TABLE OF CONTENTS

NUI Galway Introduction 1
Academic Information 2
Programme Outline 3
Programme Timetable 4
Syllabus and reading lists 6
Travel & Visa Advice 10
Accommodation 10
Cost of Living 10
General Advice 11
Galway Bucket List 12
Summer School Contact Details 12
University Facilities 13

Appendices
- Appendix 1 Blackboard
- Appendix 2 WiFi Access
- Appendix 3 Campus Map
- Appendix 4 Galway City Map
- Appendix 5 Galway City Map
Introduction to NUI Galway

NUI Galway is located on the banks of the River Corrib about 10 minute walk from the centre of Galway City. From Queen’s College to National University of Ireland, the University's past is intertwined with the history of Galway and Ireland. Founded in 1845 with an initial intake of 63 students, NUI Galway is now a thriving institution with over 18,000 full and part-time students, of whom 2,758 are international students representing over 115 countries across the globe and making up over 16% of the student population.

NUI Galway is comprised of the College of Arts, Social Sciences, and Celtic Studies; College of Engineering and Science; College of Business, Law and Public Policy; and College of Medicine, Nursing and Health Sciences. The University offers a wide range of undergraduate and postgraduate degrees and diplomas of international standard, providing students with opportunities for personal and academic development, as well as giving them the knowledge and skills needed to pursue successful careers. The University's approach to innovative programme development means that courses are developed to reflect the ever-changing needs of society, the labour market and the economy.

The Centre for Adult Learning and Professional Development Office at NUI Galway runs a series of part-time, flexible learning programmes for adult learners. Flexible learning options are available in Humanities and Social Sciences, Engineering, Science and Technology Studies. The International Summer School Office operates under the auspices of Centre for Adult Learning and Professional Development.

In tandem with its extensive range of programme, the University campus has expanded and developed. Over recent years, NUI Galway has embarked on a visionary development programme aimed at improving the University’s campus facilities and student amenities. This major investment programme includes planning for new buildings, as well as extensions and renovations of existing facilities. The University is well on the way to creating the Campus of the Future, welcoming more students each year and developing a prestigious and innovative University.

INTERNATIONAL SUMMER SCHOOL

The International Summer School at NUI Galway offers programmes in Irish Studies, Irish Language, Business and International Management, Ecology, Geology and Archaeological field schools. It also provides academic credit for the Achill Archaeological Field School and Caherconnell Archaeological Field School.

The summer school in Business will consist of two courses, delivered in parallel providing students with a multi-disciplinary approach to studying business and developing the skills to work within an international business setting.
Academic Information

Teaching Methods

Teaching will be by means of lectures, seminars and internships. All students of the Business & International Management Summer School take part in trips to the Cliffs of Moher, the Burren & the Aran Islands, Students of SS1153 Economic Policy in Ireland will participate on one field trip to Dublin to meet key policy makers and analysts. Students will have access to library and audio visual facilities of the University. Assessment for those requiring credit will be carried out on a continuous basis and through final examinations.

Credits

In order to quantify learning and to place a value on it, courses are divided up into credit units. Credits awarded represent a standard number of class contact hours and average workload for a course. This workload includes lectures, practical work, seminars, internships, educational excursions, field trips, private work and examinations. Each course carries 3 Semester Credits (US) or 6 ECTS Credits (i.e. European Credit Transfer System), at an undergraduate level.

Assessments

Assessment for all students requiring credit will be as follows for each 3 Semester Credits/6 ECTS Credits course:

1. Attendance at lectures, workshops/performances and participation in seminars
2. One essay of 1,500 words
3. One final examination

For undergraduate students, essays should be 1,500 words. For graduate students, essays should be 3,000 words and at the appropriate (graduate) level.

Guidelines for submission of essays will be given by Course Directors during introductory classes.

Graduate Credit

In addition to the assessment requirements above, an extended essay will be required for graduate credits. Graduate Students must arrange to meet with their course lecturer for essay topic approval.

Students are asked to note that work submitted should be original work in accordance with University plagiarism regulations. It is not permissible for students to submit the same essay for more than one course.

Blackboard Learning System

All summer school students who have registered with NUI Galway have automatic access to the Blackboard Virtual Learning Environment. This includes access to course information, course announcements, course materials and general notifications.

It is your responsibility as an NUI Galway student to regularly access Blackboard and your NUI Galway email account in order to keep up-to-date with:

- Course announcements
- Course materials
- Assignment requirements
- Assignment submission dates

Details on how to log into Blackboard are available in the appendices section of the handbook.
Business and International Management Programme Outline

Academic Director: Dr. Brendan Kennelly

This course consists of two courses, delivered in parallel providing students with a multi-disciplinary approach to studying business and developing the skills to work within an international business setting. The Economic Policy field trip is designed to complement the course taught and is an integral element in the overall course structure.

SS1153 Economic Policy in Ireland
3 US Semester Credits/6 ECTS Credits; Module Director: Dr. Brendan Kennelly

This course is designed to provide students with the analytical and historical foundation for studying contemporary public policy issues in Ireland. It begins with a brief overview of how the Irish economy has evolved in the past 25 years and identifies and outlines a series of key public policy issues in areas such as health, housing, the environment, and social protection. It proceeds to develop an economics framework for analysing these issues which covers the concepts of efficiency, equity, market failure, welfare state, and cost benefit analysis. This framework is then applied to the various public policy issues identified earlier in the course. The course will include a field trip to Dublin to meet key policy-makers and analysts.

SS1155 International & Cross-Cultural Management
3 US Semester Credits/6 ECTS Credits; Module Director: Dr. Johanna Clancy

This module examines how national culture impacts the conduct of business, organisations and people management in a comparative global context, by increasing awareness and understanding of the skills required by managers seeking to work abroad as international executives. Are the pressures of globalisation resulting in the convergence of management practice across cultures or is there evidence to suggest that cultural divergence shapes management practice? This module will be of great interest to students wishing to understand the impact of national culture on managerial practice within and across cultural divides; and managing and working in cross-cultural teams.
## DRAFT TIMETABLE - Business & Int'l Summer School 2022

**Mandatory attendance modules SS1153 and SS1155.**

### DAY 1

<table>
<thead>
<tr>
<th>Time</th>
<th>Welcome Address Director - International Summer School Nuala McGuinn</th>
<th>SS1153 Economic Policy Dr Brendan Kennelly Kirwan Theatre</th>
<th>SS1155 International &amp; Cross-Cultural Management Dr Brendan Kennelly</th>
<th>Welcome Reception Student Union Bar</th>
</tr>
</thead>
<tbody>
<tr>
<td>9:00 am</td>
<td>Welcome Address Director - International Summer School Nuala McGuinn</td>
<td>SS1153 Economic Policy Dr Brendan Kennelly Kirwan Theatre</td>
<td>SS1155 International &amp; Cross-Cultural Management Dr Brendan Kennelly</td>
<td>Welcome Reception Student Union Bar</td>
</tr>
</tbody>
</table>

### WEEK 1

<table>
<thead>
<tr>
<th>Time</th>
<th>Wednesday 22 June</th>
<th>Thursday 23 June</th>
<th>Friday 24 June</th>
<th>Saturday 25 June</th>
<th>Sunday 26 June</th>
</tr>
</thead>
<tbody>
<tr>
<td>09:00 am</td>
<td>Film Show “The Quiet man”</td>
<td>SS1153 Economic Policy</td>
<td>Free Weekend</td>
<td>Free Weekend</td>
<td>Free Weekend</td>
</tr>
<tr>
<td>10:00 am</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1:00 pm</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2:00 pm</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3:00 pm</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4:00 pm</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5:00 pm</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### WEEK 2

<table>
<thead>
<tr>
<th>Time</th>
<th>Monday 27 June</th>
<th>Tuesday 28 June</th>
<th>Wednesday 29 June</th>
<th>Thursday 30 June</th>
<th>Friday 01 July</th>
<th>Saturday 02 July</th>
<th>Sunday 03 July</th>
</tr>
</thead>
<tbody>
<tr>
<td>09:00 am</td>
<td>Introductory Irish Lectures AC 213</td>
<td>SS1153 Economic Policy</td>
<td>SS1155 International &amp; Cross-Cultural Management</td>
<td>Interdisciplinary Seminar: “Sex &amp; Gender” IT250, IT Building 4-6pm</td>
<td>Visit to Irish Workhouse and Clonmacnoise (Group 1: Friday 1 July)</td>
<td>Visit to Ailwee Caves and Cliffs of Moher (Group 2: Saturday 2 July)</td>
<td>Trip to Aran Islands (Group 1: Sunday 3 July)</td>
</tr>
<tr>
<td>10:00 am</td>
<td>Introductory Irish Lectures AC 213</td>
<td>SS1153 Economic Policy</td>
<td>SS1155 International &amp; Cross-Cultural Management</td>
<td>Interdisciplinary Seminar: “Sex &amp; Gender” IT250, IT Building 4-6pm</td>
<td>Visit to Irish Workhouse and Clonmacnoise (Group 1: Friday 1 July)</td>
<td>Visit to Ailwee Caves and Cliffs of Moher (Group 2: Saturday 2 July)</td>
<td>Trip to Aran Islands (Group 1: Sunday 3 July)</td>
</tr>
<tr>
<td>1:00 pm</td>
<td>Introductory Irish Lectures AC 213</td>
<td>Sean-Nos Dancing Workshop (The Cube)</td>
<td>Introductory Irish Lectures AC 213</td>
<td>Sean-Nos Dancing Workshop (The Cube)</td>
<td>Independence Day BBQ Students Union Bar</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### WEEK 3

<table>
<thead>
<tr>
<th>Time</th>
<th>Monday 04 July</th>
<th>Tuesday 05 July</th>
<th>Wednesday 06 July</th>
<th>Thursday 07 July</th>
<th>Friday 08 July</th>
<th>Saturday 09 July</th>
<th>Sunday 10 July</th>
</tr>
</thead>
<tbody>
<tr>
<td>09:00 am</td>
<td>Introductory Irish Lectures AC 213</td>
<td>SS1155 International &amp; Cross-Cultural Management</td>
<td>SS1155 International &amp; Cross-Cultural Management</td>
<td>SS1155 International &amp; Cross-Cultural Management</td>
<td>Independence Day BBQ Students Union Bar</td>
<td>Independence Day BBQ Students Union Bar</td>
<td>Independence Day BBQ Students Union Bar</td>
</tr>
<tr>
<td>10:00 am</td>
<td>Introductory Irish Lectures AC 213</td>
<td>SS1155 International &amp; Cross-Cultural Management</td>
<td>SS1155 International &amp; Cross-Cultural Management</td>
<td>SS1155 International &amp; Cross-Cultural Management</td>
<td>Independence Day BBQ Students Union Bar</td>
<td>Independence Day BBQ Students Union Bar</td>
<td>Independence Day BBQ Students Union Bar</td>
</tr>
<tr>
<td>1:00 pm</td>
<td>Introductory Irish Lectures AC 213</td>
<td>SS1155 International &amp; Cross-Cultural Management</td>
<td>SS1155 International &amp; Cross-Cultural Management</td>
<td>SS1155 International &amp; Cross-Cultural Management</td>
<td>Independence Day BBQ Students Union Bar</td>
<td>Independence Day BBQ Students Union Bar</td>
<td>Independence Day BBQ Students Union Bar</td>
</tr>
<tr>
<td>2:00 pm</td>
<td>Introductory Irish Lectures AC 213</td>
<td>SS1155 International &amp; Cross-Cultural Management</td>
<td>SS1155 International &amp; Cross-Cultural Management</td>
<td>SS1155 International &amp; Cross-Cultural Management</td>
<td>Independence Day BBQ Students Union Bar</td>
<td>Independence Day BBQ Students Union Bar</td>
<td>Independence Day BBQ Students Union Bar</td>
</tr>
<tr>
<td>3:00 pm</td>
<td>Introductory Irish Lectures AC 213</td>
<td>SS1155 International &amp; Cross-Cultural Management</td>
<td>SS1155 International &amp; Cross-Cultural Management</td>
<td>SS1155 International &amp; Cross-Cultural Management</td>
<td>Independence Day BBQ Students Union Bar</td>
<td>Independence Day BBQ Students Union Bar</td>
<td>Independence Day BBQ Students Union Bar</td>
</tr>
<tr>
<td>4:00 pm</td>
<td>Introductory Irish Lectures AC 213</td>
<td>SS1155 International &amp; Cross-Cultural Management</td>
<td>SS1155 International &amp; Cross-Cultural Management</td>
<td>SS1155 International &amp; Cross-Cultural Management</td>
<td>Independence Day BBQ Students Union Bar</td>
<td>Independence Day BBQ Students Union Bar</td>
<td>Independence Day BBQ Students Union Bar</td>
</tr>
<tr>
<td>5:00 pm</td>
<td>Introductory Irish Lectures AC 213</td>
<td>SS1155 International &amp; Cross-Cultural Management</td>
<td>SS1155 International &amp; Cross-Cultural Management</td>
<td>SS1155 International &amp; Cross-Cultural Management</td>
<td>Independence Day BBQ Students Union Bar</td>
<td>Independence Day BBQ Students Union Bar</td>
<td>Independence Day BBQ Students Union Bar</td>
</tr>
<tr>
<td>Date</td>
<td>Activities</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>--------------</td>
<td>-----------------------------------------------------------------------------</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tuesday 05 July</td>
<td>SS1153 Economic Policy, Sean-Nos Singing Workshop (The Cube)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Wednesday 06 July</td>
<td>Introductory Irish Lectures AC 213, SS1155 International &amp; Cross-Cultural Management, Film Show &quot;Michael Collins (1996)&quot;</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Thursday 07 July</td>
<td>SS1153 Economic Policy, Sean-Nos Singing Workshop (The Cube)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Friday 08 July</td>
<td>Visit to Irish Workhouse and Clonmacnoise (Group 2: Friday 8 July)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Saturday 09 July</td>
<td>Visit to Ailwee Caves and Cliffs of Moher (Group 1: Saturday 9 July)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sunday 10 July</td>
<td>Trip to Aran Islands (Group 2: Sunday 10 July)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tuesday 12 July</td>
<td>SS1153 Economic Policy, Economic Pol in Irel&amp; Day Trip to Dublin Parliament</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Thursday 14 July</td>
<td>SS1153 Economic Policy, Postgraduate Information Session Kirwan Theatre</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Friday 15 July</td>
<td>FREE WEEKEND</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Saturday 16 July</td>
<td>WRITTEN ASSESSMENTS</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sunday 17 July</td>
<td>Farewell Reception Student Union Bar</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Monday 18 July</td>
<td>SS1153 Economic Policy, Written Assessments</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tuesday 19 July</td>
<td>Interdisciplinary Seminar Emigrants, Immigrants &amp; Migrants IT250, IT Building 4-6pm</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**WEEK 4**

<table>
<thead>
<tr>
<th>Time</th>
<th>Activities</th>
</tr>
</thead>
<tbody>
<tr>
<td>09:00 am - 10:00 am</td>
<td>Introductory Irish Lectures AC 213, SS1155 International &amp; Cross-Cultural Management, Film Showing: The Butcher Boy (1992) D'Arcy Thompson</td>
</tr>
<tr>
<td>10:00 am - 11:00 am</td>
<td>SS1153 Economic Policy, Economic Pol in Irel&amp; Day Trip to Dublin Parliament</td>
</tr>
<tr>
<td>1:00 pm - 2:00 pm</td>
<td>Introductory Irish Lectures AC 213, SS1155 International &amp; Cross-Cultural Management, Film Show: Once (2007) D'Arcy Thompson</td>
</tr>
<tr>
<td>2:00 pm - 3:00 pm</td>
<td>SS1153 Economic Policy, Postgraduate Information Session Kirwan Theatre</td>
</tr>
<tr>
<td>3:00 pm - 4:00 pm</td>
<td>SS1153 Economic Policy, Written Assessments</td>
</tr>
<tr>
<td>4:00 pm - 5:00 pm</td>
<td>Farewell Reception Student Union Bar</td>
</tr>
<tr>
<td>5:00pm- 9:00pm</td>
<td>FREE WEEKEND</td>
</tr>
</tbody>
</table>

**WEEK 5**

<table>
<thead>
<tr>
<th>Time</th>
<th>Activities</th>
</tr>
</thead>
<tbody>
<tr>
<td>09:00 am - 10:00 am</td>
<td>SS1153 Economic Policy, Written Assessments</td>
</tr>
<tr>
<td>10:00 am - 11:00 am</td>
<td>SS1153 Economic Policy, Written Assessments</td>
</tr>
<tr>
<td>1:00 pm - 2:00 pm</td>
<td>SS1153 Economic Policy, Written Assessments</td>
</tr>
<tr>
<td>2:00 pm - 3:00 pm</td>
<td>Written Assessments</td>
</tr>
<tr>
<td>3:00 pm - 4:00 pm</td>
<td>WRITTEN ASSESSMENTS</td>
</tr>
<tr>
<td>4:00 pm - 5:00 pm</td>
<td>Farewell Reception Student Union Bar</td>
</tr>
<tr>
<td>5:00pm- 9:00pm</td>
<td>FREE WEEKEND</td>
</tr>
</tbody>
</table>
SS1153 Economic Policy in Ireland
6 ECTS/ 3 US Semester Credits

PREREQUISITES
Principles of Microeconomics

COURSE OBJECTIVE

This course is designed to provide students with the analytical and historical foundation for studying contemporary public policy issues in Ireland. It begins with a brief overview of how the Irish economy has evolved in the past 25 years and identifies and outlines a series of key public policy issues in areas such as health, housing, the environment, and social protection. It proceeds to develop an economics framework for analysing these issues which covers the concepts of efficiency, equity, market failure, welfare state, and cost benefit analysis. This framework is then applied to the various public policy issues identified earlier in the course. The course will include a field trip to Dublin to meet key policymakers and analysts.

LEARNING OUTCOMES

On completion of the module the student should be able to:

• Outline how the Irish economy has evolved over the past 25 years with particular attention to key public policy objectives.
• Describe the main mechanisms of resource allocation in modern societies
• Define the main social objectives for the allocation of societal resources
• Apply the theoretical framework of market failure and cost-benefit analysis to examine the role of public policy in the Irish economy
• Apply the theoretical framework of government failure to appraise the role of public policy in the Irish economy
• Describe the role, objective and impact of the welfare state
• Present and apply a set of theories of society to explore the nature of welfare state systems in Ireland and comparable countries
• Present an economic analysis of public policy in a number of sectors including health, education, income redistribution, housing, road congestion and climate change

REQUIRED READINGS

O’Hagan/O’Toole/Whelan, editors. The Economy of Ireland: Policymaking in a Global Context, 14th Edition, Palgrave, 2021. (Students must ensure that they have access to this book.)

Other required readings will be placed on the Course Blackboard.

COURSE OUTLINE

Week 1: Overview of Irish economy; Historical Background; Social Objectives for Resource Allocation; Market Failure and the Role of Government
Week 2: Theories of the Welfare State; Behavioural Economics and Public Policy
Week 3: Cost Benefit Analysis; Distribution and Poverty; Housing, Energy and the Environment, Health
Week 4: Education; Various
Week 5: Final Exam

REQUIREMENTS FOR CREDITS

1. Attendance and participation in lectures (10%)
2. Policy brief on a selected issue of interest and current debate in Ireland (40%)
3. Final exam (50%)
COURSE PROFESSOR

Brendan Kennelly

Brendan Kennelly is a lecturer in economics at NUI Galway. He has over 25 years of teaching experience at NUI Galway and at Lehigh University in Pennsylvania. He has extensive experience in teaching microeconomics, public sector economics and health economics at both undergraduate and postgraduate levels. His main research interest is health economics, particularly mental health, and dementia. He has published papers on these and other topics in journals such as Public Choice, Health Policy, and Social Science and Medicine. He is currently working on a number of projects in health including an evaluation of an Integrated Care Programme for people with dementia, an analysis of early intervention programmes for psychosis, and measuring preferences for mental health services and home care services for people with dementia.

Sharon Walsh

Dr. Sharon Walsh is a Postdoctoral Researcher at the Centre for Economic and Social Research in Dementia (CESRD) at NUI Galway. She has over ten years of experience as a teacher and researcher in the academic field of economics. She has held teaching posts in University College Cork, University of Limerick, and NUI Galway, and has taught a range of courses at undergraduate and postgraduate level. Sharon’s research interests are focused in the application of quantitative economic methods to explore and inform policy questions in the areas of health and education. Her research expertise includes the methodological techniques of discrete choice experiments, econometric analysis, and spatial analysis. Her current projects include analysing preferences for campus mental health services, home care services, and prostate cancer treatments in Ireland, a Cochrane Review of palliative care interventions in advanced dementia, as well as modelling informal care costs of spousal caregivers in Ireland.
SS1155 International & Cross-Cultural Management
6 ECTS/ 3 US Semester Credits

COURSE OBJECTIVE
International managers operate in a dynamic global environment and contemplating cultural difference and similarity is a central theme in International Management & Business. This course examines how national culture impacts the conduct of business, organisations and people management in a comparative global context, by increasing awareness and understanding of the skills required by managers seeking to work abroad as international executives. Are the pressures of globalisation resulting in the convergence of management practice across cultures or is there evidence to suggest that cultural divergence shapes management practice? This course will be of great interest to students wishing to understand the impact of national culture on managerial practice within and across cultural divides; and managing and working in cross-cultural teams.

LEARNING OUTCOMES
On completion of the module the student should be able to:

- Critically appreciate cross-cultural awareness and cross-cultural management;
- Develop cross-cultural awareness/competence to work effectively in a different cultural setting and/or manage and collaborate in cross-cultural teams;
- Discuss a range of international management practices and how culture impacts upon them. For example: motivation, cross-cultural communication and decision-making, negotiation and trust;
- Explicate the implications of cultural similarities and difference for managerial behaviour such as managing and leading within and across cultural divides;
- Analyse and critique theory and research on national cultures, and to convert theory and research into practice;
- Apply an understanding of the challenges and opportunities of working in global virtual teams

CORE READINGS

SUPPLEMENTARY READINGS

RECOMMENDED ACADEMIC JOURNALS
- Journal of World Business (JWB)
- Management International Review (MIR)
- International Business Review (IBR)
- Thunderbird International Business Review (TIBR)
- European Journal of International Management (EJIM)
- Cross-Cultural Management (CCM)
- International Journal of Cross-Cultural Management (IJCCM)
- Human Relations (HR)

COURSE OUTLINE (please see the separate document)

REQUIREMENTS FOR CREDITS
1. Attendance and Participation in Lectures (15%)

Business and
International Management 8 Summer 2022
2. Decision Memo (30%)
3. Out-of-class Negotiations Pack (25%)
4. Group Project (preferable) or Fieldtrip-Based Essay (30%)

(POTENTIAL) COMPANY VISITS
- Smyths Toys HQ in Galway (Mervue Business Park)
- Boston Scientific
- Details of company visits will be finalised on course commencement;

LECTURER & COURSE COORDINATOR
Dr. Maria Batishcheva (email: m.batishcheva1@nuigalway.ie)
Travel & Visa Advice

VISAS

You can check if you need a study visa on the website of the Irish Naturalisation & Immigration Service. More detailed advice about study visas can be accessed on the website of the International Affairs Office at NUI Galway. As a summer school student, you will spend approximately five weeks in Ireland and therefore do not need to register with the Garda National Immigration Bureau. When checked by immigration officials on arrival in Ireland, your passport will be stamped up to the end of your summer school course. Should you wish to stay for a longer period, you may need to liaise with the Garda National Immigration Bureau after arrival to facilitate an extension to your stay. The Summer School Office will be able to assist with this process.

Please ensure you bring your passport and original email letter of offer with you to show to immigration officials at your point of entry to Ireland.

TRAVEL

The major airports in Ireland are Shannon (on the west coast, approximately 55 miles from Galway) and Dublin (on the east coast, approximately 135 miles from Galway). Shannon Airport is the closest international airport to Galway City.

Shannon International Airport is approximately a 2 hour drive from Galway City. Shannon Airport is serviced by Bus Éireann.

Dublin International Airport is approximately a 3 hour drive from Galway City. A number of bus services operate connections from Dublin Airport to Galway City centre: Citylink, GoBus and Bus Éireann. A regular train service provided by Irish Rail operates from Dublin (Heuston Station) to Galway. The Airlink bus service provides regular departures from Dublin Airport to the city centre and Heuston Station. Airlink pre paid tickets can be bought at the Bus and Rail information desk at the airport. They can also be bought from the vending machines located at the bus departure points on the arrivals road.

You can get a taxi from the airport to the centre of the city, but the bus is less expensive and just as quick.

Ireland West Airport is approximately 1.5 hour drive from Galway City. The airport is serviced by Bus Éireann.

Cork International Airport is approximately 3.5 hours from Galway City and is serviced by Citylink.

ARRIVAL IN GALWAY

Upon your arrival at Galway Coach Park/Bus & Train Station, located adjacent to Eyre Square, several taxi services are available which can take you to your accommodation where you can check in and drop off your bags. City Direct and Bus Éireann provide bus services within Galway City and operate from Eyre Square. A route map for the city bus services is available here.

REGISTRATION

Staff from the International Summer School Office will be available to welcome students in QA132 - MONS. JOHN HYNES BOARDROOM, The Quadrangle on Monday 20th June between 2 p.m. and 5.00 p.m where students can collect their student identity card and avail of campus tours throughout the afternoon.

TOURIST INFORMATION

On arrival in Galway, general information may be obtained from Ireland West Tourism Information Office, Forster Street. Tel. 091 537700.
General Advice

TIME MANAGEMENT

One of the greatest challenges facing summer school students is time management. You will need to balance the commitments of attending class, doing course work, and participating on field trips whilst also making time to enjoy all that Galway City has to offer. You may also want to visit other parts of Ireland while here. You will have a very busy schedule while in Galway so it is worth considering scheduling time before the start, or at the end of the summer school to allow time to travel and enjoy a vacation.

WEATHER/CLOTHING

Ireland has a temperate climate and does not experience extremes of heat or cold. It does however, have high rainfall levels. The weather is unpredictable and can change dramatically in a short period of time.

Prepare to dress in layers and ensure that you have waterproof clothing and footwear for wet days. This is especially important if you are participating in field trips, where you will be exposed to the elements.

The dress code for class will be casual but you may wish to bring something dressy for nights on the town or a visit to the theatre. Remember to leave room in your bag for souvenirs on the way home.

We recommend you include the following items on your packing list:

- Waterproof walking shoes or hiking boots
- Waterproof jacket and leggings
- A fleece
- Backpack for field trips
- Umbrella
- Camera and memory cards
- Chargers for your electrical equipment
- Power converter/adaptor*
- Sunscreen
- Sunglasses
- Prescription medicines and a copy of your prescription

*The electrical supply in Ireland is 230v 50hz. Plugs use a three-pronged formation. If your electrical devices use a different current, you will need both a power converter and a plug adaptor.

GALWAY FESTIVALS

Four festivals take place during the month of July in Galway City. Galway Film Fleadh, Galway International Arts Festival and Galway Fringe Festival bring visitors from around the world to experience the best in music, film, theatre, literature and visual art. The week long horse-racing festival, the Galway Races, at the end of July is Ireland’s most well-known racing festival.

CURRENCY

The Euro is the single currency of the Economic and Monetary Union (EMU). The Euro is made up of 100 cents.

BANKING

A branch of the Bank of Ireland is located on campus adjacent to the lecture rooms on the Concourse. Opening hours are Monday – Friday, 10.00 a.m. – 4.00 p.m. There are ATM facilities available on campus and throughout the city. In some parts of rural Ireland, you may not be able to use a debit/credit card, so ensure you bring cash with you.
POSTAL SERVICES

Students may have mail addressed to them c/o International Summer School Office, Nuns Island, NUI, Galway, Galway, Ireland, H91 TK33.

A post office is located adjacent to the Newcastle Road entrance to the University.

Galway Bucket List

1. Walk the Salthill Promenade (don't forget to kick the wall at the end)
2. Attend a GAA football or hurling match
3. Eat fish and chips at McDonagh's on Quay St and try curry chips from Supermacs after a night on the town
4. Attend a Rab Fulton Celtic Tales story telling session in the Crane Bar
5. Get to a Little Cinema night in the Roisín Dubh on the last Wednesday of each month
6. Attend as many events at Galway's summer festivals as you can manage
7. Hang out in Spanish Arch (“Sparch”) on a sunny day
8. Visit Galway Market on a Saturday and try the fresh food stalls
9. Jump off the diving board in Salthill into the frigid Atlantic Ocean
10. Enjoy a traditional music session in The Crane Bar/Tigh Coili/Taaffes Bar
11. Attend a reading in Charlie Byrne's Book Store
12. Get to a live gig or a silent disco at the Roisín Dubh
13. Try set dancing in Monroe's Tavern on Tuesday nights
14. Enjoy Galway City's many buskers on Shop Street
15. Have drinks outside Tigh Neachtain's on a sunny day and watch the world go by

Summer School Contact Details

International Summer School Office
Nuns Island
National University of Ireland, Galway
T: 353 91 495442
E: summerschool@nuigalway.ie
W: http://www.nuigalway.ie/international-summer-school/
Facebook: https://www.facebook.com/summerschoolgalway/
Twitter: https://twitter.com/gwysummerschool
Instagram: https://www.instagram.com/gwysummerschool/
University Facilities

Registration
Students will be registered pre-arrival and student ID Cards will be distributed during orientation. Registered students of NUI Galway have access to University facilities.

Policy regarding guests of registered participants
Lectures, educational excursions and associated receptions are attended by registered students only.

Fees
Balance of tuition/fees and accommodation payments must be finalised before May 30, 2022.

James Hardiman Library
Library services within the University will be available to students during the following times:
Library Building Opening Hours 08.30 - 17.30
Service Hours 09.00 - 17.00
Students must use their student identity card for swipe access to the Library.

Computer and Email Facilities
Campus Account (CASS)
Campus Account (IT Account) credentials are a single user ID (your Student ID number) and password. These credentials provide access to the following services:

- PC Suites
- WiFi
- Email & Office 365 Apps
- Blackboard
- Library Systems

How to activate your Campus Account
Your temporary activation password allows access to PC Suites and WiFi on-campus.

1. Go online to https://cass.nuigalway.ie/ Login using the following credentials:
   - User ID is your current Student ID number available on your registration statement.
   - Password is your temporary Activation Password galwayDDMM (the word galway followed by the date and month from your date of birth e.g. If your date of birth is the 9th of November your temporary activation password is galway0911).
2. Complete the activation questions.
3. Choose your new Campus Account Password. Note: Password must be at least 8 characters in length.
4. Your Campus Account is now active

PC Suites
The University provides a large number of PC Suites across the campus, providing free internet and email facilities to registered students. A list of computer suites can be found on the ISS website.

WiFi
The NUIG WiFi service is designed to provide students, staff and registered guests with easy access to the Internet. You connect to NUIG WiFi automatically and authenticate with your user ID and password via your web browser e.g. Internet Explorer. Students should login in with their Campus Account User ID and password.

Student Mail
Your Student Email uses Office 365 which is a hosted service by NUI Galway in collaboration with Microsoft. Office 365 combines the familiar Office desktop suite with the latest, cloud-based versions of Microsoft next-generation communications and collaboration services.

Your student email account is accessed at http://studentmail.nuigalway.ie Your NUI Galway email
address will be listed on your registration statement. You will login with your NUI Galway email address and your CASS password. After arrival, all email communication from staff of NUI Galway will be sent to your NUI Galway email account.

**Printing**

Within each PC suite there are a number of networked printers to which you can print. These printers produce standard A4-sized black-and-white laser printouts. A small number of PC suites also contain printers that can produce A3-sized printouts. You collect your print job yourself within the suite.

**Credit Based Printing**

As a student you automatically have a print account. A charge is applied for each print job using a credit-based system. You can purchase print credit online at [https://printcredit.nuigalway.ie/](https://printcredit.nuigalway.ie/). Once on the site use the following instruction.

1. Click the **Student Login** option, and login using your **Campus Account** details.
2. Using the drop down list you can select the amount you want to credit (€5.00 minimum).
3. Click **Proceed to Secure Payment** which takes you to a secure payment page for you to enter credit or debit card details.
4. The print credit will be immediately added into your account.

Credit can also be purchased from **Print Kiosks** located in: the Print Release Room 125A, opposite the Arts and Science PC Suite in the Arts & Science Building, the front foyer in the Cairnes’ Building and also in the James Hardiman Library.

Purchasing credits from the kiosks is straightforward.

1. Use the touch-screen keyboard on the kiosk monitor to login using your **Campus Account** details.
2. Your balance will be displayed and you can add notes or coins to credit your print account.
3. The amount deposited will be displayed on screen and be credited to your print account immediately.

**Service Desk**

The Library and IT Service Desk provides first level advice and support to students and staff on both Library and IT services. The Service Desk is located in the foyer of the James Hardiman Library.

Staff at the Service Desk can assist with your queries on the following topics:

- User ID / Passwords – Campus, email and Library Accounts
- Book Loans – Issuing and Renewals
- Printing / Copying / Scanning
- Support for NUI Galway Email (Student & Staff)
- WiFi Access (NUIGWiFi / EduRoam)
- Blackboard queries
- Training on how to use the Library
- Software
- Finding and using print and online information resources
- Information on Library and IT Services

You can also contact the service by emailing servicedesk@nuigalway.ie or by calling 091 493399.

**Students’ Union Shop**

The Students’ Union operates a general shop on campus adjacent to the Bookshop. Opening hours are 8.30 a.m. – 4.00 p.m., Monday to Friday. A wide range of student stationery, writing materials and confectionery is on sale, as well as distinctive products bearing NUI Galway crest/colours including sweatshirts, t-shirts, ties, scarves, etc.

**Restaurant Facilities**

With 16 restaurants/cafés on campus, ranging from contemporary cafés and Fairtrade coffee/tea houses to an extensive food hall and café bar, there is something to suit all tastes at NUI Galway! View the full list of facilities please refer to our [website](#).

**Gym/Sports Facilities**

Students will have access to the [Kingfisher Sports Centre](#) at a cost: Single Visit - €10; One Week Membership - €30; One Month Membership - €50. This facility includes a 25 metre swimming pool, state of the art gym, saunas and steam room. Details of student rates will be confirmed at registration.
1. Getting Started with Blackboard

Blackboard is a Virtual Learning Environment (VLE). A virtual learning environment is a web-based application designed to facilitate lecturers in the management of modules for their students, especially by helping lecturers and learners with course administration. They are used to supplement face-to-face lectures and tutorials.

Blackboard is the VLE in use at NUI Galway. It allows students to download lecture notes, reading lists, assessment information and other course-related material from their Blackboard sites. It also contains functions that enable students to interact via class announcements, email, discussion boards. It’s easy to upload any materials (e.g. Word files, PowerPoint slides, PDFs, etc) and to create simple quizzes, arrange for electronic submission of course work by students, establish online discussion areas, etc.

Not all academic staff will use Blackboard to support their face-to-face teaching.

2. Logging In

Students can access Blackboard by going to https://nuigalway.blackboard.com and logging in using their CASS username (Student ID in the format 0000123) and password.

What if I have no courses after I log in?
You will automatically see any modules on which you are registered after you log in. Some may be listed as “unavailable”. This simply means that your lecturer isn’t using Blackboard for this course, or hasn’t made it available to students yet.

What if I cannot log in?
If you cannot log in, please check that you have registered for the current academic session with the university. If you are not a registered student in the current year, you will be unable to access Blackboard. Blackboard is integrated with the Student Records System (Quercus). Each evening the Student Records System sends data to Blackboard enrolling all registered students on their corresponding Blackboard courses. After this time, registered students will be able to log in to Blackboard and access the system.

If you cannot log in, please check that:
1. You have the correct username and password. To log in you will need your correct Student ID number (eight digits) and the password you would use to access your NUI Galway email and all computers on campus. If you do not know this information, contact the User Support Centre in ISS (servicedesk@nuigalway.ie or 091 495777) 2. You have registered for the current academic year with Admissions. All information concerning registration for the academic session 2011-2012 is posted on the Registration Website at www.nuigalway.ie/registration 1.2 Navigating inside Blackboard After logging in there are two tabs on the Blackboard system. Take some time to explore these areas.
2 The Blackboard My NUI Galway Page

1. **Global Navigation Panel** – provides access to the users profile and communication for the entire users course portfolio
2. **Number** – displays the number of new items relevant to the entire users course portfolio, such as new posts, grade results etc
3. **Logout Icon** – click here to logout of Blackboard
4. **My NUI Galway** - the home page tab for Blackboard, click on this tab at any stage to return to this home page
5. **Courses** – tab which lists all of your courses and the instructors on each course
6. **Personalise Page** – enables you to change colour themes to Blackboard
7. **Settings** - provides options to manage courses such as: hiding old courses from your home page and grouping courses by year
8. **My Courses** – displays all the courses which you are enrolled in
9. **My Announcements** – all your course and institution announcements are displayed here
10. **Add Widget** – button to add optional “boxes” that include content, links or tools used to personalise your page.
3 The Global Navigation Panel

Click on the drop down arrow beside your name. This menu opens up the Global navigation Panel

A. The Person icon enables you to edit your profile/ upload your picture.
B. The Bb home icon expands the Bb home menu.
C. Posts Page - displays the latest posts in your courses; discussion boards, wikis blogs and journals.
D. Updates Page - lists all notifications for every course that you are enrolled in.
E. My Grades Page - only available to students displays the users’ grades.
F. The Retention Centre is an instructor only tool used to monitor student engagement. Alerts are displayed to highlight inactivity by students.
G. The Calendar tool shows events for all courses.
H. The People (Smiley) icon shows all Blackboard users.
I. The Courses menu displays all your courses.
J. The Settings menu enables you to change settings.
K. The Home icon links to your Blackboard home page.
L. The Help icon links to the Staff support page.

3.1 The Person Icon/Updating your Profile

You can update your profile by clicking on the Person Icon

This enables you to upload your picture/avatar image and set privacy options of who you would like to read your profile
3.2 The Bb Home Menu

The Bb Home menu shows the course communication for your entire course portfolio. The number indicates how many new items are available.

Click on the Bb home icon to expand the Bb home menu.

Click on any of the My Grades icon to see details of your Grade Results.

Click on any of the Posts icon for direct access to the Posts panel, you can alternatively navigate to the other pages within the My Bb menu.

To return to the course menu click on the My NUI Galway tab.
4 Getting into Your Courses

Once you log in you will be in the My NUI Galway tab.

From your My Courses list, select one of the courses and you will be directed to the Home Page of the course.

5 The Course Interface

5.1 The Course Interface Menu

Home Page is a course overview for students in your course, encompassing Announcements, Calendar items and Notifications.

Announcements is a space where lecturers may post announcements relevant to the course.

Staff Details is a space to put your own profile, along with others involved in the course delivery.

Course Information is a content area for module information.

Content is a content area for Lecture Notes, Assignments, multimedia files and Learning Units.

Assignment is a content area where assignments will be displayed by the lecturer. Assignments can also be uploaded in this area by the students.

My Grades is a link for students to access their course grades.
5.2 Submitting an Assignment

Access the Assignment

- Your instructor will most likely advise you of the name of the assignment and its location.
- Click on the relevant assignment to read details.
- Your instructor may have added some notes in the window about the assignment such as due date etc.

Upload and Submit the Completed Assignment

From once you have completed your assignment you will need to submit to your instructor.

- Click on the main title of the relevant assignment link, in this example “Assignment Two”
• An assignment submission page is activated with 4 headings.
  1) **Assignment Information**: shows the assignment description and details.

  2) **Assignment Submission**: This is where you will submit the assignment.

     Click on the **Browse My Computer** button to activate the file explorer window.

     ![File Explorer Window]

     The **Browse My Computer** button activates a file explorer window.

     Locate your assignment in the file window and select the assignment by placing the cursor on your assignment and click once. The file name should be displayed in the file name box. Now, click on the Open button in the explorer tab.
3) **Comments:** You may add some comments in the Comment window, this is optional.

4) **Submit:** Finally click on the Submit button to upload the assignment to your instructor.
NUIGWiFi

It's easy to connect your laptop to the Internet

1. Connect to NUIGWiFi wireless network.

2. Open your web browser.
   A login page will appear (as seen below)

3. Login with your User ID and Password
   User ID is eight characters long e.g.
   10012345 for students
   0001234s for staff

Phone: 091 495 777
University extension: 5777
eMail: servicedesk@nuigalway.ie
Web: http://www.nuigalway.ie/iss
Problem: My laptop won’t pick up the NUIGWiFi signal
• Does your laptop have WiFi capabilities?
  Check your laptop manual.
• Are you near a NUIGWiFi hotspot?
  Check the map at http://www.nuigalway.ie/iss

Problem: I cannot see the login page
a. If the login page doesn’t load, ensure your browser homepage is a standard http://URL
e.g. http://www.nuigalway.ie (not https:// or other protocol).
b. If you connect to the NUIGWiFi network but don’t log in within 30 minutes, you need to disconnect from the wireless network and re-connect.

Where can I find more information about NUIGWiFi and WiFi printing?  http://www.nuigalway.ie/iss

What’s the IP Address of my machine?

**WINDOWS:**
Go to the **Start** menu and select **All Programs**.
Click **Accessories**, and then **Command Prompt**.
Type **IPCONFIG/ALL** Under the WIRELESS Sections you will see your IP Address listed.

**MACINTOSH**
Go to the **Apple** menu, then **System Preferences**.
Click on **Network**.
Set the menu to **Show: Network Status**.
Your number will be shown next to **Built-In Ethernet**
Travel & Visa Advice

**VISAS**
You can check if you need a study visa on the website of the [Irish Naturalisation & Immigration Service](https://www.inis.gov.ie/en). More detailed advice about study visas can be accessed on the website of the [International Affairs Office](https://www.nuigalway.ie/) at NUI Galway. As a summer school student, you will spend approximately five weeks in Ireland and therefore do not need to register with the Garda National Immigration Bureau. When checked by immigration officials on arrival in Ireland, your passport will be stamped up to the end of your summer school course. Should you wish to stay for a longer period, you may need to liaise with the Garda National Immigration Bureau after arrival to facilitate an extension to your stay. The Summer School Office will be able to assist with this process.

*Please ensure you bring your passport and original email letter of offer with you to show to immigration officials at your point of entry to Ireland.*

**TRAVEL**
The major airports in Ireland are Shannon (on the west coast, approximately 55 miles from Galway) and Dublin (on the east coast, approximately 135 miles from Galway). Shannon Airport is the closest international airport to Galway City.

**Shannon International Airport** is approximately a 2 hour drive from Galway City. Shannon Airport is serviced by [Bus Éireann](https://www.buseireann.ie/).

**Dublin International Airport** is approximately a 3 hour drive from Galway City. A number of bus services operate connections from Dublin Airport to Galway City centre: [Citylink](https://www.citylink.ie/), [GoBus](https://www.gobus.ie/) and [Bus Éireann](https://www.buseireann.ie/). A regular train service provided by [Irish Rail](https://www.irishrail.ie/) operates from Dublin (Heuston Station) to Galway. The [Airlink](https://www.airlink.ie/) bus service provides regular departures from Dublin Airport to the city centre and Heuston Station. Airlink prepaid tickets can be bought at the Bus and Rail information desk at the airport. They can also be bought from the vending machines located at the bus departure points on the arrivals road.

You can get a taxi from the airport to the centre of the city, but the bus is less expensive and just as quick.

**Ireland West Airport** is approximately 1.5 hour drive from Galway City. The airport is serviced by [Bus Éireann](https://www.buseireann.ie/).

**Cork International Airport** is approximately 3.5 hours from Galway City and is serviced by [Citylink](https://www.citylink.ie/).

**ARRIVAL IN GALWAY**
Upon your arrival at Galway Coach Park/Bus & Train Station, located adjacent to Eyre Square, several taxi services are available which can take you to your accommodation where you can check in and drop off your bags. [City Direct](https://www.citydirect.ie/) and [Bus Éireann](https://www.buseireann.ie/) provide bus services within Galway City and operate from Eyre Square. A route map for the city bus services is available [here](https://www.buseireann.ie/).

**REGISTRATION**
Staff from the International Summer School Office will be available to welcome students in QA132 - MONS. JOHN HYNES BOARDROOM, The Quadrangle on Monday 20th June between 2 p.m. and 5.00 p.m where students can collect their student identity card and avail of campus tours throughout the afternoon.

**TOURIST INFORMATION**
On arrival in Galway, general information may be obtained from Ireland West Tourism Information Office, Forster Street. Tel. 091 537700.
General Advice

TIME MANAGEMENT

One of the greatest challenges facing summer school students is time management. You will need to balance the commitments of attending class, doing course work and participating on field trips, while also making time to enjoy all that Galway City and its festivals have to offer. You may also want to visit other parts of Ireland while here. You will have a very busy schedule while in Galway so it is worth considering scheduling time before the start, or at the end of the summer school to allow time to travel and enjoy a vacation. There is also a long weekend scheduled during your stay, which will provide you with an opportunity to make travel plans.

WEATHER/CLOTHING

Ireland has a temperate climate and does not experience extremes of heat or cold. It does however, have high rainfall levels. The weather is unpredictable and can change dramatically in a short period of time.

Prepare to dress in layers and ensure that you have waterproof clothing and footwear for wet days. This is especially important if you are participating in field trips, where you will be exposed to the elements.

The dress code for class will be casual, but you may wish to bring something dressy for nights on the town or a visit to the theatre. Remember to leave room in your bag for souvenirs on the way home.

We recommend you include the following items on your packing list:

- Waterproof walking shoes or hiking boots
- Waterproof jacket and leggings
- A fleece
- Backpack for field trips
- Umbrella
- Camera and memory cards
- Chargers for your electrical equipment
- Power converter/adaptor*
- Sunscreen
- Sunglasses
- Prescription medicines and a copy of your prescription

*The electrical supply in Ireland is 230v 50hz. Plugs use a three-pronged formation. If your electrical devices use a different current, you will need both a power converter and a plug adaptor.

GALWAY FESTIVALS

Four festivals take place during the month of July in Galway City. Galway Film Fleadh, Galway International Arts Festival and Galway Fringe Festival, bring visitors from around the world to experience the best in music, film, theatre, literature and visual art. The week long horse-racing festival, the Galway Races, at the end of July is Ireland's most well-known racing festival.

CURRENCY

The Euro is the single currency of the Economic and Monetary Union (EMU). The Euro is made up of 100 cents.

BANKING

A branch of the Bank of Ireland is located on campus adjacent to the lecture rooms on the Concourse. Opening hours are Monday – Friday, 10.00 a.m. – 4.00 p.m. There are ATM facilities available on campus and throughout the city. In some parts of rural Ireland, you may not be able to use a debit/credit card, so ensure you bring cash with you.
**POSTAL SERVICES**

Students may have mail addressed to them c/o International Summer School Office, Nuns Island, NUI, Galway, Galway, Ireland, H91 TK33.

A post office is located adjacent to the Newcastle Road entrance to the University.

---

**Galway Bucket List**

1. Walk the Salthill Promenade (don't forget to kick the wall at the end)
2. Attend a GAA football or hurling match
3. Eat fish and chips at McDonagh’s on Quay St and try curry chips from Supermacs after a night on the town
4. Attend a Rab Fulton Celtic Tales story telling session in the Crane Bar
5. Get to a Little Cinema night in the Roisin Dubh on the last Wednesday of each month
6. Attend as many events at Galway's summer festivals as you can manage
7. Hang out in Spanish Arch (“Sparch”) on a sunny day
8. Visit Galway Market on a Saturday and try the fresh food stalls
9. Jump off the diving board in Salthill into the frigid Atlantic Ocean
10. Enjoy a traditional music session in The Crane Bar/Tigh Coili/Taaffes Bar
11. Attend a reading in Charlie Byrne’s Book Store
12. Get to a live gig or a silent disco at the Roisin Dubh
13. Try set dancing in Monroe’s Tavern on Tuesday nights
14. Enjoy Galway City's many buskers on Shop Street
15. Have drinks outside Tigh Neachtain’s on a sunny day and watch the world go by

---

**Summer School Contact Details**

Maria Brady
International Summer School Office
Nuns Island
National University of Ireland, Galway
T: 353 91 495442
E: summerschool@nuigalway.ie
W: http://www.nuigalway.ie/international-summer-school/
Facebook: https://www.facebook.com/summerschoolgalway/
Twitter: https://twitter.com/gwysummerschool
Instagram: https://www.instagram.com/gwysummerschool/

---

**Recommended**

We recommend that students join our social media channels on Facebook, Twitter, Instagram, once you are accepted to your summer school programme. We will be posting important information, advice and competitions prior to departure and throughout the summer.
University Facilities

Registration
Registered students of NUI Galway have access to University facilities. Staff from the International Summer School Office will be available to welcome students in QA132 - MONS. JOHN HYNES BOARDROOM, The Quadrangle on Monday 20th June between 2 p.m. and 5.00 p.m. Students can collect their student identity card and avail of campus tours between 2.00 pm and 5.00 pm on that day.

Policy regarding guests of registered participants
Lectures, educational excursions and associated receptions are attended by registered students only.

Fees
Balance of tuition/fees and accommodation payments must be finalised by May 30, 2022.

James Hardiman Library
Library services within the University will be available to students during the following times:
Library Building Opening Hours 08.30 - 17.30
Service Hours:- 09.00 - 17.00.
Students must use their student identity card for swipe access to the Library.

Computer and Email Facilities
Campus Account (CASS)
Campus Account (IT Account) credentials are a single user ID (your Student ID number) and password. These credentials provide access to the following services:

- PC Suites
- WiFi
- Email & Office 365 Apps
- Blackboard
- Library Systems

How to activate your Campus Account
Your temporary activation password allows access to PC Suites and WiFi on-campus.
1. Go online to https://cass.nuigalway.ie/ Login using the following credentials:
   User ID is your current Student ID number available on your registration statement.
   Password is your temporary Activation Password galwayDDMM (the word galway followed by the date and month from your date of birth e.g. If your date of birth is the 9th of November your temporary activation password is galway0911).
2. Complete the activation questions.
3. Choose your new Campus Account Password. Note: Password must be at least 8 characters in length.
4. Your Campus Account is now active

PC Suites
The University provides a large number of PC Suites across the campus, providing free internet and email facilities to registered students. A list of computer suites can be found on the ISS website.

WiFi
The NUIGWiFi service is designed to provide students, staff and registered guests with easy access to the Internet. You connect to NUIGWiFi automatically and authenticate with your user ID and password via your web browser e.g. Internet Explorer. Students should login in with their Login with your Campus Account User ID and password.

StudentMail
Your Student Email uses Office 365 which is a hosted service by NUI Galway in collaboration with Microsoft. Office 365 combines the familiar Office desktop suite with the latest, cloud-based versions of Microsoft next-generation communications and collaboration services.
Your student email account is accessed at http://studentmail.nuigalway.ie. Your NUI Galway email address will be listed on your registration statement. You will login with your NUI Galway email address and your CASS password. After arrival, all email communication from staff of NUI Galway will be sent to your NUI Galway email account.

**Printing**
Within each PC suite there are a number of networked printers to which you can print. These printers produce standard A4-sized black-and-white laser printouts. A small number of PC suites also contain printers that can produce A3-sized printouts. You collect your print job yourself within the suite.

**Credit Based Printing**
As a student you automatically have a print account. A charge is applied for each print job using a credit-based system. You can purchase print credit online at https://printcredit.nuigalway.ie/. Once on the site use the following instruction:

1. Click the **Student Login** option, and login using your Campus Account details.
2. Using the drop down list you can select the amount you want to credit (€5.00 minimum).
3. Click **Proceed to Secure Payment** which takes you to a secure payment page for you to enter credit or debit card details.
4. The print credit will be immediately added into your account.

Credit can also be purchased from **Print Kiosks** located in: the Print Release Room 125A, opposite the Arts and Science PC Suite in the Arts & Science Building, the front foyer in the Cairnes' Building and also in the James Hardiman Library.

Purchasing credits from the kiosks is straightforward.

1. Use the touch-screen keyboard on the kiosk monitor to login using your Campus Account details.
2. Your balance will be displayed and you can add notes or coins to credit your print account.
3. The amount deposited will be displayed on screen and be credited to your print account immediately.

**Service Desk**
The Library and IT Service Desk provides first level advice and support to students and staff on both Library and IT services. The Service Desk is located in the foyer of the James Hardiman Library.
Staff at the Service Desk can assist with your queries on the following topics:

<table>
<thead>
<tr>
<th>Library and IT Services</th>
<th>Library and IT Services</th>
</tr>
</thead>
<tbody>
<tr>
<td>User ID / Passwords – Campus, email and Library Accounts</td>
<td>Blackboard queries</td>
</tr>
<tr>
<td>Book Loans – Issuing and Renewals</td>
<td>Training on how to use the Library</td>
</tr>
<tr>
<td>Printing / Copying / Scanning</td>
<td>Software</td>
</tr>
<tr>
<td>Support for NUI Galway Email (Student &amp; Staff)</td>
<td>Finding and using print and online information resources</td>
</tr>
<tr>
<td>WiFi Access (NUIGWiFi / EduRoam)</td>
<td>Information on Library and IT Services</td>
</tr>
</tbody>
</table>

You can also contact the service by emailing servicedesk@nuigalway.ie or by calling 091 493399.

**Students’ Union Shop**
The Students’ Union operates a general shop on campus adjacent to the Bookshop. Opening hours are 8.30 a.m. – 4.00 p.m., Monday to Friday. A wide range of student stationery, writing materials and confectionery is on sale, as well as distinctive products bearing NUI Galway crest/colours including sweatshirts, t-shirts, ties, scarves, etc. (These items can also be purchased in Áras Fáilte/Information Office located in the Quadrangle building).

**Restaurant Facilities**
With 16 restaurants/cafés on campus, ranging from contemporary cafés and Fairtrade coffee/tea houses to an extensive food hall and café bar, there is something to suit all tastes at NUI Galway! View the full list of facilities please refer to our website.

**Gym/Sports Facilities**
Students will have access to the **Kingfisher Sports Centre** at a cost of €10 per single visit or membership rate of €30 for one week or €50 for one month. This facility includes a 25 metre swimming pool, state of the art gym, saunas and steam room.
1. Getting Started with Blackboard

Blackboard is a Virtual Learning Environment (VLE). A virtual learning environment is a web-based application designed to facilitate lecturers in the management of modules for their students, especially by helping lecturers and learners with course administration. They are used to supplement face-to-face lectures and tutorials.

Blackboard is the VLE in use at NUI Galway. It allows students to download lecture notes, reading lists, assessment information and other course-related material from their Blackboard sites. It also contains functions that enable students to interact via class announcements, email, discussion boards. It's easy to upload any materials (e.g. Word files, PowerPoint slides, PDFs, etc) and to create simple quizzes, arrange for electronic submission of course work by students, establish online discussion areas, etc.

Not all academic staff will use Blackboard to support their face-to-face teaching.

2. Logging In

Students can access Blackboard by going to https://nuigalway.blackboard.com and logging in using their CASS username (Student ID in the format 0000123) and password.

What if I have no courses after I log in?
You will automatically see any modules on which you are registered after you log in. Some may be listed as “unavailable”. This simply means that your lecturer isn't using Blackboard for this course, or hasn't made it available to students yet.

What if I cannot log in?
If you cannot log in, please check that you have registered for the current academic session with the university. If you are not a registered student in the current year, you will be unable to access Blackboard. Blackboard is integrated with the Student Records System (Quercus). Each evening the Student Records System sends data to Blackboard enrolling all registered students on their corresponding Blackboard courses. After this time, registered students will be able to log in to Blackboard and access the system.

If you cannot log in, please check that:
1. You have the correct username and password. To log in you will need your correct Student ID number (eight digits) and the password you would use to access your NUI Galway email and all computers on campus. If you do not know this information, contact the User Support Centre in ISS (servicedesk@nuigalway.ie or 091 495777) 2. You have registered for the current academic year with Admissions. All information concerning registration for the academic session 2011-2012 is posted on the Registration Website at www.nuigalway.ie/registration 1.2 Navigating inside Blackboard After logging in there are two tabs on the Blackboard system. Take some time to explore these areas.
2 The Blackboard My NUI Galway Page

1. **Global Navigation Panel** – provides access to the users profile and communication for the entire users course portfolio
2. **Number** – displays the number of new items relevant to the entire users course portfolio, such as new posts, grade results etc
3. **Logout Icon** – click here to logout of Blackboard
4. **My NUI Galway** - the home page tab for Blackboard, click on this tab at any stage to return to this home page
5. **Courses** – tab which lists all of your courses and the instructors on each course
6. **Personalise Page** – enables you to change colour themes to Blackboard
7. **Settings** - provides options to manage courses such as: hiding old courses from your home page and grouping courses by year
8. **My Courses** – displays all the courses which you are enrolled in
9. **My Announcements** – all your course and institution announcements are displayed here
10. **Add Widget** – button to add optional “boxes” that include content, links or tools used to personalise your page.
3  The Global Navigation Panel

Click on the drop down arrow beside your name. This menu opens up the Global navigation Panel

A. The Person icon enables you to edit your profile/ upload your picture.
B. The Bb home icon expands the Bb home menu.
C. Posts Page- displays the latest posts in your courses; discussion boards, wikis blogs and journals.
D. Updates Page-lists all notifications for every course that you are enrolled in.
E. My Grades Page-only available to students displays the users’ grades.
F. The Retention Centre is an instructor only tool used to monitor student engagement. Alerts are displayed to highlight inactivity by students.
G. The Calendar tool shows events for all courses.
H. The People (Smiley) icon shows all Blackboard users.
I. The Courses menu displays all your courses.
J. The Settings menu enables you to change settings.
K. The Home icon links to your Blackboard home page.
L. The Help icon links to the Staff support page.

3.1 The Person Icon/Updating your Profile

You can update your profile by clicking on the Person Icon

This enables you to upload your picture/avatar image and set privacy options of who you would like to read your profile
3.2 The Bb Home Menu

The Bb Home menu shows the course communication for your entire course portfolio. The number indicates how many new items are available.

Click on the Bb home icon to expand the Bb home menu.

Click on any of the My Grades icon to see details of your Grade Results.

Click on any of the Posts icon for direct access to the Posts panel, you can alternatively navigate to the other pages within the My Bb menu.

To return to the course menu click on the My NUI Galway tab.
4 Getting into Your Courses

Once you log in you will be in the My NUI Galway tab.

From your My Courses list, select one of the courses and you will be directed to the Home Page of the course.

5 The Course Interface

5.1 The Course Interface Menu

Home Page is a course overview for students in your course, encompassing Announcements, Calendar items and Notifications.

Announcements is a space where lecturers may post announcements relevant to the course.

Staff Details is a space to put your own profile, along with others involved in the course delivery.

Course Information is a content area for module information.

Content is a content area for Lecture Notes, Assignments, multimedia files and Learning Units.

Assignment is a content area where assignments will be displayed by the lecturer. Assignments can also be uploaded in this area by the students.

My Grades is a link for students to access their course grades.
5.2 Submitting an Assignment

Access the Assignment

- Your instructor will most likely advise you of the name of the assignment and its location.
- Click on the relevant assignment to read details.
- Your instructor may have added some notes in the window about the assignment such as due date etc.

Upload and Submit the Completed Assignment

From once you have completed your assignment you will need to submit to your instructor.
- Click on the main title of the relevant assignment link, in this example “Assignment Two”
• An assignment submission page is activated with 4 headings.

1) **Assignment Information**: shows the assignment description and details.

2) **Assignment Submission**: This is where you will submit the assignment. Click on the **Browse My Computer** button to activate the file explorer window.

The **Browse My Computer** button activates a file explorer window.

![File Explorer Window]

Locate your assignment in the file window and select the assignment by placing the cursor on your assignment and click once. The file name should be displayed in the file name box. Now, click on the Open button in the explorer tab.
3) **Comments**: You may add some comments in the Comment window, this is optional.

4) **Submit**: Finally click on the Submit button to upload the assignment to your instructor.
1. Connect to NUIGWiFi wireless network.

2. Open your web browser. A login page will appear (as seen below)

3. Login with your User ID and Password
   User ID is eight characters long e.g.
   10012345 for students
   0001234s for staff
Problem: My laptop won’t pick up the NUIGWiFi signal

• Does your laptop have WiFi capabilities?
  Check your laptop manual.
• Are you near a NUIGWiFi hotspot?
  Check the map at http://www.nuigalway.ie/iss

Problem: I cannot see the login page

a. If the login page doesn’t load, ensure your browser homepage is a standard http://URL
e.g. http://www.nuigalway.ie (not https:// or other protocol).

b. If you connect to the NUIGWiFi network but don’t log in within 30 minutes, you need to disconnect from the wireless network and re-connect.

Where can I find more information about NUIGWiFi and WiFi printing? http://www.nuigalway.ie/iss

What’s the IP Address of my machine?

**WINDOWS:**
Go to the Start menu and select All Programs.
Click Accessories, and then Command Prompt.
Type IPCONFIG/ALL Under the WIRELESS Sections you will see your IP Address listed.

**MACINTOSH**
Go to the Apple menu, then System Preferences.
Click on Network.
Set the menu to Show: Network Status.
Your number will be shown next to Built-In Ethernet