



Fourth year Biochemistry handbook 2020-2021

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Welcome to 4th year Biochemistry!

We hope that you will enjoy the fourth year of your degree in Biochemistry. We have an exciting and challenging programme designed for you.

Please read this handbook carefully. Contained within you will find:

- important general administration information about 4th year Biochemistry (immediately below)
- brief information about the modules that make up 4th year Biochemistry – detailed information will be provided by individual module coordinators (usually through Blackboard)
- Information about issues pertaining to COVID-19

Course coordinator

Your overall Biochemistry course coordinator this year is Prof Uri Frank. For general queries or if you are having general problems you may send an email to uri.frank@nuigalway.ie

Academic support

Individual academics are happy to help you with queries you may have about your lectures or other aspects of your studies. It is recommended that you talk to them at the end of a lecture (if time allows), or contact them **by email** if you wish to discuss further. However, please remember they are very busy. To get the most out of your meeting try to have specific questions that you want clarified. ***Due to COVID restrictions please do not queue at the end of the class if you are attending a physical lecture, you can follow-up with an email to the lecturer with your query.***

Personal support

NUI Galway has an extensive student support service that can help with various personal matters including health, career guidance, and counselling. It is almost always better to contact them sooner rather than later, before a problem grows. For more information, see <http://www.nuigalway.ie/student-life/>

Please remember to keep the Discipline of Biochemistry informed of any issues that may be affecting your academic studies. You can contact uri.frank@nuigalway.ie or the relevant module coordinator.

Blackboard

All general notices and general information about the course (including this handbook) will be available to you on Blackboard (BI401). Note that you **will not** be automatically registered for BI401 on Blackboard, so if you find you do not yet have access please contact Ms Ashla Ward, ashla.ward@nuigalway.ie who will help get you registered.

You **will** be automatically given Blackboard access to your other course modules when you register online. This means that you won't have access to these until you are registered. Note that lecturers will often post material relating to their lectures onto blackboard. Please make sure to check relevant modules on blackboard regularly.

Email

All NUI Galway students are given an NUI Galway email address. Please make sure to check this account regularly, especially for emails from your project and literature review supervisors. Administrators, Module Coordinators and Lecturers will only use this email account to contact you in accordance with GDPR.

Students with Disabilities

Please inform the Discipline of Biochemistry about your disability at the earliest moment possible and if you have a LENS report please email it to Ashla Ward, at ashla.ward@nuigalway.ie. This must be done **even** if you provided this in previous years. Ms. Ward will then forward the information to relevant module coordinators.

Absences

If you are absent for three or more days due to medical reasons, please obtain a medical certificate, fill in a copy of the Absence form template on Blackboard and email it with your scanned supporting documentation to biochemistry@nuigalway.ie. Please also arrange to meet with Prof Uri Frank if you are absent for more than one week. Note that additional rules will apply to your Research Project(BI453) and Literature Review(BI447) for shorter absences.

Late submission of course work

Marks will be deducted for late submission of reports at a rate of 5% per day or portion of a day. However, if you have a valid reason (e.g., sickness, family bereavement etc.) you may request an extension for late submission of course work (e.g., Literature Review, Research Project report etc.). This must be done formally and in writing in advance to the submission deadline. More information will be provided on how to do this through Blackboard. Please follow up with the different modules.

Plagiarism

Plagiarism detection software such as 'Turnitin' can be readily used to check your submitted work for instances of plagiarism. See the NUI Galway Code of Practice for Dealing with Plagiarism (*updated 12th Sept 2012*) <http://www.nuigalway.ie/plagiarism/> There will be a **compulsory** on-line lecture by Dr Gavin Collins on how to avoid plagiarism in your written work on Tuesday the 6th of October 4-6pm.

COVID-19

This academic year is going to be very different from other years due to the COVID-19 pandemic and resulting social distancing requirement. Biochemistry will be offering a blend of virtual and on-campus teaching; however, all lectures, even those delivered on campus, will be streamed, recorded, and available on Blackboard. Hence, even if you cannot attend campus for some reason, you are not disadvantaged. It is important to mention that COVID-19 is a dynamic situation and the university's mode of action will change according to its development, aligned with government instructions; at this stage, we only make detailed plans for Semester 1.

Timetable

If you log on to BI401 on Blackboard, you can find a calendar in the 'Information' folder. All events will appear in the Blackboard calendar and are not included in this handbook. Given the dynamic nature of events this academic year, it is important that you visit the site frequently to monitor possible changes.

Laboratory Safety

At this stage, it is still unclear whether 'wet' laboratory projects will eventually take place. We have postponed all projects to Semester 2. Nevertheless, prior to beginning work in research laboratories, a Laboratory Safety Course will be held to introduce all students to the fundamentals of laboratory safety. Attendance at this course is **compulsory**, and students **will not be permitted to** begin their laboratory projects without completing it. A Laboratory Safety Awareness form must be completed and signed by

both the student and supervisor at the beginning of the research project. This must be included in the research project report.

Standard laboratory working hours are Monday to Friday, 09:00-18:00. It may be necessary on rare occasion to extend these times to complete experiments, but this work must always be done under the direct oversight of a postgraduate student in the lab or a staff member. Enthusiasm for project work is strongly encouraged, but it is not expected that students will regularly work extended hours.

Access to Biomedical Sciences Building

Many of the Biochemistry lecturers have their offices and labs in the Biomedical Sciences Building near Corrib Village. Access to the building is by swipe card. We normally organize for all of you to have access through your student ID cards; however, this year we will wait until Semester 2 and only then evaluate the situation. If there is any issue with this, please contact the Biochemistry Administrator Ms. Ashla Ward with your student ID.

Registration

Online registration is open. Ensure to register before the deadline.

Exams and calculation of your final degree mark

You will have exams at the end of both Semesters 1 and 2 (see Table 1). Note that in 4th year there is **NO** repeat of the continuous assessment part of a module but written exams can be repeated in autumn. However, also note that the mark that you obtain for any repeated exams will be capped at a maximum of 40%

Your final degree mark in Biochemistry is based on your work in both 3rd and 4th year and is calculated as follows: 30% of your overall mark for 3rd year plus 70% of your overall mark for your 4th year.

External examiner

The External examiner may request to meet with individual students on the course during her visit in May. Further details will be provided later in Semester 2. This is on a voluntary basis.

Key contacts:

4th year Course coordinator Prof Uri Frank
Room BMS2005, Biomedical Sciences building
uri.frank@nuigalway.ie

Biochemistry Administrator Ms Ashla Ward
Biochemistry, Room 220, Arts Science.
ashla.ward@nuigalway.ie
Due to COVID restrictions drop-ins are not available in the Administration office. Please email to book a virtual or in person meeting.

Modules Summary information

The fourth year Biochemistry course is made up of nine modules, which together add up a total of 60 ECTS. The modules are examined either by continuous assessment (CA) or by formal exams in Semester 1 or 2, or by a combination of both, as shown in the table below. Your learning will be in a variety of formats, and you will be expected to engage fully with all aspects of the course. There are four different types of components

- Lecture modules (BI429, BI445, BI448, BI449)
- General knowledge and skills (BI446, BI451, BI452)
- Literature review and poster presentation (BI447)
- Research project and oral presentation (BI453)
- During the course we will also have occasional lectures on various topics in a professional skills programme. These will not be formally examined but will include skills that will be valuable/essential for completion of some of your modules and for your future. Detailed information on these will be provided through Blackboard

Please refer to individual modules on Blackboard for further information. Note that some modules may not have information uploaded until closer to the start date for the module.

The module codes, coordinators, ECTS, and examination sessions are shown in the table below.

Module	Description	Academic Coordinator	ECTS	Exam
BI429	Advanced Chromosome Biology	Prof. N. Lowndes	5	Sem 2
BI445	Biomolecules	Prof. A. Gorman	5	Sem 1
BI446	Current Topics in Bioscience Online seminar reports (starts in Sem 1) Written examination paper	Prof. C. Morrison	5	CA (Sem 1+2) Sem 2
BI447	Literature Review and Poster Presentation	Dr. E. Dunleavy	10	CA
BI448	Modern Biotechnologies	Prof. K. Sullivan	5	Sem 1
BI449	Molecular and Cellular Biology	Prof. B. Lahue	5	Sem 2
BI451	Research Paper Analysis (Module starts in Sem 1)	Prof. C. Morrison	5	Sem 2
BI452	Biochemistry Principles and Experimental Design Assignments (2) Fundamental knowledge exam Written examination	Prof. A. Samali	5	CA (Sem 1) CA (Sem 1) Sem 1
BI453	Biochemistry Research Project Oral Presentation	Prof. H. P. Nasheuer	15	CA
Total			60	

