

## Set-up and implementation plan

Skills4studycampus can be used in a variety of ways to meet a range of learning needs. This implementation plan illustrates the set-up choice, roll out plan, initial experiences and planned next steps for Royal Holloway (skills4studycampus subscribers since September 2010).

### *Purchasing skills4studycampus:*

skills4studycampus was initially purchased using funding secured by Royal Holloway International, the University's international student support centre, for use by international students. Since then however, skills4studycampus has been made available to all of their 8,500 students.

### *Access:*

Royal Holloway opted for VLE integration, which means that students access skills4studycampus directly via Moodle.

### *Roll out plan:*

The Royal Holloway International team experimented with embedding skills4studycampus into their courses. Learning Development Officer, Simon Parkes from the Academic Development Service has been responsible for raising awareness and driving usage since launch.

### *Marketing of skills4studycampus:*

Royal Holloway used a variety of methods to promote the resource to students, including:

- **Emails to students** (including a specific campaign to promote the Exam Skills module)
- **Demonstrations** in lectures, workshops and one-to-one support meetings
- **Customised posters**, provided by Palgrave Macmillan were displayed
- **Flyers** provided by Palgrave Macmillan were distributed
- **Adverts** were placed on University screens in foyers, on news bulletins, in staff and student areas and in the Student's Union
- **Adverts and links** were placed on the University website

Simon feels that timing is key for promotion of skills4studycampus – for example, the email to students shortly before exams was successful because it tallied with the concerns of the student group at that point.

Additionally, Simon also notes the importance of face-to-face contact. He says:

*"Each time I draw attention to the resource in group workshops I always see a surge in student*

*usage. Face-to-face contact is most effective: actually being in the room to demonstrate the system, and showing enthusiasm about the material makes all the difference.”*

Therefore, it is seen as imperative at Royal Holloway to involve more teaching colleagues in the promotion of **skills4studycampus**; ultimately students will engage with material advocated by lecturers because they link it to academic success.

*Usage:*

The *Reading and note-making* and *Exam skills* modules have been especially popular at Royal Holloway. The University also thinks the new module *Groupwork and presentations* will be well-used because presentations cause a high level of anxiety among students and many would welcome a greater level of support. Additionally, it is thought that *Getting ready for academic study* will be a good bridging course for new students.

All the feedback the University has received from students has been positive. Tutors have said that students are using **skills4studycampus** and Simon has received positive emails thanking him for recommending the resource.

Reflecting on the year, Simon has said:

*“It is all about raising awareness and talking to staff and students about the resource. **skills4studycampus** covers study skills from a generic angle very well. The resource is also useful for students who need some guidance ‘out of hours’ and at their chosen pace. It has taken a while to seep through, but **skills4studycampus** is becoming increasingly recognised as a valuable support resource.”*

*Next steps:*

Royal Holloway are planning to embed **skills4studycampus** into some first year tutorials and, possibly, as part of Personal Development Planning activities.

They are also looking to engage in a comprehensive promotional campaign at the start of term.