

Level 4

ACADEMIC WRITING

TW 3-8

Write it right

Writing in a suitable academic style, and avoiding some common grammatical, punctuation and lexical pitfalls.

Reference it right

TW 3-8

An introduction to referencing at university, as well as avoiding plagiarism and poor scholarship.

See Digital and Maths Skills for Zotero training.

STUDY SKILLS & WELLBEING

Self-directed learning

TW 4-9

This session will help students take charge of their learning, by exploring goal-setting and practical strategies.

How's your happiness?

TW 4-9

A practical 'happiness' workshop using the science of positive psychology introducing techniques that help to develop a positive mindset and learn healthy study habits.

DIGITAL SKILLS & MATHS

Suitable for most levels

Get IT started (30mins)

Installation and introduction to Microsoft Office 365 including MS Teams and email etiquette.

WUC assignment template (45mins)

Introduces the WUC assignment template and where to find it! Covers how to format and create table of contents, add figures, captions and page numbering.

Zotero (45mins)

Students should have prior knowledge of the theory of referencing. Students will be shown how to install Zotero on to their laptops.

Scientific mathematics

Small group sessions or 1:1s can be arranged to support FY/ Level 4 students with the basics of scientific maths or as an introduction or refresher for Level 5 students ahead of the Research Methods module.

LIBRARY & INFORMATION

email: thelibrary@writtle.ac.uk

Getting started

TW 1-4

Introduction to a university library and the resources and services it provides. Students will be able to identify key starting points for finding information in their subject.

Your first assignment

TW 5-7

Introduction to good information seeking habits linked to a current assignment. Improve understanding of the research landscape, with practical skills to find and manage information effectively.

CAREERS & ENTERPRISE

email: careers@writtle.ac.uk

Stand out from the crowd

Students will hear about all the different ways they can get involved in university life to help build a robust CV and achieve career goals. Students will have an opportunity to complete the online skills audit.

Impactful CV writing

Students will review CVs and decide on what content to include that will showcase skills and experience. Learn about creating an impactful and informative CVs.

Level 5

TW 3-8

Structure it right

Organising and structuring assignments and using the assignment brief to create a plan.

TW 2-8

Make the most of feedback

How to engage positively with assignment feedback from lecturers.

Suitable at Level 4 or Level 5

Presentation anxiety: face the fear

Students will learn ten practical tips to enable them to overcome the fear of speaking to a crowd.

Pitstop workshop series

Workshops by the Success Coaches. Topics can cover motivation and resilience; revision and exams; time management and beating procrastination.

Look after your mate

email: wellbeing@writtle.ac.uk

Empowers students to support friends who are having a difficult time and to seek additional support, while looking after their own wellbeing.

Refer a student:

Individual support from the Student Success Team



Please book sessions using the [Student Success Microsoft Bookings page](#) unless an email address is given. Or scan the QR code below:



Level 6

Having an academic argument!

Using reliable journal sources to build an argument and make a point.

Being critical

Understanding critical thinking and incorporating it into assignments.

TW 7-12

Capstone/ dissertation survival

Additional information skills and digital tools to support students through their final year Capstone/ dissertation project.

A joint session from Digital Skills and Library staff.

Entrepreneurial mindset

Whether students plan to work for an employer or go it alone, this session will benefit them. It covers business start-up skills and introduces business mentoring and support networks.

Graduate interviews

Explores interview preparation and fine tunes the skills needed to secure a graduate position. Covers all aspects of the interview process such as assessment centres and psychometric testing.