



New to studying in a UK university

Maximise your success this year!

Start that first assignment!

Refresh your learning

Students' top ten workshops

Kick start your learning

Successful writing week

# Open Workshop Programme 2014/15

Dissertations week

Exam success week I

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Achieving your potential: university and beyond

Improve your grades

Get ahead and be prepared

# Open Workshop Programme

## 2014/15

**In this guide you will find an overview of the workshops for 2014/15.**

**Please note that the times of the sessions may be subject to last minute changes.**

**Bookings will open two weeks prior to the session taking place.**

**To find out more information there is an appendices detailing an overview of each session at the end (arranged alphabetically).**

Monday	Tuesday	Wednesday	Thursday	Friday
<b>New to studying in a UK university</b> (29 <sup>th</sup> Sept – 3 <sup>rd</sup> Oct 2014)				
<p>New styles of learning (10-11am)</p> <p>How to cite and reference using the Harvard referencing system (12-1pm)</p> <p>New styles of assessment (1-2pm)</p>	<p>How to get the most out of your lectures and seminars (12-1pm)</p> <p>Taking a critical approach to your work (1-2pm)</p> <p>Deciding on your topic and title for your dissertation or extended report (2-3pm)</p>	<p>Journal basics (12-1pm)</p> <p>Working SMARTER not harder (1-2pm)</p> <p>Avoiding plagiarism 1: Attitudes to plagiarism and strategies for avoiding it (1-3pm)</p> <p>Polishing your assignment (5:30-6:30pm)</p>	<p>What's expected of your writing in the UK? (12-1pm)</p> <p>Cultural conventions in Higher Education in the UK (1-2pm)</p>	<p>Avoiding plagiarism 2: referencing, summarising, paraphrasing and developing critical analysis (12-2pm)</p>

<b>Maximise your success this year!</b> (13 <sup>th</sup> Oct – 17 <sup>th</sup> Oct 2014)				
<p>Journal Basics (10-11am)</p> <p>Note-making: the importance of getting it right (11-12pm)</p> <p>Library Basics (12-1pm)</p> <p>Interpreting and planning your assignments (1-2pm)</p>	<p>How to get the most out of your lectures and seminars (10-11am)</p> <p>Polishing your assignment (11-12pm)</p> <p>Confidence building for academic success (12-1pm)</p> <p>Managing your time at university (1-2pm)</p> <p>Exploring different learning styles (2-3pm)</p>	<p>Using evidence in your writing: paraphrasing and quotations (11-12pm)</p> <p>New styles of assessment (12-1pm)</p> <p>An introduction to verbal presentations (1-2pm)</p> <p>Finding journals (2-3pm)</p> <p>Working with feedback to improve your grades (5:30-6:30pm)</p>	<p>Maths for the terrified (10-11am)</p> <p>Managing your dissertation or extended project (11-12pm)</p> <p>Researching your dissertation (12-1pm)</p> <p>Reading for a purpose (1-2pm)</p> <p>Tips for stepping up your learning in year 2 (2-3pm)</p>	<p>Writing in an academic style (12-1pm)</p> <p>An introduction to reflection and reflective writing (1-2pm)</p>

<b>Start that first assignment!</b> (27 <sup>th</sup> Oct – 31 <sup>st</sup> Oct 2014)				
<p>Reading for a purpose (11-12pm)</p> <p>Finding information for your assignment (12-1pm)</p> <p>Applying theory to your own practice (1-2pm)</p>	<p>Polishing your assignment (12-1pm)</p> <p>How to cite and reference using the Harvard referencing system (1-2pm)</p> <p>Planning and writing your report (2-3pm)</p>	<p>Writing introductions and conclusions (10-11am)</p> <p>Starting to write a blog (11-12pm)</p> <p>Finding journals (12-1pm)</p> <p>Planning and writing your first essay (1-2pm)</p> <p>How to critique an article (5:30-6:30pm)</p>	<p>Planning and structuring your literature review (11-12pm)</p> <p>Writing in an academic style (1-2pm)</p>	<p>Writing your methodology (10-12pm)</p> <p>Working with feedback to improve your grades (12-1pm)</p> <p>An introduction to verbal presentations (1-2pm)</p>

<b>Refresh your learning</b> (17 <sup>th</sup> Nov – 21 <sup>st</sup> Nov 2014)				
<p>Practice, practice, practice – getting to grips with numerical reasoning questions (10-11am)</p> <p>Finding images using databases (11-12pm)</p> <p>Mind over matter: use your imagination for study success (12-1pm)</p> <p>New ways of seeing: assignment planning, research and discovery with a visual twist (1-2:30pm)</p>	<p>Questionnaire design (11-12pm)</p> <p>Successful writing as an Art and Design student (11-12pm)</p> <p>Using electronic newspapers as a resource for your assignments (12-1pm)</p> <p>Word art: expressing your ideas in the creative industries (1-2pm)</p> <p>Be more productive and manage your stress (2-3pm)</p>	<p>Visual approaches for effective learning (11-12pm)</p> <p>How to write when you don't want to write (1-2pm)</p> <p>Taking a critical approach to your work (5:30-6:30pm)</p>	<p>How to thrive as an introvert (11-12pm)</p> <p>How to make group-work work (12-1pm)</p> <p>Writing in Science and Technology (1-2pm)</p> <p>Confident communication (2-3pm)</p>	<p>Taming your calculator (11-12pm)</p> <p>Using social media to raise your online profile (12-1pm)</p> <p>Thinking about your dissertation: writing the proposal (1-2pm)</p>

<b>Students' Top Ten Workshops</b> (1 <sup>st</sup> Dec – 5 <sup>th</sup> Dec 2014)				
<p>Interpreting and planning your assignments (12-1pm)</p> <p>How to get the most out of your lectures and seminars (1-2pm)</p>	<p>Taking a critical approach to your work (12-1pm)</p> <p>Planning and writing your report (1-2pm)</p>	<p>Thinking about your dissertation: writing the proposal (12-1pm)</p> <p>Polishing your assignment (5:30-6:30pm)</p>	<p>Writing in an academic style (11-12pm)</p> <p>Planning and structuring your literature review (12-1pm)</p> <p>Writing introductions and conclusions (1-2pm)</p>	<p>An introduction to verbal presentations (1-2pm)</p>

Monday	Tuesday	Wednesday	Thursday	Friday
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Kick start your learning (12 <sup>th</sup> Jan – 16 <sup>th</sup> Jan 2015)				
<p>Interpreting and planning your assignments (11-12pm)</p> <p>How to study "mathsy" subjects (11-12pm)</p> <p>Brush up your library confidence (12-1pm)</p> <p>Reading for a purpose (1-2pm)</p>	<p>Writing in an academic style (11-12pm)</p> <p>How to write when you don't want to write (12-1pm)</p>	<p>Working SMARTER not harder (11-12pm)</p> <p>Note-making: the importance of getting it right (1-2pm)</p> <p>Working with feedback to improve your grades (5:30-6:30pm)</p>	<p>Using journals (12-1pm)</p> <p>Confidence building for academic success (1-2pm)</p>	<p>Confidence building in maths (10-11am)</p> <p>Get stuff done (12-1pm)</p>

Successful writing week (2 <sup>nd</sup> Feb – 6 <sup>th</sup> Feb 2015)				
<p>Structuring your work effectively (11-12pm)</p> <p>Finding your voice: from reading to write and back again (12-1pm)</p> <p>Using Web 2.0 tools for academic research (1-2pm)</p>	<p>How to write up scientific experiments (10-11:30am)</p> <p>How to sound critical in your writing (11-12pm)</p>	<p>Developing an argument in your dissertation or extended reports (11-12pm)</p> <p>Avoiding plagiarism through effective referencing (12-1pm)</p> <p>Planning and writing your report (1-2pm)</p> <p>Polishing your assignment (5:30-6:30pm)</p>	<p>Writing in Science and Technology (11-12pm)</p> <p>Writing introductions and conclusions (12-1pm)</p>	<p>Writing with style (12-1pm)</p> <p>How to write when you don't want to write (1-2pm)</p> <p>Using evidence in your writing: paraphrasing and quotations (2-3pm)</p>

Dissertations week (2 <sup>nd</sup> March – 6 <sup>th</sup> March 2015)				
<p>Statistics dissertation drop-in (10-11am)</p> <p>Practice, practice, practice-getting to grips with numerical reasoning questions (11-12pm)</p> <p>Web of Science (12-1pm)</p> <p>Planning and structuring your literature review (1-2pm)</p>	<p>Putting data into words in your dissertation (10-11:30am)</p> <p>Writing your dissertation (12-2pm)</p>	<p>Managing your dissertation or extended project (11-12pm)</p> <p>Researching your dissertation (12-1pm)</p> <p>Dissertation drop-in (1-2pm)</p>	<p>Putting data into words 2: writing up the quantitative section of your dissertation (10-11:30am)</p> <p>Reading for a purpose (11-12pm)</p> <p>Using film and other moving images in your assignments (12-1pm)</p>	<p>Writing your methodology (12-2pm)</p>

Exam success week I (16 <sup>th</sup> March – 20 <sup>th</sup> March 2015)				
<p>How to revise "mathsy" subjects (11-12pm)</p> <p>Revision strategies (12-1pm)</p> <p>Be more productive and manage your stress (1-2pm)</p>	<p>Exam strategies (12-1pm)</p> <p>Writing a polished response in the exam (1-2pm)</p>	<p>Get exam stuff done (12-1pm)</p>	<p>Exams open house (12-1pm)</p>	<p>Taming your calculator (11-12pm)</p>

Exam success week II (13 <sup>th</sup> April – 17 <sup>th</sup> April 2015)				
<p>Revision strategies (12-1pm)</p> <p>Be more productive and manage your stress (1-2pm)</p>	<p>Exam strategies (12-1pm)</p> <p>Writing a polished response in the exam (1-2pm)</p>	<p>How to get a clear mind (1-2pm)</p>	<p>Exams open house (12-1pm)</p>	

Achieving your potential: university and beyond (27 <sup>th</sup> April – 1 <sup>st</sup> May 2015)				
<p>How to be an effective learner (11-12pm)</p> <p>Effective self management in the workplace (12-1pm)</p> <p>Building your commercial awareness (1-2pm)</p>	<p>Using social media to develop an online profile (11-12pm)</p> <p>How to thrive as an introvert (12-1pm)</p> <p>Reflection for personal development (1-2pm)</p>	<p>How to hold a conversation (11-12pm)</p> <p>CV, letter writing and email etiquette (12-1pm)</p> <p>Verbal reasoning skills for psychometric testing (1-2:30pm)</p>	<p>Mapping your experience and your future career (10-12pm)</p> <p>The essentials of professional writing (12-1pm)</p> <p>Self promotion and promotion of ideas in presentations (1-2pm)</p> <p>Working SMARTER not harder (2-3pm)</p>	<p>PGCE numeracy tests – getting started (10-11am)</p> <p>How to work in a group (11-12pm)</p> <p>Writing a polished personal statement (12-1pm)</p> <p>How to picture your thinking (1-2pm)</p>

Monday	Tuesday	Wednesday	Thursday	Friday
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Improve your grades week				(6 <sup>th</sup> July – 9 <sup>th</sup> July 2015)
<p>Structuring your work effectively <i>(12-1pm)</i></p> <p>Writing in an academic style <i>(1-2pm)</i></p> <p>Deciding on your topic and title for your dissertation or extended project <i>(2-3pm)</i></p>	<p>How to cite and reference material using the Harvard referencing system <i>(12-1pm)</i></p> <p>How to write when you don't want to write <i>(1-2pm)</i></p>	<p>Maximise your performance in your next exam <i>(12-1pm)</i></p> <p>Improve your grades drop-in <i>(1-2pm)</i></p> <p>Taking a more critical approach to your work <i>(3-4pm)</i></p>	<p>Writing with style <i>(11-12pm)</i></p> <p>Polishing your assignment <i>(12-1pm)</i></p> <p>Working SMARTER not harder <i>(1-2pm)</i></p> <p>Reading for a purpose <i>(2-3pm)</i></p>	

Get ahead and be prepared week				(7 <sup>th</sup> Sept – 11 <sup>th</sup> Sept 2015)
<p>Managing your dissertation or extended project <i>(11-12pm)</i></p> <p>Researching your dissertation <i>(12-1pm)</i></p>	<p>Note-making: the importance of getting it right <i>(11-12pm)</i></p> <p>How to cite and reference material using the Harvard referencing system <i>(12-1pm)</i></p> <p>Taking a more critical approach to your work <i>(1-2pm)</i></p>	<p>Get stuff done! <i>(12-1pm)</i></p> <p>Tips for stepping up your learning in year 2 <i>(1-2pm)</i></p> <p>Get ahead drop-in <i>(2-3pm)</i></p>	<p>Doing extended assignments <i>(10:30-12pm)</i></p> <p>Working with feedback to improve your grades <i>(12-1pm)</i></p> <p>Planning and structuring your literature review <i>(1-2pm)</i></p>	<p>Writing in an academic style <i>(12-1pm)</i></p> <p>Action planning for the year ahead <i>(1-2pm)</i></p>

## A

**Action-planning for the year ahead***Presenter: CLaSS*

In this workshop you will use your feedback from last year to reflect and to set some clear aims and objectives for the year ahead. Creating a tailored action plan should help your confidence, skills and grades to improve through gaining an understanding of the areas you need to develop and address.

**An introduction to reflection and reflective writing***Presenter: CLaSS*

If your assessments require you to reflect upon your own working or learning practices, then this workshop is for you. Understand the benefits of reflective writing and learn ways to maximise its impact.

**An introduction to verbal presentations***Presenter: CLaSS*

Nervous? Don't like speaking in public but want to do it well? Practical tips in this session will help you to plan your presentation and deliver it with confidence.

**Applying theory to your own practice***Presenter: CLaSS*

Have your tutors ever stressed the importance of 'applying theory to practice'? Have you ever wondered what this really means, and how you actually present it in your writing? This session offers practical suggestions for making sense of theory in relation to your own practical work, whether this is nursing, social work, pharmacy, design-based work, or any other subjects where you are asked to apply theory to practice.

**Avoiding plagiarism 1: Attitudes to plagiarism and strategies for avoiding it***Presenter: CLaSS and Librarians*

This workshop explores some common attitudes to plagiarism held by students new to studying in the UK. It will consider definitions of the term 'plagiarism' and think about some of the cultural and ethical assumptions students make about the term. Participants will also leave with some practical strategies that will help you avoid plagiarism in your own work, focusing on reading, note making, and managing your time. It is recommended that students also book a place on Workshop 2: Referencing, summarising, paraphrasing and developing critical analysis.

**Avoiding plagiarism 2: Referencing, summarising, paraphrasing and developing critical analysis***Presenter: CLaSS and Librarians*

This workshop builds upon the previous workshop on 'Attitudes to Plagiarism and Strategies for Avoiding it' by focusing closely on the assignment writing process. This includes advice on how to acknowledge the work of experts in your writing and understanding how to develop your own argument in response to your reading. Participants will have the opportunity to do some close reading of academic writing and identify strategies for avoiding plagiarism in their own work. It is recommended that students also book a place on Workshop 1: Attitudes to plagiarism and strategies for avoiding it.

**Avoiding plagiarism through effective referencing***Presenter: Librarians*

Find out what is plagiarism and how to avoid this by acknowledging sources and quotations using a reference list or bibliography.

## B

**Be more productive and manage your stress***Presenter: Counselling and student support*

Student life is exciting, but it can also be very pressured and stressful. A lot has to be achieved in limited time. Find out how to cut down your stress levels and learn helpful strategies for dealing with stress.

**Brush up your library confidence***Presenter: Librarians*

Make the most of your library services from using the catalogue, the web page through to databases, e-journals and more. This workshop may be of particular benefit to students who have had a break from study or are new to study in the UK.

**Building your commercial awareness***Presenter: Librarians*

Researching the company or service provider prior to your application is critical in informing your decisions and content of your application. This workshop will guide your research in finding out about a company or service provider, including news, finance, corporate culture and image.

## C

**Confidence building for academic success***Presenter: Counselling and student support*

This workshop will help you to find ways of developing your confidence to maximise your chances of succeeding in your studies. Additionally this workshop will enable you to share ideas of what helps (and hinders) your academic confidence and come up with ideas and actions to enhance it.

**Confidence building in maths***Presenter: Maths Learning Centre*

Overcome your maths fears. Come along, have some fun and build your confidence in all things numerical.

**Confident communication***Presenter: CLaSS*

Do you find it hard to speak up in class? Do you stay quiet in groupwork? Do you have ideas that you never publically express? Are there times when you dread having to speak? This session will help you to consider where you are able to speak up, and how you might transfer those communication skills to parts of your life/work/study where you currently find it difficult to express yourself.

## Cultural conventions in Higher Education in the UK

Presenter: CLaSS

It is easier to think that all educational cultures are similar, but in reality they are very different, and while you will have prepared for some of those differences, others will surprise you. This session helps you to consider things that you may not have thought of yet, and how you might manage them to enable you to succeed within a British HE culture.

## CV, letter writing and email etiquette

Presenter: Careers

This workshop will focus on the expected conventions of written communication with your prospective employers. There will be opportunities to critique examples as well as learn the 'do's and don'ts' to ensure a professional application.

## D Deciding on your topic and title for your dissertation or extended report

Presenter: CLaSS

A great topic and title is a key factor for success in your dissertation and extended report. This session will provide opportunity to challenge, refine and clarify your thinking to improve your chances of a successful outcome.

## Developing an argument in your dissertation or extended reports

Presenter: CLaSS

The construction of a reasoned argument supported by evidence is a key skill for success in academic writing. This workshop explores how an argument is constructed and presented, to enable you to apply approaches to your own work.

## F Effective self management in the workplace

Presenter: CLaSS

Most jobs include team work and good personal organisation and, as such, employers will be looking for these skills as part of the application process. In this workshop you will be provided with an opportunity to identify what makes effective team work, what kind of team player you are, and practical ideas and strategies for using time more effectively to achieve better outputs.

## Exam strategies

Presenter: CLaSS

Beat your nerves in exams - plan a strategy that enables you to make the most of your hard work through the year.

## Exams open house

Presenter: CLaSS

Get ahead and hear what DMU students say about taking exams at university, pick up tips and strategies.

## Exploring different learning styles

Presenter: CLaSS

Many people think there is a 'right' way to study in HE, but there is only the right way (or combination of ways) for you. This session will allow you to discover more about the different ways that you, and other people, work; and how you can use your natural preferences to make better use of your study time and improve your results.

## F Finding images using databases

Presenter: Librarians

What image databases are available? How do I use these sources to support my assignments?

## Finding information for your assignment

Presenter: Librarians

Learn how to find a range of quality, relevant information for your assignment.

## Finding journals

Presenter: Librarians

Find out how to find specific journal articles or titles (paper or electronic) on a specific topic. Includes tour of journals on the Kimberlin lower ground floor.

## Finding your voice: from reading to writing and back again

Presenter: CLaSS

You've spent a lot of time reading, but how do you turn all that hard work into good academic writing? Come along to this workshop to find out how you can inform and strengthen your own voice through the complementary practices of reading and writing.

## G Get stuff done

Presenter: Counselling and student support

How to stop putting things off and get the work flowing to successful and rewarding outcomes.

## Get exam stuff done

Presenter: Counselling and student support

How to stop putting things off and get the work flowing for successful and rewarding outcomes.

## H How to be an effective learner

Presenter: CLaSS

Is there such a thing as a 'best way to learn'? Perhaps you have discovered learning strategies that work well for your subject, or you are aware your learning style is not effective. With reference to learning style theory, this workshop will provide opportunity for reflection on your learning habits and style with the aim of understanding how you learn best. This process will also help you to identify and ultimately confront your blocks and barriers to effective learning. Sharing your tried and tested strategies, you will gain new ideas and approaches to apply to your study and life beyond university.

## How to cite and reference using the Harvard Referencing system

Presenter: Librarians

How to compile a list of your references in the Harvard style and to cite them properly in your text to avoid plagiarism.

## How to critique an article

Presenter: CLaSS

This workshop will introduce some different strategies for how to critique an article and will provide an opportunity to discuss and have a go at writing a critique.

## How to get a clear mind

Presenter: CLaSS and Counselling and student support

This workshop looks at the experience and expectations of mindfulness. You will be invited to consider your own objectives and hopes for the session.

The session will also provide you with the opportunity to give some activities for mindfulness a go. The session will also think discuss how participants can integrate mindfulness into everyday life.

## How to get the most out of your lectures and seminars

Presenter: CLaSS

This workshop will consider the purpose of seminars and lectures, as well as the interpersonal skills and forms of social etiquette used when participating in these activities. It is focused on practical strategies you can adopt straight away to develop an active approach to learning.

## How to hold a conversation

Presenter: CLaSS

Talking with other people is so fundamental to the way we live our lives that we don't often think about the way a good conversation works. At the same time, most of us will have experienced situations where the conversation dries up, or worse! Good conversationalists are often highly valued, and cultivating the art of conversation can therefore be seen as an important life skill. This workshop will outline some simple principles of a good conversation, with a particular focus on group conversations.

## How to make group-work work

Presenter: CLaSS

Group-work can be a new and challenging focus for academic work at University. This session will focus on what is effective group-work, your role in a group and how to manage the challenges to achieve maximum success.

## How to picture your thinking

Presenter: CLaSS

Did you draw as a child? Probably, the benefits of drawing for children's learning, creativity and pleasure are widely accepted. So what changes? Nothing, as far as drawing is concerned. In fact, throughout history the most successful, creative and inspiring individuals have drawn, doodled and diagrammed to express, formulate and understand their thoughts.

Enjoyable, easy and useful: come along and see where 'Picturing your thinking' can take you – from stick-person to advancing your thoughts and beyond

## How to sound critical in your writing

Presenter: CLaSS

Do you worry about whether you sound like you are being critical in your writing? This workshop will provide an opportunity for you to reflect on and develop your writing to ensure that you are sounding "critical" in your assignments.

## How to study 'mathsy' subjects

Presenter: Maths Learning Centre

Are you worried by the maths in some of your modules? Make the most of your study time by planning a strategy now.

## How to thrive as an introvert

Presenter: CLaSS

It is thought that over 40% of people in the UK are introverts. If you've ever wondered why you enjoy time alone, and why you prefer to think carefully before you speak, come along to this session to find out more. This workshop will dispel some of the myths of introversion, and offer practical strategies to help you thrive as an introvert at university.

## How to work in a group

Presenter: CLaSS

It is thought that there are 16 different personality types. As such, it is highly likely that you will have to work with a number of different personalities in a group situation. This workshop will provide you with the opportunity to find out your own personality type using the Myers Briggs Personality-Type Test, to understand the conditions that you prefer to work in and begin to reflect on what skills you can bring to your group work.

## How to write up scientific experiments

Presenter: Maths Learning Centre

You've done all the practical work. Now how do you write it up? This session will discuss vocabulary for describing graphs and trends and how to compare and contrast. We will also look at which charts you could use to illustrate your findings and how best to represent your calculations.

## How to write when you don't want to write

Presenter: CLaSS

This workshop invites discussion on the experience of trying to write when you don't want to write. It also offers practical strategies for overcoming 'writer's block'.



## I Interpreting and planning your assignments

Presenter: CLaSS

This session will focus on interpreting the requirements of a university assignment, planning strategies and tips on managing the assignment production process to ensure a confident start.

## J Journal Basics

Presenter: Librarians

Journals are one of the most important resources you will use in writing your assignments. But what is a journal and why do we use them? How do you know when something is a journal and how do you spot one on your reading list? This is a hands-on, interactive session to get you started with journals.

**Journal Basics** is more introductory than **Finding Journals**, which is designed for those who already have some basic knowledge of journals.

## L Library Basics

Presenter: Librarians

Learn how to use the library catalogue, use self-issue, renew and return books.

## M Mapping your experience and your future career

Presenter: Librarians

Explore and identify your areas of potential employability in this practical session involving the use of image, colour, and texture.

### Managing your dissertation or extended report

Presenter: CLaSS

Dissertations and extended reports require sustained commitment and a high level of independent study. This session will address the challenges and provide practical solutions to achieve maximum success.

### Managing your time at university

Presenter: CLaSS

There are many activities and commitments that will compete for your time while you're at university. Come along to this workshop to find out how to plan your time more effectively to ensure you stay on top of your work and social life.

### Maths for the terrified

Presenter: Maths Learning Centre

'I've never been any good at Maths. 'Does this sound like you? If tackling anything with numbers fills you with dread, then come along to this workshop.

We shall look at how to face your mathematical demons, discuss new, open ways of learning and consider how to break problems down into manageable pieces.

### Maximise your performance in your next exam

Presenter: CLaSS

This session will provide practical ways to help make sure your revision strategy ensures quick retrieval of information in timed conditions. Practical tips and strategies for writing effectively in timed conditions. As well as how to interpret questions, planning your response and writing in exam conditions.

### Mind over matter: use your imagination for study success

Presenter: Counselling and student support

Learn Mindfulness and Guided Imagery as proven, problem-solving techniques

Deal with mental blocks, procrastination, stress and anxiety

Don't get blocked! Get flowing with your studies!

## N New styles of assessment

Presenter: CLaSS

Reflective writing, reports, blogs, verbal presentations may be new styles of learning. Come along to hear more about these forms of assessment as well as an opportunity to hear about learning and study at University from DMU students.

### New styles of learning

Presenter: CLaSS

If you are new to studying in a UK University, you may be experiencing new forms of learning. This workshop will provide an opportunity to identify styles of learning that work for you and your course, as well as practical tips and techniques for successful study.

### New ways of seeing: assignment planning, research and discovery with a visual twist

Presenter: Librarians

This experimental workshop will give you the opportunity to plan and research a current assignment. You will discover new visual techniques for planning, developing and researching a given task or assignment. Learn "Finding skills" for that all-important piece of research. Develop and take away a "road map" for researching and developing your current assignment.

### Note making: the importance of getting it right

Presenter: CLaSS

Note making is an important academic skill that we often overlook or pay little attention to. This workshop will offer you the chance to explore and reflect on a number of different note-making techniques that can be used in lectures and when reading.

## **P** PGCE numeracy tests – getting started

*Presenter: Maths Learning Centre*

Are you thinking about applying for a PGCE course? Come along to this session to find out more about what is required for these tests.

## **Planning and structuring your literature review**

*Presenter: CLaSS*

This session will introduce straightforward ways to plan and structure a literature review. It will also help you to incorporate your own analysis and evaluation – both essential to a good literature review!

## **Planning and writing your first essay**

*Presenter: CLaSS*

This workshop offers a practical approach to making a start on that all-important first assignment. It will also offer guidance on both planning and writing, and is especially suited to first year (Level 4) students in their first term.

## **Planning and writing your report**

*Presenter: CLaSS*

Find out how to structure your report, and what should be included. This session will also explain the features of a good report.

## **Polishing your assignment**

*Presenter: CLaSS*

This workshop will give you the opportunity to practice a number of different strategies to improve your proof reading so that you can minimise spelling, punctuation and grammatical errors.

## **Practice, practice, practice – getting to grips with numerical reasoning questions**

*Presenter: Maths Learning Centre*

Are you preparing for a Numerical Reasoning Test? Are you a bit rusty on percentages, bar charts, and ratios? Come along and try some maths questions in a supportive environment. Full solutions will be provided.

## **Putting data into words in your dissertation**

*Presenter: CLaSS*

This workshop will cover basic statistical ideas, how to use simple calculations to draw conclusions and helpful vocabulary for putting it all together. We will look at basic data types, how to distinguish between them and illustrate your results accordingly.

## **Putting data into words 2: Writing up the quantitative section of your dissertation**

*Presenter: Maths Learning Centre*

Puzzled by P-values? Vexed by variance? This workshop will focus on those who need to carry out full statistical tests known as inferential statistics. We shall look at the difference between parametric and non-parametric testing and how to decide on which test to do. We will emphasise understanding of the process and how to write it up clearly and manageably.

## **Q** Questionnaire design

*Presenter: Maths Learning Centre*

Ready to create a questionnaire for your project or dissertation? Unsure how to go about it? This session will help improve your skills in question design, indicate traps to avoid and ensure an easier ride for your future self when you have to analyse your data.

## **R** Reading for a purpose

*Presenter: CLaSS*

How to manage the volume of reading at University. Practical tips and strategies for reading effectively and using literature to deepen your argument.

## **Reflection for personal development**

*Presenter: CLaSS*

This workshop will explore the contribution reflection can make to helping you identify your skills, experiences and areas for further development and direction, as well as tips and strategies for recording your ideas

## **Researching your dissertation**

*Presenter: Librarians*

This workshop will provide a starting point for finding information for your dissertation.

## **Revision strategies**

*Presenter: CLaSS*

Practical ways to help make sure your revision is more than just memorising!

## **S** Self promotion and promotion of ideas in presentations

*Presenter: CLaSS*

This workshop will focus on presentation skills which may be required either as a 'pitch', or presentation of a topic as part of the recruitment process.

## **Starting to write a blog**

*Presenter: CLaSS*

Many courses are now using blog writing as a form of assessment as it provides an opportunity for you to write clearly and concisely. Come along to this workshop to understand more about blog writing and how it differs in style from other forms of written work.

## Structuring your work effectively

Presenter: CLaSS

A clearly written, well organised assignment enables the reader to make connections between your ideas and to better understand your argument. In this workshop find out how to structure your work cohesively, both between paragraphs and between individual sentences.

## Successful writing as an Art and Design student

Presenter: CLaSS

Writing provides Art and Design students with the opportunity to complement their studio work. However, the practical nature of these courses often means that there are fewer opportunities to practice academic writing and to talk about it with others. This workshop offers some insight into writing in Art and Design and offers some friendly pointers to help you with your written work.

## T Taking a critical approach to your work

Presenter: CLaSS

Evidence of critical thinking in your work achieves improved outputs. This session will provide an opportunity to apply critical approaches and articulate your analysis and evaluation in your assignments.

## Taming your calculator

Presenter: Maths Learning Centre

Why does your calculator sometimes give the wrong answer? We'll look at a few shortcuts to calculation – and try to make your calculator answer the questions you think you are asking. Bring your own calculator along – scientific if possible, but if you don't have a scientific one, 'normal' is fine.

## The essentials of professional writing

Presenter: CLaSS

Does it take you ages to write and rewrite a two sentence email? If you feel that you could communicate better than you do, come along to this workshop to develop confidence in writing clear and simple English, and to find the fun in writing.

## Thinking about your dissertation: writing the proposal

Presenter: CLaSS

Writing your proposal is the first step towards your dissertation and if well written can help with its structure and planning. This session will give you the opportunity to practice what is required when writing a dissertation proposal. It will get you thinking about your own potential projects and the type of information you may want to include to really sell your proposal to your tutor.

## Tips for stepping up your learning in year 2

Presenter: CLaSS

This session is aimed at students in their second year and want to improve their marks from the first year. The step up in tutor expectations from year one to year two can be an eye-opener to most students, so come along to this workshop to find out tips for how to improve your learning and manage that leap when it counts.

## U Using electronic newspapers as a resource for your assignments

Presenter: Librarians

An introduction to the various online newspaper databases from today and yesterday that can support your assignments.

## Using evidence in your writing: paraphrasing and quotations

Presenter: CLaSS

This workshop will look at how to become more confident and effective at expressing and communicating ideas. It will also discuss how to decide when it is appropriate to use a direct quotation and how to do this in your work.

## Using film and other moving images in your assignments

Presenter: Librarians

Explore what is available and how to use these resources in your own work. The session will include how to make use of historical and contemporary footage, including news.

## Using social media to raise your online profile

Presenter: Librarians

Social media is a powerful tool for promoting yourself to companies and organisations. With a wealth of applications to choose from (Facebook, LinkedIn, Twitter, blogs and wikis) how do you know which is the most appropriate for you? This workshop gives an overview of some of the tools available and how you can use them to present yourself with a professional edge.

## Using Web 2.0 tools for academic research

Presenter: Librarians

Doing group work? Want to set up a wiki? Thinking of writing a blog to share your ideas or as an easy way of keeping track of your thoughts and reflections? Learn how to make web 2.0 technology make academic research.

## V Verbal Reasoning Skills for Psychometric Testing

Presenter: Careers and CLaSS

This workshop will be of interest to students applying to graduate training schemes. Psychometric testing is often an early requirement of the recruitment process. This workshop will focus on the development of skills to support the verbal reasoning element of the psychometric tests. There will also be a 'hands on' opportunity to have a go at sample tests.

## Visual approaches for effective learning

Presenter: CLaSS

Mapping your ideas in a visual way enables you to take a big-picture approach to your learning. This workshop is aimed at students studying any subject who are looking for new ways to pin down their ideas.

## W Web of Science

Presenter: Librarians

This workshop will help you explore this key research tool and discover how it can help you develop your dissertation.

## What's expected of your writing in the UK?

Presenter: Centre for English Language Learning

This workshop will introduce you to some of the academic conventions of writing in a UK university. It will consider the differences between formal and informal styles of writing, and will focus on some features of academic writing such as noun expressions, linking words and hedging expressions.

## Word Art: expressing your ideas in the creative industries

Presenter: CLaSS

Come along to this session if you would like to explore ways of expressing your ideas with flair and individuality. You may be involved in writing a design blog, an artist's statement, a journalistic piece, or any other forms of written work that requires more expressive written forms.

## Working smarter not harder

Presenter: CLaSS

This workshop will provide an opportunity for you to reflect upon planning and organising your study to help avoid last minute rushes. Learn tips on managing and prioritising that will contribute to producing higher quality outputs.

## Working with feedback to improve your grades

Presenter: CLaSS

Want to improve your assignment marks? Using previous essay feedback is an important tool to achieve this, but how do we put this into practice? This session will help you identify your current practices in relation to feedback, and will offer you the chance to think critically about feedback to see the difference working with tutor comments can make to your assignments.

## Writing a polished personal statement

Presenter: Careers

The further information section of your application form is key to communicating who you are and why the employer should consider you for the role. This workshop will focus on the structure and content of your personal statement, together with tips and strategies for producing a 'polished' application.

## Writing a polished response in the exam

Presenter: CLaSS

Come along to this session to find out what makes a good written response under exam conditions. You will leave with a clear focus on how you can improve your own writing in your next exam.

## Writing in an academic style

Presenter: CLaSS

In your assignment you are expected to write in an appropriate style. To improve the quality of your written work, come along to this session to discover how to develop your confidence in academic writing.

## Writing introductions and conclusions

Presenter: CLaSS

A good introduction provides clarity and focus for the whole assignment, whereas, a good conclusion will effectively tie up all the main points as succinctly as possible. Come along to this workshop for some tips on how to improve your own introductions and conclusions.

## Writing in Science and Technology

Presenter: CLaSS

Writing skills are a widely recognised graduate attribute for students in the health sciences, computing, engineering and other branches of technology. The applied nature of these courses means that students often don't get much practice to develop their writing skills. This workshop will look at the features of writing in science and technology and how students in these subjects can improve their written expression.

## Writing with style

Presenter: CLaSS

So you're confident with the basics of academic writing, but now you're keen to explore some new stylistic techniques to improve the style of your work. This session is ideal for 3<sup>rd</sup> year students, postgraduates and research students who are looking to move beyond the conventional 'rules' of academic writing.

## Writing your dissertation

Presenter: CLaSS

This session offers a step-by-step approach to writing each section of your dissertation, ensuring that you are being critical along the way. It also offers some practical advice for writing when you really don't want to. This workshop is suitable for all third year students who are in the midst of writing up their work.

## Writing your methodology

Presenter: CLaSS

This session will help you to write your methodology, to understand what a methodology is, and why you need to do one. It looks at different subject conventions from the sciences to humanities and explores the different tools you may wish to apply to your work.