Dental Technology
Postgraduate Certificate/Postgraduate Diploma/Masters in Science

CARDIFF SCHOOL of SPORT
& HEALTH SCIENCES

Induction & Enrolment Information
Academic Year 2019
(Distance Learning)

Cardiff Metropolitan University | Prifysgol Metropolitan Caerdydd

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**Post-graduate Certificate/Post-graduate Diploma
Masters in Science Dental Technology**

1. **THE INDUCTION PROGRAMME**
    This is structured within the normal teaching day, during the first few weeks of the programme. On first contact with the Dental Technology tutors, you will be provided with a full schedule of work for the year including dates and times of 'on line' meetings and attendance.

    ONLINE ENROLMENT
    Enrolment is an essential process that confirms your status as a Cardiff Met student and also gives you access to Cardiff Met IT systems, payment of fees, and, importantly, enables you to obtain your Student MetCard.

    You can complete the online Self-Enrolment process from any computer through the Cardiff Met Self Service system once you have received your **Enrolment Email**.

    On receipt of your Enrolment Email, please begin your Self-Enrolment by going to the www.cardiffmet.ac.uk/enrolment webpage and following the step-by-step guidance provided. Access to the Enrolment section of the Cardiff Met Self Service system will require you to login with a username and password. Please input the same username and password you originally used to apply with. Guidance is provided for forgotten usernames/passwords. Please note that in order to Self-Enrol, your status with Cardiff Met must be **Unconditional Firm (UF)** i.e. all conditions met and place accepted.

    MODE OF ATTENDANCE
    Flexible Distributed Learning (Distance Learning) MSc Dental Technology.
    This programme is offered to students from Cardiff Metropolitan University and with supported work based learning. There is no need to attend the university during the academic year. However, we recommend that a commitment of at least 6 hours per week during term is required at your workplace to complete practical exercises. The practical and theoretical exercises that students are required to complete will be given at the start of term and at other points throughout the year. Video conferencing will take place each week and other electronic technologies will form a central core of the delivery.

    NECESSARY EQUIPMENT
    Students will be expected to have access to all the equipment and materials necessary for completion of the chosen practical work. Due to postage restrictions, many items of equipment and or materials are unable to be delivered. It will be the students' responsibility to source them or find an equivalent through agreement with the module leader.

    The technical specifications for hardware to access online meetings is given at the end of this document.

    PROFESSIONAL BODY MEMBERSHIP
    The MSc programme exceeds the requirements for GDC registration and has the potential to enable registration on professional body specialist lists, as and when these evolve.

2.   PROGRAMME STRUCTURE

The programme is modular based and aims to produce dental technologists who are technically excellent and capable of academic study at post graduate level. Students, upon qualification, should have an excellent understanding of dental technology and be able to relate effectively within the specialist areas of dental technology. They should be able to communicate well, use independent and critical self-awareness, and serve as a useful contributing member to the dental team.

MODULE STRUCTURES

Students undertaking the MSc programme require 180 credits. Students study 60 credits per academic year (3 x 20 credit modules per year).

The MSc part-time programme is normally 3 years in duration.

All modules are at M level (level 7). There are a variety of modules available from which students can elect to study those most pertinent to their specialist area, or intended career progression.

Optional practical module (All 20 credits):

Conservation: Bridge construction
                       Implantology and overdentures
                       Precision attachments
                       Implants

Prosthodontics: Complex partial dentures 1
                       Complex partial dentures 2
                       Complex complete dentures
                       Geriatric dentistry

Orthodontics: Complex fixed orthodontic appliances
                       Complex myofunctional appliances
                       Orthognathic surgical appliances
                       Congenital deformity appliances

Students are required to complete 60 credits per academic year. Specialist modules are available that students can select from. The following charts are examples where students have elected to study different specialist areas.
The specific modules offered each year will depend on student numbers and their chosen options.

As _an example_ for someone who wished to specialise in **Orthodontics** then a typical module selection may look like this:

Year 1
Compulsory modules: Work Based Learning 1 (20)
                      Specialist modules:
          Congenital Deformity appliances (20)
                      Orthognathic planning (20)

Year 2
Compulsory modules: Work Based Learning 2 (20)
                      Applied Research Methods and Design (20)
Specialist modules: Complex Fixed Orthodontic appliances (20)

Year 3
Compulsory module: Research project (60)

ASSESSMENT
A twenty credit module comprises of at least 200 hours student effort. Each module in the programme is assessed according to a particular model of assessment.

   There are four types of assessment used throughout the programme:

1. Practical Assignments
2. Written Assignments
3. Oral Presentations
4. Portfolio of evidence

Mature and/or more experienced candidates may present a portfolio of evidence that demonstrates they fulfilled the learning outcomes of any specific module at the workplace, as an alternative to the normal assessment within the practical modules.

GRADING
Outcomes of all assessments are given to students by the use of percentages. The score for each unit is finalised by an Examinations Board that meets at the end of each academic year. Feedback from the academic staff can be verbal or written. Criterion based marking sheets are used with practical items.

The pass mark for all individual assessment items, and the module overall, is 40%. The student is required to demonstrate competence in both written and practical assessments i.e. A fail in a practical element cannot be compensated for by a theory mark.

Information regarding the award of Merit and Distinction for these programmes can be found in the Academic Handbook: www.cardiffmet.ac.uk/academichandbook

GENERAL ADVICE
Students are required to attend all online scheduled lectures and be able to commit to at least 6hrs per week laboratory time for specialist practical modules.

3.   **ACADEMIC SUPPORT**

Personal Tutor System
Personal tutors are allocated at the beginning of each academic year. These personal tutorial sessions usually entail a student bringing pieces of work, which they feel they are having problems/difficulties with, and discussing them with their tutor. They are designed to encourage and help the student overcome any problems that they may be experiencing with this work or topic area.

There will be opportunities during the timetable for personal tutor sessions. During these times you may discuss what action should be taken to remedy any tests or assignments which have not met the required standard.

The dental technology teaching staff operate an "open door" policy (albeit a virtual door) and as such, students are welcome to discuss any topic, with any member of staff, at almost any time during the teaching periods.

ASSESSMENT REGULATIONS
The Institute-wide regulations can be found in the Academic Handbook, a copy is available online: www.cardiffmet.ac.uk/academichandbook

STUDY SKILLS
Students are referred to the Cardiff Met homepage on the website for useful advice regarding this topic. Demonstrations of accessing this package will be given during the induction programme: http://www.cardiffmet.ac.uk/lis/Pages/Academic-Skills.aspx

CAREER OPPORTUNITIES
Many part time students find they are able to continue working at the place of employment following completion of their specialist training. Employment prospects are currently very good. Successful graduates can be employed in NHS establishments where they may be eligible to apply for A4C Band 8 grade and higher positions. Commercial laboratories and private practices can use this postgraduate qualification as a means of marketing and promotion of their services. University dental schools may find it useful as a step towards RAE applications.

4.   RECOMMENDED READING

Complete lists are published with each specific topic studied.

Requirements to attend virtual sessions on various devices

Windows
- 1.4 GHz Intel Pentium 4 or faster processor (or equivalent)
- Windows 10, 8.1 (32-bit/64-bit), Windows 7 (32-bit/64-bit)
- 512 MB of RAM (1 GB recommended)
- Microsoft Internet Explorer 11 or later, Windows Edge browser, Mozilla Firefox, and Google Chrome

Mac OS
- 1.83 GHz Intel Core Duo or faster processor
- 512 MB RAM (1 GB recommended)
- Mac OS X 10.11, 10.12 and 10.13
- Mozilla Firefox, Apple Safari, Google Chrome

Linux
- Ubuntu 14.04 and 16.04; Red Hat Enterprise Linux 6
- No application support is available for Linux. Users on Linux can attend meetings in a browser.
- Google Chrome
- Adobe Flash Player 23.0

Virtual Environment
- Citrix XenApp 7.5 and 7.11
- Horizon version 6.2

Mobile
- The Adobe Connect app for iOS and Android requires Adobe Connect Server version 8.2 or later
- Some features may not be enabled in all Adobe Connect meetings if one is using an Adobe Connect Server older than version 9.4.2 (required for Custom pods)
- Google Android 4.4 or later
- Apple iOS: iOS 8.1.2 or later

Additional requirements

Bandwidth: 512 Kbps for participants, meeting attendees, and end users of Adobe Connect applications.

Connection: DSL/cable (wired connection recommended) for Adobe Connect presenters, administrators, trainers, and event and meeting hosts.

Adobe Connect account management by Meeting Hosts, Event or Webinar Managers, Virtual Classroom Managers, and Administrators requires Adobe Flash Player 13 or higher.

5.   Useful links

- [Academic Handbook](#)

- [Accommodation](#)

- [Additional Costs](#)
  Additional costs are any mandatory or optional expenses, in addition to tuition fees, that need to be paid for by students to fully participate and complete their studies.

- [Admissions Policy](#)

- [Bike Shelters](#)
  [Once you are on campus and have collected your student ID card you will be able to request access to the various bike shelters around our campuses.](#)

- [Campus Maps & Met Rider](#)

- [Cardiff Met News](#)

- [Cardiff Met Sport & Facilities](#)

- [Cardiff Met SU](#) *including Freshers information & wristbands*

- [DBS](#)
  If your programme involves you coming into contact with children and young or vulnerable people then you will have been asked to carry out a criminal records check as part of your offer.

- [Occupational Health](#)
  To comply with current Health & Safety legislation, all Cardiff Met students undertaking a healthcare-related programme at Cardiff School of Sport & Health Sciences (involving a clinical placement component), are required to participate in a mandatory Occupational Health Screening assessment. Additionally, certain courses are also required to adhere to the Department of Health's immunisation and vaccination programme.

- [Student Finance](#)
  For information on tuition fees, alumni discount, loans and scholarships, as well as contact information for the Student Finance Advisory Service.

- [Student Handbook](#)

- [Student Services](#)
  For help during your time with us in relation to your health, welfare, lifestyle and future career. The aim is to provide you with all the support you need to ensure your studies are as enjoyable and successful as possible. Services also include counselling, disability and chaplaincy.

- [Term Dates](#)

- [Virtual Tours](#)
  [Have another look around our campus and facilities with our guided virtual tours](#)