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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 Street  Leicester  LE1 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 strategies  Time Management structure  Reading 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 Sanderson  Signed (Student): Signed (Study Assistant): Date: | | | |