1981

Student Handbook and Diary, 1981-2

DIT: Students' Union

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You don't have to fit the picture

The bowler hat, the pin stripe suit, the rolled umbrella. Symbols, you might think, of everything a bank and its customers stand for.
Not so.

At Allied Irish Banks some of our most valued customers identify with a completely different lifestyle.

Students. Like yourself.

In the College of Marketing and Design your AIB Student Officers are Tommy Quinn and Marion Toole. They are the people who'll tell you all about our services.

Contact them at our 37/38 Upper O'Connell St., branch. Tel: 749491.

Allied Irish Banks
Banking for a better future
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Notes
Welcome (or welcome back) to the College of Marketing and Design.

I don't know if you've read many 'Messages from your President' before or seen them in any other students union handbooks, but if you have you'll know that they're usually the same basic message full of the same basic cliches.

They spend about a page telling you that during your time in 3rd level education you're going to come across many problems that you won't be able to solve on your own but that the students union can solve them by expressing collectively the wishes of the students.

All fine in theory, and all quite true, but none of these messages face up to one very important fact that in my opinion defeats the whole point of a students union that most of the students unions in this country are run by (and in a lot of cases for) a small minority of students in their respective colleges and are in no way representative of the majority of students in the colleges.

Some people don't want to face up to this fact, because the system suits them as it is, and most of those who do face up to it accept it as 'the way things are', claiming that the majority of students aren't interested in or are afraid of 'getting involved' in the union, or that it will interfere with their studying the real reason for being in college.
But in reality what the majority of students aren't interested in or are afraid of getting involved in is not the students union but the preconceived stereotyped image that a lot of people seem to have of what a students union is. A small minority of radical students constantly looking for something to complain or protest about.

This is not what a students union is, and it is certainly not what the union in this college has ever been. A students union should be constantly working constructively to represent, protect and further the interests of both the students and the college in the areas of education, recreation and welfare.

And far from interfering with your studying, a properly organised and supported union can help bond students together on the basis of their common educational interests for example the Marketing Society last year, and the logo competition for design students that resulted in the creation of our new logo and letterhead last April.

So the union can be, and has been, a very constructive organisation in this college.

But it can only realise it's potential when everyone gets involved and it truly represents all the students of the college. And this won't happen until the stereotype image of what a students union is, is replaced by the true image of what the students union in this college really is. This can only be done by starting from scratch and explaining exactly what the union is and does and what it can be and do in the future.

And that, in my opinion, is the key to why so many students have not been involved in the union in past years; not through any fault of either the students who have been involved or those who have not, but due to a lack of communication between them.

This year we are going to try to break down this lack of communication.

This handbook is a start it will tell you about the various services provided by the union, give you some information about the college and how it is run, and also tell you how the union is organised and how we hope it will develop throughout the year. It also includes diary space for you to fill in dates to remember during the year, and a space for you to fill in timetables, notes etc.
It will be followed up with a REGULAR magazine during the academic year, keeping you up to date on what's happening around the college.

We also hope to have REGULAR meetings of class reps so that each student can, in practice as well as in theory, help decide union policy on various issues during the year. And on major issues student opinion will be found by either a general meeting or by a ballot throughout the college.

Nobody is naive enough to expect an overnight change but in a college in which the majority of students study either Marketing or Design, both of which are so connected with communication, a problem that has its roots in a lack of communication should not be impossible to solve if everyone involved pulls their weight. And by the end of the year we will hopefully have at the very least laid a foundation for what will in future years be the first students union in the country to truly represent the students of its college.

So think about it. Is going to go around the college dragging you into union activities, but in the long run it is those activities that will benefit the student union.

Finally a word on the potential of the students union in this college. Two main incidents last year (the dispute over the dates for Marketing exams last summer and the dispute over the purchase of draughting stands for Design students) showed that when problems arise, the students of this college have the energy and concern and unity so necessary for a successful students union.

If that energy, concern and unity could be channelled into constructive activities throughout the whole year instead of just when problems arise then we the students and also the college in general could only benefit from the resultant atmosphere of cooperation and the fact that something genuinely useful to all concerned is being done.
The students union works to represent, protect and further the interests and rights of the students of the college in four main areas: educational, recreational, welfare and services. Each of these areas has an officer on the union executive who is responsible for the smooth running of the area, along with the president, who has overall responsibility for the smooth running of union affairs and the treasurer, who is responsible for union finance.

You will find articles throughout the handbook explaining in greater detail what these areas entail, and it must be remembered that each area overlaps with the others to a greater or lesser degree. For example, some clubs and societies sponsored by the union would be involved in all four areas.

Very briefly the areas cover:

Educational: educational competitions, liaison with heads of departments, suggestions on how the union can help the students with education in any way.

Recreational/Socio Cultural: college parties, rag day, lunchtime gigs etc, clubs and societies, common room.

Welfare: information and help on medical, legal, accommodation, family, relationships or other problems.

Services: Common room, student cards, clubs and societies, college magazine.
To ensure adequate blood supplies during the coming weeks, please give your blood donation now.

—and please bring a friend.

GIVING FOR LIVING
when more than just the thought counts

**Pelican House**  
**Clinic Times**
- Mondays: 9.30 am - 8.15 pm
- Tuesdays: 9.30 am - 8.15 pm
- Wednesdays: 9.30 am - 4.15 pm
- Thursdays: 9.30 am - 4.15 pm
- Fridays: 9.30 am - 4.15 pm

Including lunchtime.

**The Blood Transfusion Service Board**

Pelican House, 40 Mespil Road, Dublin 4. (01) 603333.
Cork Centre, 21 Leitrim St. Cork. (021) 507227.
Last April, in an attempt to lay a foundation for a new image for the Students Union of the College of Marketing and Design, we ran a competition among the students to create a logo or 'trademark' for the Union. The competition, which was open to all students was incorporated into the 2nd year graphic design (Vis. Communications) course as a corporate identity project. It was judged by Dermot McGuinn, the head of the Graphics section of the design department, and a prize of £50 was awarded to the winner.

The winning entry came from Patricia Malone, of 2nd year Graphics (now 3rd year Graphics). It has been incorporated into S.U. letterhead, envelopes and business cards/complementary slips, which were also designed by Patricia. At the time of writing, posters are also being planned, incorporating the logo, and it will also be incorporated into all Union publication and informational material where appropriate in future.
union organisation

The Students Union is organized in such a way as to give each individual student the greatest possible opportunity to participate in union affairs and decision. This is done at four levels: ballot box, general meetings, union council, and union executive.

the ballot box

Is used for elections to the executive and will also be used for getting student opinion on important matters in cases where a general meeting is impractical for some reason or other. This method of finding student opinion will be used more this year than in previous years, possibly in the form of a regular questionnaire in the union magazine.

union general meeting

All students are entitled to attend union general meetings. As you will read elsewhere in the handbook, quorate general meetings are almost impossible on a regular basis due to the high percentage of night students that cannot attend them during the day, but if we can reduce the quorum to a more realistic level this year, the union general meeting will be the most open forum for union members to air their views and help make decisions.

union council

The student union council, which will meet every month during term, is made up of one representative of each class group in the college, plus the union executive. These class reps are elected at the start of the academic year by and from the members of each class in the college. These reps will represent the views of the class they are elected from, not their own personal views, and should keep in touch with what the class feel on issues by holding regular meetings (formal or informal) at which the class can be informed of the latest issues and discuss them.
The union executive is responsible for the day to day running of the union, subject to policy decided by union council and general meetings. There are six posts on the executive: President, Treasurer, Secretary, Education Officer, Welfare Officer, and Services Officer. The union executive are mainly part-time voluntary workers who are also students in the college, but it is advisable for one officer (preferably the president) to be a full-time member, and take a year off from study to concentrate fully on the union. This year Arthur Mathews, our treasurer, will be a full-time paid member of the Union executive, and the other five members (three of whom have still to be elected) will be part-time.

I.E. You. If you are not a member of either the union council or executive, this does not in any way lessen your importance or responsibility in the union decision making process. If there are any problems concerning your class, they should be brought to the attention of union council through your class rep, and if there are any problems that concern you individually that you feel the union might help solve, come directly to the officer concerned on the executive (i.e. education officer, welfare officer etc) or whoever is in the office at the time, and we'll let you know if anything can be done.

Also, if you've any constructive ideas that the union could put into practice, let us know in the office. The services/ents officers will welcome any ideas on how these areas could be improved when elected. And remember, there are six on the executive and about 1200 students, so don't wait about complaining that the executive don't represent you. Try to make the first move yourself and don't forget that the executive are all doing courses in the college themselves and haven't unlimited time to go around to every student personally all the time.
The college shop will be in the Common Room, adjoining the Student Union Office. Our highly skilled shop assistants will be dispensing the highest quality merchandise at the most competitive rates. The shop hopes to stock stationary and confectionary (copies and sweets). The stationary we will have will include 200 page A4 refill pads, 80 page A4 refill pads, A4 graph pads, foolscap pocket wallets, Manilla folders, and ring binders. All of this stationary will be considerably cheaper than usual prices outside the college.

As yet we have no details of what sweets etc will be available, except to say that all tastes will be catered for, and even the most demanding of sweet connoisseurs will be astounded at the quality and service.

We also may have morning papers at student rates, which are slightly cheaper than usual prices. What do you think should be sold in the Union shop? All suggestions appreciated.
If you have any advice or suggestions to give on any topic that might be of benefit to your fellow students and officers do bring it to the attention of the S.U. Officers.

Students Union Den
The Students Union Office is in the common room if you need information, have a problem, want a USIT card, or some photocopying done. The Students Union is there to help students in any way possible, so don't hesitate to call in. With Arthur being there as a full-time officer, the office should be open from 10 am to 8:30 pm.

However it should be remembered that the office should be a place where work is done, efficiently so hopefully, this year it won't be turned into the 'private room' of a small almost elitist type group of people lolling about the place, who then constantly complain that nothing is done in the S.U. office.

The office is there for the benefit of every student, use it, don't abuse it.
college newspaper

The college magazine will be produced at various intervals throughout the year, and will contain articles and items of importance and interest to all the students in the college. Since it is representative of the students in the college we hope that almost all the articles will be from the students themselves, and any contributions will be gratefully accepted. The magazine will also be a noticeboard for forthcoming sporting, social, cultural, events in the college, and a voice for any club or society which wishes to avail of it. We'll try to have competitions from time to time with prizes for the winners. (But no trips for two to Rome or the like, unfortunately.)
Dear Student,

Welcome to the College of Marketing and Design, Parnell Square.

When you made your choice to pursue your educational career with us you took one of the most monumental decisions of your life. Therefore, the educational partnership which you have just entered into can only progress to its ultimate goal, if both partners i.e. both students and College staffs co-operate effectively to that desirable end.

A prima facie perusal of the Student Handbook and Diary unfolds a veritable plethora of activities from academic to leisure time pursuits. Read this Handbook carefully and when problems do arise, remember that expert advice is readily available from your Student Union.

May I compliment the President and Executive of the Student Union on their initiative and commitment in producing this Handbook. My belief is that it will make a significant contribution to raising the quality of student life within the College.

When your President asked myself and members of the College Executive to write a few words about the new Student Handbook and Diary we were pleased to accept, because this is just one example of the relationship which exists between the College Executive and the Student Union Executive.

Sincerely,

T.P. MADDEN
Principal
Dear Student,

I address myself in particular to new students. You are welcome to The College of Marketing & Design. Your entry to the College marks the beginning of another stage of your development on the path to adulthood. It is at this point that one tends to lapse into the world of the cliche e.g. "that the path may be rocky at times and overgrown with thorns which you will have to negotiate to bring your journey to a successful conclusion". Shunned in the best literary circles though they may be, the cliche does contain in some measure a germ of reality. You will encounter difficulties of one kind or another but your ability to successfully overcome them will be indicative of your level of maturity. Your stay in this college will help to develop this maturity.

You will discover that the staff of the College are not only skilled in the practices of their particular specialisms but also have a commitment to the development of their students in its widest sense. My first advice to you, therefore is to exploit the past experience of staff in dealing with students such as your good self and act upon their advice at all times. Their advice is to be valued.

I would secondly advocate to you that you become a member of your Students Union. Since the formation of the first such body, then named the The Students Representative Council, by part-time students some thirteen years ago, I have been involved in one capacity or another. The Students Union is a many-faceted organisation and I feel sure that the social activities side will be adequately dealt with in other sections of this handbook. The one aspect that I wish to stress is that of communications. You may feel, as a new entrant to the college, that your views on various matters cannot be filtered through to the management of the college. This is not so. Lines of communication exist through your Students Union. Representatives of the executive of the Union hold regular meetings with the staff and management of the college through the Student Liaison Sub-Committee. This is the forum through which your views are normally put and acted upon where feasible. A student representative, usually the president of the Students Union, is a member of the College Council which is the Governing Body of the College.

This body meets monthly. If there is a need for meetings between the Union and College management outside of the two channels mentioned these can be arranged at mutually convenient times.

I advocate that you not only join the Students Union but that you be an active participant in its affairs. Do not, of course, lose sight of the balance that must exist between your academic commitments and your union activities. I wish you well during your stay in the College of Marketing & Design.
Dear Student

Our Department has recently been upgraded to become a school for Design. This is a clear indication of the significance and importance with which the COVEC views the activities of the faculty, and we in turn appreciate the trust placed in the students and staff of the new school.

The philosophy of our school will remain unchanged and we will continue to work towards the establishment of a really first class design education institution of world stature. Our courses are broad in concept and are aimed at providing professional training with a built in flexibility to match the varying requirements of today's developing world.

The position of Ireland in the European Economic Community, and the growing integration with our partners, makes it desirable that our design courses attain international recognition. Now is the time to set about achieving this objective and with the full cooperation of both students and staff we can anticipate that the new School of Design will gain distinction and national acclaim during the present session 1981/1982.

The new government's stringent economic measures and threatened hair shirts will unfortuately affect this years performances but there are no limitations placed on endeavour and enthusiasm. The high standards which have been attained in recent years will continue to be improved upon and there can be room only for those who are not only talented, but also, well motivated and determined to gain the success which invariably rewards effort.

I take this opportunity to welcome back those students who have already proved their ability to satisfy the varied requirements of the courses and also the welcome those successful aspirants who have just been selected from amongst the unprecedented number of over five hundred applications received for entry to the Design Courses alone. Competition has been exceptionaly high this year and the standard of entry very high as a result.

Guim rath De ar saothar bhur laimhish agus taim ag suil le teangmhail a cheanamh le gach duine diobh, rith na bliana ata romhainn.

John Creagh
Head of Design
Unfortunately, the letters from Phil Flood (Head of Marketing dept) and John Ryan (Head of Merchandising Dept) arrived too late to meet our printing deadline but we hope to print them instead in the first edition of the union magazine.
In October 1963 meetings were held in 18 Parnell Square to explore the possibilities of providing suitable educational and training courses for personnel engaged in the licensed trade. The executives of the L.V.A., INUGATA were represented together with members of the City of Dublin V.E.C. The necessity for an agreement regarding attendance at suitable classes during the period of apprenticeship, the value of part time day release classes and incentives were all outlined by the educational authorities, as was the value of arranging short courses at different levels. Entry to the licensed trade was also discussed at length. In 1963 there were 300 apprentices in the trade. Apprentices had two days off per week and this factor influenced the holding of classes during the mornings from Monday to Friday.

It was stated that the following subjects should be covered at some time during the course: English, Human relations, Speech Training, Service, Equipment, Accounts, Law and Hygiene. It was also recommended that the trade should provide suitable commodity lectures and guest lecturers as required.

The course developed over the years to include, among other developments, a practical cocktail course to meet the needs of junior and senior bartenders in November 1969, sessions in fully equipped cellars in Guinness Brewery and Beamish and Crawford Brewery in 1970-71, a video taped practical bar session in 1971-72, a two year course in the principles of bar management in 1976 leading to a Licensed Vintners Association Diploma, a full time course in 1977 for bar personnel leading to a Vintners Federation of Ireland Certificate, a short course in 1978 in the principles and practice of food hygiene in conjunction with the Eastern Health Board and the Vintners Federation of Ireland, short courses for proprietors and managers of licensed premises in 1980. In 1980 the Milestone Wholesale Wine Scholarship was held in the college under the auspices of the Bartenders Association of Ireland.

Since 1977 a demonstration bar has been developed in the college with full draught beer facilities, as well as a very extensive range of liqueurs, spirits, wines and soft drinks. At present various areas of bar catering are being developed. During the year 1980-81 a second bar room was developed with facilities for bar classes, pub grub and the showing of films. The python system for the cooling of beers was finalised and the Abacus system of computerised stock control was put into operation.

During 1980-81 the following courses took place - Apprenticeship - 11 groups, Bar Management - two year part time, Bar Management in conjunction with C.E.R.T. Bartenders Assoc of Ireland Education Course.

Andrew O'Gorman and one class group took part in a film on pub management produced by A. Guinness and Co. Ltd.

During the years ahead it is hoped to continue courses from apprenticeship right through to proprietor / management level. Regular association between the L.V.A./V.F.I., the I.N. U.V.G.A.T.A., B.A.I. companies and the college has been happy and fruitful, and has always been highlighted by frank discussion and co-operation on both sides.
NOTES
Training in the following distributive trades is provided in this Department:-

Meat
Grocery
Bookselling/Newsagency/Stationery
Floristry
Hardware, Electrical and Allied Trades

The courses are organised in co-operation with the relevant employers' association and trade union in each case.

Each course is tailored to suit the particular requirements of the trade concerned. Commodity Knowledge and Salesmanship are treated as being of paramount importance.

Training for apprentices and entrants to each of the above trades is conducted on a part-time basis over two or three years.

There is not any fee for these training facilities which are funded by the City of Dublin V.E.C.

Those completing the examinations gain appropriate Certificates and Diplomas.

In the meat trade apprentices who successfully complete the three year part-time programme concurrent with three years of shop practice are granted a year off their apprenticeship, becoming journeymen butchers with the corresponding increase in salary. This is a great incentive to these young men - and a few young ladies.

One year whole-time courses are available for those wishing to pursue careers in either:

(a) the meat trade, or
(b) foodstore operation.

About forty per cent of these educands' time is spent in shops and stores gaining supervised practical experience. The participants get a weekly allowance which helps to cover their cost of living.

Finally, for trainee managers and experienced staff, management courses are planned and conducted with care. Of two year part-time duration they are appreciated by the ambitious.

OWEN O'SULLIVAN
Head of Combined Department.
£40,000 IN AWARDS

NEW DIRECTIONS IN HEALTH PROTECTION

Competition 82

£40,000 IN AWARDS FOR THIRD LEVEL STUDENTS AND NURSING OR PARA-MEDICAL STUDENTS.

There is considerable scope for project work in Health Education... and the Health Education Bureau invites Third Level Students and Nursing/Para-Medical Students to propose imaginative, practical ways to better health... for themselves, their families and the community generally.

Winning projects will share £40,000 in awards.

Details are available from
HEALTH EDUCATION BUREAU,
34 Upper Mount Street, Dublin 2.

or from: Any Students' Union or Student Services Office.

or from: The Offices of Educational, Nursing and Para-Medical Institutes.
This is not the fault of the people who run the clubs and societies. Nor is it the fault of the students who do not know about them. It is yet another symptom of the general lack of awareness of what a students union is all about.

So this year money will not be given indiscriminately by the union to people who might think the union is a 'soft touch' for money. So last year, 'soccer trip' to Limerick, a 'soft touch' for money, islands for a match that had previously been cancelled will happen again.

This is not an attempt to prevent students from benefiting from union funds for clubs and societies. It is an attempt to ensure that the money that is budgeted for the benefit of as many students of the college as possible is distributed as far as possible to benefit as many students of the college as possible and not just 'in the know'.
(2) There will be an attempt by the union to ensure that money will be allotted fairly between educational, recreational and socio-cultural clubs and societies.

(3) The union will not make it difficult for students to get union aid in starting a club or society, they are there to ensure that the facility is used for the benefit of all the students, and not abused for the benefit of a few.

(4) Submitting a budget and constitution does not automatically make the money applied for granted to the club or society. The budget must be ratified by a union council meeting and any money eventually allotted to and given to a club or society must be accounted for with a receipt. No further money will be given until a receipt has been given for the last amount.

(5) All clubs and societies must make every attempt to include as many members as possible of the college population of the college in their activities, and must at all times show that they are a constructive organisation with the good of the college and all its students at heart.

(6) These rules will become union policy on clubs and societies once ratified by union council, as will any changes made to them by union council. These rules are not there to make it difficult for students to get union aid in starting a club or society, they are there to ensure that the facility is used for the benefit of all the students, and not abused for the benefit of a few.
There's a great deal on the Cards from Bank of Ireland.

For the student, a Bank of Ireland account has always made a great deal of sense. But now we're offering a great deal more.

Free-International Student Identity Card.
If you're a first year third level student, we'll give you absolutely free, an ISIC Card. And all you have to do is open an account at your Bank of Ireland student branch.

FREE!
The ISIC Card, which would cost £3.50, is issued worldwide and entitles you to many concessions both at home and abroad.

Free Countdown Card.
With your ISIC Card you also obtain a Free Countdown Card, which would normally cost £12.70. It entitles you to discounts (usually 10%) in many shops, restaurants, hotels, etc. With it comes a 48 page directory giving full details of the scheme.

FREE!

24 Hour Banking.
If you have a Bank of Ireland Cheque Book Account you can apply for a PASS Card. With a PASS Card you can withdraw cash and transact other routine banking business 24 hours a day, seven days a week at any of our PASS machines. And, of course, we have no charges for Students whose accounts are maintained in credit.

FREE!

So call in and see your Student Officer, Dermot Ryle, at Bank of Ireland, O'Connell Street (just before Clery's)

Bank of Ireland
The bank of a lifetime
The Candy Shop
Gardiner Row
American Style
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There will be a complete article in an early edition of the Students Union Magazine telling you how to find your way around the college buildings in Marlboro Street, Parnell Square and Gardiner Row.

The buildings are not very well signposted, and can take a bit of getting used to.

This article will tell you what room is where, what happens in what room etc., and should be very helpful to students not used to the buildings.

We will also include plans of each building, showing exactly where everything is, so you'll have no excuse for not knowing where you are (physically anyway).
Once upon a time in the land of Never Never the king set up a place for people to plan things and also to have people to learn how to sell these things and the king and his advisors, the court jesters, placed ads in all the newspapers of Never Never and people read them as there was never anything else to do anyway.

When a great many people had applied the king said "Now what will we do with them???." His number one court jester was smart and suggested getting people to teach these successful applicants and also to find some place to put them. They found a building which used to house alcohol and said "This will do." A river flowed through the land of Never Never and was called the Never Never River.

One of the kings lieutenants was a very big man, and fierce, and had a great deal of power because he could shout louder than anyone else. And if people would not do what he wanted he would exile them to hither regions of the country or to Islands of the Land, and he lived in the land of Never Never.
And yet another of the kings men, who did not bellow and shout, never said yes and never said no, in fact he could speak for hours without saying anything at all (he had many other people masters at this art as well). He lived in the land of Never Never.

And still another of the kings men wanted to claim more and more territory and always bellowed that he had been robbed of his land. He did not like the Never yes Never no man as he felt he was thief of his land. Once this lesser bellowing man occupied land by using machine like soldiers to take and hold their positions. This was solved by the united powers of the uprisen previously downtrodden peasant.

What all the kings men liked to do was play 'chess' with the people of this place. They were pulled and pushed here, there and everywhere all the time without knowing were to turn, pawns in the great men's games. When these people asked when was something going to be done about this whole situation, in this Place on the Never Never, in the Land of Never Never, the answer was NEVER NEVER.

This article is purely fictional and any similarities between characters involved and any real person, living or dead, is purely accidental.
THE PORTERS ETC.

As you get to know this place a bit better, it should dawn on you that the non-academic staff play a vital role in the running of the college. These include the office staff who are sometimes very harassed by students but cope admirably and really do their best to help.

And then there is the maintenance staff, the cleaning staff, the tea ladies, visiting maintenance crew - electricians, plumbers, carpenter etc. - and last but not least, the porters, the backbone of COM&D.

The role of the porters cannot be emphasised enough. Besides looking after the buildings, security etc., directing people to where they think they want to go, avoiding sales women, they do much more.

The porters are the welcoming face of the college - they can cheer up anyone, give advice, and abuse at times, and have a supply of little things like plasters, needles and thread etc.

Their friendliness, cheerfulness and assistance can help make your stay here more enjoyable and memorable, at least till half past nine Monday to Thursday and half past five on Friday.

P.S. Don't forget to say hello to Maureen, who works on the telephone switchboard just inside the main door of no. 18.

AND THEN BEWARE!
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The best thing to do is to get a bike, arrange a lift or live within walking distance to the college.

If none of these suggestions are feasible then see if there is a train station anywhere near you:

- Donabate
- Malahide
- Partymarknock
- Howth
- North Jct.
- Sutton
- Killbarrack
- Bayside
- Raheny

You can almost rely on trains to get to college and you can have a rough idea as to when they will depart or arrive. The walk from Tara St. to Amiens St train station is only about ten minutes from either station and they are less prone to non running due to strikes. Trains also can work out slightly cheaper than buses.

20 journey tickets are available for trains. If you are living fairly far from the college think seriously about getting a commuter ticket. At the time of writing they cost £18 but that should be increased soon but then so will all fares go up so its evened out, and could still be a saving. (Increased to £22) Commuter tickets can be used on all trains between Balbriggan and Greystones and on all city buses double decker buses as far as Maynooth and Balbriggan.

Calculate how much you will spend on fares for a month, weigh this up against the price of a commuter ticket, before buying one. Make sure that you will benefit from it to justify its initial cost.
As this handbook is intended more as an informational handbook with bits and pieces of info that will be of use to you inside the College, we felt it would be better not to include a lot of information about bodies such as U.S.I. or V.I.C.C. (Vocational Inter Colleges Council) but instead to deal with them more comprehensively in an early edition of the Union Magazine.

Briefly, U.S.I., the 'voice of the students of Ireland', comprises of an Executive of President, Vice President and Education Officer who derive their mandates from meetings of National Council, which meets monthly, and consists of representatives of each college in the country which is affiliated to U.S.I. ie almost every third level students union in Ireland, North and South.

On the facing page we have printed an introduction to U.S.I. by this year's president, Brendan Doris.

As I said, we will be having a more comprehensive rundown on U.S.I. and its activities in an early edition of the Union Mag, which will give you a proper idea of how U.S.I. actually operates.
Dear Friends,

On behalf of the Officers of the National Union of Students in Ireland I would like to extend greetings to you for the new academic year. I welcome you to our 70,000 strong organization, the Union of Students in Ireland. With all south and north forward to forge a better look together for social future education and the working for ourselves and the working people.

At the present time unemployment; poverty (in the form of homelessness; malnutrition; inner city decay etc); wage cuts; rising prices are all coming to weigh very heavily on the people of Ireland. Neither Government (Irish or British) has any solution to the crisis which has beset the world capitalist seconomies since the mid-seventies. They have no solution because it is impossible to maintain huge profits (which are always increasing) and improve the lot of the mass of the people. Thus also the education system is being run down because of the reduced need of the rich for managers, professions, craftsmen etc. to run their state and industry.

For some twenty four years now the vast majority of students in north and south have combined together to defend their right to a decent education system and to further their interests as students in one single union.

As in any union no preconditions as to a persons political is laid down. The basis of unity is the common interests of the students of Ireland. Through the decisions of our Congress each year we adopt policy to further the just struggles of the people of our country and the world. Every student is encouraged to participate in all the decision making in their own union, to contribute to discussion and carry on agreed local and national union.

I wish you every success in your studies and in your union affairs.

Yours fraternally

Brendan Doris
President
NOTES
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1 GREENLEA GROVE,
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TEL. 904390

suppliers to

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College of Marketing & Design

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- HELMETS
- SHELL OIL
- CASTROL OIL
- UNUS AIR HORNS
- EURO DESIGN LUGGAGE
- CIBIE SPOTLIGHTS & CONVERSIONS
- MASCOT CLOTHING
- HELCO CLOTHING
- TYRE WELD
- HERMETITE PRODUCTS
- DID CHAIN
- TSUBAKI CHAIN
- EBC BRAKE PADS
- BIKE GUARD
- ABUS LOCKS
- CITADEL LOCKS
- SILVA SHIELD
- NGK PLUGS & PLUG CAPS
- CHAMPION PLUGS

WE ALSO STOCK SPARE PARTS
International Students Club: This is a voluntary organisation which compliments the efforts of the Officers of the Council. The Volunteer can be a young Irish student or somebody working 9.00 to 5.00 in an office or factory, who might like to offer help on one evening a week. Their function is to arrange the many activities of the Club and they also staff the Club, seven days a week therefore giving the overseas student member a 'home from home'.

Both organisations are housed at the above address and are funded by a grant from Government funds.

If any of you are interested in finding out more about the overseas students and their situation in Ireland or if any of you would like to help as a Volunteer please never hesitate to contact my office where all help, where possible, will be given you.

Peter J. Nolan
Director/Students Centre.
IF YOU ARE ARRESTED THE GARDAI MUST:

1. Inform you that you are in fact being arrested and whether your arrest is under warrant or otherwise.
2. Tell you at the earliest possible moment what offences you are being charged with.
3. Give you ample opportunity to see and read the warrant if you are being arrested on the authority of a warrant.
4. Inform you of the actual offence if your arrest is on suspicion that you have been guilty of a felony, or a breach of the peace.
5. At your request, package and seal any property taken from you in your presence. Do not sign for anything which does not belong to you.
6. Bring you before a Court or Peace Commissioner at the earliest possible opportunity (48 hours).

THE GARDAI MUST NOT:

1. Compel you to accompany them to the Garda Station unless they have arrested you or detained you under the Offences Against the State Act.
2. Compel you to answer any questions or to make any statements including giving your name and address — unless you are obliged to do so by a Statute, e.g. the obligation to give your name and address and particulars of insurance in the case of a road accident, or the Offence Against the State Act or Emergency Powers Act.
3. Compel you to sign any statement.
4. Hold out any inducement (a deal) or make any promise or threat in order to extract information or a signed statement from you.
5. Compel you to take part in an identification parade (unless you have been charged).
6. Compel you to have your fingerprints taken without an order from a District Justice, or in Dublin, from the Commissioner of the Garda Siochanna, or unless you are detained under the Offences Against the State Act.
7. Hold you in custody for longer than a reasonable period (24 hours) without charging you unless you are detained under the Offences Against the State Act or Emergency Powers Act.
8. Suggest that you plead guilty in Court.

The Law and You
The need to be represented in any legal proceedings is essential if one is to have any hope of being treated equitably before the law. Article 6 of the European Convention on Human Rights states that a person should be able to provide him or herself with legal assistance “or, if he has not sufficient means to pay for legal assistance, to be given it free when the interests of justice so require”.

Legal Advice.

In the event that you should be questioned, searched, detained, arrested or charged by the Gardai the following information outlines your rights vis-à-vis the law.

QUESTIONING.

The law does not require you to make any statement to the Gardai or to answer questions, before or after arrest, except in the cases of the “Offence Against the State Act 1969-72”, the “Emergency Powers Act 1976” and under the “Road Traffic Acts”.

A Garda is always entitled to ask you questions but except in the above cases, you are not obliged in law to answer.

SEARCH.

Although it is technically not lawful for the Gardai to search a person at random on the street, they are allowed to search if they have reason to believe a crime has been committed. This reason never has to be proven. If the Garda is in plain clothes (usually Drug Squad) then insist that he shows his I.D. card, and take his name if possible. Ask him why he wished to search you and try to insist that another person be called.

The costs – especially for a Student – of hiring a solicitor can be prohibitive. The Criminal Justice (Legal Aid) Act 1962 makes provision for a limited state financial system. It empowers the District Court to grant a Legal Aid Certificate if application is made and if the means of the applicant are insufficient, and the gravity of the charge would necessitate legal aid in the preparation and conduct of a defence. In this respect it is important to remember that the District Justice is obliged to say that the accused may be entitled to Legal Aid.

So you should ask the Judge for legal aid if you find yourself in Court, or go to any Solicitor, explain your situation and ask him for an application form – “Statement of Means”. The Criminal Legal Aid Office is located in the Four Courts beside District Court No. 4. Your Student Union might be able to put you in touch with a Solicitor who acts for it in Union matters.

A limited State Scheme of Civil Legal Aid is in operation since September 1st, 1980. This Scheme is administered by a Government appointed ‘Legal Aid Board’, whose office is at 26 Upper Pembroke St., Dublin 2. Phone 766013. Initially there will be 7 Law Centres in the Country, two in Dublin, to be located at Astons’ Quay and on Gardiner St., and one each in Waterford, Cork, Limerick, Galway and Sligo.
If you are living in a flat while going to College, especially if it is your first flat, you should be aware of your rights as a flatdweller.

If you have signed a lease and the landlord wants to increase your rent, he can only do so if the lease provides for it, so be sure you know what you are signing. If you have not signed a lease, the landlord can only increase the rent at the termination of the initial agreement and both parties can bargain for a rent. In all cases you should continue to pay the existing rent, and dispute the amount of the increase by asking the landlord for a justification of the increase. If you want to remain in your flat after a rent increase, but feel that the increase is unwarranted you may ask the district court to fix the rent. If the landlord increases the rent on the basis of structural repair or improvements, this can be disallowed by the district court if you can show that the expenditure was unnecessary and excessive. If the landlord increases your rent without seeking your assent the rent increase is invalid and need not be paid. If you do pay the increased rent it is not recoverable.

**EVICT** Once you are in lawful possession of any dwelling you can only be evicted by the landlord obtaining a court order. The service and expiry of a 'notice to quit' does not oblige you to vacate the premises only a court order is compulsory. You should bear in mind the following points about eviction procedures:

1. A notice to quit must be a formal written document served personally on the tenant.
2. If a notice to quit validly terminates the tenancy and if validly served, any tenant who stays on after the expiration runs the risk of having to pay the costs incurred by the landlord in obtaining a court order.
3. The tenant, if he remains to plead the court order will have to continue paying "mense rates" the amount of the rent.
4. Usually the court does not order the tenant to pay landlord's costs, therefore, the only thing a tenant has to lose by waiting in possession until a court order is obtained is any legal costs which he himself may incur.
Remember that you may only be legally evicted by a sheriff enforcing a court order. The landlord cannot evict you by throwing your bags on the street if the landlord even threatens to do this, this can be interpreted as intimidation.

The landlord has no right whatsoever to enter your flat without your permission. The landlord may be entitled to give reasonable notice for inspection of the flat from time to time and you would be considered liable to grant permission following such notice. But if the landlord enters the flat without your permission he is trespassing and you are entitled to throw him out. If the landlord is deliberately making life difficult for you in your accommodation, in an attempt to get you out of your flat, this amounts to intimidation.

Some examples of this type of intimidation are; cutting off electricity, water, heat, telephone, doorbell, interference with visitors, etc.

The court usually takes a very serious view of such activities and may sit as a matter of urgency to hear such cases if your solicitor has the necessary affidavites etc. ready. A court injunction can be obtained by the tenant to restrain the landlord from intimidatory behaviour.

Costs and damages, if sought, are usually awarded to the tenant.

If your E.S.B. meter appears to be set at a very high rate, in other words if the landlord is making a profit of the electricity you use, this is an illegal activity. If you are suspicious you can check with the E.S.B. or get them to inspect your meter. If you are unhappy with some aspect of your flat (rent, conditions, etc.) you might think that by withholding your rent you will be able to pressurise the landlord into meeting your demands. The fact is, if you stop paying your rent you lose your right to tenancy. **YOU SHOULD NEVER WITHHOLD YOUR RENT.** You should always pay even if you are contesting a rent increase, eviction, intimidation, no matter what, always pay your rent. It will count in court in your favour if you continue to pay the rent, but if you stop paying, you no longer have a right to be in your flat. If the landlord refuses to accept the rent, open a special Bank account, mark it 'for rent' and pay the rent into it. When paying your rent, make sure you get receipts and keep them.
Lamps
MADE BY INNER CITY YOUTH
from £7.00

ANNA MOORE
lourdes craft centre
25 killarney st. dublin 1
or the students union
Employment Equality Agency
is working to
PROMOTE EQUALITY OF OPPORTUNITY BETWEEN MEN AND WOMEN IN EMPLOYMENT

if you require information or advice on
EQUAL PAY EQUAL TREATMENT IN EMPLOYMENT

contact
Employment Equality Agency
Davitt House Mespil Road Dublin 4 Phone 01 765861

Irish Family Planning Association

a child if I want when I want

CLINICS AT
59 Synge Street, Dublin 8, Tel 682420
5/7 Cathal Brugha Street, Dublin 1, Phone 727363/727376

I.F.P.A. WILL PROVIDE SPEAKERS ON FAMILY PLANNING AND ON SEX EDUCATION FOR SCHOOLS, COLLEGES AND YOUTH GROUPS.
National Manpower Service.
Department of Labour, Davitt House, Mespil Road, Dublin 4.
Tel. 765861.

An agency of the Department of Labour. Assists employers to find workers, workers to find suitable employment. Provides career information, occupational guidance service. Publishes some leaflets. A few dozen offices around the country.

Federation of Service for Unmarried Parents and their Children.
11 Clonskeagh Road, Dublin 6. Tel. (01) 961944.

National, non-denominational body which promotes the welfare of unmarried parents and of their children. Provides an Information and Referral Service for clients at both pre- and post-natal stages; aims to co-ordinate all services and research in the area of unmarried parenthood. Publishes a Directory of Services for Unmarried Parents and their Children.

Financial Information Service Centres.
7 Fistwilliam Place, Dublin 2.

Provides free confidential advice to people or organisations unable to afford the professional services of accountants. Gives lectures, makes representation on tax anomalies, runs centres open to the public – answers written queries. Publishes annual report, technical notes, plans booklets on tax for ordinary citizen.

Free Legal Advice Centres.
3 North Earl Street, Dublin 1. Tel. 726464.

Campaigns for introduction of a comprehensive state scheme of legal aid for both criminal and civil matters, examines areas of the law that need reform. In the interim, FLAC runs a number of centres in the Dublin area to provide free legal advice to those unable to afford the services of a solicitor.
Irish Council For Civil Liberties.
Room G-2, Liberty Hall, Dublin 1. Tel. 749731.

Civil Liberties Advice Centre in Liberty Hall Wednesdays, 5.00 p.m. to 7.00 p.m.
Independent, non-party. Formed to promote civil liberties, protect human rights, recover and enlarge civil liberties. Publishes reports.

Irish Council for Overseas Students.
48 Lower Rathmines Road, Dublin 6. Tel. 965241.

Set up to look after general welfare of overseas students in Ireland, particularly from Africa and Asia. Provides general advisory service to these, and encourages Irish schoolchildren to learn about their countries. Publishes “ICOS News” (bi-monthly) “Citizens of the World” (30/year, for schools), and “Guide for Overseas Students”.

Irish Family Planning Association.
15 Mountjoy Square, Dublin 1. Tel. 744133.

Description: Promotes education and research on family planning. Assists couples with sterility and other marital difficulties. Provides pregnancy tests, supplies contraceptives. Comprehensive family planning service at two Dublin centres. Publishes booklets, leaflets.

National Drugs Advisory Board.
Charles Lucas House, 57c Harcourt Street, Dublin 2. Tel. 681098, 681411.

Established by the Government. Gathers and assesses information on drugs. Advises Government on precautions, restrictions, testing, manufacture etc. Disseminates information on drugs. Publications almost exclusively for medical and dental practitioners, pharmacists.
Ally.
c/o Dominican Priory, Upper Dorset Street,
Dublin 1.

In co-operation with other agencies, Ally provides a service to all single pregnant girls. Ally runs a family placement scheme, and a general advice and referral agency, and aims to improve service for and attitudes to single mothers. Publishes an annual report.

AnCO – The Industrial Training Authority.
P.O. Box 456, Baggot Court,
27/33 Upper Baggot Street, Dublin 4. Tel. (01) 685777.

Established by the Government with the object of raising the skills of the Irish workforce at all levels in commerce and industry. AnCO’s activities include: training for individuals at training centres all over Ireland, training for apprentices and company based training. Publishes an annual report, AnCO News (monthly) and various leaflets.

AIM Group.
P.O. Box 738, Dublin 4.

In Dublin, at the Women’s Centre at 4 Upper Leeson Street, Dublin 2. Telephone 763587. Open mornings, Monday to Friday.

Campaigns for family law reform, runs a Women’s Centre with an Advice Service, educates women as to their legal position, provides a Marriage Counselling Service. Has published reports on different areas of family law, publishes a quarterly newsletter, plans to publish pamphlets on aspects of family law.

Al Anon Family Groups.
Al Anon Information Centre,
12 Westmoreland Street, Dublin 2. Tel. (01) 774195 – Mornings.

Information Centre in Dublin, open 10.30 a.m. to 12.30 p.m. Monday to Friday at the above address and telephone number.

A fellowship of men and women whose lives have been or are being affected by another person’s drinking.

Cherish.
2 Lower Pembroke Street, Dublin 2. Tel. (01) 682744.

Advice, counselling and practical assistance to single mothers, support for those intending to keep their children. Works for social acceptance of single parent families and equal rights for their children. Published a pamphlet “The Unmarried Parent and Child in Irish Society”; publishes a quarterly newsletter, plans an annual report.

Church of Ireland Social Service.
71 Brighton Road, Rathgar, Dublin 6. Tel. (01) 972659/972670.

Employ professional Social Workers. General social work agency, concentrating on casework. Available to all. Publishes an annual report.
Voluntary Service International.
Box 652. 95 Merrion Square, Dublin 2. Tel. 685681.

Aims to afford opportunities by which men and women in a spirit of friendship, international understanding and voluntary discipline, may, without regard to their race, religion, creed or politics be encouraged to give to the community, either individually or in groups, effective voluntary service. An internal magazine is published 4 times a year.

Women’s Aid.
P.O. Box 791, 7 Harcourt Terrace, Dublin 2. Tel. 763249.

Provides a refuge for women and their children from violence in the home in order to prevent the repetition of the pattern of violence by the children of the present generation. To help mothers to help themselves to come to terms with their problems and re-build their lives and their children’s lives with or without their husbands.

Drug Advisory and Treatment Centre.
Jervis Street Hospital, Dublin 1. Tel. (01) 748412 & 723355, Ext 266.

Part of Jervis Street Hospital. Treats drug dependants and drug abusers as out-patients. Advisory service to young people, parents, teachers, youth workers, etc. Treatment is free.

The Samaritans.
66 South William Street, Dublin 2. Tel. 778833.

Works for the prevention of suicide, and befriends the lonely, despairing and suicidal. Publications include an annual report and “Report”.

Union of Students in Ireland/Comhairle Na Macleinn in Eireann.
9 Anglesea Street, Dublin 2. Tel. 710622.

U.S.I. is a federation of students union in 60 colleges of higher education in the Republic and in Northern Ireland. Provides advice on issues like grants, education, social welfare, etc. Campaigns to protect and promote students’ rights and provides a discount travel service through USIT Ltd. Publications include a periodical, and several booklets.
Oige, An (Irish Youth Hostel Association).
39 Mountjoy Square South, Dublin 1. Tel. 745734.

Voluntary organisation with international links. Aims to help all, especially young, to appreciate countryside, our heritage, to preserve countryside and have access to it. Provides simple hostel accommodation throughout the country. Members can use similar hostel in over 50 countries. Publishes handbook, leaflets.

Overseas Club.
c/o Irish Council for Overseas Students, Lower Rathmines Road, Dublin 6.

Provides accommodation bureau, advisory service for overseas students.

National Association for Clients of the Legal Profession.
15/16 Arran Quay, Dublin 7. Tel. 776032.

Investigates difficulties encountered by the public in dealing with the legal profession.

National Flatdwellers Association.
168 Rathgar Road, Dublin 6.

Organises and advises flatdwellers and those in privately rented accommodation. Has drawn up a charter of rights and aims to have this incorporated in law. Published a pamphlet “Flat Broke”. Formerly Dublin Flatdwellers Association.

Voluntary Health Insurance Board.
V.H.I. House, 20 Lower Abbey Street, Dublin 1. Tel. 749171.

Set up to protect families and individuals against the high cost of serious illness by providing insurance against hospital charges, surgeons' fees, etc. Publishes annual report, booklet. Non-profit making. Government backed.

Voluntary Service Internation.
Box 652
Central Remedial Clinic,
Vernon Avenue, Clontarf, Dublin 3. Tel. (01) 332206.

Provides rehabilitation facilities for the physically handicapped. These include primary school and pre-school nursery training, medical rehabilitation services, vocational assessment, sheltered workshop and day centre for adults. Some research projects.

Cherish.
2 Lower Pembroke Street, Dublin 2. Tel. (01) 682744.

Advice, counselling and practical assistance to single mothers, support for those intending to keep their children. Works for social acceptance of single parent families and equal rights for their children. Published a pamphlet “The Unmarried Parent and Child in Irish Society”, publishes a quarterly newsletter, plans an annual report.

Church of Ireland Social Service.
71 Brighton Road, Rathgar, Dublin 6. Tel. (01) 972659/972670.

Employ professional Social Workers. General social work agency, concentrating on casework. Available to all. Publishes an annual report.

Dublin Well Woman Centre
63, lr. Leeson St., Dublin 2 Tel. (01) 789366/789504.

Clinic providing a comprehensive range of services in woman’s health and family planning.

Family Planning Services.
67 Pembroke Road, Dublin 4. Tel. (01) 681108

Non-profit making body, services available to anybody of 18 years or older. Supplies non-prescription contraceptives, runs a daily medical family planning clinic, a pregnancy testing service and a cervical smear testing service. Campaigns for legal change. Publishes fact-sheets, distributes books and leaflets.

Poison Information Centre.
Jervis Street Hospital, Dublin 1. Tel. 745588, 723355.

To assist medical practitioners in the treatment of poisoning on a 24 hour basis.
General gunge

STUDENT MAIL
Collectable in the Student Union Office, so if somebody sends you letters regularly and you don't know whether you'll be moving flat or not or if it's just more convenient to collect your mail here than at home, you can have your mail posted to the - just tell whoever is sending it to write 'student' somewhere on the envelope. Also try and get them to put your class number on the envelope: this makes identification much easier.

Students collecting mail from the office will have to check the list themselves to see if there are any letters for them, and must sign for any letters they receive.

THE COMMON ROOM AND OFFICE
Will be open in the evenings as well as during the day. Drop down if you can if you're a night student, or if you're a day student with nothing to do in the evening. Try your hand at pool and if you want to see any of the executive drop in to the office and there should be someone there.
BUYING MATERIALS

Make sure you have a students card (college or USIT). When buying materials (particularly art materials)

Kennedys of Harcourt St., has a good selection of mounting boards, paints - Windsor and Newton, markers, Letraset etc. Kennedys also do Student discount and the staff are very helpful and really know their stuff.

O Sullivans of Camden St. probably has the best stock in Art materials around town. It also has all ranges of Letraset - black, white, letratone, pentone. But this shop can be expensive: remember ALWAYS carry your student card. The USIT card will entitle you to more discounts then the ordinary college card will and it also acts as an identification card and is recognised everywhere.

There is a small shop across from Bolton St. College that has T squares, set squares etc and various ranges of letra paks, (Smaller sheets of letraset) They also sell sheets of acetate.

Hackets of Baggot St. also stock drawing materials, gum, mounting boards, markers etc They also do spiral binding quite well (Environmental Studies students take note) F.O.S. across the road in Parnell Sq. is a display centre, well worth a visit.
PARKING BIKES AND MOTORBIKES

Bikes should be parked in the courtyard at the back of no. 19 (just past the ladies loo) and they should be well locked. Parking in front of the college railings is a good way to get to know the college authorities!! and anyway it blocks the footpath and there is more chance of it being stolen.

Motorbikes have to be parked in the island in the middle of the road opposite the college (You can't miss it - its the one with all the oil on it.) - again not on the footpath outside the college. For those of you lucky to be driving to college the traffic wardens are very active so watch out.
LIBRARY
...is on the top (4th) floor in what used to be a beer warehouse, namely no. 8 Gardiner Row. Nowadays, instead of the beer, you have us. Do not let that, however, deter you from visiting the library and discovering the inestimable wealth of information housed up here. This information is stored in the form of magazines, reports, theses, microform and yes, books.

Any student at the College (part or full/time) may join the library. This will entitle him/her to borrow up to two books for overnight loan. If you feel like something a little lighter, why not come up and browse through our extensive range of magazines. Photocopying facilities are available at 5p per sheet (please bring your own change).

As an introduction to the library, new students will be shown a tape/slide programme.

Our opening hours during term are:
Mon-Thurs: 10am-9pm
Fri: 10am-5pm
SERVICE WITH A SMILE AT

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UNION EXEC. 1981-82

Three of the six positions on the union executive for this year have been filled already. These positions are President, Treasurer and Welfare Officer. Briefly, the responsibilities of each of these posts, as well as the people who hold them, are as follows:

**PRESIDENT (MICHAEL NUGENT):**

Preside at general meetings and council and executive meetings, represent the views of the students as expressed by these meetings to the college authorities, act as spokesperson for the union, have overall responsibility for allocation of duties to the executive and for the smooth running of union affairs; be responsible for communication between the union and USF and other outside organisations.

**WELFARE OFFICER (PREDA MAYTE):**

Represent the interests of union members in matters relating to their welfare. Shall specifically be responsible for matters pertaining to scholarships, grants, accommodation and library facilities and such other functions as may be laid down from time to time by the USM or Union Council.

**TREASURER (ARTHUR MATHEWS):**

Shall be responsible for the keeping of accounts, budgeting, and for the presentation of financial reports to the Union Executive, General Meetings and Council meetings.

As the treasurer this year, Arthur Mathews, is working full-time in the union office, he will also be responsible for the smooth running of the office, and for the production of the union magazine and the upkeep of the shop.
EXECUTIVE ELECTIONS

Don't forget there are elections coming up soon for the three remaining posts on the Union Executive for this year. These posts are Education Officer, Services Officer, and Secretary/Entertainment (Ents) Officer.

NOMINATIONS ARE OPENED TO ANY STUDENT OF THE COLLEGE WHO WILL BE ABLE TO BE AROUND FOR MOST OF THE TIME IN ORDER TO FULFILL THE RESPONSIBILITIES OF EACH POST.

These responsibilities, briefly, are:

Education Officer:
To represent, protect and further the educational interests of the students of the college. This would include liaison with heads of Departments and also putting into practice any ideas the union might be involved in to help the students in the field of education (Competitions etc). The education officer should also keep in touch with what's going on in the educational clubs and societies in the college eg Marketing Society, Graphics society, Environmental Studies society. It will also include representing the Union on any committees or meetings that might occur during the year concerning education, such as the library committee.

Services Officer:
To be responsible for the running of the common room and the machines in it; to be responsible for the Unions involvement in clubs and societies to liaise between the Union USIT (the Student Travel company) and other service companies, to be responsible for the issue of student cards, and to have joint responsibility along with the secretary/Ents officer for entertainments and recreations organised by the Union.
To inform students of time and place of general meetings, to inform class reps of time and place of council meetings, to take minutes at these and executive meetings, to ensure that these minutes are available for inspection by any union member within two weeks of any meeting. To be responsible for distribution of student mail and incoming, outgoing and internal correspondence.

To have joint responsibility, along with the services officer, for entertainments and recreations organised by the Union.

IT MUST BE REMEMBERED THAT THESE POSITIONS ARE THERE FOR PEOPLE GENUINELY INTERESTED IN THE GOOD OF THE STUDENTS OF THE COLLEGE, AND NOT FOR EGO-TRIPPERS WHO SEE BEING 'ON THE EXECUTIVE' AS SOME FORM OF SOCIAL CLIMB. THE POSITIONS ARE ABOUT RESPONSIBILITY, NOT AUTHORITY.

If you are interested in discussing any of these positions with any of the executive already elected (Mick, Breda, Arthur) we will be more than willing to let you know in greater detail what the positions are about. Just drop down to the common room office as soon as you get the chance.

Candidates must be nominated in writing by a student (other than themselves) and seconded by another. The opening and closing dates for nomination are not known at time of writing, but will be announced soon, Think about it - and if you are interested come on down and find out more.

Elections are also coming up soon for class reps - elected by and from the members of each class. These will be held soon after the full executive is elected. More about that later.
RAG DAY

Up to this year there hasn't been an organised rag day in the college, or if there has, nobody has known about it. Rag days in other college are generally 'fun days' with lots of happenings and general merriment making. Old enemies are forgiven and new friends are made in an atmosphere of joyous re-birth and charismatic renewal. But what does all this mean in real terms. Rag day is like a college day out, only in the college. A tradition of rag days in other colleges is a fancy dress competition. This is where people dress up in fancy dress and pretend to be somebody else or a member of another race or religion (e.g. Bobby Charlton, a New Zealander, a muslim). The person who in the opinion of the judges shows the most originality, taste and artistic merit shall be deemed the winner. Also the Union hopes to be producing a college rag mag. Any of you who have read any other rag mags produced by the other colleges will not have failed to notice that these magazines are a vile mixture of depravity: crude sex and filth on a very low level indeed: and we hope that our rag mag will also sink to these depths.
Another exciting event on Rag Day will be a college party. Here the Jovialty and merriment of the day will be continued in a celebration of music and dance. If the Rolling Stones are booked up for that date then there will probably be a disco with lots of coloured lights. (More information on this exciting aspect later). If any of you have any ideas which would further ensure that ragday becomes the social and cultural event of the decade, then of course we would be open to suggestions.
Well, there you are. The very first College of Marketing and Design Students Union Handbook. We hope that you will find at least some of the information in it useful to you during your time in the College, and that the diary and notes sections will be of use to you during the coming academic year.

Don't just read the handbook and throw it away - keep it in your bag or folder or desk and that way you can use the diary and notes sections for dates of exams, days off, college parties etc. and make sure you're up to date with what's going on.

Also, you never know when you might want a piece of info from the handbook itself - the useful addresses, for example - so make sure you keep it where you can find it.

We would like to thank everybody who helped in any way in the production of this handbook/diary - those who advertised with us, especially the Candy Shop, those who contributed articles or messages (members of College Executive, Senan Turnbull, Brendan Doris, College Library staff, International Students Centre), Tommy in Bolton Street for the use of the type processor for some of the articles, Trays who did most of the typing even though she had to come in and out of town with a sprained ankle and who you can blame for any typing mistakes (only joking, Trays), Senan for helping us get the ads together and Tiernan for going over on his bike to collect the Blood Transfusion ad, the porters and Maureen for putting up with us all summer, the staff in American Style, the Belvedere and the Parnell Mooney for the same reason, and Conor, Mick, Lesley, Pat, Dennis, Ria, George, Mary, John, Anna, Ide and her sister, Dermot (sorry, Diarmuid), Jean, Vera, Senan, Gerry the union mascot, Louise, and Mammy Nugent, all of whom dropped in at some time or other (some more often than others) over the summer to keep us company, and anybody else who I should mention but can't remember because I'm typing this at half past five in the morning.

YOURS THANKINGLY,
MICK, BREDA & ARTHUR.
Ulster Bank

STUDENT KIT

For an easier start to Student life

Cheque Book
The safe, convenient and business-like way of paying your bills and other expenses. It will also help you to budget and provide your Account remains in credit. Our complete Current Account service is offered without charge whilst you are a full-time student.

Student Travel Loans
A working holiday could be on your agenda for the coming year. We can provide you with a Student Travel Loan to cover the cost of your fare and other connected expenditure.

Cheque Card
An Ulster Bank Cheque Card guarantees payment of your cheques up to £50 in any one day.

Student Loans
The ancillary costs of education can be substantial. We can provide Student Loans to help you through your studies.

Student Folder & Note Paper
Ideal for all those lecture notes.

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Foreign Travel Facilities
Believing that travel broadens the mind we will waive any normal commission on any amount of Travel Cheques you purchase whilst still a student.

Cash Dispenser Card
This card enables you to withdraw cash from any of our dispensing machines throughout Ireland and can also be used at the many “Cash Dispenser” branches of the National Westminster Bank throughout England, Wales, the Channel Islands and the Isle of Man.

Student Folder
Notepaper
Ideal for all lecture notes.

Cheque Card
Ensures that all your cheques will be accepted up to £50 in any one day.

Foreign Travel Cheques
Free with purchase. Ideal for all travelling students.

Student Travel Cheques
These cheques can be used at any of the National Westminster Bank branches throughout England, Wales, the Channel Islands and the Isle of Man.

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