Faculty of Engineering
Department of Electrical and Electronic Engineering

EEE MSc Programmes:

- Analogue & Digital Integrated Circuit Design
- Communications & Signal Processing
- Control Systems
- Future Power Networks
## Contents

**Welcome to the College** .................................................................................................................. 3
**Our Principles** ................................................................................................................................. 4
**Welcome from the Graduate School** .............................................................................................. 5
**The Graduate School** ....................................................................................................................... 6
**Welcome from the Graduate Students’ Union (GSU)** .................................................................... 7
**Welcome to the Department of Electrical and Electronic Engineering** ........................................ 7

1. **Introduction to the Department** ................................................................................................. 9
   - Academic and Administrative staff ......................................................................................... 9
   - English language requirement .......................................................................................... 10
   - Attendance and absence ................................................................................................ 10
   - Key dates 2019–20 ........................................................................................................ 11
   - Imperial Mobile app ........................................................................................................ 12
   - Imperial Success Guide ................................................................................................... 12

2. **Programme Information** ............................................................................................................. 13
   - MSc Analogue and Digital Integrated Circuit Design ..................................................... 13
   - MSc Communications and Signal Processing ............................................................... 13
   - MSc Control Systems ..................................................................................................... 13
   - MSc Future Power Networks .......................................................................................... 13
   - Important notes on the modules (including information about coursework) ............... 14

3. **Assessment** ................................................................................................................................. 15
   - Modules .......................................................................................................................... 15
   - Individual Research Project ......................................................................................... 15
   - Coursework .................................................................................................................. 15
   - Award of the MSc .......................................................................................................... 16
   - Interpretation of the grades and marks for coursework ................................................. 16
   - Instruction to Candidates for Examinations ................................................................. 17
   - Examination timetable ................................................................................................. 17
   - Use of calculators in exams .......................................................................................... 17
   - Past exam papers and model Answers ......................................................................... 18
   - Individual research project ............................................................................................ 18
   - Poster presentation skills course and poster presentation ........................................... 18
   - Late submission of coursework or project work and deferral ....................................... 18
   - Registration and notification of results ........................................................................ 18
   - Special arrangements for students with disabilities, specific learning difficulties or long-term health issues .......................................................... 18
   - Help with lectures, coursework or lab work ............................................................... 19
Welcome to the College

Congratulations on joining Imperial College London, the only university in the UK to focus exclusively on science, medicine, engineering and business. From Fleming's discovery of Penicillin to Gabor's invention of holography, Imperial has been changing the world for well over 100 years. You're now part of this prestigious community of discovery and we hope you will take this opportunity to make your own unique contribution.

We're committed to providing you with the very best academic resources to enrich your experience. We also provide a dedicated support network and a range of specialist support services to make sure you have access to the appropriate help, whether that's further training in an academic skill like note taking or simply having someone to talk to.

You'll have access to an innovative range of professional development courses within our Graduate School throughout your time here, as well as opportunities to meet students from across the College at academic and social events – see page 6 for more information.

We actively encourage you to seek out help when you need it and try to maintain a healthy work-life balance. Our choice of over 340 clubs, societies and projects is one of the largest of any UK university, making it easy to do something different with your downtime. You also have access to gym and swimming facilities (following an annual fee of £30 in 2019-20) across our campuses.

As one of the best universities in the world, we are committed to inspiring the next generation of scientists, engineers, clinicians and business leaders by continuing to share the wonder of what we do through public engagement events. Postgraduate students, alongside our academics and undergraduate students, make a significant contribution to events such as our annual Imperial Festival and our term-time Imperial Fringe events – if you're interested in getting involved then there will be opportunities for you to do so.
Our Principles

In 2012 the College and Imperial College Union agreed ‘Our Principles’ a series of commitments made between students and the College. The Principles are reviewed annually by the Quality Assurance and Enhancement Committee and changes recommended for Senate approval.

**Imperial will provide through its staff:**
- A world class education embedded in a research environment
- Advice, guidance and support
- The opportunity for students to contribute to the evaluation and development of programmes and services

**Imperial will provide students with:**
- Clear programme information and assessment criteria
- Clear and fair academic regulations, policies and procedures
- Details of full programme costs and financial support
- An appropriate and inclusive framework for study, learning and research

**Imperial students should:**
- Take responsibility for managing their own learning
- Engage with the College to review and enhance provision
- Respect, and contribute to, the Imperial community

**The Imperial College Students' Union will:**
- Support all students through the provision of independent academic and welfare assistance
- Encourage student participation in all aspects of the College
- Provide a range of clubs, societies, student-led projects and social activities throughout the year
- Represent the interests of students at local, national and international level

[www.imperial.ac.uk/students/our-principles](http://www.imperial.ac.uk/students/our-principles)
Welcome from the Graduate School

Welcome to Imperial College London and the Graduate School!

The Graduate School is responsible for the postgraduate experience at the College and we work closely with the Union and the Graduate Students’ Union to ensure that when decisions are being made, which affect your time at Imperial, your voice is heard. Another important aspect of our role is to offer you a free and exciting range of professional development opportunities which you can access from wherever you are in the world. Whether you wish to pursue a career in academia, industry or something else, professional development training will improve your personal impact and will help you to become a productive and successful researcher.

The Graduate School also runs a number of exciting social events and competitions throughout the year which are an opportunity to broaden your knowledge as well as to meet other students and have fun. You should regularly check the Graduate School’s website, blog, social media and e-Newsletters to keep up to date with all the latest activities available to you.

Finally, Imperial College is an extremely exciting, stimulating and diverse environment in which to work, to study and to research, do make the most of all that the College and your programme has to offer.
The Graduate School

You automatically become a member of the Graduate School when you register as a postgraduate student at Imperial. The Graduate School has been set up to support all postgraduate students at the College through:

- Training and development courses
- Networking activities, social and academic events to encourage cross-disciplinary interactions
- Forums to represent the views of postgraduate students throughout the College

‘Masterclass’ professional skills courses
You can see the full range of free professional skills courses for postgraduate students on the Graduate School website: www.imperial.ac.uk/study/pg/graduate-school/professional-skills/masters
All courses can be booked online.

Contact us

Level 3, Sherfield Building, South Kensington Campus
020 7594 1383
graduate.school@imperial.ac.uk
www.imperial.ac.uk/graduate-school
Welcome from the Graduate Students’ Union (GSU)

I am delighted to welcome you to Imperial College! Let me introduce you to the Graduate Students’ Union (GSU).

We are the elected representative body standing up for your interests as a postgraduate student. In addition, we are here to help you to make the most of your time at Imperial. We work towards building a thriving and enjoyable postgraduate community, spanning across all faculties and campuses at Imperial College.

As a postgraduate student, there are facilities and events available just for you. The graduate school provides a range of invaluable courses ranging from communication to professional progression to business skills courses. Our student Union has over 100 different societies for you to get involved in, ranging from boxing to consulting. You also have your own, graduate only, bar (h-bar) which opens Monday to Friday from 5pm till late with tapas style food and events every week ranging from Karaoke to weekly pub quizzes.

So, what are we up to for this coming year? We are going to focus on these major areas of action:

- Develop the GSU to become central to the postgraduate community by improving the two-way flow of information, between the GSU and you across all campuses;
- Improve services at h-bar to your needs;
- Organise exciting events such as student well-being workshops and entrepreneurship opportunities throughout the year;
- Continue improving postgraduate well-being by increasing the quality of supervision, and by creating strategies to tackle common mental health challenges in higher education.

We are here to make your time here as enjoyable and beneficial as possible, if you have thoughts, ideas or feedback, make sure you get in touch! Finally, I hope that you have a fantastic time here at Imperial and take advantage of the richness of opportunities that await you.

Mohit Devgan

GSU President 2019-20
gsu.president@imperial.ac.uk
www.imperialcollegeunion.org/your-union/how-were-run/constituent-unions/graduate-students-union

Welcome to the Department of Electrical and Electronic Engineering
Dear MSc Student

Welcome and congratulations on obtaining a place in the Department of Electrical and Electronic Engineering at Imperial College. I join all my colleagues in wishing you every success in your studies over the coming year.

The information attached is intended to give you a rough idea of what to expect during your studies here: the lecture programme and assessment criteria of the MSc programme that you will be expected to follow; information on the resources available to help you to achieve your objectives; and a description of our responsibilities to you as the provider of resources and academic supervision. There is also a section on the welfare and pastoral support services that you can turn to in the event of personal or academic difficulty.

There will be an opportunity to discuss this in more detail with your Course Director this week and also at an individual interview to be arranged for you later in the term with your Personal Tutor. In the meantime, may I welcome you to what I hope you will find to be a fascinating and rewarding programme, in a supportive and thriving academic community.

Yours sincerely

Professor Eric Yeatman
Head of Department

Eric Yeatman FREng, FIEEE
Professor of Micro Engineering Head of Department
e.yeatman@imperial.ac.uk
http://www.imperial.ac.uk/people/e.yeatman
1. Introduction to the Department

Academic and Administrative staff
Key postgraduate contacts can be found here

Director of Postgraduate Studies

Dr Christos Bouganis
904, Electrical Engineering, South Kensington Campus
+44 (0)20 7594 6239
christos-savvas.bouganis@imperial.ac.uk

Postgraduate Manager

Anderson Santos
607, Electrical Engineering, South Kensington Campus
+44 (0)20 7594 7470
a.santos@imperial.ac.uk

Postgraduate Tutor

Dr Imad Jaimoukha
1113, Electrical Engineering, South Kensington Campus
+44 (0)20 7594 6279
i.Jaimoukha@imperial.ac.uk
**English language requirement**
If you are not a native English speaker you must meet the College’s English language requirements. See the Admissions website for details:  
[www.imperial.ac.uk/study/pg/apply/requirements/english](http://www.imperial.ac.uk/study/pg/apply/requirements/english)

For information on English language support available while you’re here, see page 8.

**Attendance and absence**
You must inform your Senior Postgraduate Tutor if you are absent from the College for more than three days during term. If the absence is due to illness you must produce a medical certificate after seven days. If you miss an examination through illness you must contact your Senior Postgraduate Tutor on the day and provide a medical certificate within five working days. If illness has impacted on your ability to take assessment, you should seek advice and support about making a claim for mitigating circumstances. Please note that there is a deadline of 5 working days from the date the assessment is due (hand-in date or examination date for example) to make a claim.

The Registry will be informed of all student non-attendances as the College is obliged to report the non-attendance of students on Tier 4 visas to the Home Office.

All our lecture rooms in the department, including the MSc Laboratory (Room 303), the MSc Study room (Room 405) and the computer room (Room 304) have card readers (pictured) installed by the doors on the inside of the rooms. You must ensure that you scan at least twice a week, on different days. The card readers are monitored on a regular basis.

The card readers has been programmed to bleep 3 times to warn students that their card has not been recorded properly. If this happens please contact Danny Havey in room 113 (level 1, EEE) [d.harvey@imperial.ac.uk](mailto:d.harvey@imperial.ac.uk)

For more information regarding the departments’ attendance and absences requirements please click [here](#).
Key dates 2019–20

Term dates
Autumn term: 28 September 2019 - 13 December 2019
Spring term: 4 January 2020 - 20 March 2020
Summer term: 25 April 2020 - 26 June 2020

Closure dates 2019
Christmas/New year: 23 December 2019 – 1 January 2020
(College reopens on 2 January 2020)
Easter Holiday: 9 April 2020 – 14 April 2020
(College reopens on 15 April 2020)
Early May Bank Holiday: 8 May 2020
Spring Bank Holiday: 25 May 2020
Summer Bank Holiday: 31 August 2020

Key events
Great Exhibition Road Festival: 3 -5 July 2020

The compulsory Online Plagiarism Awareness Course for Master Students must be completed by 31st October 2019

Examinations: 27th April 2020 – 22nd May 2020
The main work on your individual Research Project will take place from late May 2020 to early September 2020 with the following submission deadlines:

- **Initial Project Report**: 12th March 2020 by 4:00 pm
- **Electronic version of Poster**: 27th August 2020 by 4:00 pm
- **Project Report (Soft-bound & electronic versions)**: 3rd September 2020 by 4:00 pm
- **Poster Presentation**: 7th September 2020
- **Last Official day of the MSc course 2019-2020**: 30th September 2020
**Imperial Mobile app**
Don’t forget to download the free Imperial Mobile app for access to College information and services, including your programme timetable, College emails and a library catalogue search tool.

[www.imperial.ac.uk/imperialmobile](http://www.imperial.ac.uk/imperialmobile)

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**Imperial Success Guide**
The Imperial Success Guide is an online resource with advice and tips on the transition to Master’s level study. More than just a study guide, it is packed with advice created especially for Imperial Master’s students, including information on support, health and well-being and ideas to help you make the most of London.

[www.imperial.ac.uk/success-guide](http://www.imperial.ac.uk/success-guide)
2. Programme Information

The Study programme provides a broad coverage of material on your selected MSc course.

MSc Analogue and Digital Integrated Circuit Design
- General course information
- Detailed module information
- MSc Programme Specifications

MSc Communications and Signal Processing
- General course information
- Detailed module information
- MSc Programme Specifications

MSc Control Systems
- General course information
- Detailed module information ➔ MSc Control Core Options selection procedure (link on top of the modules page).
- MSc Programme Specifications

MSc Future Power Networks
- General course information
- Detailed Module information
- MSc Programme Specifications

We encourage students to attend lectures from each into which they are divided in that section of their respective MSc course.

Most lectures are held in the EEE Building. In addition to the lectures for modules, there is a programme of seminars by external speakers, which we encourage you to attend. The seminar list will be available on https://talks.ee.ic.ac.uk/

The EEE A-Z for current students’ webpages contain all the important information that you will need to know throughout the course.

https://www.imperial.ac.uk/electrical-engineering/internal/current-students-course-handbook/a---z-msc/#t
The pages that you may find most useful are listed below:

- Assessment information
- Attendance and absence
- Blackboard:
  - Log-In
  - Using Blackboard
  - Self-Enrol details
- Examinations
- Modules and Programmes
- MSc Individual research Project
- Options registration
- Plagiarism awareness (cheating) and the Plagiarism Awareness online course
- Posters (MSc project)
- Postgraduate Staff/Student Committee
- Professional Skills Development – For MSc Students
- Reading lists (MSc Courses)
- Academic Examination Regulations
- Term dates
- Timetable

All the information you will need can be found in the A-Z for current Students

https://www.imperial.ac.uk/electrical-engineering/internal/current-students-course-handbook/a---z-msc/#t

Important notes on the modules
(including information about coursework)

It would be wise to sample the first few lectures for each module at the start of each term in order to help you choose which subjects you will take for examination purposes. Students taking Autumn term modules (with any marked assessments in the Autumn term – e.g. coursework and/or exams) must be confirmed by Friday of week 3 of the Autumn Term. All other Autumn modules (not assessed in any form in the Autumn) and all Spring term modules must be confirmed by Friday of week 3 of Spring Term. Registration should be made via the EEE Department options registration site.

You may attend the lectures for any module without choosing to be examined on it.

Please note that, there may be time-tableing clashes which result in you not being able to attend all of the lectures you want. If this is very disappointing for you, please contact the MSc Programme Director who will try to resolve the problem for you.
3. Assessment

Modules
A module refers to a lecture course and associated activity.

Please follow the links and guidelines published on the Options registration page.

To help you make informed choices we recommend that you review the module information which lists the 2019/2020 curriculum.

Students can change their optional modules, provided no assessment (e.g.: coursework) has been submitted by the student. For changes after the deadlines (week 3 of autumn or week 3 of spring terms), students must seek authorisation from the new module lecturer (if the module they are swapping to is in the same term); otherwise, student can just select a new module from the next term.

These changes are requested directly to Lina Brazinskaite in office 607.

Further information including module course notes and Panopto recordings are also available on Blackboard. You will need to enrol on Blackboard to view this information.

Register your examination options at:

https://www.imperial.ac.uk/electrical-engineering/internal/current-students-course-handbook/options-registration/

NB all options whether assessed by exam or coursework in any department should be confirmed on the EEE options registration site.

Individual Research Project
A list of projects proposed by staff will be published toward the end of the Autumn term. Project preferences will be required by the start of the third week of the Spring Term, delayed until then to allow students to acquire some understanding of modules given in the Spring Term before deciding to choose a project based on those modules. In addition, students might propose a project themselves or carry out a project as an intern with a company or at other universities provided the MSc Director agrees and the project is suitable. The project will be assessed based on the performance on the Project, the Project Report and a Poster Presentation in the last week of the academic year. The Project Aggregate Mark is weighted sum of these.

Coursework
The lecturer sets a date by which time the coursework has to be submitted. Normally at least five weeks is allowed for the completion of each piece of coursework except when the coursework consists of several relatively small parts that are issued separately. We hope to have coursework marked within 2 weeks of the deadline. Students are not allowed to keep their marked coursework since we need to keep it because the External Examiner will need to inspect it during one of his visits to the Department.

VERY IMPORTANT – NO COPYING. As it is a valuable part of the educational process, you are free to discuss the coursework with other students; however, unless it is specified to be group work, your submission for marking must be entirely your own work. You must not copy any part of another person’s work (i.e. you must not copy any part or all of the text, equations, programs, figures, graphs, etc.) You must not copy material from any publication without making it clear what you have copied. There will be serious consequences for you if we detect any copying from another student or any unacknowledged copying from the web or any publication.
Award of the MSc
You will be awarded the highest of MSc for which your marks satisfy the following conditions.

MSc if
- Each of your 8 counted examination marks ≥ 40%
- Laboratory aggregate mark ≥ 50%
- Project aggregate mark and examination aggregate mark ≥ 50%

MSc with Merit if:
- Each of your 8 counted examinations marks ≥ 40%
- Laboratory aggregate mark ≥ 50%
- Project aggregate mark and examination aggregate mark ≥ 60%

MSc with Distinction if:
- Each of your 8 counted examination marks ≥ 40%
- Laboratory aggregate mark ≥ 50%
- Project aggregate mark and examination aggregate mark ≥ 70%

Interpretation of the grades and marks for coursework
Corresponds to work at the Distinction-level, A and B to Merit level, C and D to Pass level. Please see the table below. All grades and marks are provisional until confirmed by the Board of Examiners. The table overleaf is designed to give a helpful interpretation of the grades for coursework and marks. The grade boundaries for many of the grades are consequences of the fact that most of the grade boundaries have been inherited from undergraduate programmes and are used for this MSc programme since many courses are attended by both MSc and undergraduate students and the staff are used to marking with these boundaries. Note that these interpretations apply to individual items of coursework and exam questions (for which the pass mark is 50%).
### Grade on coursework

<table>
<thead>
<tr>
<th>Grade on coursework</th>
<th>Mark (%) (on transcript)</th>
<th>Interpretation</th>
</tr>
</thead>
<tbody>
<tr>
<td>A+</td>
<td>100</td>
<td>Distinction Quality</td>
</tr>
<tr>
<td>Distinction standard - an exceptionally well presented exposition of the subject, showing:  (i) command of the relevant concepts and facts,  (ii) a high critical or analytical ability  (iii) originality, and  (iv) evidence of substantial outside reading (where applicable).  Distinction standard - excellent answer - a very well presented exposition of the subject, showing many of the above features, but falling short in one or two of them.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>A</td>
<td>70</td>
<td>Merit Quality</td>
</tr>
<tr>
<td>Merit standard - Good to very good answer which  (i) shows a clear grasp of the relevant concepts and facts  (ii) gives an accurate account of the relevant taught material (as exemplified in the model answer), and  (iii) shows evidence of some outside reading or of critical or analytical ability.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>B</td>
<td>60</td>
<td>Pass Quality</td>
</tr>
<tr>
<td>Pass standard - adequate to quite good answer which  (i) shows a grasp of the basic concepts and facts  (ii) gives a mainly accurate account of at least half of the relevant taught material (as exemplified in the model outline answer), and  (iii) does not go beyond that, or goes beyond that but is marred by significant errors.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>C</td>
<td>50</td>
<td>Fail Quality</td>
</tr>
<tr>
<td>Fail standard - Unsatisfactory answer: shows only a weak grasp of the basic concepts and facts, and is marred by major errors or brevity; presents only about one third to one half of the relevant taught material.  Shows a confused understanding of the topic; presents less than a third of the relevant taught material.  Answer is too inaccurate, too irrelevant, or too brief to indicate more than a vague understanding of the topic; less than a quarter of the relevant taught material.  Presents only one, two or three sentences or facts that are correct and relevant to the topic.  Contains nothing correct that is relevant to the topic.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>D</td>
<td>0</td>
<td></td>
</tr>
</tbody>
</table>

### Instruction to Candidates for Examinations

Students who are candidates for examinations are asked to note that all examinations are conducted in accordance with the College’s Academic Regulations, the Regulations for Programmes of Study and the Examination Regulations.

Instructions for exam candidates can be found here:


### Examination timetable

The majority of examinations will take place during the first three weeks of the Summer Term but some Autumn modules are examined in December. Please refer to the exam timetable. Personalised timetables will also become available on iCal once options are confirmed.

### Use of calculators in exams

You will be provided with standard scientific calculators in the exam rooms. You cannot use your own calculator. For more information please refer to the Frequently Asked Questions section.
Past exam papers and model Answers
Departmental policy is that you will be able to access the past exam papers and model answers for the last two years from the departmental web-pages. You will need to enter your username and password to enter the site.

General instructions, special exam arrangements, re-sitting students, examination regulations and frequently asked questions can all be found on the Departmental examination web page.

Individual research project
You must pay attention to the requirements of your Individual Research Project. On the web page you will find information on:

- Project aims and deliverables
- Project schedule
- Selections and allocation of projects
- Writing and submitting the project report
- Poster presentation
- Assessment
- Plagiarism
- Important note on external projects
- Useful links

Poster presentation skills course and poster presentation
The Department will arrange a Poster Presentations Skills Course for each MSc group, which will be hosted in the Electrical Engineering Building on 16th July 2020. It is mandatory for you to attend this course as you will be shown valuable skills which you can use for your poster presentation in September.

Poster presentations for all EEE MSc courses will take place on 7th September 2020 in the College main entrance.

Late submission of coursework or project work and deferral
Please refer to our assessment page.

Registration and notification of results
Registration
Students are reminded that it is their responsibility to comply with current regulations for registration for the MSc and DIC. European exchange students not registered for the MSc degree are eligible for the IDIC diploma. Details of the regulations can be obtained from the Registry, Sherfield Building.

Notification of results
You will be given a provisional indication of your performance in the exams (subject to confirmation by the Board of Examiners) in July 2020, via your student eservice account. Your final results will not be available until after an Examiners’ Meeting in late October 2020. Your overall MSc result (Fail or Pass or MSc with Merit or MSc with Distinction) and your transcript should be available to you from the Registry soon after the Board of Examiners Meeting (probably by mid-November). The Registry will email instructions for seeing your transcript when it is ready.

Special arrangements for students with disabilities, specific learning difficulties or long-term health issues
At Imperial College we recognise that studying at university can be a challenge, especially if you have a disability. We are keen that you have every opportunity to fulfil your potential and graduate with the degree you deserve. It is therefore important that you let us know about any
disability, specific learning difficulty or health problem as soon as possible so that we can give expert advice and support to enable you to do this. Please refer to the Disability Advisory Service.

Departmental Disability Officer: Emma Rainbow
✉️ e.rainbow@imperial.ac.uk
📞 +44 (0)20 7594 6198
📍 Office 607 – level 6 EEE Building

Help with lectures, coursework or lab work
You will be allocated a personal tutor soon after you join the MSc course. If you need help with some aspects of the lectures or coursework, speak to the lecturer after a lecture or state your problem in an email to the lecturer and ask for help. The lecturer might be able to provide help by responding with a short email. If you need to speak to the lecturer, arrange an appointment by email.

Please note: it is better to show your work to the lecturer and ask where you have gone wrong than to appear helpless by not having tried to do the work. We all feel more sympathetic to someone who has tried than to someone who has given up without trying hard. If you need more help, try asking your personal tutor or the Programme Director. If you need even more help, use the support for non-academic issues website.

If you think you have failed during the exams or project
Please refer to the frequently asked questions section in the Examinations section.

Academic Integrity and Academic Misconduct
As your programme of study continues, you will be taught the concept of academic integrity and how you can ensure that any work that you complete now, or in the future, conforms to these principles. This means that your work acknowledges the ideas and results of others, that it is conducted in an ethical way and that it is free from plagiarism.

Academic misconduct is the attempt to gain an academic advantage, whether intentionally or unintentionally, in any piece of assessment submitted to the College. This includes plagiarism, self-plagiarism, collusion, exam offences (cheating) or dishonest practice. Full details of the policy can be found at:


Definitions of the main forms of academic misconduct can be found below:

Plagiarism
Plagiarism is the presentation of another person's thoughts, words, image's or diagrams as though they were your own. Another form of plagiarism is self-plagiarism, which involves using your own prior work without acknowledging its reuse. Plagiarism may be intentional, by deliberately trying to use another person's work by disguising it or not citing the source, or unintentional where citation and/or referencing is incorrect. Plagiarism must be avoided, with particular care on coursework, essays, reports and projects written in your own time and also in open and closed book written examinations. You can support your understanding of proper referencing and citation by using the resources available from the College such as the Library learning support webpages at:

💻 www.imperial.ac.uk/admin-services/library/learning-support/plagiarism-awareness/
Where plagiarism is detected in group work, members of that group may be deemed to have collective responsibility for the integrity of work submitted by that group and may be liable for any penalty imposed, proportionate to their contribution.

An avoiding Plagiarism Session has been arranged for all Mater students on 16th October 2019.

Following on from this session, all Master students are required to undertake a compulsory online course in plagiarism awareness. All MSc students must complete the course by the 31st October 2019.

https://www.imperial.ac.uk/study/pg/graduate-school/students/masters/professional-development/plagiarism-online/

Master students should take time to make sure they read the section on Plagiarism Awareness.

Collusion
This is the term used for work that has been conducted by more than one individual, in contravention of the assessment brief. Where it is alleged that there has been collusion, all parties will be investigated under the Academic Misconduct procedure.

You should note that whilst the College encourages students to support each other in your studies you should be careful to ensure that you do not exceed any assessment brief with regards to individual work, acknowledge the contributions of others in your work, and do not leave yourself open to allegations that you have supplied answers to enable another student to commit academic misconduct.

Exam offences
Exam offences fall into two main areas. This may be an attempt to gain academic advantage (cheating) or acting in a way that is potentially disruptive to others in the same venue (sometimes referred to as a technical offence). Examples of cheating can include behaviour such as bringing unauthorised material into an exam, attempting to communicate with others apart from the invigilator, using an unauthorised electronic device, trying to remove examination material without permission, taking an exam for someone else or getting someone else to take an exam for you. Examples of being potentially disruptive includes having an electronic device that has not been fully turned off or failing to follow a reasonable instruction of the invigilators.

Dishonest practice
Examples of dishonest practice include bribery, contact cheating (buying work from an essay mill or other individual to submit as your own), attempting to access exam papers before the exam, making a false claim for mitigating circumstances or providing fraudulent evidence, falsifying documentation or signatures in relation to assessment or a claim for mitigating circumstances.
4. Board of Examiners

EEE Board of Examiners

Dr David Angeli
Dr Christos Bouganis
Dr Bikash Pal
Dr Tania Stathaki
Professor Eric Yeatman

External Examiners

External examiner for Analogue & Digital IC Design

Professor Alex Yakovlev, Newcastle University

External examiner for Communications & Signal Processing

Professor Stephan Weiss, University of Strathclyde

External examiner for Control Systems

Prof Maria Elena Valcher, University of Padua

External examiner for Future Power Networks

Prof Ian Cotton, The University of Manchester

External examining acts as an essential part of the College’s quality assurance and enhancement process, serving to ensure that academic standards are maintained. The knowledgeable and independent views of external examiners are invaluable in certifying that the College’s awards are appropriate and comparable as well as highlighting good practice and potential areas of enhancement.

It is inappropriate for you to submit complaints or representations direct to external examiners or to seek to influence your external examiners. Inappropriate communication towards an examiner would make you liable for disciplinary action.

A summary of External examiners reports from the previous academic year can be found here:

www.imperial.ac.uk/about/governance/academic-governance/academic-policy/external-examining/
5. Location and Facilities

Imperial has a number of campuses in London and the South East. All have excellent travel links and are easily accessible via public transport.

Your main location of study will be:

South Kensington Campus
Department of Electrical and Electronic Engineering
Imperial College London
Exhibition Road
London
SW7 2AZ

Facilities
Please refer to the A-Z for current students

Computer access and printing is available in rooms 303 and 405, Department of Electrical and Electronic Engineering.
The Department’s postgraduate office is located in room 607, Level 6, Department of Electrical and Electronic Engineering and is open Monday to Friday, 09:00-17:00.

Library Services
The Central Library at South Kensington is open around the clock pretty much all year. Make sure you find out who your departmental librarian is as they’ll be able to help you find resources for your subject area. Also, don’t forget to check out the Library’s range of training workshops and our other campus libraries for access to specialist medicine and life sciences resources. Alongside these physical spaces and resources, the Library provides over 300,000 electronic books, journals and databases available both on and off campus and a free document delivery service to help you source books and articles from around the UK and the rest of the world:

www.imperial.ac.uk/library

Maps
Campus maps and travel directions are available at:

www.imperial.ac.uk/visit/campuses

Accessibility
Information about the accessibility of our South Kensington Campus is available online through the AccessAble access guides:

www.accessable.co.uk/organisations/imperial-college-london

Smoke-Free Policy
All Imperial campuses and properties are smoke-free. This means that smoking by staff and students is not permitted on or within 20 metres of College land. The policy covers all College properties, including student accommodation and sports grounds.

www.imperial.ac.uk/smoke-free
SafeZone
SafeZone is the College’s new app through which you can quickly and directly contact the Security team whenever you need them. In an emergency situation, whether you’re in need of First Aid or want to report an incident on campus, SafeZone allows you to be immediately put in touch with a member of our Security team and, at the touch of a button, can share your location and personal profile so that they can respond quickly and effectively to your specific needs. It also allows the entire College community to stay informed in the event of a major incident in London or wherever you may be in the world. SafeZone also provides information on other services, such as real-time updates on the College shuttle bus.

SafeZone is optional to register to and is now available to download on the Apple and Android App stores.

All existing phone numbers for the Security team are still operational. In the event of an emergency, you can still call 4444 from any internal College phone. In the event of a wider incident in London, you can now also call 0300 131 4444, Imperial’s Emergency Recorded Message Line, which will point you in the direction of up-to-date information and advice.

6. Placements

The College defines a placement as:

"work experience, assessed project work, a period of course-based study or a period of research (for which academic credit is awarded and/or where the student remains subject to College student regulations during the relevant period) and where there is a transfer of direct supervision of the student to a third party (i.e. where a member of staff at the third party acts as the day-to-day supervisor/manager) for a period of two weeks or more."

Academic departments are responsible for managing any study or work placement which forms part of your degree programme. It is expected that you will contribute to the process of planning your placement.

For guidance on this, see the College’s Placement and Learning Policy and associated good practice:

[www.imperial.ac.uk/about/governance/academic-governance/academic-policy/placement-learning](http://www.imperial.ac.uk/about/governance/academic-governance/academic-policy/placement-learning)

Please speak to your course director for more information.

The Careers Service is available to provide students with additional support in sourcing placement opportunities and preparing to apply for placement opportunities: [http://www.imperial.ac.uk/careers/opportunities/internships/](http://www.imperial.ac.uk/careers/opportunities/internships/)

For general information on undertaking a placement visit the Placements website:

[www.imperial.ac.uk/placements](http://www.imperial.ac.uk/placements)

If you are considering/planning a placement outside the UK, you should also refer to the Placement Abroad Handbook:

[www.imperial.ac.uk/placements/information-for-imperial-college-students](http://www.imperial.ac.uk/placements/information-for-imperial-college-students)
7. Working While Studying

If you are studying full time, the College recommends that you do not work part-time during term time. If this is unavoidable we advise you to work no more than 10–15 hours per week, which should be principally at weekends and not within normal College working hours. Working in excess of these hours could impact adversely on your studies or health. If you are here on a Tier 4 visa you can work no more than 20 hours a week during term time. Some sponsors may not permit you to take up work outside your studies and others may specify a limit.

If you are considering part-time work during term time you are strongly advised to discuss this issue with your supervisor or Personal/Senior Personal Postgraduate Tutor. If you are on a Tier 4 visa you should also seek advice from the International Student Support team regarding visa limitations on employment.

The College’s examination boards will not normally consider as mitigating circumstances any negative impact that part-time work during term-time may have had on your performance in examinations or in other assessed work. Examinations or vivas cannot be rescheduled to accommodate your part-time working arrangements.

8. Health and Safety

You are responsible for looking after your own health and safety and that of others affected by your College-related work and leisure activities. You must:

- comply with all local and College policies, procedures and codes of practice and with the arrangements which the College has in place to control health and safety risks.
- ensure that your activities do not present unnecessary or uncontrolled risks to yourself or to others.
- attend appropriate induction and training.
- report any accidents, unsafe circumstances or work-related ill health of which you become aware to the appropriate person.
- not interfere with any equipment provided for Health and Safety.
- inform your supervisor or the person in charge of the activity in cases where you are not confident that you are competent to carry out a work or leisure activity safely, rather than compromise your own safety or the safety of others.

The College’s Health and Safety Policy can be found at:


Your Departmental safety contact is:

Steven Wright

1008B, Electrical Engineering, South Kensington Campus

+44(0)20 7594 6260

s.wright02@imperial.ac.uk

The College Safety Department
The Safety Department offers a range of specialist advice on all aspects of safety. This includes anything which you feel might affect you directly, or which may be associated with teaching, research or support service activities.
The College's activities range from the use of hazardous materials (biological, chemical and radiological substances) to field work, heavy or awkward lifting, driving, and working alone or late.

All College activities are covered by general health and safety regulations, but higher risk activities will have additional requirements.

The Safety Department helps departments and individuals ensure effective safety management systems are in place throughout the College to comply with specific legal requirements.

Sometimes the management systems fail, and an accident or a near-miss incident arises; it is important that we learn lessons from such situations to prevent recurrence and the Safety Department can support such investigations. All accidents and incidents should be reported online at: www.imperial.ac.uk/safety

To report concerns or to ask for advice you should contact your programme director, academic supervisor or departmental safety officer in the first instance. You may also contact the Safety Department directly.

**Occupational Health requirements**
The College Occupational Health Service provides services to:

- protect health at work
- assess and advise on fitness for work
- ensure that health issues are effectively managed

The Service promotes and supports a culture where the physical and psychological health of staff, students and others involved in the College is respected, protected and improved whilst at work.

www.imperial.ac.uk/occupational-health

**9. College Policies and Procedures**

**Regulations for Students**
All registered students of the College are subject to the Regulations for Students, the College Academic and Examination Regulations and such other regulations that the College may approve from time to time.

- www.imperial.ac.uk/about/governance/academic-governance/regulations
- www.imperial.ac.uk/students/terms-and-conditions

**Academic Feedback Policy**
We are committed in providing you with timely and appropriate feedback on your academic progress and achievement, enabling you to reflect on your academic progress. During your study you will receive different methods of feedback according to assessment type, discipline, level of study and your individual need. Further guidance on the Policy of Academic Feedback can be found on the Academic Governance website:

- www.imperial.ac.uk/media/imperial-college/administration-and-support-services/registry/academic-governance/public/academic-policy/academic-feedback/Academic-feedback-policy-for-taught-programmes.pdf

Please note that your examination scripts once completed are belong to the College under the GDPR legislation. This means that you do not have the right to view them. Please see the College GDPR webpages for further information at
Provisional Marks Guidance
Provisional marks are agreed marks that have yet to be ratified by the Board of Examiners. These results are provisional and are subject to change by the Board of Examiners. The release of provisional marks is permitted except in certain circumstances. Further information can be found in the Guidelines for Issuing Provisional Marks to Students on Taught Programmes:


Late Submission Policy
You are responsible for ensuring that you submit your coursework assessments in the correct format and by the published deadline (date and time). Any piece of assessed work which is submitted beyond the published deadline (date and time) would be classed as a late submission. Further guidance on Late Submission of Assessments can be found on the Academic Governance website:

www.imperial.ac.uk/media/imperial-college/administration-and-support-services/registry/academic-governance/public/academic-policy/marking-and-moderation/Late-submission-Policy.pdf

If you submit late due to mitigating circumstances, you may be able to make a claim that means that the cap on your mark is lifted. Please see below and the policy document.

Mitigating Circumstances
Sometimes during your studies you may be affected by sudden or unforeseen circumstances. You should always contact your personal tutor for advice and support. If this happens at the time of, or immediately preceding your assessments you may be able to make a claim for mitigating circumstances. If successful this claim enables the Board of Examiners when reviewing your marks at the end of the year to have greater discretion with regards to offering repeat attempts (either capped or uncapped), a repeat year, or with your progression or final classification. Please note, the Board are not permitted to amend the marks that you were awarded.

All claims must be supported by independent evidence and submitted within 10 working days of the assessment deadline. Any claim made after this deadline is likely to be rejected unless there is a good reason (such as you were still unwell) until the point of submitting the claim. Further information can be found in the A-Z index for current students.

https://www.imperial.ac.uk/electrical-engineering/internal/current-students-course-handbook/mitigating-circumstances/

Through the procedure you may also be able to request and extension to deadline to some forms of assessment. This procedure should be used where possible to enable students to complete their studies within the normal College year, rather than outside the teaching session.

Your department will have specific instructions for making a claim for mitigation or for requesting an extension. Details can be found in the A-Z index for current students.

https://www.imperial.ac.uk/electrical-engineering/internal/current-students-course-handbook/mitigating-circumstances/
Support for ongoing or long-term conditions, or for registered disabilities would not normally fall under the remit of mitigating circumstances and students should be supported through their studies with Additional Examination Arrangements. More details can be found at

www.imperial.ac.uk/disability-advisory-service/support/exams/

Academic Misconduct Policy and Procedures
It is important that you learn how to properly attribute and acknowledge the work, data and ideas of others. Any proven form of academic misconduct is subject to penalties as outlined in the College’s Misconduct Policy and Procedures.

www.imperial.ac.uk/about/governance/academic-governance/academic-policy/exams-and-assessment/

Unsatisfactory Progress
Unfortunately, sometimes students struggle to make satisfactory progress in their study or their engagement with their studies falls below our expectations. The College has a process to identify and support students by reaffirming these expectations with an action plan. The full details of this process, and the appeals procedure relating to it can be found at:

www.imperial.ac.uk/about/governance/academic-governance/academic-policy/complaints-appeals-and-discipline

Academic Appeal Procedure
We have rigorous regulations in place to ensure assessments are conducted with fairness and consistency, claims for mitigating circumstances have been considered reasonably and in line with the regulations of the College, and that the decisions of the Boards of Examiners maintain the integrity of our academic awards. In the event that you believe that you have grounds to appeal these decisions, we have laid out clear and consistent procedures through which appeals can be investigated and considered:

www.imperial.ac.uk/about/governance/academic-governance/academic-policy/complaints-appeals-and-discipline

Arithmetic Marks Check
If you consider that there may have been an error in the adding up of your marks, you may request an arithmetic mark check. Please note that this must be requested within 10 working days of the official notification of your results from the Results team using the procedure below. You may not request a marks check for a previous year of study.

Student Complaints
The College strives to ensure that all students are well supported in their studies and receive a good experience of their programme and the wider College activities. If you feel that your experience has not lived up to these expectations the College has an agreed Students Complaints process through which your concern can be investigated and considered.

www.imperial.ac.uk/about/governance/academic-governance/academic-policy/complaints-appeals-and-discipline

Student Disciplinary Procedure
The College has the right to investigate any allegation of misconduct against a student and may take disciplinary action where it decides, on the balance of probabilities, that a breach of discipline has been committed. The general principles of the Student Disciplinary Procedure are available on the College website:

www.imperial.ac.uk/admin-services/secretariat/college-governance/charters/ordinances/students/
**Intellectual Property Rights Policy**

For further guidance on the College’s Intellectual Property Rights Policy is available on the College website:

- [www.imperial.ac.uk/students/enterprising-students/intellectual-property/](http://www.imperial.ac.uk/students/enterprising-students/intellectual-property/)

**Use of IT Facilities**

View the Conditions of Use of IT Facilities:

- [www.imperial.ac.uk/admin-services/ict/self-service/computers-printing/staff-computers/conditions-of-use-for-it-facilities/](http://www.imperial.ac.uk/admin-services/ict/self-service/computers-printing/staff-computers/conditions-of-use-for-it-facilities/)

**General Data Protection Regulation (GDPR)**

All staff and students who work with personal data are responsible for complying with GDPR. The College will provide support and guidance but you do have a personal responsibility to comply.

In line with the above please see the College’s privacy notice for students which form part of the terms and conditions of registration with the College.

- [www.imperial.ac.uk/media/imperial-college/administration-and-support-services/registry/academic-governance/public/academic-policy/admissions/Privacy-notice.pdf](http://www.imperial.ac.uk/media/imperial-college/administration-and-support-services/registry/academic-governance/public/academic-policy/admissions/Privacy-notice.pdf)

**10. Well-being, support and Advice**

**In your department**

Your department has a system of academic and pastoral care in place to make sure you have access to the appropriate support throughout your time at Imperial.

Your programme director is your first point of contact for academic advice.

- [https://www.imperial.ac.uk/electrical-engineering/internal/current-students-course-handbook/contacts---postgraduate/](http://www.imperial.ac.uk/electrical-engineering/internal/current-students-course-handbook/contacts---postgraduate/)

For wellbeing support advice, which is not academic-related, please contact:

Student Wellbeing Adviser: Kelly Greenwood
- k.greenwood@imperial.ac.uk
- Office 607 – level 6 EEE Building

PG Senior Tutor: Dr Imad Jaimoukha.
- i.Jaimoukha@imperial.ac.uk
- +44 (0)20 7594 6279

Departmental Disability Officer: Emma Rainbow
- e.rainbow@imperial.ac.uk
- +44 (0)20 7594 6198
- Office 607 – level 6 EEE Building

More information on Departmental Disability Officers is available at:

- [www.imperial.ac.uk/disability-advisory-service/support/ddos](http://www.imperial.ac.uk/disability-advisory-service/support/ddos)

More information about how to request additional arrangements for exams if you have a disability is available at:
Your Union

All Imperial students automatically become members of Imperial College Union when they register at the College. The Union provides a range of independent support.

Imperial College Union Advice Centre

The Union's advisers are on hand to provide free, confidential, independent advice on a wide range of welfare issues including housing, money and debt, employment and consumer rights, and personal safety.

Student representatives

Imperial College Union operates two Representation Networks of over 600 elected student representatives – the Academic Representation Network and the Wellbeing Representation Network. Reps represent the voice of students and can direct you to internal and external support services. The Union's Liberation Officers also work to make sure that the views of under-represented and interest groups are heard at the College.

If you have any feedback about issues in your department relating to academic or wellbeing issues, you can speak to one of your student representatives.

Student Hub

At the Student Hub, you can access advice about accommodation, admissions and financial support and get help with international student enquiries, questions about student records, and exams.

Student Support Zone

The Student Support Zone has lots of information about the resources available at Imperial and beyond to help you to stay healthy and happy. It’s a great place to start when you’re looking for some support – it covers advice about housing and money, health, wellbeing and maintaining a good work-life balance, and provides the details of who you can contact if you need some extra support.

Useful support contacts

Health and wellbeing
Imperial College Health Centre

- 40 Prince’s Gardens, South Kensington Campus
- 020 7584 6301
- imperialcollege hc@nhs.net
- www.imperialcollegehealthcentre.co.uk

Imperial College Dental Centre

- Prince’s Gardens, South Kensington Campus
- 020 7589 6623
- imperialcollegedental.co.uk

Counselling and Mental Health Advice Service

- 020 7594 9637
- counselling@imperial.ac.uk
- www.imperial.ac.uk/counselling
11. **Student Records and Data**

The Student Records and Data Team are responsible for the administration and maintenance of the student records for all students studying at the College. This includes enrolments, programme transfers, interruption of studies, withdrawals and processing of examination entry for research degree students. The team also use this information to fulfil reporting duties to the Student Loans Company, Transport for London and the UKVI, as well as other external bodies.

The Team is responsible for the processing of student results and awards on the student record system as well as the production and distribution of academic transcripts and certificates of award.

The Student Records and Data Team produce a variety of standard document requests for both current and previous students including council tax letters, standard statements of attendance and confirmation of degree letters.

**Student records and examinations**

+44 (0)20 7594 7268

student.records@imperial.ac.uk

**Degree certificates**

+44 (0)20 7594 8037

certificates@imperial.ac.uk
13. Work-life Balance

The pace and intensity of postgraduate study at Imperial can be demanding so it’s important to find time for outside interests.

Graduate Students’ Union

The Graduate Students’ Union is the postgraduate arm of Imperial College Union. The GSU works alongside the Imperial College Union President to ensure that the requirements of postgraduate students are catered for. It also organises a number of academic and social events during the year.

Active Imperial

Imperial College has a wide range of sports and activities on offer that cater for all standards and abilities. We have a recreational activity offer, competitive sports teams and an elite sport programme. We are dedicated to ensuring we have a diverse, inclusive and exciting offer for all.

With an annual fee of £30 you will get use of the gym and swimming facilities on our campuses.

www.imperial.ac.uk/sport

Feedback from students

The College and Union is committed to continually improving your education and wider experience and a key part of this is your feedback. Feedback is thoroughly discussed by your student representatives and staff.

Student representation

Student Representatives are recruited from every department to gather feedback from students to discuss with staff. More information about the role, and instructions on how to become an academic representative, are available on the Imperial College Union (ICU) website.

www.imperialcollegeunion.org/your-union/your-representatives/academic-representatives/overview

The student Union will contact all new MSc students asking them to vote for their MSc Course Rep in early October.

Staff-Student Committee

Staff-Student Committees are designed to strengthen understanding and improve the flow of communication between staff and students and, through open dialogue, promote high standards of education and training, in a co-operative and constructive atmosphere. College good practice guidelines for staff-student committees are available here:

www.imperial.ac.uk/about/governance/academic-governance/academic-policy/student-feedback

Our Postgraduate Manager, Anderson Santos, will contact the PG Reps regarding the meeting dates and agendas for the Staff-Student Committee meetings.

14. Student Surveys

Your feedback is important to your department, the College and Imperial College Union. Whilst there are a variety of ways to give your feedback on your Imperial experience, the following College-wide surveys give you regular opportunities to make your voice heard:

- PG SOLE lecturer/module Survey or departmental equivalent
• Postgraduate Taught Experience Survey (PTES)
• Student Experience Survey (SES)

The PG SOLE lecturer/module survey runs at the end of the autumn and spring terms. This survey is your chance to tell us about the modules you have attended and the lecturers who taught them.

For PG SOLE your lecturers will receive their individual numerical results and comments shortly after the survey closes. To make the most of your opportunity to give your feedback, please do not use offensive language or make personal, discriminatory or abusive remarks as these may cause offence and may be removed from the results. Whilst this survey is anonymous, please avoid self-identification by referring to personal or other identifying information in your free text comments.

The Postgraduate Taught Experience Survey (PTES) is the only national survey of Master’s level (MSc, MRes, MBA and MPH) students we take part in. This is the only way for us to compare how we are doing against the national average and to make changes that will improve our Master’s students’ experience in future. PTES covers topics such as motivations for taking the programme, depth of learning, organisation, dissertation and professional development.

The Student Experience Survey (SES) is another opportunity to leave your views on your experience. This survey will cover your induction, welfare, pastoral and support services experience.

All these surveys are anonymous and the more students that take part the more representative the results so please take a few minutes to give your views.

The Union’s response to surveys can be found here:
[https://www.imperialcollegeunion.org/your-union/your-representatives/responses](https://www.imperialcollegeunion.org/your-union/your-representatives/responses)

If you would like to know more about any of these surveys or see the results from previous surveys, please visit:
[www.imperial.ac.uk/students/academic-support/student-surveys/pg-student-surveys](http://www.imperial.ac.uk/students/academic-support/student-surveys/pg-student-surveys)

For further information on surveys, please contact the Registry’s Surveys Team at:
[surveys.registrysupport@imperial.ac.uk](mailto:surveys.registrysupport@imperial.ac.uk)

15. And finally

**Alumni Services**
When you graduate you will be part of a lifelong community of over 190,000 alumni, with access to a range of alumni benefits including:

• discounts on further study at the College and at Imperial College Business School
• alumni email service
• networking events
• access to the Library and online resources
• access to the full range of careers support offered to current students for up to three years after you graduate
• access to our Alumni Visitor Centre at the South Kensington Campus, with free Wifi, complimentary drinks, newspapers and magazines, and daytime left luggage facility

Visit the Alumni website to find out more about your new community, including case studies of other alumni and a directory of local alumni groups in countries across the world.
Opportunities for Further Study
After you have completed your MSc course, you may choose to further your career by applying for a PhD place in the Department.