling	D21RV	G Wright	A	S & A	A	✓	NO SUMMATIVE CW
Safety, Risk and Reliability	D21SR	D Val	A	S & A	A	✓	NO SUMMATIVE CW
Social Sustainability	D41SS	R Woolrych	A	S & A	A	NO FOA	✓
Spatial Planning	D40SP	J McCarthy	S & A	A	A	✓	NO SUMMATIVE CW
Strategic Commercial and Contract Management	D31SC	H Hakim	S & A	S & A	S & A	NO FOA	✓
Strategic Spatial Vision Project	D41SZ	H Smith	S & A	A	A	✓	NO SUMMATIVE CW
Strategy and Planning	G11GF	B Jafarizadeh	S & A	A	A	✓	NO SUMMATIVE CW
Statistical Modelling of the Environment	D21MS	S Patidar	A	S & A	A	✓	NO SUMMATIVE CW
Structural Dynamics and Earthquake Engineering	D21EQ	O Laghrouche	S & A	A	A	✓	NO SUMMATIVE CW
Structural Materials	D21SM	B Suryanto	S & A	A	A	NO FOA	✓
Sustainability for Construction Professionals	D11ST	A MacLaren	S & A	A	S & A	✓	NO SUMMATIVE CW
Systems Reliability	D21SY	D Val	S & A	S & A	A	✓	✓
Thermal and Hybrid Processes	D21TH	B Sen Gupta	S & A	A	A	✓	NO SUMMATIVE CW
Thermofluids	D11TH	F Wang	A	S & A	A	✓	NO SUMMATIVE CW

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			SEMESTER 1 (Sept – Dec)	SEMESTER 2 (Jan – Apr)	SEMESTER 3 (May – Aug)	Final Online Assessment (FOA)	Coursework (CW)
Transition Engineering – Achieving Zero Carbon InTIME	A11TZ	S Krumdieck	S & A	S & A	S & A	✓	NO SUMMATIVE CW
Tropical Coral Reef Monitoring and Management	A11CR	J Porter	A	S & A	A	NO FOA	✓
Urban Design for Health and Wellbeing	D41UD	<del>D McCracken</del> S van der Jagt	S & A	A	A	✓	NO SUMMATIVE CW
Urban Drainage and Water Supply	D21UD	S Arthur	A	S & A	A	✓	NO SUMMATIVE CW
Urban Economy and Property Markets	D41EP	C Jones	S & A	A	A	✓	NO SUMMATIVE CW
Value and Risk Management	D31VR	G Bowles	S & A	S & A	S & A	✓	NO SUMMATIVE CW
Ventilation and Air Conditioning	D11VE	F Wang	S & A	A	A	✓	NO SUMMATIVE CW
Water and Wastewater Treatment	D21WW	R Rustum	A	S & A	A	✓	NO SUMMATIVE CW
Water Supply and Drainage for Buildings	D21WC	D Campbell	S & A	A	A	✓	NO SUMMATIVE CW
Well Test Analysis	G11WT	M Jamiolahmady	S & A	S & A	S & A	✓	NO SUMMATIVE CW

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## PART B: UNIVERSITY INFORMATION

### B1. Programme and Course Content

The content of our programmes and courses is reviewed annually to make sure it is up-to-date and relevant. Individual courses are occasionally updated or withdrawn. This is in response to discoveries through our world-leading research; funding changes; professional accreditation requirements; student or employer feedback; outcomes of reviews; and variations in staff or student numbers. In the event of changes the University will consult and inform students in good time and will take reasonable steps to minimise disruption.

### B2. Our Values

At Heriot-Watt, we have an established set of values that help up to nurture innovation and leadership and show our commitment to continuous development in all our activities. They are:

- **Belong** to a diverse, inclusive and international community working together across boundaries and cultures
- **Inspire** curiosity to learn and find solutions that transform lives
- **Collaborate** by working in partnership to shape the future whilst taking responsibility for our own actions
- **Celebrate** excellence and take pride in the achievements of our students, staff and alumni

Find out more about the [Heriot-Watt Values](#) and what they mean to us.

### B3. Student Partnership Agreement

Heriot Watt University and the Heriot-Watt Student Union (UK), Heriot-Watt Student Association (Malaysia) and Heriot-Watt Student Council (Dubai) work in partnership to develop a Student Partnership Agreement (SPA) each year. The Agreement identifies the main, agreed priorities for working in partnership each academic year and outlines an associated action plan.

Heriot-Watt University has a long and proud tradition of student engagement in institutional governance and decision-making and the Student Partnership Agreement sets out our ambition to continue to work in partnership across all of our campus locations, with the aim of increasing engagement with the institution, enhancing the student experience and engendering a sense of belonging to the University community.

The Student Partnership Agreement is available [here](#).

## **B4. University Regulations**

Heriot-Watt has a detailed set of rules that govern how the University operates, these are the University's [Ordinances and Regulations](#). Ordinances are set by the Court, which is the University's governing body, outline how the University is governed. University regulations provide the framework for the University's academic work and the education of our students and they define the policies, procedures and support available to our students.

## **B5. Your Student Portal**

The Student Portal brings together your services and relevant information in one place. Below is a summary of the services available to you via the portal:

- Office 365 suite: through single sign-on, all of your Office 365 services will be accessible through the Portal.
- Library: whether you want to search for books or view your loans & reservations, the Portal allows you to do this on your phone or desktop.
- Canvas: access your courses here, including announcements, tasks and assignments.
- Student Information: all university-level regulations and policies relating to your studies can be found on the Portal.
- Campus and School News: the Portal enables the University to promote events and experiences which will help you develop your skills.
- Personalised: You can hide, add and move tiles on your dashboard.
- AskHWU: You can find everything you need to help you navigate your time at HWU through the new AskHWU search tile. Ask questions of the University and enquire directly with members of staff to get information about ID cards, student finance, confirmation of studies letters, assessments, enrolment, Careers, Wellbeing Services and much more.
- Appointments: book appointments with a range of different services (Student Wellbeing Services, Careers, Finance etc.) through your student portal.

You can access your student portal [here](#)

## **B6. Your Virtual Learning Environment**

Heriot-Watt's Virtual Learning Environment (VLE) is called [Canvas](#). It is a vital learning and communication tool for you and your lecturers, so make sure you log in and check Canvas every day. For further support see the [Canvas Student Guides](#).

## **B7. A to Z Guide: Essential Student Information**

This [A to Z guide](#) covers essential information about the support and resources available to you as a Heriot-Watt student.

# Student Guide Avoiding Plagiarism



## Scope

[Academic integrity](#) is at the heart of the University's core values and ethical practice, which promote trust, honesty, and fairness. The University defines academic misconduct as any action or attempted action that may result in a student or group of students obtaining an unfair academic advantage in formal University assessment, or any activity likely to undermine the integral essential to scholarship and research. Academic misconduct includes ethical misconduct and includes any attempt to gain an unfair advantage in an academic assessment (all assessments are included, for example, examinations, class tests, essays, coursework, dissertations, research projects, reports, etc.). All reported allegations of academic misconduct are taken seriously and may lead to disciplinary action. Academic misconduct is regarded as a breach of University Regulations and where proven will result in penalties being imposed (as described below and in more detailed in [Regulation A13](#) and [Student Academic Misconduct Policy](#)).

When someone fails to act with academic integrity they could be described as guilty of academic misconduct. The most common form of academic misconduct is plagiarism which covers a wide range of forms. Plagiarism is intellectual theft and is a major offence which the University takes seriously in all cases. Students must therefore avoid committing acts of plagiarism, which can happen intentionally or unintentionally, by following the guidelines explained in this guide and speaking to academic staff if they are uncertain about what plagiarism means. Those who are found to have plagiarised will be subject to the University's disciplinary policy and procedures, which may result in penalties ranging from the deduction of credits and courses already achieved by students to compulsory termination of studies. The University, however, will do anything it can to ensure all students learn about the required skills to be able to produce ethical assessments and avoid such situations. Plagiarism is a breach of academic integrity.

The best way of avoiding plagiarism, is to learn and employ the principles of good academic practice from the beginning of your university career. Avoiding plagiarism is not simply a matter of making sure your references are all correct, or changing enough words so the examiner will not notice your paraphrase; it is about deploying your academic skills to make your work as good as it can be.

## 1. Introduction

- 1.1 This guide is intended to provide students at Heriot-Watt University with a clear definition of plagiarism and examples of how to avoid it in addition to what is explained in the [Student Academic Misconduct Policy](#).
- 1.2 The guide may also be of use to members of staff who seek to advise students on the various issues outlined below.

## 2. Definition

2.1 Plagiarism constitutes one form of academic misconduct. Plagiarism is defined as the presentation, by a student, of work for assessment that draws from another source without acknowledgement of that source. This includes:

- use of other people's works,
- texts generated by generative artificial intelligence tools,
- artworks,
- designs, and many more,

without appropriate permission. Please note that generative artificial intelligence can only be used within assessments where specific prior authorisation has been given, or when technology that uses artificial intelligence has been agreed as reasonable adjustment for a student's disability (such as voice recognition software for transcriptions or spelling and grammar checkers). You should check with your course instructor to ensure you are allowed to use such tools.

- 2.2 Plagiarism occurs where there is no acknowledgement that the writings or ideas belong to or have come from another source. There are two common types of plagiarism: (a) improper use of the *words* from another source and (b) improper use of the *ideas* from another source. Both forms of plagiarism involve using someone else's words or ideas **without appropriately acknowledging the author or source**.
- 2.3 *Word* plagiarism occurs when you use another author's exact words or phrases without quotation marks and appropriate citation and referencing; *Idea* plagiarism occurs when you present an idea from another source without citing the author and year.
- 2.4 Plagiarism is the most common form of academic misconduct because it can be an intentional act or happen *accidentally*. It is therefore important to know what it is and how to avoid it.
- 2.5 Not all cases of plagiarism arise from a deliberate intention to cheat. Sometimes students may omit to take down citation details when taking notes, or they may be genuinely ignorant of referencing conventions. However, these excuses offer no sure protection against a charge of plagiarism. *Even in cases where the plagiarism is found to be unintentional, there may still be an academic penalty for poor practice.*
- 2.6 It is your responsibility to find out the prevailing referencing conventions in your discipline, to take adequate notes, and to avoid close paraphrasing or [patchwriting](#). You should attend induction sessions and Skills Hub sessions where they talk about required skills to avoid plagiarism. They together with advice from your course leaders will help you learn how to avoid common errors. If you are undertaking a project or dissertation, you should ensure that you have information on plagiarism and collusion. If ever in doubt about referencing, paraphrasing or plagiarism, you have only to ask your tutor.
- 2.7 Most academic writing involves building on the work of others and this is acceptable if their contribution is identified and fully acknowledged. Therefore, it is not wrong use the ideas, writings, designs, artworks, or inventions of others, provided you are honest about the source of that information. Many aspects of plagiarism can be simply avoided through proper referencing. However, it is not acceptable to reproduce an entire paper belonging to someone else even if the student acknowledges the source. This is wrong practice because students are required to express their own academic judgment and demonstrate their own understand based on appropriate academic reading.
- 2.8 Plagiarism is one of the most serious offences in Higher Education or any environment where people are developing original ideas because plagiarism involves passing off someone else's ideas or words as your own. However, no-one develops ideas in a vacuum, everyone is constantly being influenced by persuasive arguments, or research evidence. In academia, it is therefore important, that you always document how you derive your conclusions. The way you do this is through the proper use of referencing and citations.
- 2.9 [University of Oxford](#) highlights eight common forms of plagiarism:
- **Verbatim (word for word) plagiarism without clear acknowledgement:** Copying someone else's work word for word. Quotations must always be identified as such using either quotation marks or indentation, and with full referencing of the sources cited. It must always be apparent to the reader which parts are your own independent work and where you have drawn on someone else's ideas and language.
  - **Cutting and pasting from web pages or other sources, including generative artificial intelligence tools, without clear acknowledgement:** Pulling information off the internet without referencing it and without including it in the bibliography. Information derived from the Internet must be adequately referenced and included in the bibliography. It is important to evaluate carefully all material found on the Internet, as it is less likely to have been through the same process of scholarly peer review as published sources.
  - **Paraphrasing:** Paraphrasing so closely so that the copy is almost an exact match to the original, also known as patchwriting. Paraphrasing the work of others by altering a few words and changing their order, or by closely following the structure of their argument, is plagiarism if you do not give due acknowledgement to the author whose work you are using.  
A passing reference to the original author in your own text may not be enough; you must ensure that you do not create the misleading impression that the paraphrased wording or the sequence of ideas are entirely your own. It is better to write a brief summary of the author's overall argument in your own words,



indicating that you are doing so, than to paraphrase particular sections of his or her writing. This will ensure you have a genuine grasp of the argument and will avoid the difficulty of paraphrasing without plagiarising. You must also properly attribute all material you derive from lectures.

- **Collusion:** In group projects, or projects in which you received help, failing to properly attribute the assistance or failure to follow the project's rules. More guidance on groupwork and collusion is provided [here](#). This can involve unauthorised collaboration between students, failure to attribute assistance received, or failure to precisely follow regulations on group work projects. It is your responsibility to ensure that you are entirely clear about the extent of collaboration permitted, and which parts of the work must be your own.
- **Inaccurate citation:** Failing to cite correctly, according to the conventions of your discipline, either intentional or unintentional there is a risk that still your submission will be subject of disciplinary actions. It is important to cite correctly, according to the conventions of your discipline. As well as listing your sources (i.e., in a bibliography), you must indicate, using a footnote or an in-text reference, where a quoted passage comes from. Additionally, you should not include anything in your references or bibliography that you have not actually consulted. If you cannot gain access to a primary source, you must make it clear in your citation that your knowledge of the work has been derived from a secondary text (for example, Bradshaw, D. Title of Book, discussed in Wilson, E., Title of Book (London, 2004), p. 189).
- **Failure to acknowledge assistance:** Failing to clearly acknowledge all assistance that has contributed to your work (ordinary proofreading and help from a tutor or supervisor is excepted). You must clearly acknowledge all assistance which has contributed to the production of your work, such as advice from fellow students, laboratory technicians, and other external sources. This needs not apply to the assistance provided by your tutor or supervisor, or to ordinary proofreading, but it is necessary to acknowledge other guidance which leads to substantive changes of content or approach.
- **Use of material written by professional agencies or other people:** Using material that was written by a professional agency or another person, even if you have the consent of the person who wrote it. You should neither make use of professional agencies in the production of your work nor submit material which has been written for you even with the consent of the person who has written it. It is vital to your intellectual training and development that you should undertake the research process unaided.
- **Self-plagiarism (also known as Auto-plagiarism):** Reusing work you have previously submitted or published; presenting that information as new when you already have credit for the work. You must not submit work for assessment that you have already submitted (partially or in full) to fulfil the requirements of another degree course or examination unless this is specifically provided for in the special regulations for your course. Where earlier work by you is citable, i.e., it has already been published, you must reference it clearly.

2.10 A detailed guide on "Citing and Referencing" is available on the [Skills Hub SharePoint](#). This guide, however, summarises a few key points to consider. You can also book events [here](#) to learn more from our expert colleagues on Academic Writing, Referencing and many more.

### 3. Good Practice

3.1 The best way of avoiding plagiarism is to learn and employ the principles of good academic practice from the beginning of your university career. Avoiding plagiarism is not simply a matter of making sure your references are all correct, or changing enough words so the examiner will not notice your paraphrase; it is about deploying your academic skills to make your work as good as it can be ([University of Oxford](#), accessed August 2023).

3.2 Academic work is almost always drawn from other published information supplemented by the writer's own ideas, results, or findings. Thus, drawing from other work is entirely acceptable, but it is unacceptable not to acknowledge such work. Conventions or methods for making acknowledgements can vary slightly from subject to subject, and students should seek the advice of staff in their own School/Institute about ways of doing this. Generally, referencing systems fall into the [Harvard](#) (where the text citation is by author and date) and [numeric](#) (where the text citation is by using a number). Both systems refer readers to a list at the end of the piece of work where sufficient information is provided to enable the reader to locate the source for themselves.

- 3.3 When a student undertakes a piece of work that involves drawing on the writings or ideas of others, they must ensure that they acknowledge each contribution in the following manner:
- **Citations:** when a direct quotation, a figure, a general idea, or other piece of information is taken from a source, the source must be acknowledged using an in-text citation.
  - **Quotations:** inverted commas must always be used to identify direct quotations, and the source of the quotation must be cited.
  - **References:** the full details of all sources cited must be included in a reference list within your work. The citations and the reference list should be formatted following the rules of the appropriate referencing style. (This is slightly different to a Bibliography, which may also contain references and sources which, although not directly referred to in your work, you consulted in producing your work).
- 3.4 Many students cut and paste words from other sources because they are worried about their ability to write in English. Please be reassured that lecturers and professors would much prefer to read something not written very well, but expressing the student's ideas, rather than read a patchwork or conglomeration of ideas cut and pasted from unacknowledged sources. Badly written answers can still potentially convey a student's understanding because they make the learning visible. It is natural to struggle with writing and conveying difficult academic concepts, but this is part of the learning process, helping students develop a deeper understanding. One of the skills the University is trying to nurture is independent thought and learning. Writing in your own words is the best way to demonstrate this independent learning approach, helping you gain higher marks for originality of thought. The following resources on the [Skills Hub](#) will help you become a better academic writer. You also can approach the [Academic Writing Centre](#) and the English Gym who will be able to support and enhance your academic writing skills further.
- [Writing using sources.](#)
  - [Reflective writing.](#)
  - [Set up your own writing retreat.](#)
  - [Essay writing.](#)
  - [Writing reports.](#)
  - [Writing a literature review.](#)
  - [Dissertations and final year projects.](#)
  - [Academic posters.](#)
  - [Critical thinking.](#)
- You can also book various sessions offered by Skills Hub through this [link](#).
- 3.5 Do not think of referencing as merely a way to avoid plagiarism. It also facilitates learning the research language and joining an academic conversation. When you reference someone else's work, in addition to giving rightful acknowledgement, you are also:
- Demonstrating the breadth of your own research knowledge,
  - Putting your own work in a wider relevant context,
  - Allowing others to read further on the same topic,
  - Providing supporting evidence for your own arguments.
- 3.6 When reading a journal article in which the writer has used many references, it gives the impression that they have done their research and has a good understanding of the topic. If a line of reasoning is backed up by evidence, it gives the argument credibility. There is also an implicit generosity embedded in the practice of good referencing because it helps others learn more about a subject by signposting them to further reading. For example, when reading a journal, it is helpful to know more about certain aspects not fully covered in the article, so it is possible to use the reference list to follow up in more depth on related issues covered in the article. This is where this idea of references being part of an academic conversation come from because the writer is telling the reader that there are other people writing about similar issues.
- 3.7 More detailed information on Citing and Referencing can be found on the [Skills Hub](#). The people who mark your work will be looking for evidence that you have consulted the works of those who are considered the experts in your area of study. The process of acknowledging the work of others in your own essays, dissertations, projects, artworks, designs, and other coursework is simply called *citing and referencing*. There are different referencing styles out there. You will see in student handbooks and assignment instructions which referencing style you will need to follow - if in doubt ask your lecturer! At Heriot-Watt University, we use a lot of different referencing styles, including [Harvard](#), [APA](#), [IEEE](#), [SIAM](#) and [others](#).

3.8 Managing your list of references can become a daunting task. There are several Reference Management Software available around the globe. The recommended and supported Reference Management Software provided by the university is EndNote. It is free for all staff and students. There are other software available, such as [Mendeley](#), but they are not supported by the University. You can access Endnote and find more details about this software from the following links:

- [About - EndNote – IS Guides at Heriot-Watt University \(hw.ac.uk\)](#)
- [EndNote - Heriot-Watt University \(hw.ac.uk\)](#)

## The ways in which we refer to sources:

### 3.9 Quotations

It is acceptable to use a few relevant short quotations in an assignment, provided they are referenced properly. They should, however, be used very sparingly, usually never exceeding 5% of your assignment word-count. Similarly, do not use quotes as a substitute for your own words. If, for example, you are asked to provide a definition of a concept, it is better put into your own words because the marker can assess whether you have understood it. Use quotations only when it is not possible to represent someone else's idea accurately, or when you want to capture a particular phrase.

### 3.10 Paraphrasing

Paraphrasing involves reading and understanding a written passage and then putting it entirely into your own words. This requires more than changing a few words or shifting sentences around.

The best way to paraphrase is to read something, put it aside, and from memory, put the key points down in bullet points. You can always check you have remembered all the important points. These summary points then form the basis from which you express the original idea in your own writing style. The reason this is so important is because you need to demonstrate your understanding, and this can only be done if you express yourself in your own words.

### 3.11 Summarising

A summary is always shorter than the original text. For example, you might read a whole book and provide a very short summary outlining its main points. There is a great skill to capturing the main points of an argument. You should always try to be fair to the original text and not omit information that intentionally changes its intended meaning.

It takes practice to summarise effectively, but you will learn the basics once you start to read academic sources. It is then a case of practicing writing your own words.

3.12 Students may wish to refer to the following examples which illustrate the basic principles of plagiarism and how students might avoid it in their work by using some very simple techniques:

#### • Example 1: A Clear Case of Plagiarism

Examine the following example in which a student has simply inserted a passage of text (*in italics*) into their work directly from a book they have read:

University and college managers should consider implementing strategic frameworks if they wish to embrace good management standards. *One of the key problems in setting a strategic framework for a college or university is that the individual institution has both positive and negative constraints placed upon its freedom of action.* Managers are employed to resolve these issues effectively.

This is an example of bad practice as the student makes no attempt to distinguish the passage they have inserted from their own work. Thus, this constitutes a clear case of plagiarism. Simply changing a few key words in such a passage of text (e.g., replace '*problems*' with '*difficulties*') does not make it the student's work and it is still considered to be an act of plagiarism.

#### • Common Mistakes

Students may also find the following examples<sup>1</sup> of common plagiarism mistakes made by other students useful when reflecting on their own work:

- "I thought it would be okay as long as I included the source in my bibliography" [without indicating a quotation had been used in the text]

- “I made lots of notes for my essay and couldn't remember where I found the information”.
- “I thought it would be okay to use material that I had purchased online”.
- “I thought it would be okay to copy the text if I changed some of the words into my own”.
- “I thought that plagiarism only applied to essays, I didn't know that it also applies to oral presentations/group projects etc”.
- “I thought it would be okay just to use my tutor's notes”.
- “I didn't think that you needed to reference material found on the web”.
- “I left it too late and just didn't have time to reference my sources”.

**None of the above are acceptable reasons for failing to acknowledge the use of others' work and thereby constitute plagiarism.**

3.13 What follows are examples of the methods that students should employ to correctly cite the words, thoughts or ideas of others that have influenced their work:

#### • Example 2: Quoting the work of others

If a student wishes to cite a passage of text in order to support their own work, the correct way of doing so is to use quotation marks (e.g., “ ”) to show that the passage is someone else's work, as follows:

“One of the key problems in setting a strategic framework for a college or university is that the individual institution has both positive and negative constraints placed upon its freedom of action”.

#### • Example 3: Referencing the work of others

In addition to using quotation marks as above, students must also use an in-text citation. If the work being cited is a book, page numbers would also normally be required. Thus, using the Harvard Cite Them Right style for a book:

“One of the key problems in setting a strategic framework for a college or university is that the individual institution has both positive and negative constraints placed upon its freedom of action” (Jones, 2001, p. 121).

The same reference could also be made to a book using a numeric style such as IEEE.

“One of the key problems in setting a strategic framework for a college or university is that the individual institution has both positive and negative constraints placed upon its freedom of action” [1, p. 121].

More often, a piece of work will have multiple references, which demonstrates to an examiner that the student is drawing from a number of sources. For example, two separate articles may be cited as follows in the Harvard Cite Them Right style:

It has been asserted that Higher Education in the United Kingdom continued to be poorly funded during the 1980's (Brown, 1991), whereas, more recently, Smith (2002) argue that the HE sectors actually received, in real terms, more funding during this period than the thirty-year period immediately preceding it.

or using the IEEE style:

“It has been asserted that Higher Education in the United Kingdom continued to be poorly funded during the 1980's [1], whereas more modern writers [2] argue that the HE sectors actually received, in real terms, more funding during this period than the thirty-year period immediately preceding it”.

#### • Example 4: Use of reference lists

Whichever citation style is used, a reference list must also be included, which allows the reader to locate the works cited for themselves. In most styles the reference list is placed at the end of your document, but you should check your assignment guidelines and the rules for the style you are using.

Reference lists must follow the rules of the style you are using. You can find the rules for some referencing styles on the [Skills Hub](#) and in [Cite Them Right Online](#). If your assignment tells you to use a different style, ask your lecturer, supervisor, or a librarian for assistance in finding the correct set of rules.

It is your responsibility to make it clear where you are citing references within your work and what the source is within your reference list. **Failure to do so is an act of plagiarism.**

- 3.14 Students are encouraged to use a style of acknowledgement that is appropriate to their own academic discipline and should seek advice from their personal tutor, course leader or other appropriate member of academic staff.
- 3.15 Please visit [Cite Them Right Online](#) or [the Skills Hub](#) for in-depth information about citing and referencing.

## 4. Tips to Avoid Plagiarism

- 4.1 Whenever possible, paraphrase sources in your own words rather than directly quoting them. Paraphrasing helps you to synthesise ideas and integrate them into the context of your paper.
- 4.2 Use direct quotes only when it is important to reproduce both what was said and how it was said. The most blatant form of word plagiarism occurs when students copy an author's exact words and knowingly do not use quotation marks or include an in-text citation.
- 4.3 A more common type of word plagiarism is when students think they can use an author's exact (or very similar words) and include only an in-text citation. (The citation gives the author credit for the ideas, but the quotation marks give the author credit for the wording of the idea.) If you use an author's exact words, quotation marks and location information must accompany the in-text citation. You should note that it is not a good practice to add many quotation marks to the report either. You need to be able to write a comprehension of what other authors have discussed in your report.
- 4.4 Another common type of word plagiarism occurs when students mistakenly think they have paraphrased an author's words because they added or removed a few words or replaced some of the words with synonyms, i.e., patchwriting. If your wording has a similar sentence structure and uses the same words and phrases of the original author, you are patchwriting. (See the example below)

**Example passage from Messabia et al. (2022)<sup>ii</sup>:** Health responses to the spread of COVID-19 had a direct impact on economic policies. Business owners and managers had to adopt new business and organizational strategies to ensure the resilience and survival of their businesses under the new health policies (Cortez & Johnston, 2020).

**Plagiarised (patchwritten) example:** Economic policies were directly impacted by health measures taken in reaction to COVID-19's outbreak. To secure the resilience and survival of their companies under the new health rules, business owners and managers have to implement new organizational and business strategies (Cortez & Johnston, 2020).

In the above example, the student has taken work from Messabia et al. (2022), while Cortez & Johnston 2010 are cited, the student has not read that source, but is presenting Messabia et al. (2022)'s interpretation of that work as their own, but just changing a few words to their synonyms and changing the order of the sentence.

- 4.5 It is important to paraphrase other authors' works in your own words.
- 4.6 When reading a description of an idea or study, it can be hard to represent that idea or finding as clearly and succinctly as the author did without plagiarising. The easiest way to avoid repeating sentence structure or lifting phrases is to **read a section of a work, and then put the work down and write notes in your own words.**
- 4.7 Generally, paraphrase when taking notes on a source. Do not write the author's words verbatim without putting them in quotation marks and including the source location in your notes.
- 4.8 Always attribute every idea, fact, and finding you put in your paper to the source where you got it from.
- 4.9 Any time you write about a concept or idea in a paper without including an in-text citation (or clearly linking it to a previous sentence containing an in-text citation), you are claiming the idea as your own (if it is not, that is plagiarism).
- 4.10 The most blatant form of idea plagiarism occurs when students see a good argument or idea in a paper and then represent that argument or idea as their own.

- 4.11 A more common form of idea plagiarism is when students cite a source incorrectly because they do not follow proper in-text citation guidelines. For example, they may write a whole paragraph about a study and then cite the study's author and year in the last sentence in parentheses, thinking that citation covers the previous sentences. Instead, the in-text citation should appear at the beginning of the paraphrased passage, to establish its origin at the outset.
- 4.12 Another common form of idea plagiarism is when students remember a fact they learned in class and put it in their paper without citing it or when they write about a fact they heard somewhere and mistakenly assume it is common knowledge.
- 4.13 Most important, always search the literature to find a source for any ideas, facts, or findings that you put in your paper.
- 4.14 Do not purchase writing and present it as your own work.
- 4.15 Do not reuse assignments from a previous course without your instructor's permission.
- 4.16 Do not let other students borrow, copy, or reuse your past assignment.
- 4.17 The necessity to acknowledge others' work or ideas applies not only to text, but also to other media, such as computer code, illustrations, graphs etc. It applies equally to published text and data drawn from books and journals, and to unpublished text and data, whether from lectures, theses, or other students' essays. You must also attribute text, data, or other resources downloaded from websites.

## 5. References

American Psychological Association (2020) Publication manual of the American Psychological Association (7<sup>th</sup> ed.). Available at: <https://doi.org/10.1037/0000165-000/> (Accessed: 15 September 2023).

University of Oxford (2023) Academic good practice – a practical guide. Available at: <https://www.ox.ac.uk/students/academic/guidance/skills/plagiarism/> (Accessed: 15 September 2023).

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<sup>i</sup> Extract from 'Plagiarism at the University of Essex' advice copyrighted and published by the Learning, Teaching and Quality Unit at the [University of Essex](#), reproduced with permission.

<sup>ii</sup> Messabia, N., Fomi, P. R., & Kooli, C. (2022). Managing restaurants during the COVID-19 crisis: Innovating to survive and prosper. *Journal of Innovation & Knowledge*, 7(4), 100234.