



Prifysgol Cymru
Y Drindod Dewi Sant
University of Wales
Trinity Saint David

BSc Psychology

BSc Psychology and Counselling

BSc Psychology and Criminology

Level Four Induction

Navigating HWB and Moodle

Trawsnewid Addysg, Trawsnewid Bywydau
Transforming Education, Transforming Lives

www.uwtsd.ac.uk





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Make sure you
have a copy of the
Basic Information Tracker

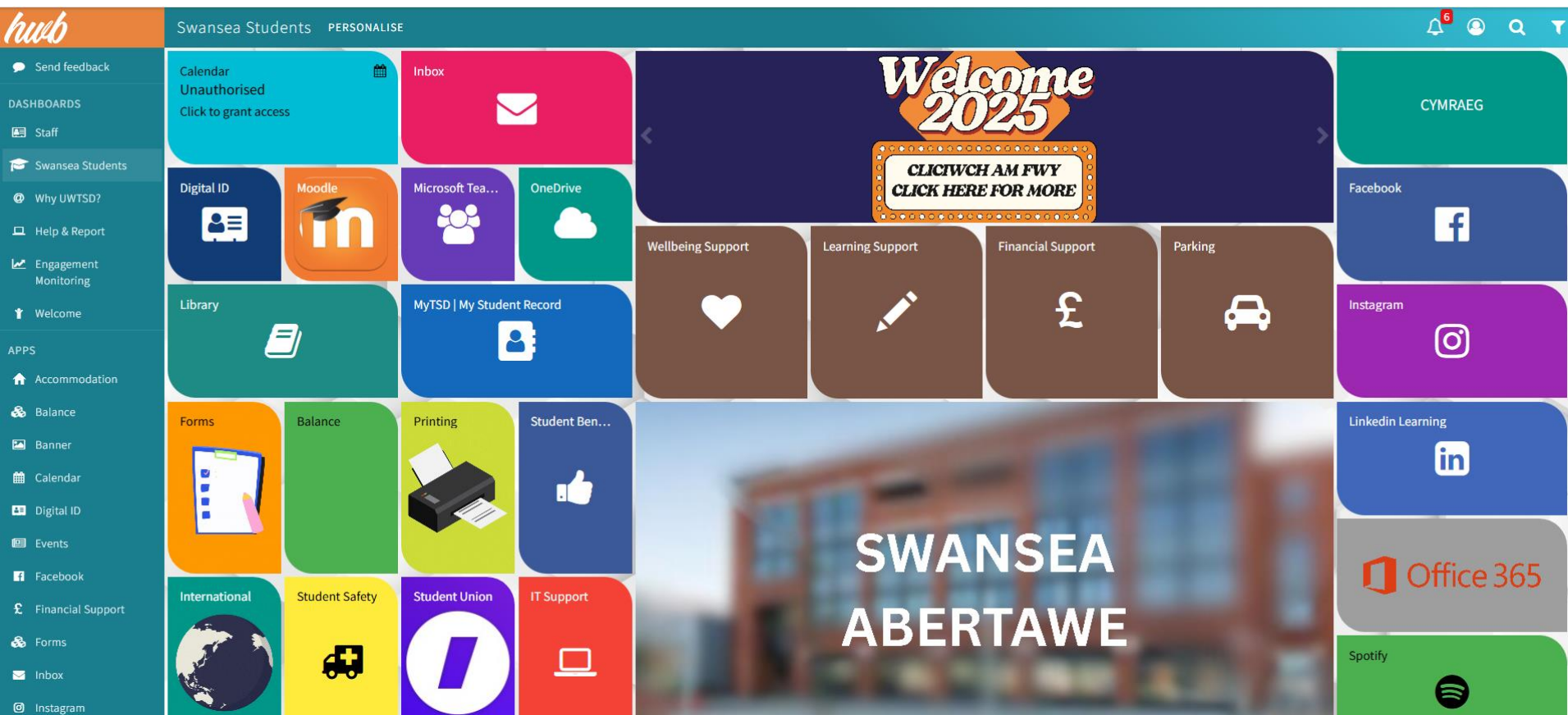
As we go through the
information,
answer the questions

Basic Information

- Do you know:
 - Your student number?
 - Your university email address?
 - Your university password?
 - **DO NOT** disclose your password to anyone!!!
- Download student HWB app/access the HWB via browser webpage
- Access your university accounts through the HWB:
 - Moodle
 - Email
 - Timetable
 - OneDrive
 - Office 365
 - My Student Record | MyTSD Portal

**Note your
student
number and
university
email address**

Student HWB – first line of support



Your University Email

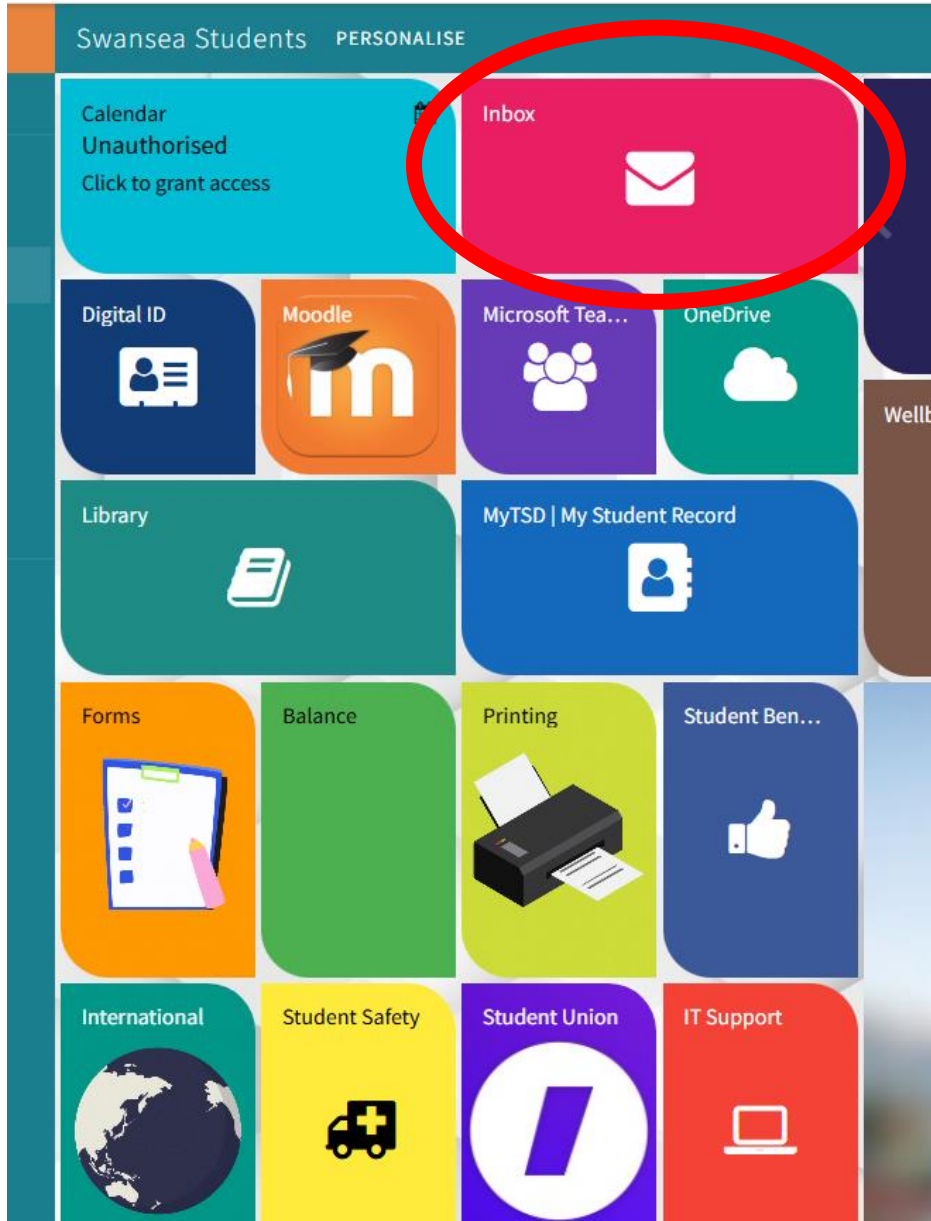
The University, Lecturers, and Institute will contact you by email for most things: - e.g.,

- Changes to timetable
- Meetings
- Course information, updates, news
- Any issues

Check your student email **every day**.

- ALL official communication is via email
- **Only use your student email to contact lecturers**

University Email



**Check your
university
email works**

Key Terminology

- **Academic Year:** runs from September to July
- **Semester:** Two halves of the academic year
- **Term:** Teaching/assessment time
 - Three terms in the academic year
- See University Calendar for specific dates
 - Web page – type UWTSD calendar
 - Link on the Programme Moodle page
- **Programme:** Course you have chosen to study – e.g., BSc Psychology
 - Includes range of modules at different levels.....



Key Terminology

- **Level of Study:** Academic standards within programme
 - Three-year undergraduate degree: Levels 4, 5, and 6
- **Modules:** Focus on set topic areas within each level.
 - Have learning outcomes, syllabus, teaching/learning pattern and means of assessing learning outcomes
 - Each module has its own module code and name
 - Each module is assigned credit points
- **Module Credits:** Allocated number to denote module workload
 - You will pursue 120 credits at each level (e.g., L4: six 20 credit modules)
- You will progress from one level of study to the next by passing the modules and being awarded the required number of credits.

Key Terminology

- **Module contact time:** Amount of scheduled teaching/learning time with staff - structured, focused, purposeful, and interactive.
 - Contact Time, along with allocated independent study time and assessment, determines total study hours for modules.
 - E.g., 20-credit module has 200 hours associated with it:
 - 30 hours of scheduled learning
 - 170 hours of independent study time
- **Compulsory Module:** Must be taken to obtain required credits – all modules at Level 4 and 5 are compulsory.
- **Core Module:** Must be passed for you to be allowed to progress to next level of study.
 - i.e., Research Methods modules.

Level Four Modules

Semester One:

All Programmes
(inc. Part-time students)

ECPS4013: Conceptual and Historical Issues in Psychology
ECPS4018: Study Skills for Psychology

**Psychology
(full-time)**

**ECPS4017:
Psychology in
Practice**

**Psychology and
Counselling
(full-time)**

**ECPS4014:
History of
Counselling**

**Psychology and
Criminology
(full-time)**

**BMLC4006: Legal
Foundation & Skills +
BMLC4004: Introduction
to Criminology**

Level Four Modules

Semester Two:

All Programmes
(full-time only)

ECPS4011: Research Methods I

ECPS4016: Personality and Individual Differences

**Psychology
(+ part-time)**

**ECPS4012:
Exploring Emotion
& Communication**

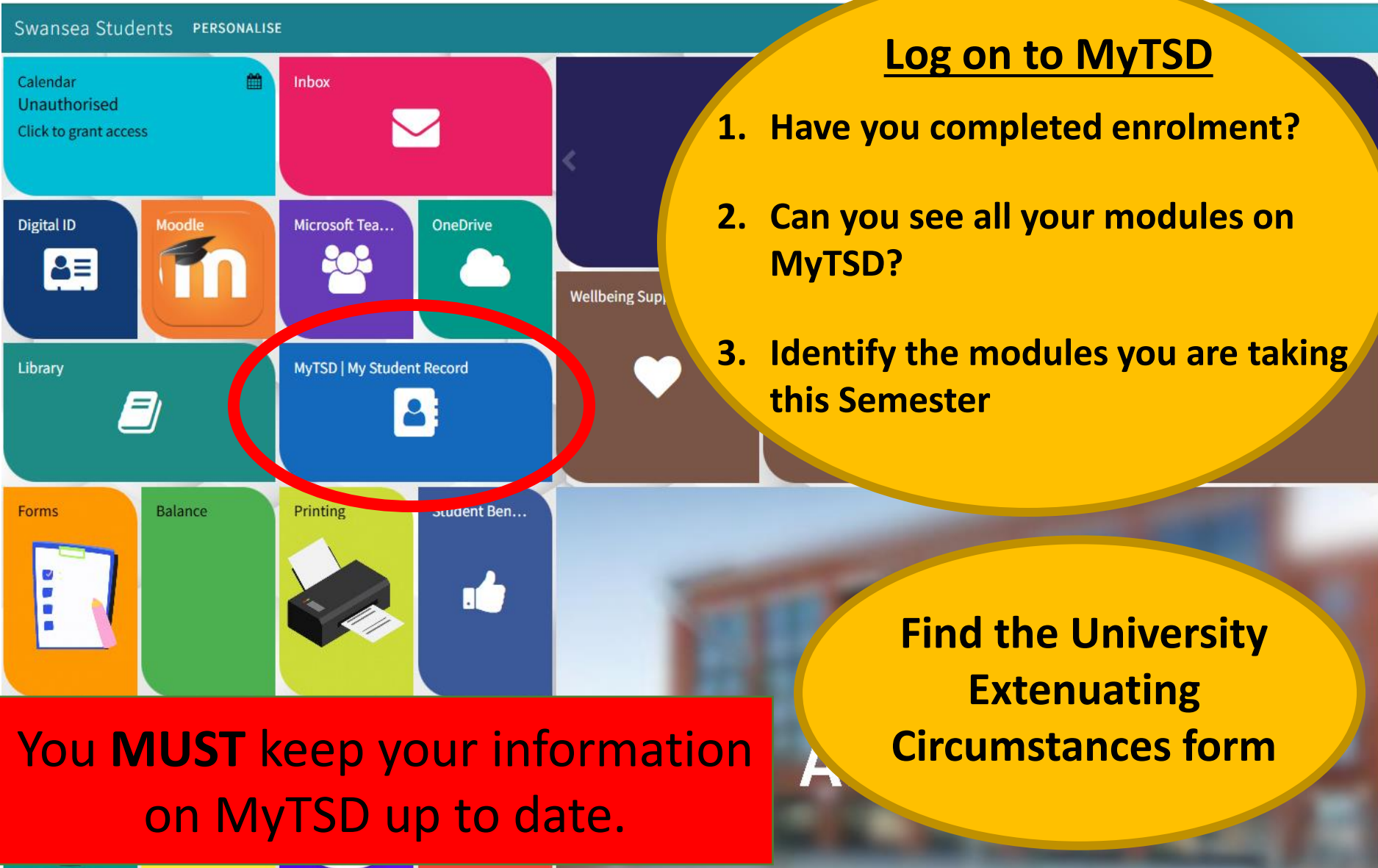
**Psychology and
Counselling
(+ part-time)**

**ECPS4015:
Introduction to
Counselling Skills**

**Psychology and
Criminology
(+ part-time)**

**BMLC4006: Legal
Foundation &
Skills**

MyTSD: Your access to your information



The screenshot shows the Swansea Students MyTSD dashboard. At the top, it says 'Swansea Students PERSONALISE'. Below this are several tiles: 'Calendar Unauthorised Click to grant access', 'Inbox', 'Digital ID', 'Moodle', 'Microsoft Tea...', 'OneDrive', 'Library', 'MyTSD | My Student Record' (circled in red), 'Wellbeing Supp...', 'Forms', 'Balance', 'Printing', and 'Student Ben...'. A large yellow oval on the right contains a list of three steps for logging on to MyTSD. A red banner at the bottom contains a mandatory statement. Another yellow oval at the bottom right contains text about finding a form.

Swansea Students PERSONALISE

Calendar Unauthorised Click to grant access

Inbox

Digital ID

Moodle

Microsoft Tea...

OneDrive

Library

MyTSD | My Student Record

Wellbeing Supp...

Forms

Balance

Printing

Student Ben...

Log on to MyTSD

1. Have you completed enrolment?
2. Can you see all your modules on MyTSD?
3. Identify the modules you are taking this Semester

You **MUST keep your information on MyTSD up to date.**

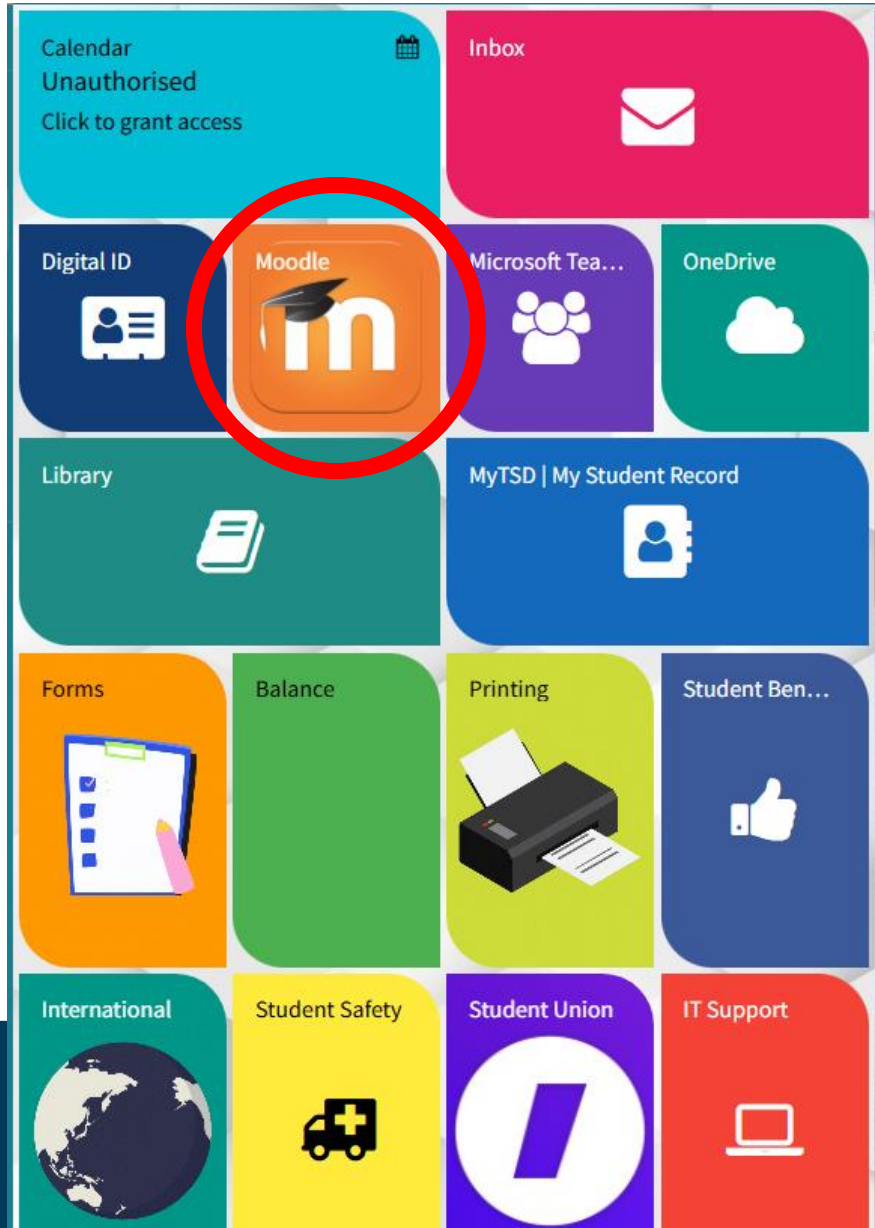
Find the University Extenuating Circumstances form

Your Timetable

Check your personalised timetable on HWB. Where and when do you need to be for your modules this semester

- Your personalised timetable is on the HWB
- Small changes will happen (e.g., room change)
- You **MUST** check your timetable each week
- Any major changes or rescheduling of sessions will be communicated to you via Moodle announcement to your university email only.
- Additional events and meetings arranged with academic staff may be added to your timetable via calendar invites.

Moodle: Your virtual learning environment



Open UWTSD Moodle.

**Can you see all your
modules?**

**Access the modules you
are taking in the first
semester**

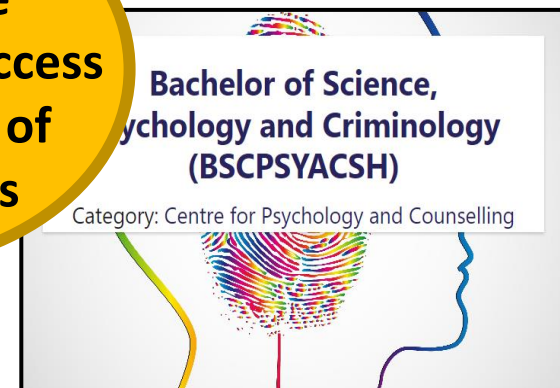
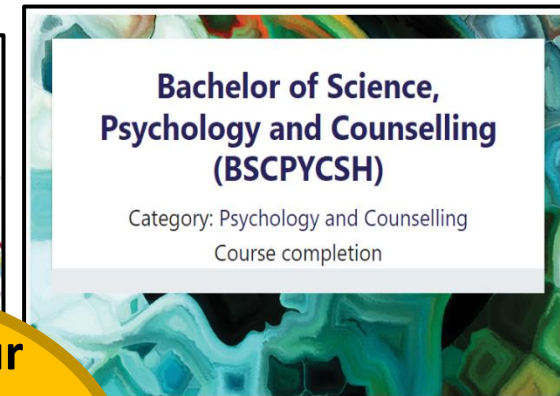
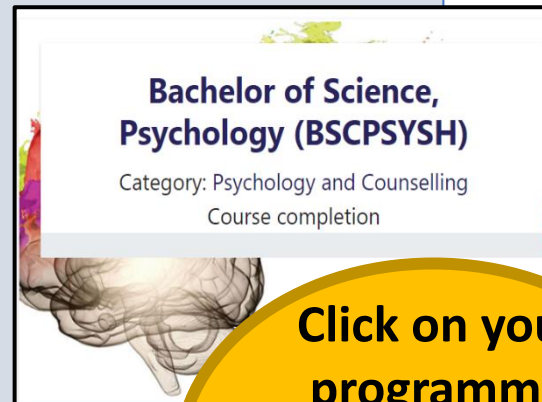
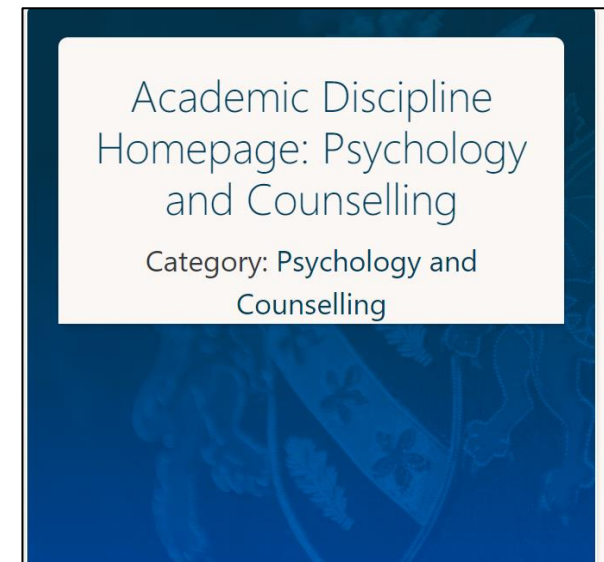
Moodle

Academic Discipline Homepage:

- Programme of study handbooks
- Volunteering opportunities
- Discipline-wide initiatives

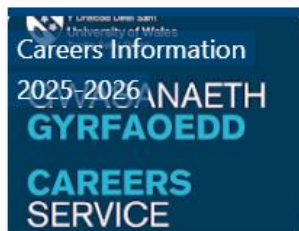
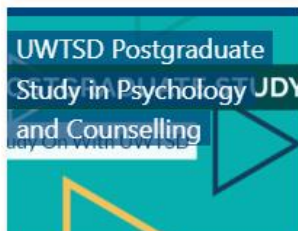
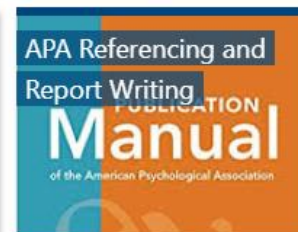
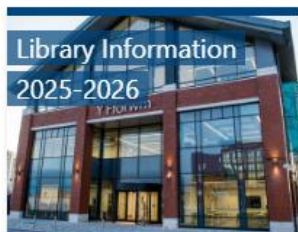
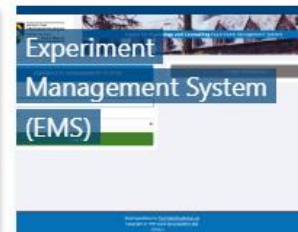
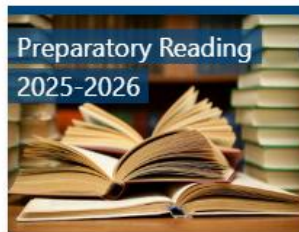
Programme specific Homepage:

- Programme specific info
- Links to resources
- Links to Support Documents
- Employability
- Student voice information
- Assessment info
- Links to ethics guidelines
- Experiment management System (EMS)
- Student-Staff panel and traffic light feedback
- Links to further study and careers information



**Click on your
programme
homepage to access
the schedule of
assessments**

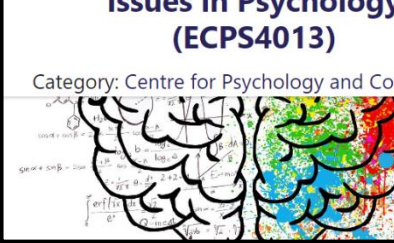
Moodle Programme Page



Conceptual and Historical Issues in Psychology (ECPS4013)

Category: Centre for Psychology and Counselling



- Full-time students:
 - Six modules on Moodle for Level 4 (Year 1)
 - Part-time students:
 - Three modules on Moodle for Level 4 (each year)
 - **Module Moodle pages will include:**
 - Module Information
 - E.g., weekly coverage, reading planner, handbook, descriptor, etc.
 - Leganto Reading List (link to reading material for the module)
 - Assessment Information
 - Proforma (i.e., assessment details)
 - Turnitin portals to submit work
 - Learning resources
 - E.g., PowerPoint slides, recorded material, additional links, etc.
- 

Teaching and learning

Weekly on-campus sessions for all modules

Refer to HWB timetable
Carefully check room each week

Learning resources and
assessment info on Moodle

Structure of different modules
may differ

Attendance and engagement

Attend all on-campus sessions

Engage with Moodle regularly
Check student email regularly

In-class attendance and online
Moodle engagement is
monitored

Class attendance must take
priority over work
commitments

Academic Support: Staff Roles

Academic Support Tutor (AST)

- Individual Academic and personal issues
- Discuss personal progress and future directions
- Discuss general assessment feedback



Academic Year Tutor (AYT)

- Cohort Issues
- Cohort relationships/interactions
- Anything with influence on year group



Programme Manager (PM)

- Responsible for oversight of the programme
- Will circulate important programme information
- Receives updates from ASTs & AYT



Academic Director

**Associate Professor
Dr Paul B. Hutchings**



Programme Managers

**BSc Psychology +
BSc Psychology & Counselling**



Dr Kate Williams

kate.williams@uwtsd.ac.uk

Cymraeg

**BSc Psychology and
Criminology**



Stacey Coleman

stacey.coleman@uwtsd.ac.uk

Academic Year Tutor

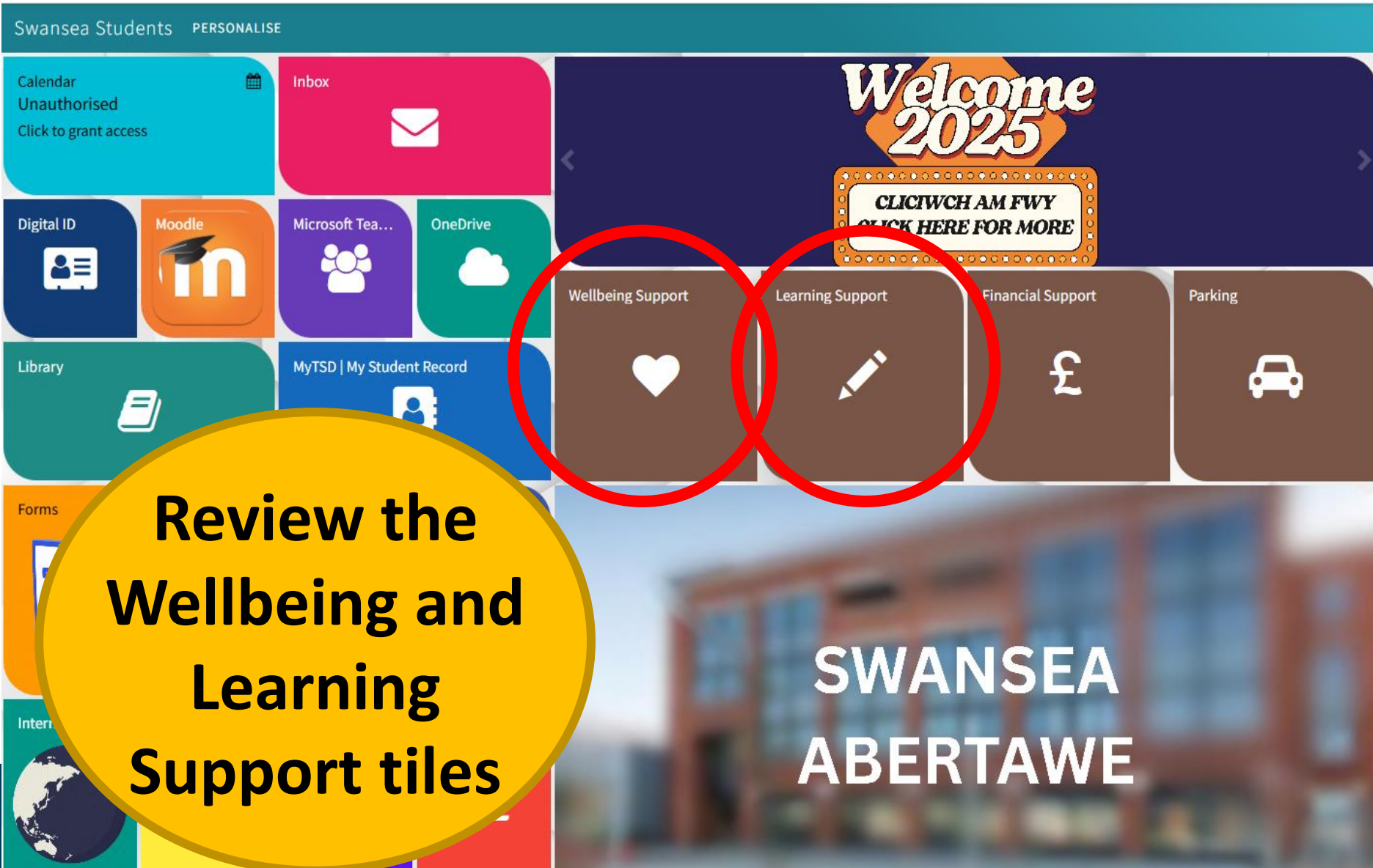
**BSc Psychology / BSc Psychology and Counselling / BSc
Psychology and Criminology**

Level Four



Dr Judith Marshall

Wellbeing and Learning Support



SWANSEA
ABERTAWE

Wellbeing Support

WELLBEING SUPPORT



**Explains the
wellbeing support
on offer at the
university**

SUPPORT REQUEST FORM



**Any student can fill
this in to request
university support
(physical, mental
health, wellbeing,
etc.)**

CAUSE FOR CONCERN FORM



**Anyone can fill this
in if they have
concerns about
anyone in the
university**

Learning Support

LEARNING SUPPORT



Explains the learning support on offer to all students at the university – e.g., Study Skills, etc.

DISABILITY SUPPORT



Explains support on offer to students with additional needs, disabilities, health conditions, etc.

SUPPORT NEEDS ENQUIRY FORM

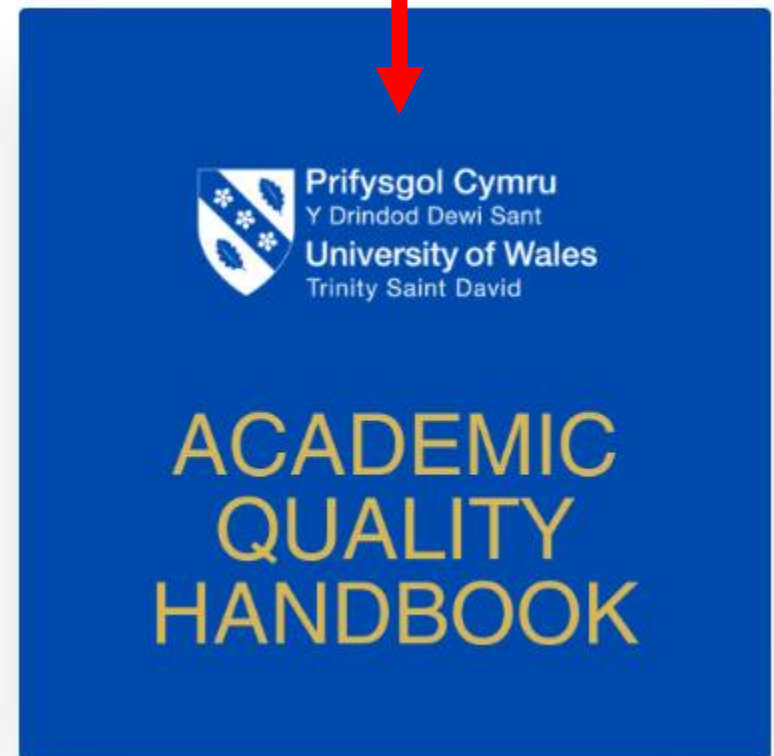
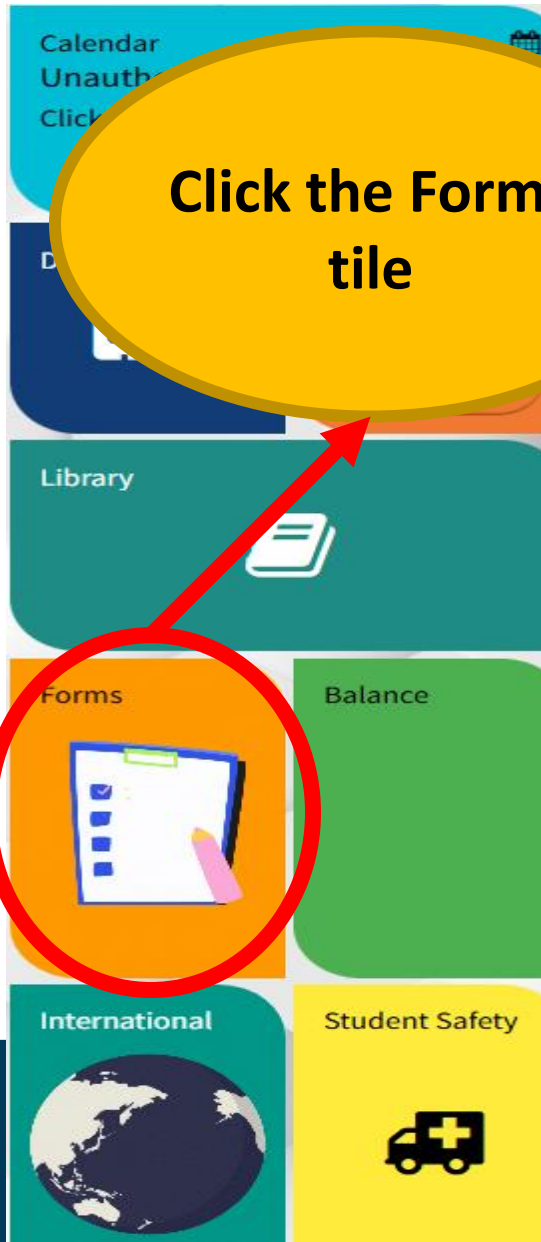


Any student can complete this to enquire about support that may be useful to them

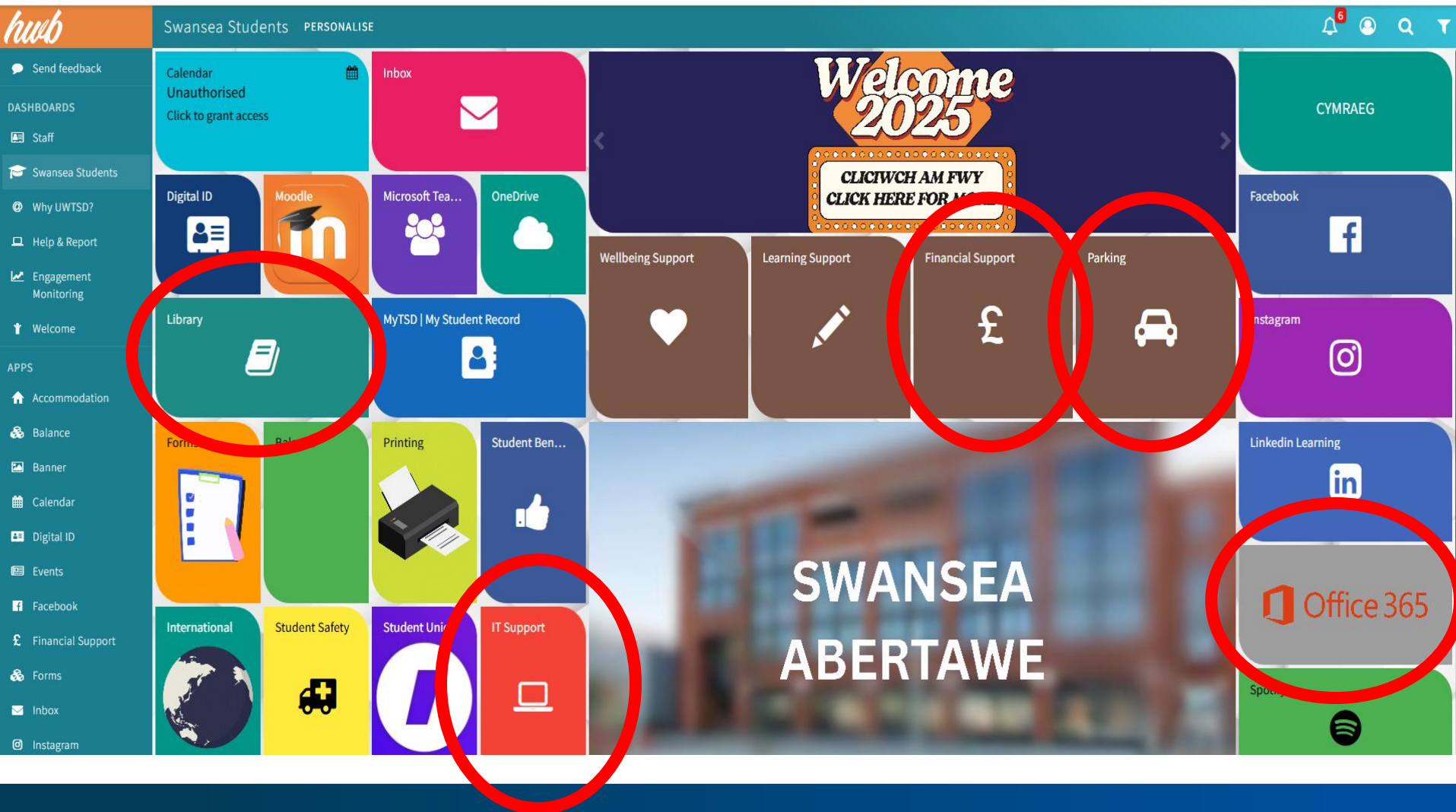
Student Policies and Forms

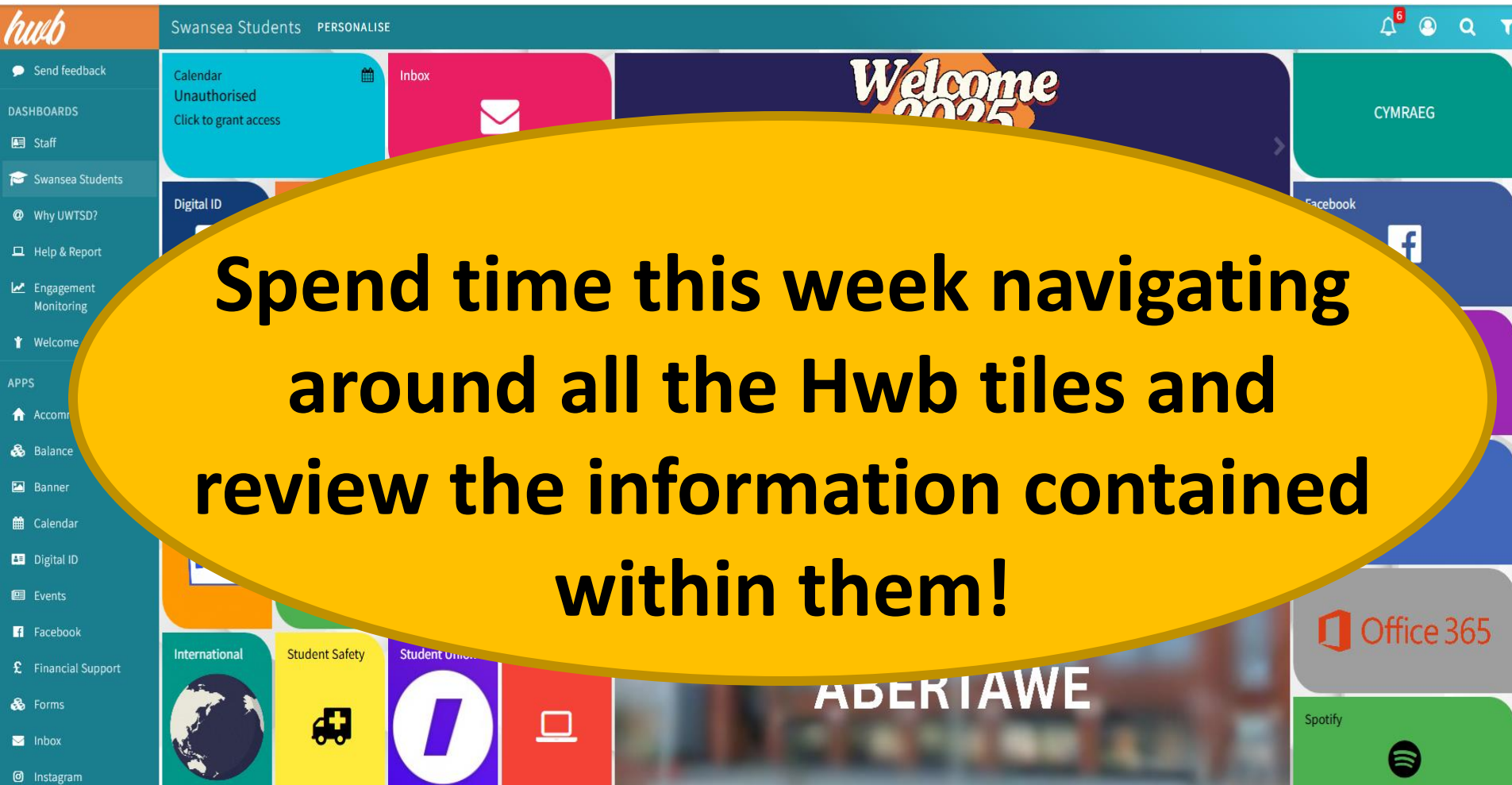
**Click the Forms
tile**

**Then click the Academic
Quality Handbook tile &
scroll to student policies**



Other useful tiles.....





Spend time this week navigating around all the Hwb tiles and review the information contained within them!