

Study support week

24–28 November 2014

Prepare for your exams, boost
your study skills and become
a more effective learner.

shu.ac.uk/studysupport

Study skills sessions

Study skills are strategies and techniques that enable you to make the most efficient use of your time, resources and academic potential.

Our study skills sessions can help you

- get ready for your exams and assignments
- learn more about Turnitin
- manage your time more effectively

The session description below will indicate if you need to book. If not, you can simply turn up.

Monday 24 November		
11am–12noon	Managing your time Led by Samantha Logan, MSc Coaching and Mentoring To book your place visit go.shu.ac.uk/timemanagementcollegiate	Room F514, Robert Winston Building, Collegiate Campus
12–1pm	Reflective writing Library academic skills workshop	Room 0.01, Collegiate Learning Centre, Collegiate Campus
4–5pm	Managing your time Led by Samantha Logan, MSc Coaching and Mentoring To book your place visit go.shu.ac.uk/timemanagementcity	Room 3205, Eric Mensforth Building, City Campus
4–5.30pm	Drop-in study support (no need to book) Help with academic writing from a study skills tutor. Places are limited.	Room 4.02, Level 4, Adsetts Learning Centre, City Campus
Tuesday 25 November		
1–2pm	Referencing basics Library academic skills workshop	Room C106, Collegiate Learning Centre, Collegiate Campus
2–3.30pm	Critical writing Library academic skills workshop	Room 6613, Level 6 Seminar Room, Adsetts Learning Centre, City Campus
4–5.30pm	10 tips for academic writing Library academic skills workshop	Room 6613, Level 6 Seminar Room, Adsetts Learning Centre, City Campus

Wednesday 26 November		
12–1.30pm	Drop-in study support (no need to book) Help with academic writing from a study skills tutor. Places are limited.	Room 0.01, Collegiate Learning Centre, Collegiate Campus
12–2pm	10 tips for academic writing Library academic skills workshop	Room 6613, Level 6 Seminar Room, Adsetts Learning Centre, City Campus
2–3.30pm	Write it in your own words: Paraphrasing Led by Viv Thom, a senior lecturer in student experience	Room A027, Collegiate Hall, Collegiate Campus
Thursday 27 November		
10–11.30am	Preparing to undertake your final year dissertation –choosing topics and thinking through your research methods Library academic skills workshop	Room 6613, Level 6 Seminar Room, Adsetts Learning Centre, City Campus
11am–12noon	Turnitin information session Led by Stuart Hepplestone, senior lecturer in technology enhanced learning	Room 2210, Harmer Building, City Campus
12–1pm	Critical writing Library academic skills workshop	Room 0.01, Collegiate Learning Centre, Collegiate Campus
1–2pm	Referencing basics Library academic skills workshop	Room 6613, Level 6 Seminar Room, Adsetts Learning Centre, City Campus
2–3.30pm	Drop-in study support (no need to book) Help with academic writing from a study skills tutor. Places are limited.	Room 4.02, Level 4, Adsetts Learning Centre, City Campus
2–3.30pm	Write it in your own words: Paraphrasing Led by Viv Thom, a senior lecturer in student experience	Room 1029, Owen Level 10, City Campus
Friday 28 November		
11am–12noon	Turnitin information session Led by Stuart Hepplestone, senior lecturer in technology enhanced learning	Room C106, Collegiate Learning Centre, Collegiate Campus
1–2pm	RefWorks: getting started Library academic skills workshop	Room 6613, Level 6 Seminar Room, Adsetts Learning Centre, City Campus
2–3.30pm	Presentation skills Led by Andrew Bromley, International Student Support officer To book your place visit go.shu.ac.uk/presentationsskills	Student Support Zone, Student Services Centre, Owen Level 5, City Campus

Support service sessions

If you're finding studying difficult, we can help you stay focussed and achieve your potential.

IT Help pop-up stalls

Look out for our IT help pop-up stalls at various locations around campus throughout the year. Find out about

- accessing your timetable and finding a free PC via *SHUGo*
- Microsoft Word – including essay templates, creating contents pages and other features
- print, scan, copy – and topping up your print account
- staying safe online
- saving your work

Coping with academic work and exams

Reduce the effects of stress by understanding what causes it and developing mechanisms to cope.

Being effective under pressure workshop

Book onto this workshop held on 18 November, 12.30–2pm in room HC.147, Heart of the Campus – visit blogs.shu.ac.uk/studentwellbeing

Meditation at the Multifaith Chaplaincy

Try these relaxing sessions held every Wednesday between 1–1.30pm at City Campus or alternate Wednesdays at Collegiate Campus. See the table to the right for location details.

Mind website for better mental health

Visit mind.org.uk and search 'student life' in the A–Z list for information to help you cope and to read inspiring stories from other students.

Ten things you can do to look after yourself booklet

Pick up a copy up from the Student Services Centres or the Student Wellbeing receptions.

Mature students, care leavers and students with caring responsibilities

If you're a mature student, a care leaver or a student with caring responsibilities, some of our sessions will be particularly relevant to you.

Have you

- been out of education for a while, or do you want to develop the skills needed for study at higher education level?

Go to our academic skills workshops.

- struggled to fit studying around your job, family life and other commitments?

Go to our 'managing your time' workshop.

- found exams and coursework pressures a bit much?

Try 'meditation', 'writing for wellbeing' or the 'guided self-help drop-in'.

- struggled to find suitable social activities?
Try the 'mature students' coffee morning', 'meeting new people, making local connections' session or 'conversation club'.

Student advisers are also available all year round to provide information and advice. Visit your nearest Student Services Centre to find out more.

Our support service sessions can help you

- develop the personal skills you need to be an effective learner
- learn how to manage exam stress

The session description below will indicate if you need to book. If not, you can simply turn up.

Monday 24 November		
10.30–11.30am	What to expect during an examination drop-in (no need to book) Led by a member of the University Examination Service	Room D103, Main Building, Collegiate Campus
2–3.30pm	Assertiveness skills Led by Jan Gurung, Student Wellbeing To book your place visit blogs.shu.ac.uk/studentwellbeing	Room 6613, Level 6 Seminar Room, Adsetts Learning Centre, City Campus
Tuesday 25 November		
2–3pm	Meeting new people, making local connections Led by Samantha Logan, MSc Coaching and Mentoring To book your place visit go.shu.ac.uk/meetingnewpeople	Room 3205, Eric Mensforth Building, City Campus
Wednesday 26 November		
1–1.30pm	Meditation Led by Ian Maher, Multifaith Chaplaincy co-ordinator	Multifaith Centre, Owen Level 2, City Campus. Room F613, Robert Winston Building, Collegiate Campus
Thursday 27 November		
12–1.30pm	Writing for wellbeing Led by Sue Marshall, Student Wellbeing To book your place visit blogs.shu.ac.uk/studentwellbeing	Room 5121, Surrey Level 1, City Campus
12–1.30pm	Conversation Club Led by Andrew Bromley, International Student Support officer	Room 1029, Owen Level 10, City Campus
3.30–5.00pm	What to expect during an examination drop-in (no need to book) Led by a member of the University Examination Service	Room 3119, Eric Mensforth Building, City Campus
Friday 28 November		
10.30–11.30am	Guided self-help drop-in (no need to book) Led by Ursula Klingel, Student Wellbeing	Student Support Zone, Student Services Centre, Owen Level 5, City Campus
10.30am–12noon	Mature students' coffee morning Hosted by student advisers from the Student Services Centre To book your place visit go.shu.ac.uk/maturestudentscoffeemorning	Room F255, Robert Winston Building, Collegiate Campus

Support throughout the year

Study support

- Visit the Academic Skills Resources Blackboard site.
- Log onto **shuspace** and go to the 'Learning Essentials' tab for details about
 - academic skills workshops and drop-in study support
 - maths help
 - online self-study resources, including 'skills4studycampus' and 'My Study Skills: the toolkit'
 - the University English Scheme
- Explore the wide range of resources and services offered in our libraries including books, journals, market research and subject guides.

Phone **0114 225 3333** or email **learningcentre@shu.ac.uk** to find out more.

IT support

- IT and library help is available 24 hours a day, all year round on and off campus. Phone **0114 225 3333**.
- Use Lynda.com – a free online library of training videos to help you boost your digital confidence and gain new IT skills. Log into **go.shu.ac.uk/lynda**
- Find a free PC or access your email, timetable, Blackboard or library resources with our **SHUgo** app. You can also access all **shuspace** content via the FAQ tab. Download it for free from the iTunes app store or Google Play.

shuspace

- Save yourself a visit to the helpdesks by exploring the tabs and features on **shuspace**, and personalise it to support your learning and student life. Log in at **shuspace.shu.ac.uk**

Specialist support

Specialist teams within the Student Services Centres offer drop-in sessions covering

- student advice
- disability advice
- international student support and immigration advice
- student wellbeing
- student finance
- CVs and job seeking
- advice and support through the Multifaith Chaplaincy

Search 'Student Services Centre drop ins' on **shuspace** for more information.

Specialist one-to-one study skills support

If you've been recommended specialist one-to-one study skills support after a Needs Assessment, make the most of it because it will make a huge difference.

A study skills tutor can help you with your

- assignments
- time management
- organisational skills
- revision and exam techniques

Put your support in place

Email **sas-121help@shu.ac.uk** and we'll help you get the support you need.

Support every step of the way

We're here to provide advice if you're having personal or welfare issues, or you're struggling with any aspect of university life.

Faculty Student Services

Visit your faculty helpdesk for advice or to book a session with your student support officer for any course-related issues. See **shuspace** for faculty helpdesk location details.

Student Services Centres

- Level 5, Owen Building, City Campus
phone **0114 225 3813**
- Level 0, Heart of the Campus, Collegiate Campus
phone **0114 225 2491**

Email **guidance@shu.ac.uk**
Follow us on Twitter **@SHUhelp**

Students' Union Advice Centre

You can visit the advice centre for help with any aspect of your student life, including academic and legal issues, student funding, benefits, debt and housing.

- The HUBS, City Campus
- Oaklands 202, Collegiate Campus
(Wednesdays only)

Phone **0114 225 4148**
Email **advicecentre@shu.ac.uk**

'If you need support then go for it. Don't feel that you should 'just cope' because everyone should have an opportunity to do as well as they can and get the help they need to do so.'

