

Teaching and Student Experience Development (TeStED)

Programme 2020-21

Information and Guidance

Excellent learning and teaching and the continuous improvement of the student experience is one of the three pillars, along with research and enterprise, of a successful University operation. It is sometimes difficult to find the time and opportunity to try out and develop innovative ideas which will benefit both students and staff, unless this is recognised to be a core part of the job.

The TeStED programme is designed to provide workload-allocated time and funds to enable colleagues to innovate, develop and disseminate new strategically-focused initiatives in teaching and student experience across the School and more widely. In addition, it will allow the School to plan by identifying resources which will be needed for those developments to happen successfully.

Application Process

The application process aims to identify a minimum of two champions, or teams of champions, in each department to take an idea forward which will then be showcased at a dissemination event at the end of the project to share good practice.

Applicants must apply using the **Teaching and Student Experience Development Form** and should also submit a **project description** of up to a maximum of 2 pages of A4 (11 point font) to accompany the form.

Before submitting an application, applicants are advised to consult relevant contacts, such as Director of Studies or members of Deanery.

The development of central University systems should not form the basis of a proposal for funding as systems are currently under review.

Conditions of acceptance

Award recipients will be expected to disseminate their work internally via:

- A presentation at the School Teaching and Learning Away Day or Teaching and Learning Showcase
- Departmental staff meeting, Learning and Teaching committee and/or Programme team meetings
- A written report to School and Departmental Learning and Teaching Committees and for the Intranet (one A4 page, within three months from the end date of the project)- see below.
- Where relevant, external conference or published paper/s'

Please send the completed application form and project description to [Sci-ExecSupport](#), copied to the ADT.

Guidance Notes for Form and Description Pages
TeStED Form

TeStED programme

Summary – **up to 100 words** to summarise your project for a non-expert, which will be used to advertise the successful projects throughout the School.

Resources – resources may be requested up to a **maximum of 0.2 FTE per person**. While multiple claimants may be awarded on the same project, it is envisaged that no more than 2 FTE will be awarded for these projects across the entire school in a single year. Funds may be requested up to a **maximum of £2K (non-pay) per annum for consumables** in connection with the project including software, student time or small items of equipment.

TeStED Project Description

The 2 accompanying pages should include the following information on which any proposal will be judged.

Aims of the Project and Links to University Strategic Priorities (maximum 100 words)

A description explaining how the project will improve teaching or student experience activity and how the project is linked to the University Strategic Aims (<http://www.lboro.ac.uk/strategy/>)

Objectives of the Project (maximum 100 words)

This section should explain the objectives of the project and the intended outcomes, including the time period over which it will be delivered.

Project Deliverables including the Beneficiaries (maximum 100 words)

What are the deliverables from this project and who will benefit (eg programme group, a whole year group, whole department etc)

Routes to Impact and Evaluation (maximum 500 words)

Examples of possible pathways and associated questions to be answered (not intended to be an exclusive list)

- How will this project impact directly on the intended beneficiary group?
- How could the project be extended at programme/departments/School/University level?
- How could successful outputs be disseminated more widely in a pedagogic sense (e.g. through conference/publication)?
- How will success be measured and evaluated?

Partners and Other Support (maximum 100 words)

Partners from other academic schools/departments/institutions/educating bodies or support services.

Assessment

The bids will be assessed by a School Level Committee and applicants will be informed of the success of their bids before the WLM is finalised to ensure load is fairly allocated.

Unsuccessful applicants will receive written feedback from the committee chair and will be entitled to further verbal feedback on request.

Teaching and Student Experience Development (TeStED) Programme 2020-21**Project Report**

To be completed within three months from the project end date; one A4 page maximum.

Project title:

Project team:

Project objectives and deliverables:

Key outcomes and potential for further developments: