ESCAPES: technology to enhance the Nottingham placements experience

Sandra Winfield, Project Manager
ClePD, University of Nottingham
ESCAPES project

• Enhanced Student Centred Administration for Placement ExperienceS
• Funded by JISC Feb 2011– August 2012
• Part of a wider 3-strand Relationship Management programme
Student Lifecycle Relationship Management

» Pre-application
» Application
» Pre-registration
» Registration
» Induction
» Teaching and learning processes
» Placements
» Pastoral care
» Employability and careers services
» Graduation
» Alumni processes
» Marketing
Employer perspectives

Times Top 100 graduate employers

- 1/3 vacancies will be filled by graduates who have already worked for them through placements, vacation jobs or sponsorships.
- Over 50% warned graduates with no work experience unlikely to receive job offer
- 75% vacancies with investment banks & 50% law training contracts will go to those with work experience with employer

Association of Graduate Recruiters

- 75% AGR members do not specify degree discipline
- Work experience is highly valued
- Any work experience is better than none
- Candidates must be able to reflect on their learning and learn how to articulate the added value their work experience can bring
Figure 1: Service Design Initiatives: project stages, Baranova, P., 2010.
Institutional touchpoints

With thanks to Shane Sutherland, Pebble Learning
6 Your Placement - Key Information by 2011-2012 MSc FPM Students

Before Starting Your Placement
Requirements before placement
Before starting your placement there are 3 things you need to do.
1 Health & Safety - you need to: Read Appendix 4 and complete the student checklist and Contact details forms below.
2 You may be given a confidentiality agreement to sign once you start your placement. If your supervisor does not give you a confidentiality agreement, you can use the standard University of Nottingham agreement form here.
Click here to see a standard confidentiality agreement.
3. Complete the Skills Audit / Behaviour questionnaire - this will help you identify personal targets during your placement.

H&S Documents to Read and Complete
Click here to read the University’s Health & Safety Handbook
Click here to read Appendix 4 - H&S Guidance for Placements
Click here to access your H&S Checklist
By the end of week 2 you should be able to complete the Checklist - upload this in Mahara.
You also need to upload your contact information.
Click here to access the Contact Information Sheet

Personal Safety
For those of you doing your placements outside of Nottingham please remember your personal safety - things like not walking round with headphones on, having your bag secure, not having your phone/laptop on display.
British Council - Click here for the British Council’s Guide to Personal Safety
Here is the University of Nottingham’s Guide to Personal Safety - remind yourself of this.
Liverpool - Click here to read the Liverpool guide to Personal Safety
Manchester - Click here to read the Manchester Uni guide to Personal Safety

Library Access Outside of Nottingham

Key Dates
w/c 28th May = Week 1a
w/c 14th June = Week 1b (bank holiday for Jubilee 4th and 5th June)
w/c 11th June = Week 2
w/c 18th June = Week 3
w/c 25th June = Week 4
w/c 2nd July = Week 5
w/c 9th July = Week 6
w/c 16th July = Week 7
w/c 23rd July = Week 8
w/c 30th July = Week 9
w/c 6th August = Week 10
w/c 13th August = Week 11

w/c = week commencing
All dissertations must be handed in by 5pm Friday 17th August

Important Milestones
Sunday 10th June
You all must have uploaded at least ONE weekly report - even if this is mainly about getting to know key people, doing background reading, H&S induction and so on.

Sunday 17th June
Your project brief and detailed Gantt Chart must be uploaded by Sunday 17th June at the latest.
You need to have uploaded at least two useful references to help with your placement.

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Weekly Reports
Each week we would like you to upload a weekly report documenting what you have done the week before. We will check these early Monday to make sure you know what you are doing and why you are doing it and to make sure you are making good progress.
Click here to see a blank weekly report

Planning Your Project
Placement at Aristotle's March 2012 by Aristotle Fakename

Profile Information
I have been studying at the University of Nottingham since 300BC. It is about time I graduated.
- First Name: Aristotle
- Last Name: Fakename
- Occupation: Philosopher
- Industry: Education

Placement coursework
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Placement Journal
Day-to-day placement learning journal.

First day, 26th March
My first day, I was fairly nervous as I had to meet a lot of new people. They are very experienced, I hope to learn a lot from them.

Summary of tasks
Today I was introduced to the business and the staff. It was very much an induction.

Skills gained
- meeting new people
- workplace knowledge
- communication

Career Goals
I am interested in making use of my degree and ultimately working on ethics committees.

Placement opportunities
Nottingham Postgraduate Placements
Notts Postgraduate Current Placements RSS Feed
1. Project Officer: Pharmacovigilance Legislation
2. Project Officer: Pharmacovigilance Legislation
3. Projects Officer: Process Validations
4. Research Assistant
5. Research Assistant
6. IT Projects Assistant
7. Project Officer: GM crops and crop protection chemicals
8. Marketing Analyst

Last updated on 26 June 2012, 4:00 PM

Feedback
5 comments
Thank you for listening!

sandra.winfield@nottingham.ac.uk
www.nottingham.ac.uk/eportfolio/ESCAPES
www.notts-pg-placements.co.uk