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# Academic Adviser Update 29th April 2020

## Students without IT Equipment

Another filtering level has been added to the request for financial support linked to IT equipment. The previous advice was to direct any students who now report a lack of IT equipment towards the [Unihub online form](https://unihub.shu.ac.uk/students/login?ReturnUrl=%2fForm.aspx%3fid%3d1001095) that has been put together for this purpose.

However that link now says it is inactive. I have asked (at Tim’s suggestion) that the bounce back be updated with the email address that we are now asked to use to flag students without access to equipment; but it doesn’t look like that’s been done at this stage.

**For information** - the reason the email address is now being used is because the form was being emailed from one student to the next, so students now have to be ‘given access’ by the fund holder.

So, if you now have a student with an IT problem they can either contact Hallam Help, or you can email their student number to [transitions@shu.ac.uk](mailto:transitions@shu.ac.uk) and they will pick up the query.

## Disabled Student Support

Senior Disability Advisers have now been allocated to each College and they will be a first point of contact for Academic Advisers to support with issues such as Learning Contract queries:

* **Health, Wellbeing and Life Sciences**   
  Catherine McAuley Tel: 0114 225 5618 Email: [C.A.McAuley@shu.ac.uk](mailto:C.A.McAuley@shu.ac.uk)  
  Working Days - Mon to Fri
* **Social Science and Arts**   
  Suzanne Russell Tel: 0114 225 3857 Email: [Suzanne.Russell@shu.ac.uk](mailto:Suzanne.Russell@shu.ac.uk)   
  Working Days - Tues to Thurs
* **Business, Technology and Engineering**Liz Escadale Tel: 0114 225 2390 Email: [l.escadale@shu.ac.uk](mailto:l.escadale@shu.ac.uk)   
  Working Days- Mon, Weds and Thurs

## Progression Calls from Student Support Adviser to students with a concern about automatic progression from Level 0 and L4

I believe the process for getting the list of students who require a call is still being developed, MAC have taken the initiative with this and developed their own lists, if your areas want to do this please email to [studentsupportadvisers-onduty@shu.ac.uk](mailto:studentsupportadvisers-onduty@shu.ac.uk)

It has been agreed that Academic Advisers will be copied into emails sent to students following the progression calls from SSAs. This is so that they have an understanding of the discussion with the student.

## Guidance for using Zoom more securely.

It's worth making your areas aware of the guidelines from DTS about using Zoom in a secure way. Guidance can be found on the DTS blog ['keeping uninvited guests out of your zoom event'](https://bloq.zoom.us/wordpress/2020/03/20/keep-uninvited-quests-out-of-vour-zoom-event/)

## Chaplaincy

The Chaplaincy will be implementing some additional support for students including;

* Peer support for students living alone.
* Sheffield Hallam Mutual Aid group for staff and students on Facebook.
* 1-1 support for staff and students who have been recently bereaved. Bereavement support will be offered 1-1 and will take the format of 'listening ear support bereavement sessions'.

Students will be offered appointments either by phone or zoom (according to their preference) by;

* Mike Heap and Sian Lewis - faith advisors with previous work experience in mental health
* Aivan Brookes and Helena Roulston

For students who will benefit from these 1:1 sessions could you please ask them to either email me directly or, if they prefer and they give consent, you can pass their details on to me and I will contact them. Helena Roulston - [h.roulston@shu.ac.uk](mailto:h.roulston@shu.ac.uk)

Many thanks

**Melissa Jacobi**

Academic Director for Academic Advising.

