

# Supporting you during your studies

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We are fully committed to helping you succeed in each step of your studies: from learning the material to preparing assignments and performing well in exams.

Each programme offers a combination of the following supports and resources through My Institute:

- Textbooks  
The content for some modules is provided through selected textbooks which you receive on registering.
- Lectures  
Some of the content is delivered through face-to-face lectures which help structure your study as you work through the textbook and keep you up to date with other relevant information such as newspaper articles.
- Webinars  
Pre-recorded lectures are available online 24/7 (on your PC, laptop and tablet) and are a key support in studying and revising module material. You can view the webinars as often as required and they are effective as both study and revision aids.
- Workshops  
Some modules use participative sessions to give you the opportunity to apply the techniques and theories you've learnt through the course of the module to real life situations. Workshops are facilitated by the module lecturers.
- Live webinars  
Interactive live webinars are available online. These allow you to communicate in real-time with your module lecturer about topics such as assessment preparation and content revision. These webinars are recorded and can be viewed at any time after the live webinar.

- Learning plan  
This online study aid is invaluable!
  - It introduces you to the module you are studying and shows you how it is structured
  - It outlines the key methods by which the module is assessed and the requirements in relation to projects, reports and/or exam papers
  - It shows you how to break down the content of the module into manageable study sections
  - It provides a suggested timetable for studying throughout the semester
- Communication supports  
We will contact you regularly to check in with you and help you progress through your studies. We will remind you of key milestones in the module: what you need to have covered and when.
- Learning supports  
It may be quite some time since you have studied and we recognise that it could be a bit daunting to return to do so. Our learning supports are especially designed for adult learners and will help you get the most out of our modules. These supports cover areas such as:
  - Study skills: techniques such as active reading and effective note taking
  - Time management: how to find the time for learning when you already have a busy schedule
  - Report writing skills: how to structure your assignments and reference material correctly
  - Exam preparation and technique: how to prepare efficiently and effectively for exams and to ace it on the day!
  - Research tools and techniques: how to examine topics using modern and traditional methods

For the specific learning supports attached to each programme please contact your Programme Manager.

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