



Dear Colleague

Thank you for registering on the Enhance your Mentoring Skills open online course (SHOOC) which opens on **Monday 16th January 2017** and runs for 5 weeks. The course is designed to meet the needs of mentors in an educational context. Your [course team](#) is looking forward to working with you very much. Below is guidance on preparing for the SHOOC – you can also download this newsletter [here](#) if you have any problems reading it.



Welcome to the SHOOC

Throughout the SHOOC you will be joining a community online (currently more than 300 learners) who share your interest in mentoring. This will provide you with an opportunity for interactive learning with others regionally, nationally and internationally. The first week (16th – 22nd January) is induction week and you will be introduced to the tools and activities in preparation for the subsequent four weeks. While the curriculum is mapped to the [UK National Standards for School-based Initial Teacher Training Mentors](#) and many of the examples and scenarios are focussed on schools and teacher trainees, the emphasis is on the generic aspects of the mentoring process and the mentor / mentee relationship. We trust you will find it useful whatever your professional context.



Preparing for the start of the course

The SHOOC has been designed to be active and interactive and we appreciate people lead busy professional lives. We ask you to familiarise yourself with the pedagogy of the SHOOC, and its [E-Learning](#) principles, and the aims and objectives of the [Curriculum](#), and how your [achievement](#) on the SHOOC will be recognised. However, some of the week activities will take place at a [fixed time](#) each week and we advise you put the activities into your diaries:

- **Webinars** – each Wednesday 19.00 – 20.00*: these are recorded but attendance is recommended in order that you can be active in real time.
- **Tweet Chats** – each Thursday 19.00 – 20.00*: these online discussions in Twitter (see [Tweet Chats](#)) are in real time for added effectiveness. They are based on questions posed by tutors, in which participants' responses create a focussed debate. The tweets are later '[storified](#)' (i.e. captured and assembled together) following the Tweet Chat (general tweets can be sent any time but during Tweet Chat the tutors will focus on issues arising from the week's topics).
- **Answer Gardens** – each Friday (anytime during the day): you are asked to contribute brief text (see the example here: [What do mentors need to know?](#)) again these remain available for you to contribute later but our advice is stay engaged with the community at some stage on Friday each week if you can.

* UK times. For these 'live' events you will need an internet connection.



Learning activities and tasks

Each week you will be asked to do some of the following at a time to suit yourself during the week (this can be done in subsequent weeks if you are busy):

- Watch an **Introductory video** (5 minutes) by the week's leader outlining the week's topic and activities to be carried out during the week (before the webinar if possible or later if you prefer).
- Read a **Core Text** for the week (a 'reader' of about 2000 words setting out the main areas of the topic).
- Read and watch a **Case Study** video (10-15 minutes) and reply to prompts addressing a key issue.
- Contribute to a **Discussion Topic** on matters arising from the case study.
- Complete a brief **Self-evaluation** of your mentor competences.
- Complete a short **Quiz** to check your understanding.
- Read **Top Tips** on mentoring practice and contribute a couple of your own.
- **Further Reading** (this is optional for those who have time or want to extend knowledge).
- Write a brief **Reflective Task** (400 words) related to the week's topic.

Please note: All webinars are recorded for playback at any time. The activities and materials for each week are released on the preceding **Friday** (weeks 2, 3 and 4 only) and then remain available until end of December 2017. Participants are free to plan to engage with the materials and activities at a time to suit during the week or later in own time.



How your learning is recognised

The materials and contributions that you create in the SHOOC are stored in your own Pebblepad account, as a portfolio, and are only visible to others if and when you share them. To achieve the digital Badge for any week (see [Achievement](#)) participants must complete the weekly **Reflective Task** (roughly 400 words or equivalent) before the end of March 2017. To receive the digital Certificate of Completion participants must complete all 5 badges. At a later date you will be invited, if you wish, to develop your work further in relation to study on a Mentoring and Coaching short award at masters degree level (subject to eligibility and details).

You are welcome to take part in the SHOOC even if you decide not to, or are unable to, take part in all activities or if you prefer to complete them later – the SHOOC will remain open for you until the end of December 2017.



What happens next?

You will receive an email on Monday 16th January 2017 providing you with login details to your Pebblepad account for the SHOOC. The first week of the SHOOC is induction and the activities will be aimed at familiarising you with the tools and activities. You will be able to ask questions and seek help on using the environment if you need it.

If you have any queries or decide that you no longer wish to participate in the SHOOC please email: mentorshooc@shu.ac.uk



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