

Welcome – please read this first

- This session is run by Karen Foley and Isabella Henman and is recorded with the recording available to view on catch up on a public facing website. Slides are available at the end.
- Poll answers are anonymous to other students, and you may need to scroll to see other potential answers.
- You can also use the main chat pod to chat and share ideas but it does move quickly so don't worry about keeping up if it is too fast!

We recommend that you always check your sound levels using the audio set up available to computer users (meeting >audio set up wizard) but microphones are not available to use in the session.

If you are on a mobile device please note you will need to tap into polls, chat, slides when mentioned

Pre session polls

What level of study are you?

- Access
- Level 1
- Level 2
- Level 3
- Postgraduate

What would you consider is your main area of study?

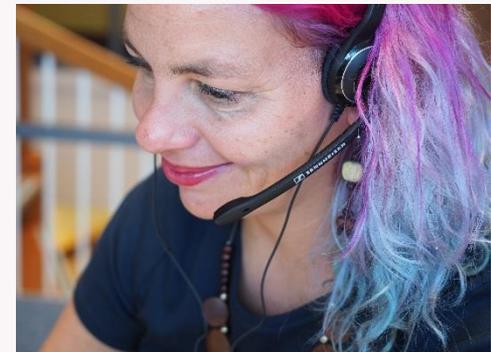
- Arts
- Languages (English & other)
- Social sciences
- Business and law
- Science
- Engineering or technology
- Maths
- Health sciences
- Education
- Sports
- OTHER

Have you been to any student hub live online events before?

- No (I'm brand new!)
- No (but have listened to one or more recordings)
- Yes last year (any 2019)
- Yes other

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 at the end of the session and from the main website



Initial polls

What is your main reason for coming along this evening?

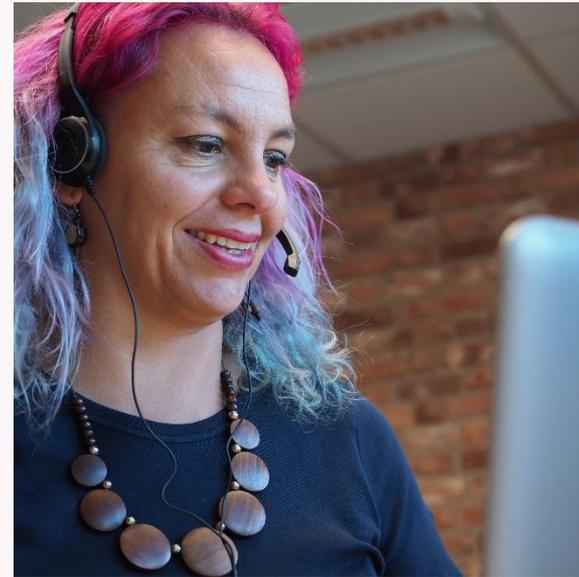
Are you currently...? (please choose the one that is closest)

- Brand new to OU study
- Have done at least one previous OU module (in last few years)
- Have done at least one previous OU module (many years ago)

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.

**What happens at
tutorials and why are
they so important?**

This was our advert...

If you're new to the OU you might not know what a tutorial is all about, and in this workshop we explain what happens and how you can make the most of them. This workshop is held via the same platform as online tutorials, so this is a great way to experience the online tutorial environment in a place where you don't need to concentrate on the module material. We'll explain 'netiquette' and also how to make the most of these learning opportunities.

Workshop

- This is going to be a structured workshop about tutorials at the OU
- We'll give some tutor advice about why they are important and why you should aim to attend
- There is a lot of interaction so please be ready to answer polls (questions) or add to chat pod during the session
- You'll also get the chance to discuss things with others in a small group

Session purpose

- **Is for:**
- Covering general advice about tutorials
- Give some guidance about how to maximise their effectiveness
- Provide a space to share ideas and connect with other students
- **Is not for:**
- Telling you what you HAVE to do
- Providing any module specific advice

First thoughts

Have you had any tutorials on your module yet this year? Choose any that apply

- Yes (tutor group tutorial)
- Yes (cluster group tutorial)
- No (the first one is this week)
- No (the first one is later)
- I'm not sure where to find information about tutorials 😞

Important point

- OU tutorials are not lectures so please don't expect to turn up for x hours and receive all the module content that way
- Tutorials are designed to be interactive and help you access the material **that you already have**
- Many tutorials focus on study skills and other underlying elements that will help you do well on the module and in other study

Face to face tutorials

- These exist on some modules (All face to face have an online alternative)
- They are in centrally located places within regions with good transport links
- A great chance to put faces to names, build relationships and sometimes try things out practically
- Often referred to as day schools with a morning and afternoon or 3 hour session but may be 2 hour evening tutorial in e.g. London
- You can attend any face to face tutorial – take a look and see if there's one you'd like to travel to

Online tutorials

- Depending on module can be tutor group, cluster group and module wide *and will be in their own dedicated rooms as a result.* You can therefore only access rooms that you are allocated to.
- All use the online rooms interface similar to where we are now, but the style may be different
- No one can hear or see what is happening on your house unless you turn on your microphone or webcam

Basics

- Look around the 'room' as you see it and consider the various parts that exist and maybe make yourself a little list of what they are and what you think they are for (you'll probably already know many of the bits especially if you have been to a tutorial before but it's still useful)

These slides

- This is what we call a share pod (we can also share pictures and videos here)
- Tutorials will have these – think of them like overheads or the black/whiteboard that teachers use at school
- We (studenthublive) always have a separate instruction slide showing to remind you about some of the basics of the session – these are in another share pod

Attendees pod

- This is a list of everyone who is in the room
- YOU are in italics so you know it is you

Chat pod

- This is where you can add your comments / answers
- All chat is attached to your name

Polling pods

- These are where you answer questions, like the ones before we started then the first thought ones
- These are anonymous to other participants so your name is not displayed
- Check if there is more than one poll which one is for which question

Breakout rooms

- These are small group sessions where you can discuss aspects of your study in more depth in a smaller group – not all tutorials use these
- They are an integral part of studenthublive and every session has one (tonight's will be a bit later!)
- Think of breakout sessions like group work at school / elsewhere. They are what you make of them. If everyone says nothing then it won't work, or if everyone talks at once it won't either!

Speaking on a mic

- In our sessions which are very large we don't have speaking on mic during the tutor led part but do in breakout rooms
- You do not need an actual "microphone". You can use your mic on your mobile, computer, or you can purchase one.
- In tutor group / cluster group tutorials you may well be encouraged to talk on mic
- This is a great opportunity to engage but you do not have to do so if it makes you uncomfortable / anxious

Module tutorials

- All modules have the same layout so tutorial information can be accessed through the tutorial tab of the module website

SHL123

-19J Ho... Assessment Tutorials Forums Resources News

Booking tutorials

- Please use this option if you intend to attend tutorials as it means the session will appear on your study calendar along with the correct room location and the tutor(s) running the session know who to expect
- Please take yourself off the booking list if your plans change!
- Only booked tutorials will show on your study calendar not every other potential one

What happens in tutorials

- The tutorial title will give a good idea about what is intended
- Some tutors contact students through a tutor group / cluster group forum ahead of time to ask if there are specific areas to include – please take the opportunity to say if there are areas you would like explaining

Why are tutorials important?

- Academically they are an opportunity to engage live and ask questions / seek clarification / hear a different way of presenting some of the facts
- Socially they are an opportunity to engage with the tutor(s) and other students

Netiquette 1

- Tutorials are like any online engagement opportunity and each person needs to think carefully what they say / write and adhere to 'netiquette' guidelines

The OU student code of conduct says to:

- *treat others with courtesy and respect*
- *safeguard confidentiality and personal security*

What might this mean?

- Can you suggest what this might mean in practice for online tutorials?
- Please use the two pods provided to give your ideas and look through other suggestions
 - *treat others with courtesy and respect*
 - *safeguard confidentiality and personal security*

What might be forgotten

- Tutorials are for OU students and delivered to those who attend. They *may* be recorded for students who could not attend live. Those recordings cannot be saved and sent elsewhere
- Slides from tutorials should not be shared by the student – the tutor will provide in a forum or in the tutorial itself for those who attend / watch the recording / read the forum message. No student should pass on any tutorial resources without the tutor's explicit written permission

Information polls

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Discussion activity

- Discuss as a group what you hope to get out of attending tutorials during your OU study
- Please bring back a few points that you can share with the rest of the group
- We can then try and discuss some of the common points
- You do not have to speak on mic if you don't want to but please do interact with your group using the chat option

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 13 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 **BREAKOUT y**”) in case of connection issues and for bringing back information.*



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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 later this evening**

So....

- What can people share from their sessions?
Please use either the chat pod or the anonymous short answer polling pod

Take home message

- Tutorials are a way of connecting you in a distance university
- They help you access the material and will hopefully give a different slant on it

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
- 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 sessions

- 23rd October 11am and 7pm Academic writing skills
- 30th October 11am and 7pm Critical thinking and writing
- 12th November 11am and 7pm Essay planning
- 20th November 7pm Essay writing
- 27th November 7pm Learning from your first assessment
- 11th December 7pm Time Management

Details and booking information from <http://studenthublive.open.ac.uk/>

This session's slides are available to download from the link provided. Click on the title then download file and it will download to wherever downloads go on your own computer

Past student hub live online sessions [here](#)

Visit us at

<http://studenthublive.open.ac.uk/>

Send us feedback at

studenthub@open.ac.uk

View past (live) recordings on

www.youtube.com/thestudenthublive



Upcoming sessions

Studenthublive Autumn sessions:

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30th October Critical thinking and writing

12th November Essay planning

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