

# ACADEMIC SUCCESS PROGRAMME

Getting ready to thrive on Approach Social Work

## Introduction

Welcome to the Academic Success programme workbook! This programme is designed to support you to develop your academic skills and get ready to return to study. Whether you have spent time away from learning, or are just looking to remind yourself of how to study, this short course is for you.

This workbook is designed to supplement your group sessions and provide you with practical exercises to reinforce your understanding of the material. This should be used alongside the lecture slides which are available for every session you attend.

Each section of this workbook corresponds to a taught session in the course. Within each section, you can find:

- **Key Concepts:** A summary of the core ideas that we will cover.
- **Practice Exercises:** Problems and activities to help you apply what you've learned.
- **Further Resources:** A selection of further resources that can enhance your learning even further.

This workbook is there to support your development, it is not a marked piece of work and does not require submission. It is intended to be completed as you move through this short course as a way to preserve and embed your learning.

## Upcoming Sessions

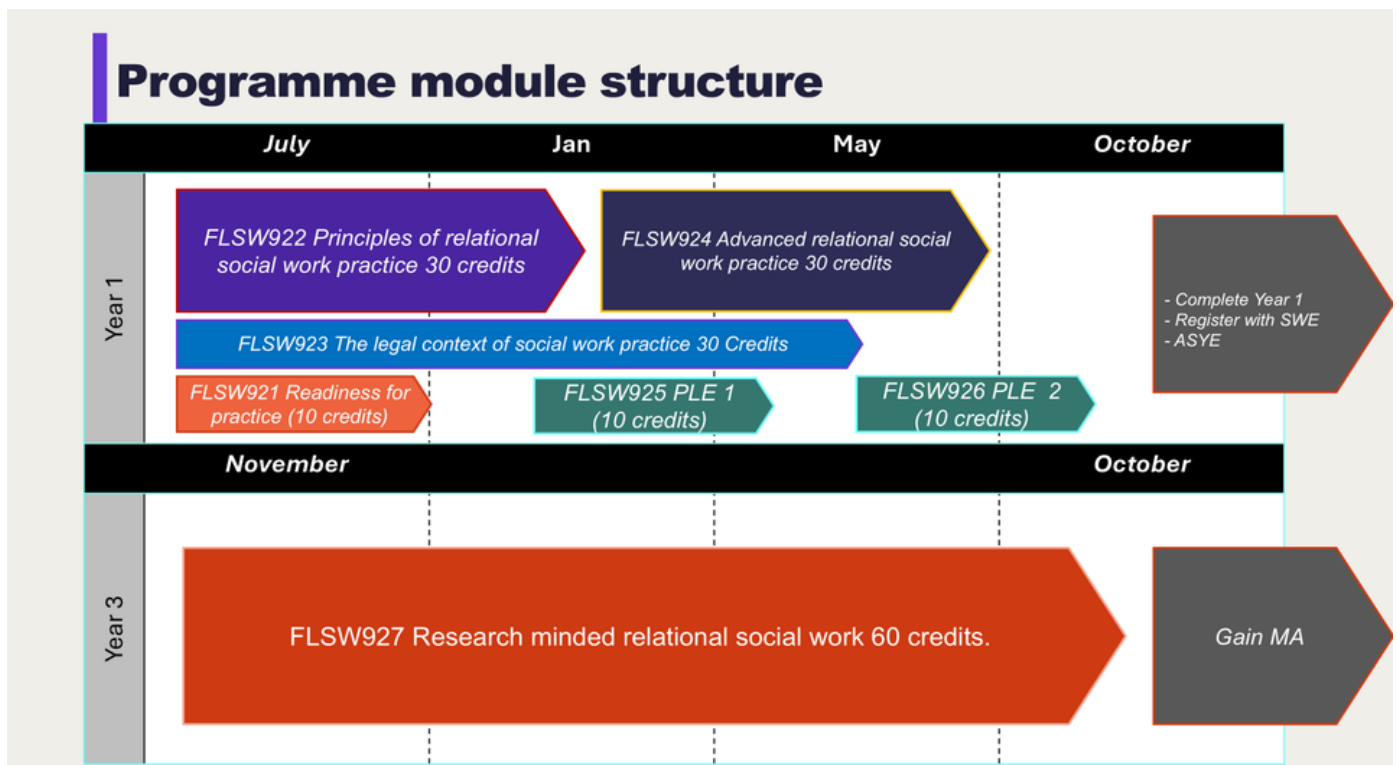
## Session 1: Getting Started on Approach Social Work (Thursday 4th June)

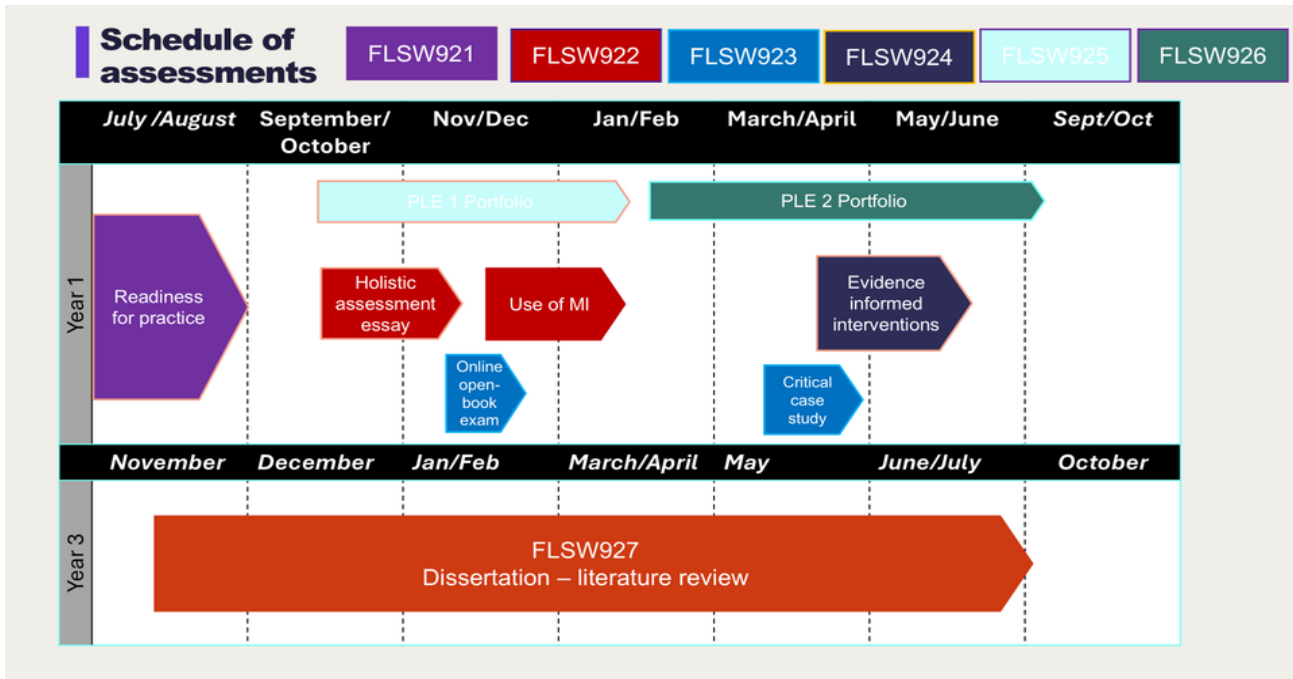
This session will focus on what to expect on the Approach Social Work programme. We will provide an overview of the curriculum, what to expect from the modular approach, how to prepare for “Readiness for Practice” and what support is available to help you succeed.

### Key Concepts:

- We want you to understand the curriculum that we will be teaching on Approach Social Work and we will explain this to you in detail. We will spend time talking through our approach to study and the golden threads that run through our curriculum.
- We will discuss the assessments on the programme and what you need to do to prepare yourself to study at masters level.
- We will explore the support that is available on the programme and what steps you can take to prepare yourself for this journey.

Below is some key information for you to refer back to:





RfP STAGE	Week 1	Week 2	Week 3	Week 4	Week 5	
Monday	Online	Self Directed	Online	Self Directed	Online	
Tuesday		In Person		Online	Online	Self Directed
Wednesday					Online	Online
Thursday		In Person		In Person		
Friday		Self Directed		Self Directed	Online	

**Practice Exercises:**

**What do you already know about Approach Social Work? (use this space to record your ideas)**

How do you learn best? (use this space to record your ideas)

### Further Resources:

## Academic skills offer

### Offer holder

- How to read and effectively take notes
- How to prepare for academic assignments

### RfP

- Academic Integrity
- Academic Integrity and the use of AI
- How to use the Harvard referencing style
- How to read and understand marking specifications

### PLE 1

- How to write introductions and conclusions
- How to integrate literature into your academic work
- How to write critically in your academic work
- How to write reflexivity in your academic work

## **Session 2: How to read effectively and take meaningful notes (Thursday 11th June)**

**This session will support you to develop your reading skills and understand how you can process information and take notes which will support your academic assignments.**

### **Key Concepts:**

- We will discuss what you can expect from the reading requirements on the programme and how to prepare for this.
- We will think about the different reading strategies that you can use to maximise your retention and ensure that you are able to cover the core concepts.
- We will review the most effective way to take notes so that you can ensure you retain your new knowledge.

### **Practice Exercises:**

**Please consider the following questions, and answer “agree” or “disagree”.**

- I like reading
- I prefer reading books to journal articles
- I often read the abstract only
- I find that I lose concentration quickly when reading
- I find reading tiring and/or boring

### **Cornell note-taking method**

Using this approach, read an article of your choice and practice taking some notes.

**Remember** - write notes as you normally would in the note taking column. Then cover this column and write some key words in the cue column. Using these key words, write a summary of what you have read and understood. You can then check this against your original notes to make sure you have covered everything.

<b>Cue column</b>	<b>Note taking column</b>
<b>Summary</b>	

## **Session 3: How to prepare for academic assignments and use the Harvard referencing style (Thursday 18th June)**

This session is all about getting you prepared for “Readiness for Practice” and your first assignment. We will be discussing how to reference the literature that you have read in line with our referencing style.

### **Key concepts:**

- We will be exploring the importance of referencing and ensuring that you cite the work of others properly.
- We will be exploring what Harvard referencing means and how to ensure that you do this properly in your first assignment.
- We will be bringing our learning together and ensuring that you feel ready to start the programme in July.

### **Practice examples:**

You read several chapters of the following book in order to answer some of the question in your assignment. How would you reference that in line with Harvard referencing guidance?

Critical Practice in Social Work by Robert Adams.

You continue to read the book and find a perfect quotation to add to your essay, how would you reference that in line with Harvard referencing guidance?

What are your key takeaways about your academic assignments?

## **Next steps**

This workbook is your companion throughout the course. Use it actively to reinforce your learning and test your understanding. Good luck!

When you start on the programme, you will have access to a wealth of resources to support your academic development. You will also be able to review the slides and recordings for these sessions in case you want to review or catch up on a missed session.