



IBCoM BA-1 Manual
2022-2023

Name:
Student Number:

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The IBCoM dream...

First of all a warm welcome to the IBCoM programme ☺. At IBCoM we encourage our students to study hard and play hard in order to get the most out of their IBCoM experience! We want you to get a truly international experience both at the Erasmus University, but also by going on exchange, taking a summer course or doing your internship abroad. In addition to that, there is a wealth of extracurricular activities that you can participate in: the IBCoMpanion programme, the IBCoMagazine, the IBCoM Honours Programme, and so much more. But first and foremost you've come to Rotterdam to study IBCoM and to graduate in 2025!



Your first year at IBCoM

This concise BA-1 Manual includes all you need to know to get started with IBCoM. For more extensive and updated information we would like to refer you to the [Current Students website](#), where you can also find a complete overview of your IBCoM [curriculum](#) (see also [appendix 1](#)).

Your IBCoM registration

Make sure that your registration is in order. You can check this by logging into Osiris and making sure that the status is set to complete. If it isn't, you will need to take the remaining steps in Studielink. For questions, stop by the ESSC (Front Office) on campus, which is located beside the food hall. Please note that if your registration is not in order your grades cannot be booked and your account will be frozen, meaning you can't access any online systems at the EUR.

Courses and re-sits

At IBCoM we have four terms per academic year. In your first year, also known as BA-1, you will have 12 courses, divided in 3 courses per term. Since all the BA-1 courses are mandatory, you have been registered automatically for the courses, your tutorial workgroups and the corresponding exams. By passing a course with a final grade of a 5.5 or higher you can obtain 5 EC per course. For more information on EC as well as the Dutch Higher Education and grading system, please see the [IBCoM website](#).

Please note that all re-sits take place in summer and you can only take a maximum of [three re-sits in total](#) per academic year, for which you have to [register yourself](#) through Osiris. Registration is possible between 26 and 5 workdays before the actual date of a particular re-sit.

Timetable, course information & writing guide

In the [course catalogue](#) you can find general information about the courses you will be taking, including the timetable for each course. An overview of the entire academic year can be found in the [academic calendar](#). In addition to that, each course will have its own page on [Canvas](#), our online learning environment. This includes all detailed

and specific information, like assessment criteria and detailed instructions on the course itself. For more information, please check the [MyEUR manual](#). Please note that all your assignments have to be written in accordance with the [writing guide](#), moreover the EUR sets high quality standards and [cheating](#) is an offense. Please note that the University Library offers [online tutorials](#) to improve your information skills.



Questions about your schedule, courses, or other programme-related things?

Contact Yara de Kwaasteniet (Programme Coordinator) at ibcomstudents@eshcc.eur.nl

What is the Binding Study Advice?

Remember, a good start is half the battle! Once you have obtained all 60 EC of your BA-1, you will receive a positive [Binding Study Advice](#) (=BSA). The 60 EC includes all re-sits, exemptions and compensated courses. When you have received a positive BSA, you can continue with the IBCoM programme. Please note that you can also compensate two of your courses and still obtain 60 EC. For more information about compensation, please check the [Compensation and Re-sit Rule](#). If you are taking more than one programme at Erasmus University, you will receive a Binding Study Advice per programme. Please be aware that rules per faculty may differ. Always inform the [IBCoM student advisor](#) if you are taking more than one programme or if personal circumstances may affect your studies. Schedule an appointment online to discuss this matter personally.

Need help?

If you want to know more about getting the most out of your studies or how to deal with specific situations, there are a number of people to help you. Please check out the website and/or contact the [IBCoM Support Staff](#). Please make sure to use your student email (@student.eur.nl) when emailing university. In addition to that, we kindly request you to refrain from sending your email to multiple people; we will forward your email to the right person, if necessary.

Some questions are handled by the [Erasmus Student Service Centre \(ESSC\)](#), see the list below for more information:

- [Find the answer to frequently asked questions by using ASK Erasmus](#)
- [Appointments with the university psychologist](#)
- [Appointments with the career advisor](#)
- [Change of address](#)
- [Information about grants](#)
- [Official language courses and language courses by other students](#)
- [Registration at the EUR](#)
- [Statements of the EUR](#)
- [Studielink](#) and [DUO](#)

Personal circumstances

Sometimes personal circumstances can, unfortunately, cause a study delay and result in problems with meeting the requirements of the Binding Study Advise (=BSA).

Examples of personal circumstances can be: a long-term illness, physical, sensory or other functional disability, professional sports player, pregnancy, exceptional family circumstances, psychological issues, board membership and/or membership of a university participation body.

In accordance with the Dutch Higher Education Act, the university is obliged to take personal circumstances into account if they are related to your insufficient study progress. Please be aware that it is very important to contact the [IBCoM student advisor](#) in case of personal circumstances **within four weeks** of the commencement of these circumstances. Please note that all matters discussed with the student advisor remain confidential, unless otherwise agreed upon with you. If necessary, you may be [referred](#) to others for further help.

If you come forward after four weeks with your personal circumstances, you have to be aware that in most cases these personal circumstances will not be taken into consideration for your BSA. Please note that personal circumstances should be corroborated in the form of e.g. a doctor's statement, a mourning card or a letter with a contact number from close relatives.

Together with the IBCoM student advisor, you will discuss your options and study planning in order to minimise any delay in your studies and to maximise your chances of obtaining the required EC. Please note that in some cases it may be better for you to consider other options that may better suit your needs and/or the situation you are in. At the end of the academic year, the IBCoM student advisor may be asked to advise the Examination Board regarding the definitive BSA. The Examination Board can only take your personal circumstances into account if you inform your student advisor in good time and keep in regular contact with the IBCoM student advisor. More information about the [BSA procedure](#) can be found on the IBCoM website.



Personal circumstances or study planning?

Contact Eveline Stoker (Student Advisor) for questions and appointments at studentadvisor.ibcom@eshcc.eur.nl

More to IBCoM?

At IBCoM we are committed to improving our academic programme. You can share your insights through several channels, or participate more actively; please see [extracurricular activities](#) for more information. Make sure to fill out the course evaluations as well, to ensure that our programme can get stronger, like the students have done before you. If you want to share your writing skills and insights, perhaps you would be interested to join the [IBCoMagazine](#). And if you want to represent the programme and help others, become an [IBCoMpanion](#) and/or [ambassador](#).

Want to go on exchange?

It is still a while away, but please note that there is a wealth of information available on the website about [exchange](#). However, not all information is posted there, so be sure to check out the M&C Outgoing Exchange community and of course the Facebook group as well. Please note that the following minimum requirements for exchange apply:

- completed all your BA-1 courses
- submit proof of proficiency in the language of foreign host institution (\geq B2)
- average grade for subjects in BA-1 + BA-2 (Term 1) should be at least 6.5



Questions about exchange?

Contact Remy van Rijswijk (Exchange Coordinator) at exchange@eshcc.eur.nl

And what about your internship?

At the end of BA-2, you will be doing your internship, for which you will be prepared by the course Communication and Media Labour Market Orientation/CM2008 that runs in the 1st and 2nd term of BA-2. If you already want to explore a bit more, check out the [internship pages](#) and the [M&C career services on Facebook](#).



Questions about internships?

Contact Kayleigh Vedder (Internship Coordinator) at internship@eshcc.eur.nl

If you have any further questions or suggestions, please do not hesitate to contact your IBCoMpanion(s), the [programme coordinator](#) or the [student advisor](#) about this.

IBCoMpanion Programme

Introduction

We are very pleased and proud that so many 2nd year IBCoM students have volunteered to become an IBCoMpanion. IBCoMpanions are there to help you adjust to the IBCoM programme, as well as to assist you in your transition to the Erasmus University and Rotterdam. We are confident that being part of the IBCoMpanion Programme is a great opportunity for all BA-1 students and helps them feel right at home within the IBCoMcommunity ☺.

The importance of the IBCoMpanion programme

One year after we started IBCoM in 2009, we have initiated the IBCoMpanion programme alongside the IBCoM curriculum in term 1 and 2. From experience we know that students who actively participate in the IBCoMpanion programme are more familiar with the ins and outs of the programme, feel at home quicker and perform better academically. For the IBCoMpanions themselves it is a great way to give back, but also to work on their leadership and interpersonal skills. Additionally, it prepares them for exchange as they will also guide incoming exchange students, a vital part within the IBCoM programme. We encourage all our BA-1 students to get the most out of IBCoM and wholeheartedly believe that there is no better way to start than by actively participating in the IBCoMpanion programme. The first step to becoming an IBCoMpanion yourself, is to participate actively in this programme. This is further exemplified by how our current IBCoMpanions have experienced their IBCoMpanion programme:

That it was a safe haven to go to as a new student in this big world of university life. My IBCoMpanions were always open to help me with any problems I faced in this new environment. This was both related to academic issues and as a social outlet, to make new friends. – Cara

What I liked most was that I was able to meet new people and learn more about the *programme from a student's perspective*. – Camiel

The way in which the IBCoMpanions made sure that we feel welcomed and helped us integrate and engage within the study. They were constantly open to give us advice or to provide help. The program itself is based on a brilliant idea behind it, because every time new students come into this new environment they can lean on someone to show them around, to clarify the ongoing processes within IBCoM, as well as friendly support. – Alexandra

I thoroughly enjoyed the IBCoMpanion program and what I liked most was the fact that I knew I could rely or fall back on my IBCoMpanions whenever I had any questions or troubles. I see the IBCoMpanion program as being very useful especially for first years who maybe struggle to find friends at first; As a second year IBCoM students, my IBCoMpanions were able to give useful insights or comfort and reassurance during exam times which I highly appreciated. And lastly, I love that I am still friends with my IBCoMpanions even after the program has finished! - Alysa

It gave me a sense of community and belonging when I had just moved into a new city with no friends. Especially during the IBCoM Introduction week, I found the safety net which Sabrina and Tino provided the most meaningful part of this program, as we were given the opportunity to ask questions, get first-hand insights, make friends and get to know the city. This ultimately made the move much less haunting and beginning university less intimidating. – Floriane

The establishing of new friendships and relationships to people all over the world. Honestly, I am in Germany to visit my hometown right now and I have to admit that I really miss my friends in Rotterdam. I want to make sure the next year students will miss their IBCoM friends as well when visiting their hometowns, no matter if it is in the Netherlands or another country 😊 – Kevin

Set-Up

The IBCoMpanion programme is offered to all incoming IBCoM students. A small group of first year students (12-14) will meet on a regular basis with their mentors, so-called IBCoMpanions; two advanced IBCoM students. The IBCoMpanion programme is an informal addition to the formal IBCoM curriculum and has the following aims:

Social

- Getting to know each other (student-student)
- Getting to know an advanced IBCoM student (student-IBCoMpanion)
- Creating a context for mutual support

Practical

- Sharing information on IBCoM and the city
- Profiting from the IBCoMpanion's practical experiences with study and city
- Learning to balance study life ('work') and student life ('play')

Participation of first year students

Participation is voluntary. The value of the IBCoMpanion programme is highly emphasized by IBCoM's management, teaching and support staff. Once students decide to participate, we expect them to attend all sessions of the IBCoMpanion programme.

Why should you participate in the IBCoMpanion programme?

As a BA-1 student you will get inside information about the programme, the Erasmus University and Rotterdam from your IBCoMpanions, as well as the insights on the best places to study and party in town. With the Binding Study Advice ([BSA](#)), it is crucial that you make a good start in order to obtain all 60 EC of BA-1. The IBCoMpanion programme ensures that you know the ins and outs, which will help you in obtaining this goal. In addition to that, it is a great way to meet new people which will help you feel part of the IBCoMmunity in no time. You can also find out more from a student's perspective on **what's ahead in BA-2/3** from your IBCoMpanions. And last but not least, it is a great way to get to know Rotterdam and get the insights on the exciting places and events that are going on in the city.

Number of sessions with your IBCoMpanions

The IBCoMpanion Programme will consist of a number of events and sessions (meetups with your IBCoMpanions). The first (official meetups) are during the introduction week and the IBCoMpanion Programme will eventually end with a joint festive closure event. The dates of each session will be set together by the IBCoMpanions and with your group. If you are unable to attend, it is common courtesy

to inform your IBCoMpanion prior to the session. IBCoMpanions will reach out to those who did not show up, nor notified them of their absence.

If you feel that there are issues which you would like to talk about, but you do not feel comfortable in discussing these matters, for various reasons, with your IBCoMpanion(s), please do not hesitate to contact the [IBCoM student advisor](#). Note that what you discuss with the IBCoM student advisor remains confidential.

IBCoMpanion Program Overview

Week	Theme / aims
36	IBCoMpanion Activities
38	Session 1: IBCoMpanion Mixer
41	Session 2: Progress & Preparation for the exams
44	IBCoM exams term 1
46	Session 3: Reality check & looking ahead
TBA	IBCoMpanion Closure Event

The role of your IBCoMpanion

Your IBCoMpanion is an experienced and successful IBCoM student, offering support and advice to you as a first year IBCoM student. In the IBCoMpanion programme the mentoring set-up is group based; per group 2 IBCoMpanions will guide their own group of students (12-14). Since every mentor brings different aspEC forward and has their own unique style, both IBCoMpanions can help you with your questions, albeit in different ways. Although you are matched up with a specific IBCoMpanion, both IBCoMpanions are there to help you.

The IBCoMpanions' role can be summarized in the following short listing of roles an IBCoMpanion has and does not have:

- IBCoMpanion is a coach giving support and advice
- IBCoMpanion is not a friend, but can become one
- IBCoMpanion is not a lecturer, but does have first-hand experience with the IBCoM curriculum
- IBCoMpanion is not a problem solver, but can help with advice and experience

Your role

You, as a first year student may anticipate and perceive your new environment in a very different way. You may be very enthusiastic; or you may feel stressed about what is confronting you. Especially with an international group of students, everyone will be busy accommodating themselves to this diverse group of people. This applies both to students from far away countries as to students who were born and raised in The Netherlands. Please make sure that everybody feels welcome and part of the IBCoMmunity by communicating in English only. Remember that the IBCoMpanion programme is a group activity. What the IBCoMpanion Programme is, is also what you make of it. So treat others in the same way that you would like to be treated. Give it your best and within in no-time you will also feel part of the IBCoMmunity!

Below you can find an overview of the topics per session, so that you know what to expect. Of course you are more than welcome to come up with suggestions about where to meet, what to do and what else you would like to discuss, just share your suggestions within your IBCoMpanion group.

Event: IBCoMpanion Activities during Introduction Week

During the Introduction Week all BA-1 students and their IBCoMpanions will meet up; you will get a chance to get acquainted with your fellow IBCoMpanion group and IBCoMpanions.

Session 1: IBCoMpanion Mixer

This session will be held within your IBCoMpanion group and will be focused on your experiences so far, how this relates to your (initial) experiences. An intercultural exercise and how to study at IBCoM are also on the agenda.

Session 2: Progress & Preparation for the exams

This session will be held within your IBCoMpanion group and will be focused on how you are doing so far, as well as discussing how to prepare for the upcoming exams. This would be a great session to talk about exchange as well; ask your IBCoMpanion about this option before the session takes place.

Session 3: Reality check & looking ahead

This session will be held within your IBCoMpanion group and will be focused on how the exams went and discussing what kind of changes you can make, if necessary, to improve your results. You will also discuss all the things you can do besides IBCoM; in BA-2/3 and after IBCoM. And since this session is right before the holidays, share special places and insights on where to go to and what to do in Rotterdam and beyond.

Event: IBCoMpanion Closure Event

This is the final closing event, where all IBCoMpanions and mentees will meet to share some fun and thank the IBCoMpanions for their effort! The IBCoMpanion Closure Event marks festive closure to the IBCoMpanion Programme and it is highly recommended to close the way you started: with a dinner together somewhere in Rotterdam.

Appendix 1 Curriculum 2022-2023

IBCoM BA-1

Term 1	Term 2	Term 3	Term 4
Introduction to Human Communication CM1001	Introduction to Statistical Analysis CM1005	Media Systems in Comparative Perspective CM1008	Communication Technologies and their Impacts CM1007
Introduction to Social Science Research CM1002	Media Industries and Audiences CM1012	Communication as a Social Force CM1009	Intercultural Communication CM1010
CWS 1: Academic Skills CM1003	Key Concepts in Social Sciences CM1013	Communication and Organizations CM1014	RWS 1: Cross-national Comparative Research CM1011
IBCoMmain Programme		<small>Class of 2020 and beyond, version May 2021 All courses are worth 5 EC, unless specified otherwise</small> <small>Theoretical / Methodological Course (red)</small> <small>Practically Oriented Training (orange)</small> <small>Focus Area Seminars (dark blue)</small> <small>Exchange & Collaboration</small>	

IBCoM BA-2

Term 1	Term 2	Term 3	Term 4
International and Global Communication CM2001	Qualitative Methods in Media and Communication CM2005	Research Workshop in Focus Area A or B CM25XX	Internship (12 EC) CM3041
Quantitative Methods in Media and Communication CM2005	CWS2: Digital Content CM2011	CWS3: Communication Management CM2010	
Focus Area Course 1	Focus Area Course 2	Elective	
	Communication to Media Labour Market Orientation (1 EC) CM2008		

IBCoM BA-3 with a Minor

Term 1	Term 2	Term 3	Term 4
Minor	Focus Area Course 3	Bachelor Thesis Class CM3051	Bachelor Thesis (10 EC) CM3050
	Focus Area Course 4	CWS4: Communication Ethics CM3010	
	Elective	Elective	Focus Area Course 5

IBCoM BA-3 with Exchange

Term 1	Term 2	Term 3	Term 4
Exchange		Bachelor Thesis Class CM3051	Bachelor Thesis (10 EC) CM3050
		CWS4: Communication Ethics CM3010	
		Elective	Focus Area Course 5

Appendix 2 Academic Calendar

Academic Calendar 2022-2023

ACADEMIC CALENDAR 2022-2023

Erasmus School of History, Culture and Communication (ESHCC)

All programmes, **EXCEPT BA1 History**

Calendar week	Term week	Period	Activity
Term 1			
35	0	29-08-22 until 02-09-22	Introduction new students
36	1	05-09-22 until 09-09-22	Lectures
37	2	12-09-22 until 16-09-22	Lectures
38	3	19-09-22 until 23-09-22	Lectures
39	4	26-09-22 until 30-09-22	Lectures
40	5	03-10-22 until 07-10-22	Lectures
41	6	10-10-22 until 14-10-22	Lectures
42	7	17-10-22 until 21-10-22	Lectures
43	8	24-10-22 until 28-10-22	Lectures
44	9	31-10-22 until 04-11-22	Study / Exams / Assignments
Term 2			
45	1	07-11-22 until 12-11-22	Lectures
46	2	14-11-22 until 18-11-22	Lectures
47	3	21-11-22 until 25-11-22	Lectures
48	4	28-11-22 until 02-12-22	Lectures
49	5	05-12-22 until 09-12-22	Lectures
50	6	12-12-22 until 16-12-22	Lectures
51	---	19-12-22 until 23-12-22	Winter Holiday
52	---	26-12-22 until 30-12-22	Winter Holiday
1	---	02-01-23 until 06-01-23	Winter Holiday
2	7	09-01-23 until 13-01-23	Lectures
3	8	16-01-23 until 20-01-23	Lectures
4	9	23-01-23 until 27-01-23	Study / Exams / Assignments
Term 3			
5	1	30-01-23 until 03-02-23	Lectures
6	2	06-02-23 until 10-02-23	Lectures
7	3	13-02-23 until 17-02-23	Lectures
8	4	20-02-23 until 24-02-23	Lectures
9	5	27-02-23 until 03-03-23	Lectures
10	6	06-03-23 until 10-03-23	Lectures
11	7	13-03-23 until 17-03-23	Lectures
12	8	20-03-23 until 24-03-23	Lectures
13	9	27-03-23 until 31-03-23	Study / Exams / Assignments
14	10	03-04-23 until 07-04-23	Study / Exams / Assignments <i>no class on Friday (Good Friday)</i>
Term 4			
15	1	10-04-23 until 14-04-23	Lectures <i>no class on Monday (Easter Monday)</i>
16	2	17-04-23 until 21-04-23	Lectures
17	3	24-04-23 until 28-04-23	Lectures <i>no class on Thursday (Kings Day)</i>
18	4	01-05-23 until 05-05-23	Lectures <i>no class on Friday (Liberation Day)</i>
19	5	08-05-23 until 12-05-23	Lectures
20	6	15-05-23 until 19-05-23	Lectures <i>no class on Thursday (Ascension Day)</i>
21	7	22-05-23 until 26-05-23	Lectures
22	8	29-05-23 until 02-06-23	Lectures <i>no class on Monday (Whit Monday)</i>
23	9	05-06-23 until 09-06-23	Lectures
24	10	12-06-23 until 16-06-23	Study / Exams / Assignments
Resit Period			
25		19-06-23 until 23-06-23	Study / Assignments / Resits term 1, 2, 3
26		26-06-23 until 30-06-23	Study / Assignments / Resits term 1, 2, 3
27		03-07-23 until 07-07-23	Assignments/Resits term 1, 2, 3, 4 /Resits minors <i>(subject to change)</i>
Summer Recess			
28-35		10-07-23 until 03-09-23	

Special dates

Date	Occurrence
15-08-22 until 21-08-22	Eurekaweek
22-08-22 until 28-08-22	Introduction Student Associations
29-08-22 until 02-09-22	Opening Academic Year - Introduction activities
19-12-22 until 08-01-23	Winter Holiday
07-04-23	Good Friday
09-04-23 + 10-04-23	1st and 2nd day of Easter
27-04-23	Kings Day
05-05-23	Liberation Day
18-05-23	Ascension Day
29-05-23	Whit Monday
10-07-23 until 03-09-23	Summer Recess