

**Induction and Welcome Activities**  
**School of Business, Tourism and**  
**Creative Industries**  
**(W/C 22<sup>nd</sup> February 2021)**

Course:	FULL PROGRAMME NAME		
	FdA & BA (Hons) Specialist Hair & Media Make-Up L4		
Date and Time	Activity	Location	Resources and staff
<b>Monday 22<sup>nd</sup> February</b>			
10 am	<p><b>Meet your Teaching Team and Class Mates (Compulsory)</b></p> <p>Join us in a welcome talk with your new year manager (or tutor). Within this talk you will receive information on your upcoming timetables, course information and the rest of your induction week.</p>	<p>Online:  <a href="https://global.gotomeeting.com/join/82104230">https://global.gotomeeting.com/join/82104230</a>  <u>1</u></p>	<p>Laura Cotterill            Internet access, pen and paper.</p>
3pm	<p><b>Tutor Induction (Compulsory)</b></p> <ul style="list-style-type: none"> <li>• Covid 19 and studying at UCB</li> <li>• Campus plans: social distancing, practical delivery and social spaces, fire evacuation points.</li> <li>• Getting to know the role of your year tutor</li> <li>• UCB support systems</li> <li>• Understanding your timetable</li> <li>• Extenuating circumstances</li> <li>• L4 Year site</li> </ul>	<p>Online:  <a href="https://global.gotomeeting.com/join/82104230">https://global.gotomeeting.com/join/82104230</a>  <u>1</u></p>	<p>Laura Cotterill            Internet access, pen and paper.</p>
4-5pm	<p><b>Have a question about your course or timetable?</b></p> <p>Use this link to connect with one of the teaching team, we are here to help!</p>	<p>Online:  <a href="https://global.gotomeeting.com/join/82104230">https://global.gotomeeting.com/join/82104230</a>  <u>1</u></p>	<p>Laura Cotterill            Internet access, pen and paper.</p>
<b>Tuesday 23<sup>rd</sup> February</b>			
10 am	<p><b>How to Access your Teaching Materials and E- Resources (Compulsory)</b></p> <ul style="list-style-type: none"> <li>• Navigating CANVAS</li> <li>• How to access the UCB portal</li> <li>• Support systems</li> <li>• Uploading assignments</li> <li>• Online support</li> <li>• DICE services</li> <li>• CASE Services</li> <li>• ITSU Services</li> </ul>	<p>Online:  <a href="https://global.gotomeeting.com/join/82104230">https://global.gotomeeting.com/join/82104230</a>  <u>1</u></p>	<p>Laura Cotterill            Internet access, pen and paper.</p>

<p>12 noon</p>	<ul style="list-style-type: none"> <li>• Health &amp; Wellbeing – Mentors</li> <li>• Accessing your tutorial record</li> </ul> <p><b>Classifications (Compulsory)</b></p> <ul style="list-style-type: none"> <li>• Understanding your classification</li> </ul>	<p>Online:  <a href="https://global.gotomeeting.com/join/821042301">https://global.gotomeeting.com/join/821042301</a></p>	<p>Laura Cotterill</p> <p>Internet access, pen and paper.</p>
<p>3pm</p>	<p><b>Introduction to Graduate Advantage (Compulsory)</b></p> <ul style="list-style-type: none"> <li>• What is Graduate Advantage?</li> <li>• How will graduate advantage aid me and my onward career?</li> <li>• How to maximise my personal opportunity?</li> <li>• Module overview</li> <li>• How to engage with the online content.</li> <li>• ASET Test – overview and instruction for independent study</li> </ul>	<p>Online:  <a href="https://global.gotomeeting.com/join/821042301">https://global.gotomeeting.com/join/821042301</a></p>	<p>Laura Cotterill</p> <p>Internet access, pen and paper.</p>
<p>4-5pm</p>	<p><b>Have a question about your course or timetable?</b>  Use this link to connect with one of the teaching team, we are here to help!</p>	<p>Online:  <a href="https://global.gotomeeting.com/join/821042301">https://global.gotomeeting.com/join/821042301</a></p>	<p>Laura Cotterill</p> <p>Internet access, pen and paper.</p>
<p><b>Wednesday 24<sup>th</sup> February</b></p> <p>10-11am</p> <p>11.30-12.30pm</p> <p>1-2pm</p>	<p><b><u>Everything you should know about the support at UCB</u></b></p> <p><b>Academic support:</b> Chat online to a member of our CASE (Centre for Academic Skills and English) team to find out how they can support you with your assignments this semester.</p> <p><b>The Library:</b> Chat online to a member of our library team to find out more about the fantastic resources we have on offer (both print and online), in addition to how we can help you find them!</p> <p><b>Disability and Wellbeing Support:</b> Chat online to members of our Disability and Wellbeing Support teams to find out how the DSA (Disabled Students' Allowance) application system works; how UCB can support students with Specific Learning Difficulties or disabilities; and how you can access our counselling services.</p>	<p><a href="#">Join here</a></p> <p><a href="#">Join here</a></p> <p><a href="#">Join here</a></p>	

4-5pm	Have a question about your course or timetable? Use this link to connect with one of the teaching team, we are here to help!	Online: <a href="https://global.gotomeeting.com/join/821042301">https://global.gotomeeting.com/join/821042301</a>	A member of the SHMM team will be available online for Q&A.
<b>Thursday 25<sup>th</sup> February</b>	<b><u>Student Guild (meet the Team)</u></b>		
10-12pm	Log on to meet the Student Guild team to find out about Societies at UCB and more!	<a href="#">Join here</a>	
4-5pm	<b>Have a question about your course or timetable?</b> Use this link to connect with one of the teaching team, we are here to help!	Online: <a href="https://global.gotomeeting.com/join/821042301">https://global.gotomeeting.com/join/821042301</a>	A member of the SHMM team will be available online for Q&A.
<b>Friday 26<sup>th</sup> February</b>	<b><u>Student Engagement Team</u></b>		
11-12pm	<b>Come and meet the UCB Engagement Team-</b> we are here to help with questions and look forwards to meeting you!	<a href="#">Join here</a>	
1.30-2.30pm	<b>Google Earth Birmingham Tour-</b> Want to find out more about the City?	<a href="#">Join here</a>	
3-4pm	<b>Live chat forum</b> (all students).	<a href="#">Join here</a>	
4-5pm	<b>Have a question about your course or timetable?</b> Use this link to connect with one of the teaching team, we are here to help!	Online: <a href="https://global.gotomeeting.com/join/821042301">https://global.gotomeeting.com/join/821042301</a>	A member of the SHMM team will be available online for Q&A.

