



Dear Colleague

Thank you for registering on the Enhance your Mentoring Skills open online course (SHOOC) which opens on **Monday 12th June, 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. 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 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 (12th – 18th June) 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. In this second run of the SHOOC there will not be a set time during the week for the activities. However, you are advised to complete the e-tivities during the week in which they occur so that you can contribute to, as well as benefit from, the postings of others in the community. We estimate that the time required to complete the workbooks is about five hours per week, involving:

- **Recorded Webinars:** these one-hour sessions were recorded in the January version of the SHOOC and edited for you to watch at a time to suit. You will be asked to answer a simple question in the workbook to demonstrate that you have viewed the material.
- **Tweet Chats:** these online discussions in Twitter (see [Tweet Chats](#)) are run over the week rather than at a set time. 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:** 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 each week if you can.



Learning activities and tasks (E-tivities)

Each week you will be asked to do some of the following e-tivities at a time to suit yourself during the week (this can be done in subsequent weeks if you are busy – up until the end of 10th September):

- 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.
- 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 brief **reflections and responses** to questions set in the workbooks (**E-tivities** – approximately 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 at the beginning of the week and then remain open and 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 **E-tivities** (roughly 400 words or equivalent) before the end of 10th September 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 by the end of 12th June 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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