

ECGE4001R – Academic Study Skills

Task – Before we Start.

- ▶ Getting to know your colleagues.
- ▶ Interview the person sitting next to you
- ▶ Ask 5 questions (in addition to the persons name).
- ▶ Interviewee becomes the Interviewer
 - ▶ 5 DIFFERENT questions.
- ▶ Present the answers

Introduction

- ▶ The aim of this module is to introduce higher education academic skills and effective communication within the context of the students' programme of study.
- ▶ This module is a generic faculty module (which is why the module code differs from other modules in your programme of study).
- ▶ However, important to note you will be taught this module in accordance to the skills needed for a Psychology and for your programme of study.
 - ▶ Lecture material and content will be very similar across all University Psychology based programmes but will deviate from other programmes taught within the Faculty.

Aims of the Module

- ▶ To introduce higher education academic skills and effective communication within the context of the students' programme of study.

Learning Outcomes

- ▶ Upon the successful completion of this module, the student should be able to demonstrate the ability to:
 - ▶ • engage in, and recognise the importance of academic reading, writing, referencing and develop confidence in communication and presenting to different audiences and for different purposes;
 - ▶ • explore different communication styles and systems;

Learning Outcomes Continued.

- ▶ • develop digital competency and numeracy skills in line with the academic demands of the programme;
- ▶ • organise their learning effectively and reflect upon their own progress and future development.

Indicative Content

- ▶ The module will include:
- ▶ the development of students' reading skills and strategies appropriate to academic study. For example, critical and evaluative reading, effective use of electronic resources, primary and secondary resources;
- ▶ the development of understanding the importance of referencing and referencing styles in relation to students' programme of study; the importance of acknowledging the work of others and how to avoid plagiarism;

Indicative Content (Continued)

- ▶ the development of understanding of communicating to a range of audiences, for a range of purposes and changing the environment to improve communication. The module will examine the need for effective communication systems and how these support and promote communication, participation and working;
- ▶ exploration of verbal and presentation skills. Students will examine the use of individual and group presentations, PowerPoint presentations, poster presentations and peer reviews;

Indicative Content (Continued)

- ▶ the development of a range of appropriate written communication, formats and structures; including academic demands such as note taking, essay planning and writing, summarising, layout, paraphrasing, assignments, reflective writing, report writing, letter writing and appropriate use of emails;
- ▶ becoming familiar with and develop competency, skills and confidence in the use of digital literacy. For example students will use electronic and digital resources to facilitate and support personal research, communication and presentation of work

Indicative Content (Continued)

- ▶ the development of appropriate management skills, for example time management and working to deadlines; the development of appropriate numeracy skills, for example awareness of data and statistics used in research;
- ▶ exploration of how to stimulate and maintain a positive attitude to study and develop strategies for future success. For example, time management, effective and sufficient planning, motivation, working to deadlines, working as part of a group, personal development planning including target setting and reflexivity.

Assessment

- ▶ Assessment Component 1 – 50%
 - ▶ Portfolio of activities (1500 words)
 - ▶ Friday 8th November @23.59 via the turnitin portal.
- ▶ Assessment Component 2 – 50%
 - ▶ Academic Presentation (10 minutes in total)
 - ▶ Presentation - Monday 9th December and Friday 13th December
 - ▶ Presentation slides submitted via turnitin @23.59 on Monday 9th December.

Assessment Component 1 – Portfolio of Activities (1,500 words) – 50%.

- ▶ 1. Paraphrase a section from a selected book chapter (500 words)
 - ▶ • All students will be provided with a chapter from a relevant book and will be required to paraphrase certain sections of it into their own words.

- ▶ 2. Summarise three selected journal articles into abstracts (400-500 words)
 - ▶ • All students will be provided with three short research journal paper and will be required to summarise the paper into an abstract, whilst ensuring they do not plagiarise the paper's actual abstract.

- ▶ 3. Create a reference list (500 words)
 - ▶ • Students will be provided with a 20 item list comprised of the following: books, journal papers, webpages, government documents, conference proceedings, etc. They will only be provided with the author names, dates, and titles, and will be required to produce an accurate reference list of all the items in appropriate APA formatting.

Assessment Component 2: Academic Presentation (10 minutes) 50%

- ▶ **Title: Ten-minute (total) individual presentation on a topic of the student's choice related to their own academic and/or professional skills development.**
- ▶ **5 minute presentation + 5 minute question and answer session.**

Recommend Reading

Classification	Reading List entry	Electronic*
Essential	Burns, T. & Sinfield, S. (2016) Essential study skills: the complete guide to success at university (4 th ed). London: Sage.	☐
Essential	Cottrell, S. (2013) The Study Skills Handbook (4 th ed). Basingstoke: Palgrave MacMillan.	☐
Essential	Godfrey, J. (2013) How to use your reading in your essays (2 nd ed). Basingstoke: Palgrave MacMillan.	☒
Essential	Harrison, M., Jakeman, V. and Paterson, K. (2012) Improve your grammar. Basingstoke: Palgrave MacMillan.	☐
Essential	Judge, B. (2009) Critical Thinking Skills for Education Students. Exeter: Learning Matters.	☐
Essential	Moore, S., Neville, C. and Murphy, M. (2010) The ultimate study skills handbook. Maidenhead: McGraw-Hill, Open University Press.	☐
Essential	Pears, R. & Shields, G. (2017) Cite them right: the essential referencing guide. Basingstoke: Palgrave MacMillan.	☒
Essential	Pears, R. & Shields, G. (2016) Cite them right: the essential referencing guide. Basingstoke: Palgrave MacMillan.	☐
Further	Bedford, D. and Wilson, E. (2009). Study skills for part-time students. Harlow: Prentice Hall.	☐
Further	Cottrell, S. (2010) Skills for Success: The Personal Development Planning Handbook (2 nd ed.) Hampshire: Palgrave MacMillan.	☐
Further	Pritchards, A. M. (2008) Studying and Learning at University: Vital Skills for Success in your Degree. London: Sage Publications.	☒
Further	Savage, M. and Barnett, A. (2015) Digital Literacy for Primary Teachers. Northwich: Critical Publishing Limited.	☒
Further	van Emden, J. & Becker, L. (2010) Presentation Skills for Students (2 nd ed). Basingstoke: Palgrave Macmillan.	☐
Further	http://www.skills4studycampus.com/palgrave/	☒

Module Content – Breakdown....

- ▶ Lecture 1 – Introduction and Overview.
- ▶ Lecture 2 – Digital Literacy
- ▶ Lecture 3 – Referencing, Paraphrasing and Avoiding Plagiarism.
- ▶ Lecture 4 – Reading Skills and Effective use of Resources.

Module Content - Breakdown

- ▶ Lecture 5 – Academic Writing Skills.
- ▶ Lecture 6 – Presentation and Communication Styles.
- ▶ Lecture 7 – PowerPoint and Academic Posters.
- ▶ Lecture 8 – Time Management Skills.
- ▶ Lecture 9 – Numeracy Skills.
- ▶ Lecture 10 – Assessed Presentations

What is meant by Academic Study Skills?

- ▶ Task
- ▶ In small groups, I would like you to discuss and consider what YOU think is meant by Academic Study Skills.
- ▶ Conduct a mind map of the learning skills needed to study at HE.
 - ▶ (10 minutes).
- ▶ Discussion and Feedback.

What is meant by Academic Skills?

- ▶ Cottrell (2013) – Study Skills involve a number of skills and subskills that you will use and require to assist you to achieve your potential in higher education study.
- ▶ Gettinger and Seibert (2002, p 350)
- ▶ “Academic competence is associated with the knowledge and application of effective study skills. Capable students at all grade levels may experience difficulty in school, not because they lack ability, but because they lack good study skills.”

Why the need for a study skills module?

- ▶ This is a critical module for your academic and personal development.
- ▶ Provides you with the skills needed to adapt to your academic studies.
- ▶ Psychology.

Why the need for a study skills module?

- ▶ Motivation and Maintenance.
- ▶ Reflection
- ▶ Transferable Skills
- ▶ Personal Development Plan (PDP)
- ▶ Continuing Professional Development (CPD)

What skills are needed.

Independent
Study

Self Evaluation

Working with
Others

Managing
Anxieties

Research Skills

Writing Skills

ITC / E-
Learning Skills

Note Taking

Presentation
Skills

Understanding
Learning Styles

Time
Management
Skills

And Many
More

Why so many skills are needed...

- ▶ The degree programme you are studying is a fascinating discipline that has been designed by lecturing staff with applied work in the field.
- ▶ The variety of assessments that you will undertake are essential in order to achieve the benchmarks of the British Psychological Society.
- ▶ Transferable skills that will prepare you for the world of work and / or further study beyond your degree.
 - ▶ Essential in today's competitive career market.

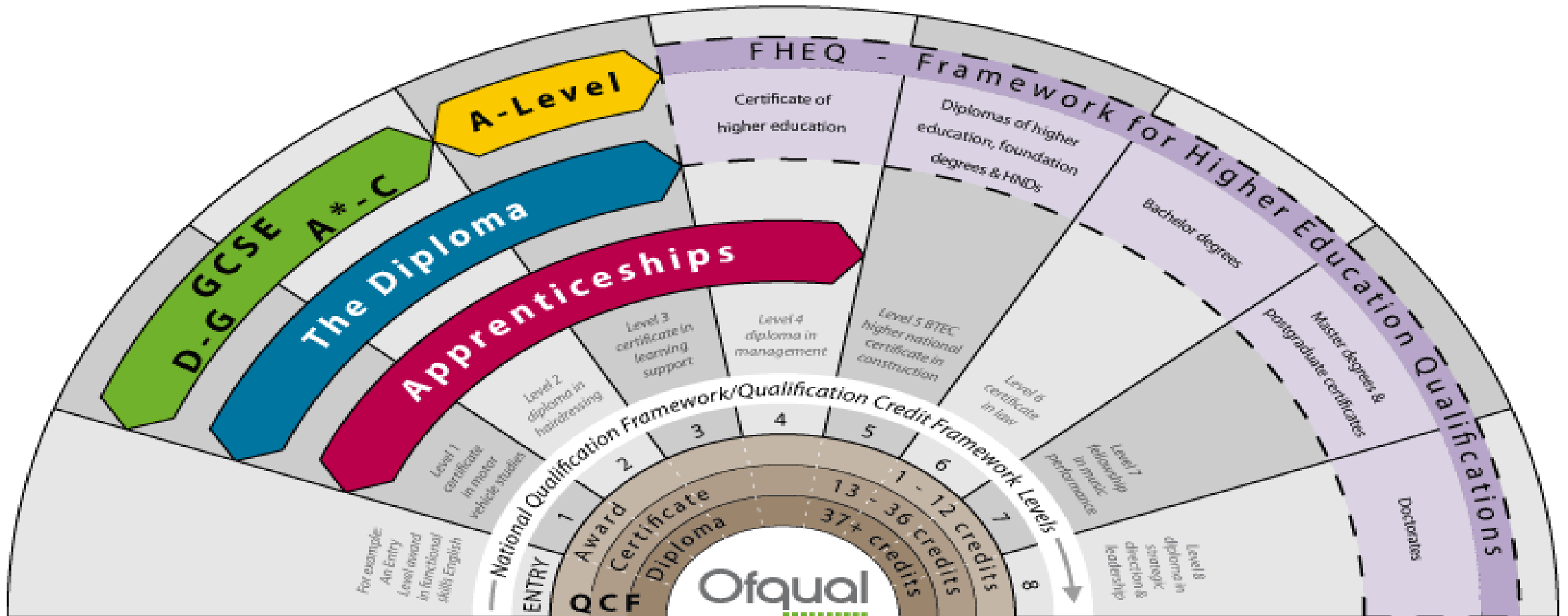
Expectations of studying at degree level.

- ▶ In addition to face-to-face learning, we'll expect you to cover a good deal of reading and private study.
- ▶ This is likely to take up a lot of your remaining time.
- ▶ Most students recommend treating the course like a full-time job, even if you don't necessarily follow a 9–5 working pattern.
- ▶ Therefore, whilst the contact time with lecturers might appear to be little there is an expectation that students will spend a lot of their remaining time in independent study.

University regulations.

- ▶ In order to progress to the next Level of study, a student must pass 120 credits at their current level.
- ▶ As an example, for you to progress onto Level 5 (Year 1) of your study you must pass 120 credits which have been set at the Level 4 (Year 1) level.
- ▶ A pass mark is set at 40% (or more) for the module at Undergraduate level.
- ▶ Each module is typically worth 20 credits, although the module lead / programme director will state if this is not the case.

An overview qualification levels in England and Wales.



Therefore....

- ▶ When lecturers talk about or two level 4 students, they are referring to students embarking on their first year of their degree.
- ▶ Level 5 = Second year of their degree.
- ▶ Level 6 = Final year of their degree.
- ▶ Postgraduate students are referred to as level 7.

Types of Assessments you will undertake for your degree.

Essays

PowerPoint
Presentations

Poster
Presentations

Examinations

Multiple Choice
Questions
(MCQs)

Research
Report Writing

Seen
Examinations

Open Book Tests

Promotional
Leaflets

Campaign
Strategy

Briefing Report

Portfolios

Dissertation

Moodle

- ▶ Moodle is a learning platform designed to provide educators, administrators and learners with a single robust, secure and integrated system to create personalised learning environments.
- ▶ Open Source Virtual Learning Environment.
- ▶ Will contain information that is vital for your learning, such as Lecture Material, Supplementary Reading, and other important information relating to your course.
- ▶ It is strongly advisable that you log in to moodle frequently throughout the course.
- ▶ <https://moodle.uwtsd.ac.uk>

Moodle

Students » Hub UWTSD Moodle 2019/20: Log in +

moodle.uwtsd.ac.uk/login/index.php

Apps



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

Moodle
2019/2020

☐ Remember username

Log in

[Forgotten your username or password?](#)
Cookies must be enabled in your browser ?

Is this your first time here?

How to log into Moodle

- **Returning Swansea-based students** please continue to use your **P-number** and password to log in.
- All other students, use your UWTSD **student number** and password. Your email address won't log you in.

Missing Modules?

- Contact Registry who will be able to help.

Problems logging in or technical issues?

- Contact the IT Service Desk by email: ITServiceDesk@uwtsd.ac.uk website: <https://webhelp.uwtsd.ac.uk> or call 0300 500 5055. Remember to tell us your full name and student number.

Moodle

Students » Hub x UWTSD Moodle 2019/20 x +

moodle.uwtsd.ac.uk

Apps

Home My Modules Moodle Archives English (en)

Stuart Jones

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

**Moodle
2019/2020**

 Dashboard  Calendar  Email  Library  MyTSD  Hwb  Service Desk

Module Search

Go

My modules

Social Psychology (ECAP5004)
Category: School of Psychology

Work based learning project (M6X02257)
Category: School of Psychology

Academic Skills (M4X02241)
Category: School of Psychology

Student Hwb

- ▶ New for September 2019.
- ▶ One stop shop for all the essential information that you will need at UWTSD.
- ▶ Accessible via desktop of any University desktop computer OR via downloading **The UWTSD Hwb** app directly from your app store.
- ▶ Manage your studies with all your course essentials.

Student Hwb

- ▶ The Student HWB is a cloud based system which will provide UWTSD staff and students with a new, simple way of accessing key online services and information in one convenient location. The HWB portal will allow access to services such as Email, Moodle and Library while at the same time providing the latest information, forms, procedures, news and developments of the University.
- ▶ The portal will provide just about everything you need to access in an easy to use format, you can access it on your computer, laptop, tablet or smartphone. The HWB is available on and off campus.

The HWB

- ▶ The HWB Portal allows you to manage your university experience by providing a gateway to:

Moodle

Library Services

PC Availability

Office 365

IT Service Desk

University Email

Help and
Advice

Student Forms

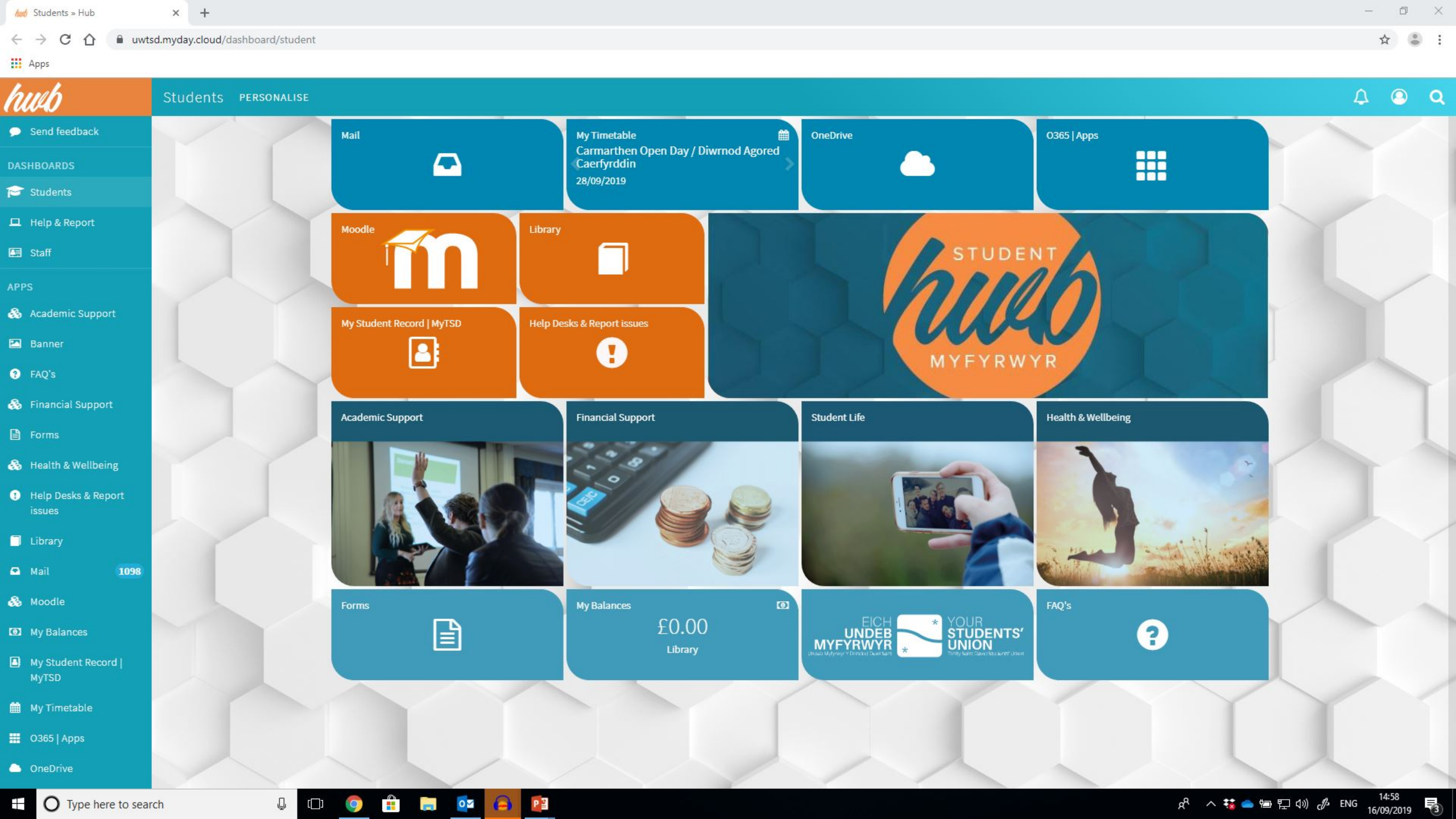
News and
Events

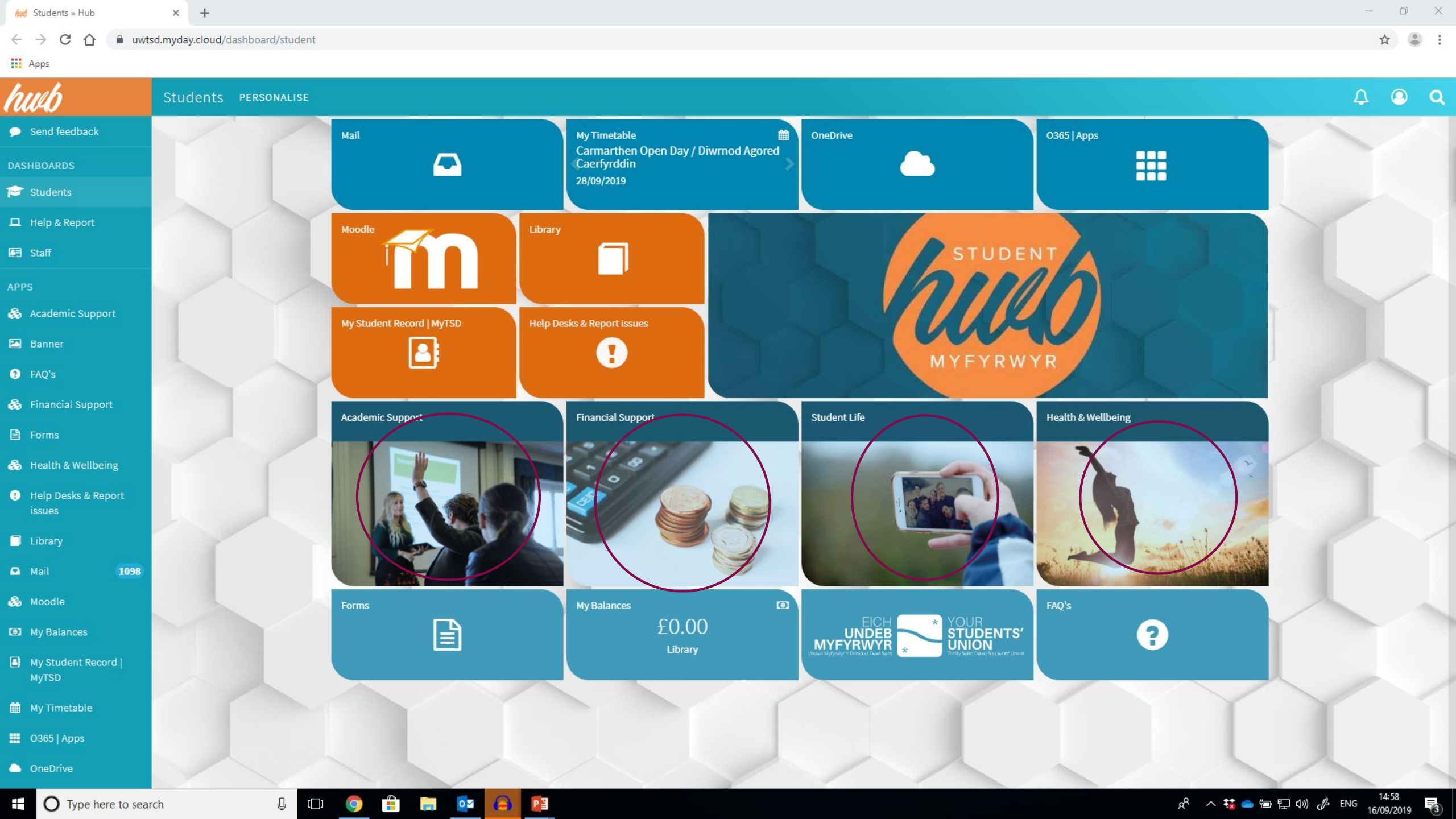
Important
Announcements

And Many More.

How to Access The HWB

- ▶ Use the Shortcut provided on the desktop of University PCs
- ▶ Follow the “Quick Links” on the University Website
- ▶ Download the app from the App Store
- ▶ Download the app from Google Play
- ▶ Any issues relating to the hwb contact
 - ▶ hwb@uwtsd.ac.uk
 - ▶ 0300 131 3030





Send feedback

DASHBOARDS

Students

Help & Report

Staff

APPS

Academic Support

Banner

FAQ's

Financial Support

Forms

Health & Wellbeing

Help Desks & Report issues

Library

Mail 1098

Moodle

My Balances

My Student Record | MyTSD

My Timetable

O365 | Apps

OneDrive

Mail

My Timetable
Carmarthen Open Day / Diwrnod Agored
Caerfyrddin
28/09/2019

OneDrive

O365 | Apps

Moodle

Library

STUDENT
hubb
MYFYRWYR

My Student Record | MyTSD

Help Desks & Report issues

Academic Support

Financial Support

Student Life

Health & Wellbeing

Forms

My Balances
£0.00
Library

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YOUR STUDENTS' UNION

FAQ's

Task

- ▶ For the rest of the session, familiarise yourself with both Moodle and The HWB.
- ▶ Speak to the tutor (individually) if you have any issues or problems accessing these VLE portals.