# Academic Advising Update 2nd October 2020

## Learning Analytics

Communications will be coming out shortly about Learning Analytics (LA) being made available in the near future. This is primarily based on requests from some areas to have access to the attendance monitoring function of the system which Apprenticeship courses are using and forms part of the Learning Analytics system. Where a Department or Subject group want to use the Attendance Monitoring function training will be provided by the LA project team. There is no expectation for staff to engage with the package at this stage unless they want to.

The overall purpose of Learning Analytics from an Academic Adviser perspective will be to support the conversations they are having with their students as part of your planned AA model. There is no requirement or expectation for Academic Advisers to proactively and regularly track their student's engagement; it's a tool to support our role more generally. It will also provide the GDPR secure note taking function for Academic Advisers and underpin the Engagement monitoring that the Student Support Adviser team will be undertaking. Visit the [Learning Analytics SharePoint site](https://sheffieldhallam.sharepoint.com/sites/4105?e=1%3Ad9691757cbb54b30a1fc92ea99f84f36).

## Students with Covid Symptoms

Students who are displaying symptoms, have tested positive or are isolating for another reason are asked to complete the [reporting form on MyHallam](https://www.shu.ac.uk/covid-19/contact-form). Information for isolating students including a package of support can be found on the [Keeping Safe On Campus guidance pages.](https://www.shu.ac.uk/keeping-safe-on-campus/self-isolation)

## Student Support Triangle (SST) Intranet Page

The SST intranet page went live on Monday 21st September; up to 12noon on Friday 2nd October the site has been visited 2,717 times by 547 different users so we seem to be getting the message across that it's there and hopefully useful. **If you haven't already done so please circulate the attached document** which shows staff how to find the site and use the Electronic Referral form which is the preferred method of communication with Student Support Advisers (SSAs).

If you have a**ny feedback on the SST intranet site, please contact Melissa Jacobi direct. We are keen to ensure it meets the requirements of our Academic Advisers.**

## Skills Centre Virtual Drop In's

The Skills Centre are now launching a Virtual Drop-in which will be held each week in Blackboard Collaborate: Wednesday's 4pm-6pm.  At these sessions students will be able to receive help with quick questions about their studies from Academic Skills Advisors, Librarians, Digital Skills Experts – and now also Maths & Stats Advisors. Visit [The Skills Centre website](https://blogs.shu.ac.uk/skillscentre/2020/09/28/virtual-drop-ins-bring-your-quick-questions-about-your-studies/) for further details.

## Allocations

I know you are all working hard to collate the allocations for upload to SITS, thank you very much for this work. To clarify you have access to the SITS reports to check your allocation lists by Dept, Subject Group, Course or AA and I sent round the Departmental SITS download for your area that can be updated and returned to **! Academic Advising** or, you can send through your own local spreadsheets - the key is that **as long as the allocations are in Excel, have the student number and AA name we can work with it**. Please send them through to Melissa Jacobi direct **asap** and we'll get them uploaded.

## Training

Mandatory Training should be completed by all AA's (Being an Academic Adviser on BB), this only needs to be done once but a refresher is never a bad thing. More details of training options can be found on the [Academic Adviser Training and Development website](https://blogs.shu.ac.uk/academicadvising/training-and-development-for-staff-acting-as-academic-advisers/).

## UKAT

We have [Enhanced UKAT Institutional Membership](https://blogs.shu.ac.uk/academicadvising/ukat-membership/) this academic year, so I will be arranging a meeting towards the end of October to discuss how best to use this and identify staff who want to be considered to register for one of the Professional Recognition awards.