

Introduction to Super Unit 4

Simon Raw: Lead for Academic Skills, ICT and Project

What is Super Unit 4?

It is a group of 3 course units:

1. ICT = Information and communications technology
2. Academic Skills
3. The Project (Semester 2 only)

What's different about Super Unit 4?

All three course units in Super Unit 4...

... are “non-examined” (all coursework)

... are “non-compensatable”

... overlap in content and skills

...ICT and Ac Skills ONLY in Semester 1

...the Project is ONLY in Semester 2

Why is Super Unit 4 so important?

Skills learned in SU4 are all...

... not usually formally taught at Uni

... highly transferable

... relevant to all undergraduate courses

... sought after by employers

What is the pass mark needed for Super Unit 4?

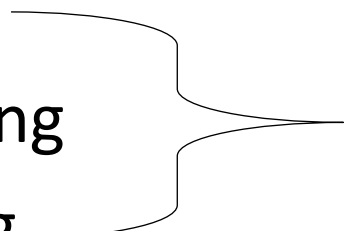
50% average but...

Super Unit 4			SU av. needed to progress	
ICT	Academic Skills	Project	70%	Chem Eng
ICT	Academic Skills	Project	65%	Comp Sci
ICT	Academic Skills	Project	50%	EEE

What exactly is ICT?

**ICT = Information and
Communications
Technology**

Skills learned in ICT are related to ...

... accessing		information and data
... transmitting		using the technologies at
... presenting		the University

Example ICT tasks include...

...using online quizzes

...uploading PDF files to Blackboard

...accessing and using information

...producing charts in Excel

...using specialist software and tools

How is ICT taught?

...no formal lectures or tutorials

...learning is student-centred

...all tasks are on BB

...students work independently on tasks

...weekly support f/f and online drop-ins

...we recommend you download

Microsoft Office software FOR FREE

How is ICT assessed?

...8 weekly/fortnightly assignments

...assignments accessed via BB

...students submit via BB

...all 8 assignments MUST be completed

...pass mark is 50%*

**depends on your Progression*

YOU MUST PASS ICT TO PROGRESS

What if I miss a deadline?

- ...check the submission dates in BB
- ...submit as soon as you can
- ...put in mitigating circumstances*
- ...all assignments MUST be completed
- ...pass mark is 50%

**if appropriate*

YOU MUST PASS ICT TO PROGRESS

How will I get feedback on ICT assignments?

- feedback/scores via BB in My Grades
- usually given immediately or a week after the deadline

How can I do well in ICT?

the KEY to doing well in ICT is to...

- know when your assignments are
- work methodically
- read instructions carefully
- understand the task/s
- submit on time
- ask for help if you need it

When is the first ICT Assignment?

Good question!

It's a short Welcome Week Quiz
Watch the video and answer the
questions

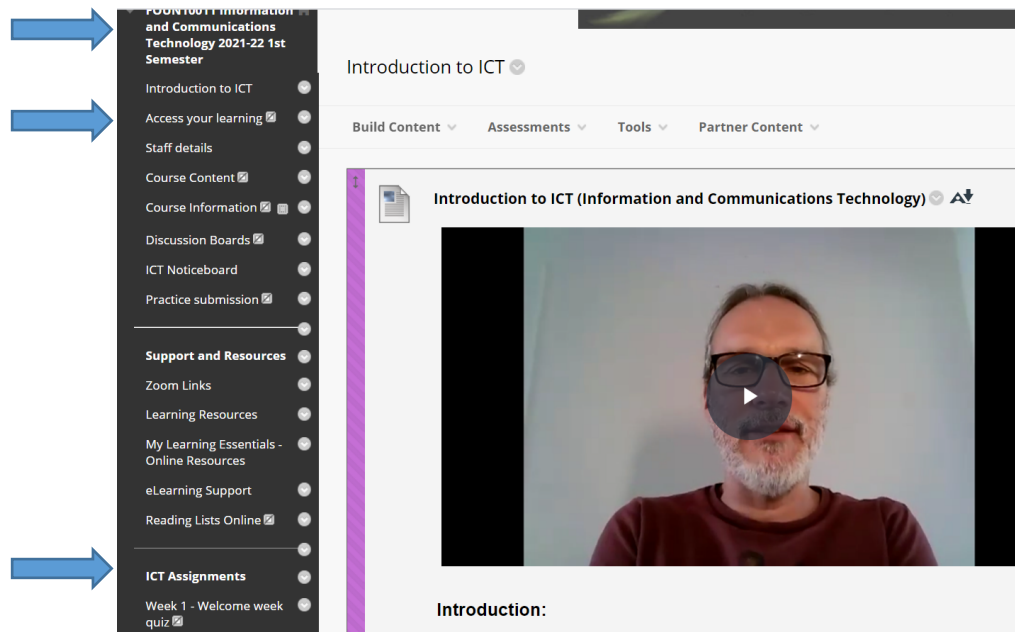
due in on Friday 1 October.

How do I find the first ICT assignment?

1. Find the ICT course unit –
FOUN10011

2. Read about the ICT course

3. Click on the Assignments
Week 1 – Welcome week quiz



This Google Form part of the quiz is important

QUESTION 10

10 points

Save Answer

To finish the quiz we ask you to fill in the following information about you using the Google Form link below. We'd like to reassure you that the main reason we ask for this is because your Student Welfare is really important to us. If we have any concerns for your welfare during your studies with us, it's useful to have a named contact that we can get in touch with.

Click [Here](#) to open the form. It will open in a new tab. Please indicate below that you have completed the form. Your grade will be changed if you have not completed it.

I have completed the consent form.

- ☐ Yes
- ☐ No

Important information about you



Click Save and Submit to save and submit. Click Save All Answers to save all answers.

Save All Answers

Save and Submit

What should I do if I can't access BB or the assignments?

Contact either:

Simon Raw

(simon.raw@manchester.ac.uk)

OR

Lucy Filmore

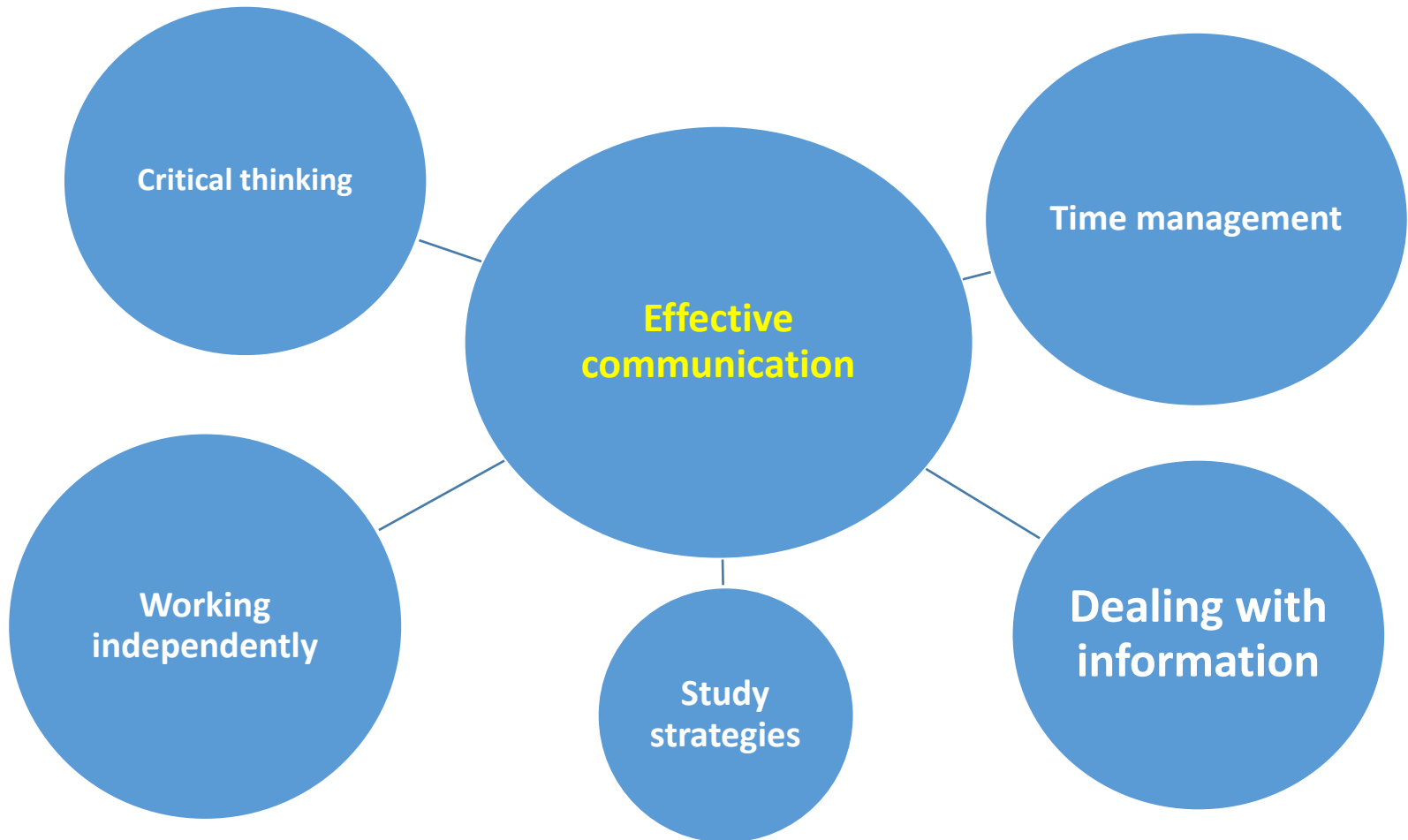
(lucy.filmore@manchester.ac.uk)

What exactly are Academic Skills?

... the ability to successfully participate and complete an educational course based on reading, writing and citation skills (Hitch et al., 2012).

The key skills needed for you to *operate effectively* as a student at the University of Manchester.

What key skills will you need?



Examples of Academic Skills tasks include...

- ...giving presentations
- ...researching topics in your field
- ...producing academic writing
- ...using sources in your writing
- ...self reflection
- ...group work

How are Academic Skills taught?

- ...weekly lectures (Mondays online)
- ...weekly tutorials with a tutor
- ...students work on tasks independently and in groups
- ...weekly f/f and online support drop-ins

How is the Academic Skills unit assessed?

- ...5 assignments accessed via BB
- ...students submit via BB
- ...presentations are in real time
- ...all assignments MUST be completed
- ...minimum pass mark is 50%*

YOU MUST PASS AC SKILLS TO PROGRESS

**depends on your Progression*

What if I miss a deadline?

...check the submission dates in BB

...submit as soon as you can

...put in mitigating circumstances*

...all assignments **MUST** be completed

**if appropriate*

YOU MUST PASS AC SKILLS TO PROGRESS

How will I get feedback on Academic Skills assignments?

...students receive feedback and scores via BB in Grade Centre

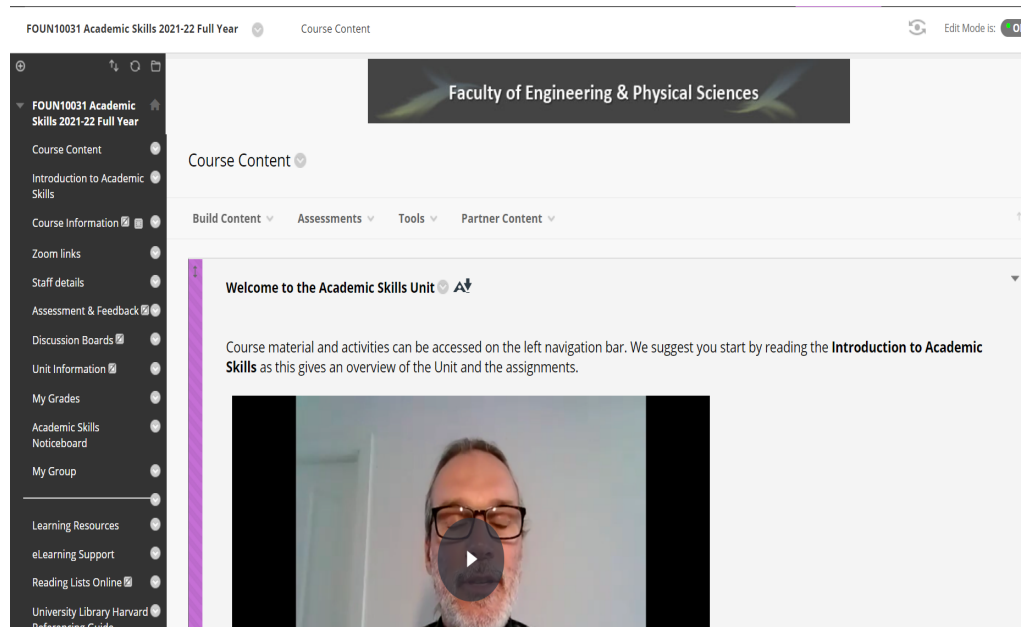
...feedback and scores are usually given immediately or within a few weeks

How can I do well in the Academic Skills unit?

- know when your assignments are due
- plan your time carefully
- understand the task/s
- ask for help if you need it
- submit on time
- read and reflect on the feedback

Where can I find out more about the Academic Skills unit?

1. Find Ac Skills in BB – FOUN10031
2. Read Introduction to Academic Skills course
3. Browse My Assessments



What should I do if I can't access BB or the assignments?

Contact either:

Simon Raw

(simon.raw@manchester.ac.uk)

OR

Hamida Moulvi

(Hamida.Moulvi@manchester.ac.uk)

What is the Project?

- ...done in Semester 2
- ...written research report + group pres
- ...linked closely to Academic Skills
- ...done in small “Project” groups
- ...work with a group Supervisor
- ...marked by the Supervisor

What next?

Please do these tasks on a computer:

...Go to Blackboard

...Find Academic Skills Unit(FOUN10031)

...Read about the Academic Skills Unit

...Find out **when** and **where** your
Academic Skills Tutorial is

...Find out **what** your first assignment is

...**Do** the ICT Assignment 1 (FOUN10011)

Thank you for watching

Do you have any questions?