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# Getting the most from your embedded **UniSkills** sessions

In our 2023 embedded pilot survey, students told us they appreciate it when embedded UniSkills sessions are:

- **Delivered at the right time**
- **Relevant and meaningful**

We are always happy to help you make the right selection for your students and the information which follows includes some considerations which can support **student satisfaction** and **maximise the impact** of our UniSkills sessions.

If you'd like to chat with us before making a booking then contact us via [uniskillsstaffenquiries@edgehill.ac.uk](mailto:uniskillsstaffenquiries@edgehill.ac.uk)



## Timeliness

### **“Ensure the session is aimed at the right level”**

Consider whether your session is suitable for the year/ level of study, for example selecting the preparatory sessions earlier in the programme and scaffolding the remainder for when is most appropriate.

### **“Avoid induction periods for new students”**

Students can feel overwhelmed with the transition to Higher Education and have lots of new information to take in. Consider the most appropriate points for delivery of embedded sessions.

### **“Consider timing of assessments”**

Students tell us they prefer sessions that are well placed and in advance of sessions to support assessment and submission periods.

### **“Spare some curriculum time”**

Our data shows attendance is significantly higher when the sessions run during curriculum time.

### **“Choose the best time of day/time for delivery”**

To maximise engagement, consider prioritising the session at a time of day when students can best engage. Feedback indicates students do not value sessions at the end of a long day of lectures and our data shows sessions close to holiday periods are often not well attended.



## Relevance

### **“Browse our [menu](#)”**

This will give you an idea of session content and whether this is relevant for your students.

### **“Choose relevant and meaningful sessions”**

Request sessions to prepare students for assessment and consider sessions that support/ link to the academic skills the students will need to demonstrate in any forthcoming assignments/exams. Aim to frame the UniSkills session in the context of the assessment and try to highlight the transferability of the skills they will gain from the session.

### **“Framing the session”**

Your attendance at sessions is always welcome and can really support the students. You are always welcome to frame content and add context after discussions with the Academic Skills Advisor before the session is due to be delivered.

### **“Choose the best mode of delivery”**

For students on placement, or studying part time, offering online options can provide flexibility for attendance. Choose the mode of delivery which best meets the needs of your students. We offer synchronous and asynchronous options for all embedded sessions.

### **“Avoid repetition of content”**

Check the students have not already had the session earlier in the year, as part of another module or in a previous year. If you are worried some students might have missed out, you can request a recording for your students to self-access. They are also welcome to bring any follow up questions to a UniSkills [one-to-one appointment](#).

## Other useful tips:

### Save admin time

Use the [booking form](#) to request your sessions. This captures all the details we need and can help avoid unnecessary follow up emails. We will send you a booking confirmation email once accepted, so you can be sure that an Academic Skills Advisor will be there on the date requested, at the right time and in the right place!

### Be mindful of the delivery time

Sometimes we get requests to merge sessions or to reduce the timing of sessions. Whilst we can be flexible and provide some hybrid options, students tell us they appreciate when the content and sessions are not rushed as this ensures there is time for engagement via discussion or interactive activities.

### Avoid double bookings

Students sometimes report that they have already had the same session in another module. Please check with your colleagues before placing a request. Similarly, if you request on behalf of a colleague(s), it can be helpful to copy them into the request by adding additional names in the relevant field on the [booking form](#). We will ensure all the information is available to the relevant academics.

### Avoid having to cancel and reschedule

There is no need to plan too far ahead. We operate a three-week lead time and can usually accommodate requests or provide a suitable alternative.

### Ensure maximised attendance

Students tell us they are less likely to attend if the session is in addition to curriculum time. If you can support embedding UniSkills sessions within your curriculum time, this works best for maximising attendance.

### Before a session

If our Academic Skills Advisors need to confirm session details such as the time, date, room and/or to discuss any further context then they will be in touch.

### After a session

Students appreciate access to the content post session. The Academic Skills Advisor will send the slides/recording or digital toolkit relating to the session, which you are encouraged to share with students and embed in your Blackboard area.