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| **Student name** |  Jayne Sanderson | **Contact number:** |  0116 2548881 | **Contact number:** |  07736890783 |
| **Email address****(Please tick preferred)** |  jayne@dmuunimail.ac.uk |  | **DOB** |  |
| **Term Time Address** | Upper Brown StreetLeicesterLE1 5TE | **Home Address** |  |
| **Course** | Art and Design | **University** |  De Montfort Uni |
| **CRN No. / Art ID** |  12545641531234 | **Funding Source** | Student Finance England | **Year of study** |  2 |
| **No. hours allocated** | 30 | **Frequency of hours agreed and location**  | 1 hour a week Library  |
| **Significant areas for support identified at referral:**Research strategiesTime Management structureReading and comprehending course work and exam questions. | **Areas discussed:**How to access assistive technology software at university library Time management of managing assignments. |  Y | Time Management and self-organisation |  | Preparing presentation and Presenting skills |
|  | Note-taking strategies |  | Assignment Planning |
|  Y | Research methods |  | Proof reading strategies |
|  | Reading strategies |  | Referencing tools |
|  | Assignment planning |  y | Exam revision |
|  Y  | Accessing assistive technology |  | Group work skills |

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| **Semester** | **Targets identified by student and tutor****(SMART)** | **Work Covered/Strategies used,****including technology** | **Future Recommendations/Revised****targets** |
|   | To use assistive technology available in university library |  To speak with library staff to find out assistive technology resources and computers available in library  |  |
|  |  Time management of assignment planning | Access time planner template on student portal  |  |
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| Please sign to say that you understand that:* Your work is your own responsibility and your Study Assistant cannot advise you about the subject or content of your work
* You are expected to attend your sessions on a regular basis
* If you miss booked appointments there may be a charge for the sessions if the appointments cannot be filled
* I understand that my Study Assistant cannot proofread my university/college work but can provide proofreading strategies

Student Name Jayne SandersonSigned (Student): Signed (Study Assistant): Date: |