Pre session polls

the student hub live

What level of study are you?
- Access
- Level 1
- Level 2
- Level 3
- Postgraduate

What would you consider is your main area of study?
- Arts
- Languages (English & other)
- Social sciences
- Business and law
- Science
- Engineering or technology
- Maths
- Health sciences
- Education
- Sports
- OTHER

Have you been to any student hub live online events before?
- No (I'm brand new!)
- No (but have listened to one or more recording)
- No (didn't have time)
- No (wasn't aware of before now)
- Yes any 2020 so far
- Yes any 19J (Oct-Dec 19)
- Yes earlier 2019 (Jan-Aug 19)
- Yes previous year (any 2018 or before)

What are student hub live online sessions?

- All student hub live sessions are non modular and focus on skills relevant to study at university level

- Polls are anonymous to other participants but the chat box will have your logged in name associated with your comments

- All online sessions are recorded and available to view on catch up on a public facing website. *Small group discussions are not recorded.*

- Slides are available to download during the session from the file pod and from the main website
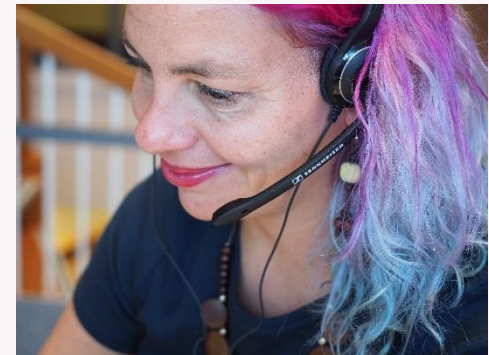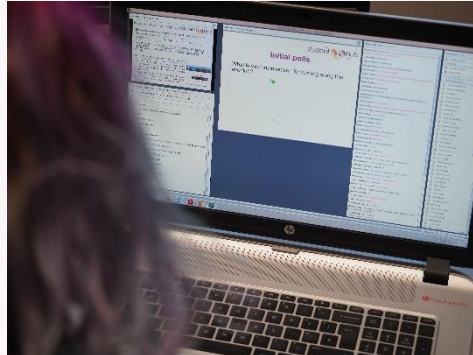
student hub live is the OU's live online interactive platform to support academic community

Karen Foley is a lecturer at the OU, head of student hub live and chairs Y032. She also tutors in social sciences, psychology and science.
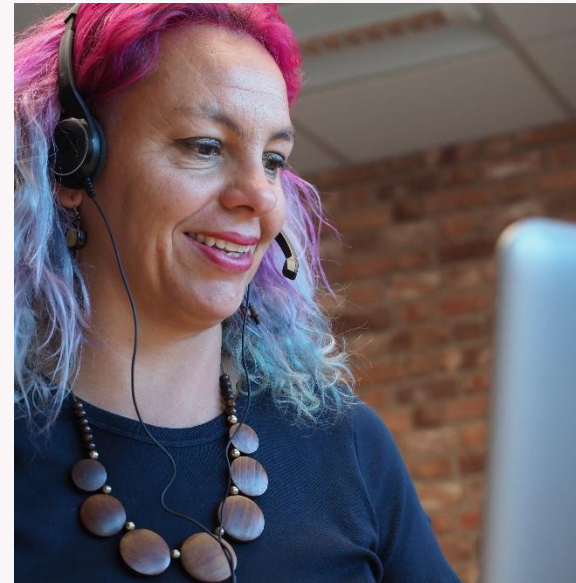
Isabella Henman is an essay writing aficionado and skills trainer. She tutors in science and health sciences at Access to level 2.

Initial polls

What is your main reason for coming along today?

(If you are on a mobile device remember you need to tap into the polling option)

To come back to these slides after completing a poll click on the share pod slides icon

The big day – how to maximise effectiveness and minimise anxiety

This was our advert…

Just as they do for athletes preparing for critical races, psychology, recall skills and time management all play a role in helping you maximise your performance on the day of your exam. We will look at how remote exams differ from typical exams, along with valuable tips for maximising the examination time. There will be lots of time for questions and sharing of ideas.

Workshop

- This is going to be a structured workshop to help give the chance to prepare for the actual sitting of your remote exam

- We'll give some tutor advice and suggestions as well as recommended practices

- You'll also get the chance to discuss things with others in a small group

Important!

- In this session we can not give any module specific advice

- If you are doing a remote exam please look very closely at the information provided by your own module for specifics

- ***Your* module will have given tailored guidance about how the exam will work for *your* module – this is <u>essential reading</u>.**

- https://help.open.ac.uk/may-june-assessment-options/remote-exam

Initial polls

Have you been to any of the other remote exam workshops?

- Yes both
- Yes number 1 - **Preparing and revising for your exam**
- Yes number 2 - **Preparing your space and getting ready to sit an exam at home**
- No but listened to both recordings / viewed slides
- No but listened to one recording / viewed slides from one
- No – this is all new!

Recap time - 1

- In Preparing and revising for your exam we discussed revision techniques and the need to make use of module guidance including a specimen exam paper / past exams to gain a realistic idea of what the exam might be

- Forewarned is the best preparation

- Exams often have themes and you can work out some of these from past papers and other suggestions

Recap time - 2

- In **Preparing your space and getting ready to sit an exam at home** we discussed setting boundaries and getting a practical space for you to complete your remote exam

- You will have either 24 hours or 7 days to complete your remote exam

- It is best to do at least 1 practice run so you know what to expect and can manage any potential disturbances

Poll time

- What is the thing you are most looking forward to about your exam? Please use the short answer poll pod provided and see whether your ideas are similar to others

Poll time

- Now what is the thing you are least looking forward to about your exam? Please use the short answer poll pod provided and see whether your ideas are similar to others

Dealing with anxiety

- We have had some dedicated sessions on mental health and improving that so do look at them

- Stress and anxiety is expected – try and do what you can to minimise the chance it will affect you

- Try and get a good night's sleep beforehand

- Do what you can to remain calm

Why have an exam?

- It's your chance to show your understanding and make sure you have a good handle on your learning ***of this module***

- You are carrying on studying and will invariably use the skills from this module again

- Exams test whether you know information and whether you can apply it in context

Question types

- Multiple choice / short answer / long answer / essay / maths / drawing / etc

- Different skills are needed so it is worth considering how you can prepare for each

- Remember to look for instructions e.g. process words https://help.open.ac.uk/process-word-activity

Scoping questions

- If you are familiar with the term scoping please give your understanding in the short answer poll provided

Scoping

- What is in and out of scope?

- Do you understand what to focus on?

- Do you know how you need to answer the question?

A common exam technique is to just write everything you know in the hope that something will be relevant.

Think about the sentences that can "compromise" your ability to demonstrate your understanding.

Module materials poll

- Do you plan to use your module materials during the actual exam?
  - Yes
  - No
- Have you thought of *how?* Please use the short answer poll provided to give some ideas

Having a strategy

- Given for this remote exam you will have access to your module material consider carefully how you might use it ***effectively***.

- It will not be effective use of time to start at the beginning and just read until you find something relevant or just search randomly

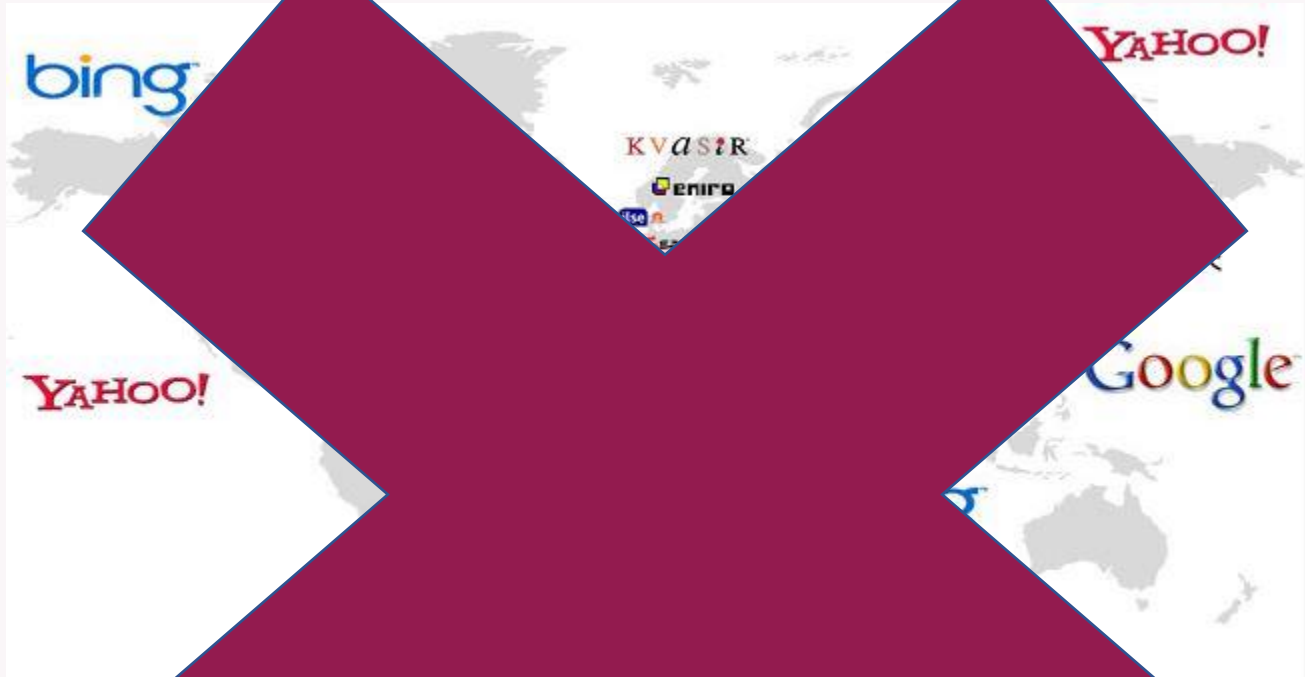- Be strategic – you need an idea of what you are looking for

If all else fails

- Search for some information
- Module > resources will have e.g. PDF versions (if available)
- Module > search will locate any use of a word

Not recommended

Good academic practice

- All exams will be very carefully check for academic rigor

- This means you must write your own answers and not use someone else's (or take information directly from the module)

- If this is something that is less familiar to you then work through the developing good academic practice website at https://learn1.open.ac.uk/course/view.php?id=100043

If things go wrong

- Elaine Walker from the student support team is going to explain what Special circumstances are

Special circumstances

- It is really important that you complete a special circumstances form.

- This allows you to explain to the Module Results Panel (MRP) how **you** have been affected by unexpected circumstances.

- Without that information the MRP will know nothing about what has happened to you.

- **It is your voice, at that meeting.**

Special Circumstances – how do I find it?

Special circumstances

Special circumstances

Special circumstances

We understand things don't always go to plan during your studies. If you've submitted an assessment or sat an exam and you feel you were affected by circumstances outside your control, you can ask us to take these into account by submitting a special circumstances form.

The information and evidence you give us will be presented to the Module Result Panel (MRP) when they meet to agree your result.

The MRP may make allowance for circumstances such as:

- sudden, serious or prolonged illness or injury
- bereavement
- the loss of more than 10 minutes of exam time due to circumstances beyond your control
- inadequate adjustments made by the University for any additional requirement you've told us about.

Deadline for telling us about your special circumstances

You can tell us about your special circumstances at any time from the start of your module right up until midnight (UK time) four calendar days after your final module assessment or exam.

Before you start

You should provide digital evidence to support your submission where possible. This could be any third party document such as a doctor's note, hospital papers, a statement or a letter, but it must relate to the period when your performance was affected.

If you have evidence to upload when you fill in the online form please get it ready before you start.

If you can't submit your evidence online or need to send it later we must receive it within 14 days of your submission. Any information received after this deadline may not be considered.

If you can't submit any part of your work on time or go to your exam

If you know you won't be able to sit your exam or submit any part of your end-of-module assessment (EMA) or end-of-module tutor-marked assignment (emTMA) don't submit special circumstances. You may be able to get a deferral or apply for discretionary postponement. See What if I can't attend my exam or submit my EMA or emTMA (opens in new window) for more information.

If you're struggling with meeting a deadline for an assignment or any other part of your continuous assessment see Struggling with assignments (opens in new window). If you want to ask for an extension you'll need to contact your tutor before the tutor-marked assignment (TMA) cut-off date.

If you need to complete a Special Circumstances Form and also apply for a discretionary postponement of your exam, EMA or emTMA, all the above links will be provided again at the end of the form.
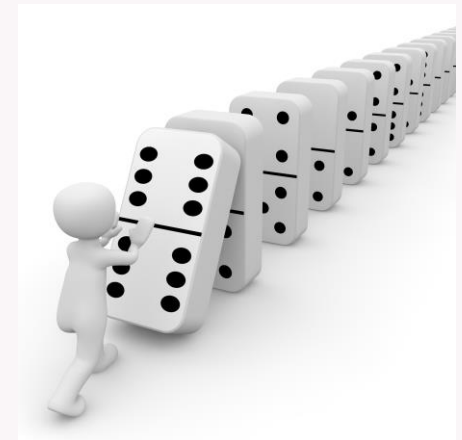
Begin Special Circumstances Form

- There is no need for evidence around COVID-19 and its impact.

- If there is another reason and you can provide evidence, you can do so, but for the moment it is not essential

What to write

- State what happened especially dates/TMAs
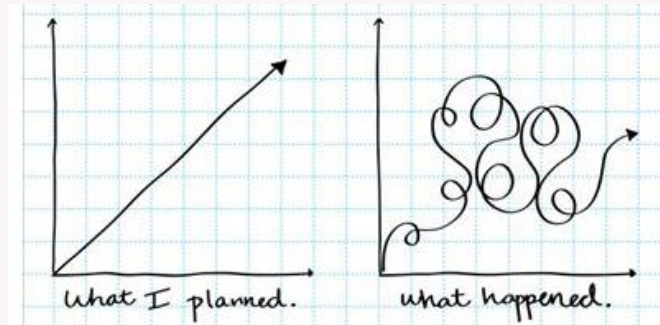
- State the effect/impact on **your** **study**
- Keep it factual and to the point

Discussion activity

- Discuss as a group your best tips for performing well in an exam, even if theoretical if you haven't done one recently

- Please bring back a few points that you can share with the rest of the group.

Useful points for breakouts

- We suggest you use the first couple of minutes to introduce yourselves and get used to the room. Choose a volunteer to keep the discussion on track and feed back to the main room

- Remember to activate your microphone to speak as per the instructions given.

- Breakout groups work best if people engage and contribute and discuss

- There will be ~10-15 minutes for the breakouts overall – we'll send regular reminders to let you know how long you have got left

*Remember to check the number of the room you are in (shows at top of chat pod as "chat x **<u>BREAKOUT</u> y**") in case of connection issues and for bringing back information.*

Chat 71 - Breakout 4

Breakout activity

- Discuss as a group your best tips for performing well in an exam, even if theoretical if you haven't done one recently.

- Please bring back a few points that you can share with the rest of the group.

This session is currently in breakouts (small groups).

If you are part of this group and have had connection issues please let us know your room number in the chat box

If you are only just arriving in this room then unfortunately you have missed the main session. Please log back out and watch the recording which will be available after the event

So….

- What can people share from their sessions?

Take home message

- Put yourself in the best place mental and physically

- Prepare well so you know what your remote exam consists of and then plan effectively to do the best you can

Final polls

What do you feel is the main thing you will take away from this session?

What are you going to do as a result of this session?

Which of the following elements of this session did you find useful?

- Tutor led explanation
- Opportunity to chat in text chat box
- Opportunity to suggest ideas in polls
- Opportunity to read ideas suggested in polls
- Breakout room (discussion with / learning from other students)
- Breakout activity (reflecting on the concepts in more detail)
- Any other aspect (please give details in chat)

Upcoming workshops

Details, booking and catch up
http://studenthublive.open.ac.uk/

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