



**Manchester
Metropolitan**
University

Psychological Wellbeing Training Pathway



Postgraduate Programme Preparation Pack

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Welcome!

Welcome to the Psychology Department

Dear New and Returning Students

On behalf of the Psychology Department, we would like to wish you a warm welcome to Manchester Metropolitan University (MMU).

We are committed to ensuring that students graduate with the range of abilities and skills that employers are looking for. Our Psychological Wellbeing Training Pathway offers an innovative and diverse curriculum across the courses, which benefit from the expertise and specialisms of the practitioner psychologists and academics that deliver the following MSc routes:

- MSc Childhood Development and Wellbeing in Practice
- MSc Psychological Wellbeing in Clinical Practice
- MSc Clinical Skills in Integrative Psychotherapy

The Department boasts research of international repute and we pride ourselves on our research-led, skills-based teaching. We are confident that you will find your time with us here at Manchester Metropolitan University to be enjoyable and rewarding.



Dr Sarah Parry
Programme Lead



Dr Jo Ashby
Head of Psychology Department

Overview

The following pages provide an overview of our programme and activities you can be doing to prepare for your course. All Pathway Induction materials will be available to you through our Postgraduate Moodle area from **1st September 2021**.

Preparing for Induction

Before you begin...

Postgraduate study is an exciting and rewarding opportunity for you to specialise in a field of interest to you. For this reason, it is really important that you make the most of the additional academic resources available to you outside of core teaching. Please have a look at the 'Getting Ready to Learn' pages to help you prepare before the start of the course. If you have any questions, please contact the [Student Hub](#).

Assessment Information

Detailed unit handbooks are available for each unit, providing a summary of assessment processes, formative and summative assessments, weightings, learning outcomes, marking criteria and deadlines. Further general information is available on Moodle and in the Programme Handbook.

If you think you may benefit from a Personal Learning Plan, please speak with the Disability Office. A Personal Learning Plan (PLP) is a document that outlines the support or 'reasonable adjustments' that the University will put in place for you to support your study due to your disability-related needs. You will also be given advice about support available at the University and about applying for external support such as Disabled Students' Allowances (DSAs) if you are eligible.

Contacts for the Disability Service: Call 0161 247 3491 / Email disability.service@mmu.ac.uk

Webpage: <https://www2.mmu.ac.uk/student-life/wellbeing/disability/contact-us/>

Careers Information

The MMU Careers Service can help you prepare and plan for your future career. Throughout your MSc, you will see how many options and opportunities there are in the field of mental health. You will also be able to hone your academic and research skills throughout this course, to prepare you for the next steps.

Carers Service at MMU: 0161 247 3483 @ManMetCareers careers@mmu.ac.uk

Further careers information is available at:

The British Psychological Society

- Careers: <https://careers.bps.org.uk/>
- Clinical Psychology: <https://careers.bps.org.uk/area/clinical>
- Counselling Psychology: <https://careers.bps.org.uk/area/counselling>
- Educational Psychology: <https://careers.bps.org.uk/area/educational>
- Health Psychology: <https://careers.bps.org.uk/area/health>
- Related roles and careers: <https://www.bps.org.uk/public/become-psychologist/related-roles-and-careers>

BACP Careers: <https://www.bacp.co.uk/careers/careers-in-counselling/>

Your Preparation To Do List

1. Add your **full name, student number, course name and study route (FT/PT)** to the signature of your email account once you have enrolled. For Outlook support, click [here](#)
2. Familiarise yourself with Moodle and read through the guidance documents, programme handbook, and recommended reading on the Psychological Wellbeing Training Pathway area.
3. Get the [MyMMU](#) app for your smartphone. Familiarise yourself with the app, your timetables and the attendance monitoring system.
4. Book onto relevant [Study Skills](#) workshops ASAP – they get booked up quickly in term one!
5. What will the academic year look like for you? Consider other commitments such as work, childcare, holidays, etc. Find the submission and return dates on the programme Moodle page and plan when you will work on each assignment.
6. You should consider carefully whether part-time study may be a helpful route for you before you start the course. Full time study really does mean ‘full time’ at postgraduate level.
7. What challenges do you anticipate? How can we support you? Do you need to liaise with Student Services? Might you need a [personal learning plan](#) (PLP)? You can discuss any concerns with your personal tutor.
8. Contact [Student Services](#) about any specific concerns or requirements you may have.
9. Create files for each of your units to [organise your work](#) (including your dissertation).
10. Ensure you make accurate notes from [induction](#) sessions and classes.

Useful Contacts

Student Hub: First contact point for all student enquiries - ground floor, Brooks Building, by reception (0161) 247 2747 studenthubbirley@mmu.ac.uk

Psychology Support Tutors: postgradpsychology@mmu.ac.uk Please see Moodle for drop-in sessions and appointment times

Academic Support

Name	Area	Email
Academic Student Support - Kate Haley	Support with academic writing and planning of assignments	studyskills@mmu.ac.uk
Subject specialist librarian – Andrea Daly	Support with academic journal searches and sourcing appropriate materials	library@mmu.ac.uk

Introductory Reading List

Extensive reading lists are provided for each unit of the MSc courses. The list below is a short list of key texts we would recommend reading early on in the course, particularly the references in bold. All are available through the MMU library following enrolment.

Key Concepts and Approaches

- Corrie, S. (2016). *Assessment and Case Formulation in Cognitive Behavioural Therapy*. Sage Publications Ltd. ISBN-10: 1473902762
- Dryden, W. & Reeves, D. (2014). *The Handbook of Individual Therapy (6th edition)*. London: Sage Publications Ltd.
- Pilgrim D (2014). *Key Concepts in Mental Health (3rd edition)*.
- Johnstone, L. (2006). *Formulation in Psychology and Psychotherapy: Making Sense of People's Problems*. Routledge; New Ed edition. ISBN-10: 1583917004**
- Parry, S. (2019). *The Handbook of Brief Therapies - A practical guide*. ISBN: 9781526436429**
- Van der Kolk (2015). *The body keeps the score: mind, brain and body in the transformation of trauma*. Penguin. ISBN-10: 0141978619

Professional Development

- Johns, H. (2012). *Personal Development in Counsellor Training (2nd Edition)*. London: Sage.
- Proctor, G. (2014). *Values & Ethics in Counselling and Psychotherapy*. SAGE. ISBN-10: 1849206147
- Schon, D. (1984). *The Reflective Practitioner: How Professionals Think in*. Basic Books. ISBN-10: 0465068782**
- Timmins, F. (2015). *The A-Z of Reflective Practice*. Palgrave Macmillan. ISBN 9781137005045
- Tribe, R. & Morrissey, R. (2015). *Handbook of Professional and Ethical Practice for Psychologists, Counsellors and Psychotherapists*. Routledge. ISBN-10: 0415705290

Writing & Research

- Bell, J. and Waters, S. (2014). *Doing your research project: A Guide for First-Time Researchers*. 6 Edition: Open University Press.
- Field, A. (2013). *Discovering Statistics Using IBM SPSS*. 4th ed., London: Sage.
- Giles, D. C. (2013). *Advanced research methods in psychology*. Routledge.
- Hopkins, D. and Reid, T. (2018) *The academic skills handbook: your guide to success in writing, thinking and communicating at university*. ISBN: 1473997151, 9781473997158**
- Mewburn, I. (2019). *How to fix your academic writing trouble: a practical guide*. ISBN: 0335243320, 9780335243327
- Smith, J. (2015). *Qualitative psychology*. London: Sage Publications.
- Wallace, M., & Wray, A. (2011). *Critical reading and writing for postgraduates (2nd ed.)*. Los Angeles, [Calif.]. London, SAGE.**

To accommodate COVID-19 safety measures, teaching may take place on Mondays, Tuesdays, Wednesdays and Thursdays between September 2021 to April 2022. Part-time students will attend one day per week in year one.

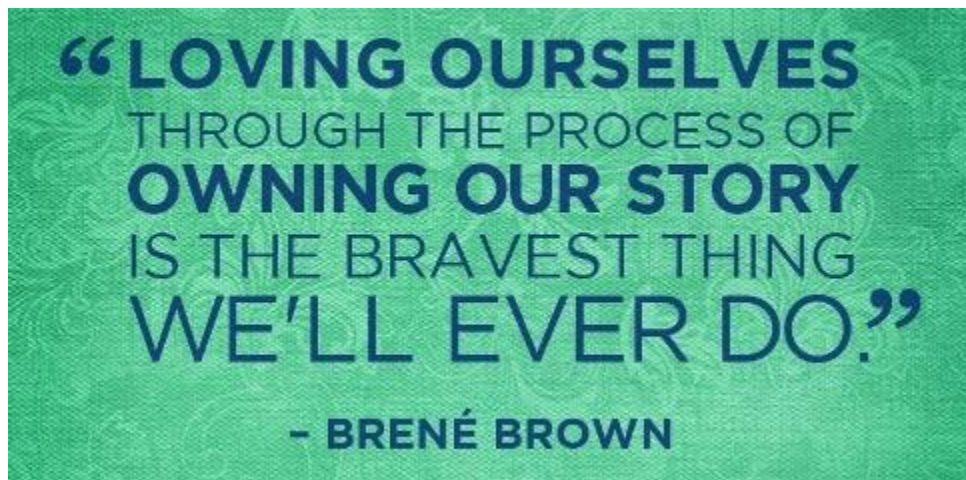
Full-time students will need to attend classes two days per week and additional tutorial and supervisory meetings. Attendance in core classes and supervisory meetings is mandatory.

Suggested Weekly Timetable

Monday	Tuesday	Wednesday	Thursday	Friday
Core teaching	Core teaching	Core teaching Lab drop-ins and support sessions	Dissertation study	Dissertation study
Class prep	Class work consolidation	Tutorials/Supervision	Tutorials/Supervision	Class prep for following week
Self-directed further learning, wider reading and Study Skills Classes				

Self-care for Caring People

Starting a new postgraduate course can be an exciting but also challenging venture. The Counselling Health and Wellbeing Service offers a professionally qualified team of counsellors, mental health and wellbeing mentors, and a mental health advisor who are happy to talk with students about a variety of issues - no problem is 'too small'. Their reception is based in the Business School in Room 1.13 and they can be contacted by (0)161 247 3493 or at counselling@mmu.ac.uk. Please find all of the relevant details on their dedicated website: <http://www2.mmu.ac.uk/counselling/>



Too often in caring professions, we can forget to look inwards. Here are a few places that can help you look after you.

Workplace wellbeing: <http://www.mind.org.uk/workplace/mental-health-at-work/taking-care-of-yourself/five-ways-to-wellbeing>

Brené Brown, Researcher and Storyteller - <http://brenebrown.com> “Maybe stories are just data with a soul”

Innovation and proactivity around wellbeing: <http://www.wellbeingenterprises.org.uk>

A wonderful space for women of all stages: <http://www.wellbeingofwomen.org.uk>

“With self-compassion, we give ourselves the same kindness and care we'd give to a good friend.” <http://self-compassion.org>

“It's a relationship between equals. Only when we know our own darkness well can we be present with the darkness of others.” <https://pemachodronfoundation.org/>

Support and Student Services

1. Student Hub: First contact point for all student enquiries - ground floor, Brooks building, by reception - (0161) 247 2747 studenthubbirley@mmu.ac.uk
2. Library: <https://libguides.mmu.ac.uk/contacts>
3. If you would like to discuss developing a Personal Learning Plan for any additional needs you may have, please contact: disability.service@mmu.ac.uk
4. MMU Study Skills: <https://www.mmu.ac.uk/student-life/teaching-and-learning/study-skills/>
5. MMU Students Finance Team: <https://www.mmu.ac.uk/studentfinance/>
6. MMU Student Union: <https://www.theunionmmu.org/>
7. MMU International Student support: <https://www2.mmu.ac.uk/business-school/study/international-students/>
8. Reception, Brooks Building - Tel 0161 247 2646 - Email birleyfacilities@mmu.ac.uk
9. Residential Life, Manchester Metropolitan University – Tel: 0161 247 2958
10. Jobs4Students - If you have a query regarding working on campus through Jobs4Students call +44 (0)161 247 1402 or email jobs4students@mmu.ac.uk
11. TALENTmatch for Graduates - Find out more about our TALENTmatch recruitment service for Manchester Met graduates on +44 (0)161 247 3485 or email talent@mmu.ac.uk

What do our students say about our courses?

“A very good course for future practitioners. I like the fact that people from actual clinical backgrounds are my lecturers and not just academic psychologists. They have much to offer and they talk from experience in clinical practice.”

“The tutors are brilliant – the level of teaching, explaining and knowledge is inspiring.”

“Great lectures. Helps us think about what kind of therapist we might be, shapes our thinking.”

“The material we learn is very relevant and up to date. The guest speakers join the theory of the course with the practicality of the real world outside of University. They give a realistic perspective of the experiences of service users and the issues we need to be aware of as future practitioners, which is very helpful.”

Our Programme Team

Dr Daniela Di Basilio

Hello! I am a Clinical Psychologist who has worked with patients presenting a range of mental health conditions and I currently work with patients with traumatic brain injuries. At Manchester Metropolitan University, I teach topics related to psychotherapy assessment, planning and intervention and research principles and methods.

My research interests: Trauma and abuse, post-traumatic growth, intimate partner violence, mental health and personality disorders.

Key areas: Traumatic brain injury, trauma and abuse, therapeutic knowledge and skills.

Favourite Manchester activity: Enjoying summer nights around Albert Square and Sunday brunches in Chorlton.

Email address: d.di-basilio@mmu.ac.uk

Twitter: @DanielaDiBasil

Jennie Clark

Hello! I am the Programme Support Tutor linked directly to the Psychological Wellbeing Training Pathway. I began working for Manchester Met in February this year after I completed the MSc Psychological Wellbeing in Clinical Practice.

Favourite Manchester Activity: Visiting the bars and restaurants with friends and family.

Email: jennie.clark@mmu.ac.uk

Postgraduate support email: postgradpsychology@mmu.ac.uk

Dr Tom Hostler

Hi, I'm Tom! I'm a lecturer in psychology and teach on the research principles and methods unit, as well as supervising dissertations. I started in health psychology but more recently I have an interest in emotion, research methods and 'meta-research'.

My research interests: My main psychological research interest is in emotion, and I'm particularly interested in unusual emotional experiences such as ASMR, music-induced chills, and 'peak' emotions such as awe. I also have an interest in the psychology of planning and future thinking. My other main interest is in research methods and 'meta-psychology' – i.e. studying how people understand psychology and conduct research, with the aim of improving how this is done. I primarily use quantitative methodologies.

Key areas: Research methods, emotional experiences, meta-psychology, future thinking.

Favourite Manchester activity: Watching my local football team, West Didsbury & Chorlton AFC

Link to MMU Webpage: https://www.mmu.ac.uk/hpsc/our-staff/browse/department-of-psychology/profile/index.php?profile_id=2805

Email address: t.hostler@mmu.ac.uk

Twitter: @tomhostler

Dr Joseph Keenan

Hello! I am a psychologist that focuses on elements of health psychology and implementation science. At Manchester Metropolitan University, I am a Lecturer and unit lead for a number of units on the Psychological well-being pathway. I supervise a number of PhDs and contribute to the delivery of CPD courses.

My research interests: My research places focus on the psychosocial needs and well-being of people living with long-term or terminal illness. More specifically, I explore the implementation, feasibility, and acceptability of digital innovation in health care delivery. My prior research has also explored the role of geographic location (i.e. rural/urban environments) in the experiences of health care service users. My research tends to favour the use of qualitative methodologies, and often theoretically driven by Self-Determination Theory, and Normalisation Process Theory.

Key areas: Digital Health, Palliative Care, Long-Term Conditions, Rural Health, Psychological Wellbeing, Behaviour Change, Motivation, and Implementation Science.

Favourite Manchester activity: I am a huge football and wider-sports fan and can often be found attending games or sporting events during my downtime.

Link to MMU Webpage: <https://www2.mmu.ac.uk/hpsc/our-staff/browse/department-of-psychology/profile/index.php?id=3379>

Email address: j.keenan@mmu.ac.uk

Dr Maria Livanou

Hello! I am a Senior Lecturer in Psychology and CBT therapist, with over 25 years of experience in assessing and treating adults with anxiety, depression and trauma-related problems. I have worked in a variety of mental health settings in the UK and abroad. I currently supervise several MSc and PhD students.

My research interests: Psychological trauma (resilience, psychological preparedness for trauma, protective factors), impact and prevention of domestic violence and abuse, the association of beliefs and emotions, effectiveness and cost-effectiveness of brief psychological interventions, mechanisms of improvement in psychological treatment, bereavement (predictors, complicated grief, grief-related unusual experiences, phenomenology of traumatic grief, brief interventions for complicated grief), practitioner well-being.

Favourite Manchester activity: A quick visit to Whitworth Gallery, followed by coffee in its lovely café overlooking Whitworth Park.

Link to MMU Webpage: <https://www2.mmu.ac.uk/hpsc/our-staff/browse/department-of-psychology/profile/index.php?id=1637>

Email address: m.livanou@mmu.ac.uk

Department: Psychology

Programme: Psychological Wellbeing Training Pathway

Dr Ekaterina Ostashchenko

Hi! I am a recently appointed lecturer in Psychology at Manchester Met. I moved to Manchester from Cambridge where I worked as a postdoctoral research assistant. Much of my work concerns atypical development. In my research, I'm guided by two very broad questions. How do children learn their native language so rapidly and easily? How can it go wrong? More specifically, I research language impairments in children with developmental disorders such as Autism Spectrum Condition and Developmental Language Disorder. I enjoy my work with students as it's truly rewarding to talk about what you love to people who are also interested in it and want to learn about it.

Key areas: child development, language acquisition, social development, developmental disorders, experimental pragmatics

Favourite activities: Exploring the infinite variation of tones I can create with my flute and discovering Manchester

Link to MMU Webpage: <https://www.mmu.ac.uk/hpsc/our-staff/browse/faculty/profile/index.php?id=4783>

Email address: e.ostashchenko@mmu.ac.uk

Dr Sarah Parry (Programme Lead)

Hello! I am a HCPC registered Clinical Psychologist and work with trauma-informed children's services and in private practice when not at Manchester Metropolitan University. I am also a Committee Member on the DCP Faculty for Children, Young People, and their Families within the British Psychological Society. At Manchester Met, I am a Practice Fellow in Clinical Psychology and Programme Lead for the Psychological Wellbeing Training Pathway. I am Principal Investigator of six research programmes and supervise a number of PhDs, contributing to a range of learning and research partnerships with healthcare providers.

My research interests: Complex trauma, dissociation and unusual sensory experiences for young people (e.g. hearing voices), trauma-informed children's services, practitioner development and wellbeing.

Key areas: Children and young people's mental health, looked-after children, complex trauma, practitioner burnout and wellbeing.

Favourite Manchester activity: Eating delicious Mediterranean food under the fairy lights at Dimitri's restaurant in Deansgate.

Link to MMU Webpage: <https://www2.mmu.ac.uk/hpsc/our-staff/browse/department-of-psychology/profile/index.php?id=2079>

Email address: s.parry@mmu.ac.uk

Twitter: @drSarahParry

Dr Andrew Wood

Hi! I'm a British Psychological Society (BPS) Chartered and Health and Care Professions Council (HCPC) Registered Practitioner Psychologist. At Manchester Met I am a Senior Lecturer in Psychology and teach on the psychological wellbeing pathway. I'm a primary practitioner in Rational Emotive Behaviour Therapy and frequently publish in peer-reviewed journal articles, book chapters, whilst regularly speaking at conferences, and deliver CPD workshops in the use of CBTs. I'm currently working as the Lead Sport psychologist for the England B1 (Blind) Football Team.

My research interests: Scientific understanding of stress and emotion, and the application of psychotherapies in high performance settings to develop psychological wellbeing.

My key areas: The application of cognitive-behavioural therapies (rational emotive behavioural therapy; acceptance commitment therapy) and motivational interviewing, and how these approaches can be applied in the real world.

Favourite Manchester activity: Visiting my nephew and niece.

Link to MMU Webpage: TBC

Email address: andrew.wood@mmu.ac.uk

Twitter: @woodington89

Digital Learning Agreement 2021-22

Behaviour and Etiquette

During online seminars, tutorials and meetings, the University expects students to adhere to the University [Code of Conduct](#):

- behave in a responsible manner that will help to foster mutual respect and understanding between all members of the University community;
- act within the law and not to engage in any activity or behaviour that is likely to bring the University into disrepute;
- behave and communicate in ways that do not unreasonably offend others, as detailed in the [Equality and Diversity Policy](#). Examples of unreasonably offensive behaviour include using abusive or obscene language and engaging in **any form** (intended or not) of discriminatory or anti-social behaviour;
- treat with respect everyone with whom they come into contact, whether within the University or outside;
- treat all University property with respect;
- comply with requests of members of staff;
- adhere to the University's Health and Safety;
- maintain professionalism at all times;
- disclose immediately to the University, via [Student Case Management](#), if they are charged with, and/or convicted of, a serious criminal offence.

When using the [VLE's communication facilities](#), you must:

- Respect other people's views and beliefs.
- Only post comments that are appropriate to the particular discussion.
- Remember that you are conversing with real people, maintaining professional courtesies at all times.
- Adhere to the aforementioned policies for the health, safety and wellbeing of staff and peers.
- Log in to the class at least 5 minutes before the start so as not to cause unnecessary disruption.
- Proactively contact the [Student Hub](#) or MMU [IT Helpline](#) (0161 247 4646) if you experience [technical difficulties](#) with accessing course materials.

Outside of typical working hours (8am-6pm), students are expected to:

- respect and consider the privacy and wellbeing of staff and fellow students when communicating online e.g. through email, one-to-one online meetings, etc.;
- provide a suitable timeframe (2 working days) for email replies;
- agree any draft submissions (e.g. protocols) with tutors in advance, usually with at least two weeks' notice;
- take responsibility for their role in developing and maintaining positive working relationships with peers and staff;
- undertake activities to support their ongoing wellbeing and resilience, discussing difficulties with personal tutors and the Manchester Met Wellbeing Service;
- act within the law and not engage in activity or behaviour that is likely to bring the University into disrepute.

Academic Misconduct

The University considers the forms of inappropriate conduct that are set out below to constitute misconduct that is likely to lead to disciplinary action under the [Academic Misconduct Policy](#). However, the list should not be regarded as exhaustive.

- Plagiarism and unacknowledged incorporation of another person's work.
 - Unacknowledged use of the ideas of another person.
 - The use of third parties and/or websites to attempt to buy assessments or answers to questions set.
 - Gaining access to any unauthorised material relating to an assessment prior to the release date of such information.
- Non-compliance with [Exam Regulations](#) can also be considered Academic Misconduct.
- Failure to respect the rights of others to freedom of speech within the law, as required by s.43 of the [Education Act \(No.2\) 1986](#), whilst not using freedom of speech as a mechanism to cause offense through marginalisation or discrimination.
- You must not use the computing facilities in a way that has the potential to create an environment that is offensive or threatening, or that may constitute harassment. You must not send threatening, abusive, obscene or otherwise offensive communications. In using the computing facilities, you must not cause annoyance or threat to anyone else.
- Recording academic sessions or conversations without the agreement of the person(s) involved.

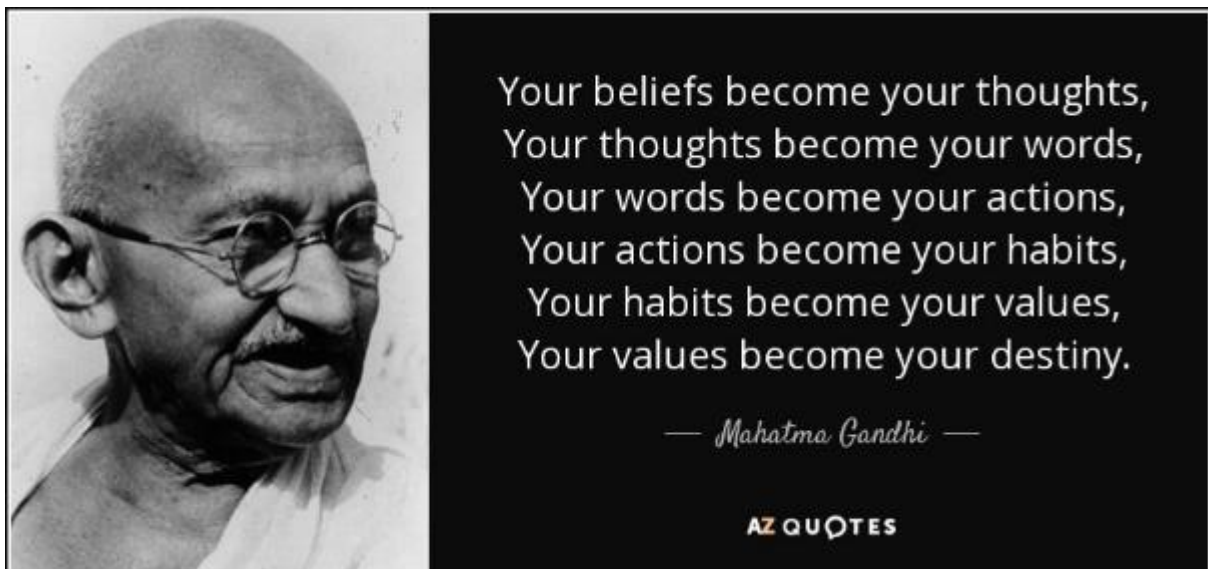
Misconduct is defined as:

- Any behaviour that damages the University's relationship or reputation.
- Any behaviour that damages, or that has the potential to damage, the University's relationship or reputation with external organisations and groups.
- Abusive behaviour or language, harassment or bullying of any kind, towards a student, a member of staff or a visitor to the University by any means, including social media, and whether conducted through University or personal equipment.
- Harassment - unwanted conduct related to a protected characteristic, that has the purpose or effect of violating a person's dignity or creating an intimidating, hostile, degrading, humiliating or offensive environment for that person.
- Misuse or unauthorised use of University premises and property, including computer misuse or unauthorised re-purposing of university materials (e.g. lecture content), which may or may not be subject to Copyright and Intellectual Property rights.
- Abusive language used about others, or abusive behaviour towards others, on the grounds of their age, disability, gender, gender identity, pregnancy, maternity, race, religion, belief, or sexual orientation.
- In compliance with Section 26 of the [Counter-Terrorism and Security Act 2015](#), staff, students and visitors using University IT systems should not create, transmit, receive, view or store material with the intent to radicalise themselves or others.

This will enable you to enjoy your interaction with fellow students and tutors in a friendly and intellectually stimulating community environment.

Further Programme Information

- Please see the unit handbooks and Moodle for unit specific reading lists.
- The approved Programme Specification is available via <http://www.mmu.ac.uk/academic/casqe/specs/index.php>
- The MSc Pathway programme is compliant with the University's Inclusive Curriculum requirements, which can be viewed here: <http://www.celt.mmu.ac.uk/inclusion/index.php>
- Curriculum Framework for Taught Postgraduate Programmes of Study:
http://www.mmu.ac.uk/academic/casqe/regulations/docs/pg_curriculum_framework.pdf
- Taught Postgraduate Assessment Regulations 2017/18
<http://www.mmu.ac.uk/academic/casqe/regulations/assessment/docs/pg-regs.pdf>
- Student Services Learner Development Service learner.development@mmu.ac.uk
www.mmu.ac.uk/learner.development



Useful Resources for Therapists - to further your learning and professional development

1. DCP Language Guide: <https://www1.bps.org.uk/system/files/user-files/Division%20of%20Clinical%20Psychology/public/Guidelines%20on%20Language%20web.pdf>
2. Worksheets, videos and guides: <http://www.therapistaid.com/>
3. A wealth of self-help materials: <http://psychology.tools/>
4. A wide range of information and materials to support self-help and therapeutic work: <http://www.getselfhelp.co.uk/freedownloads2.htm>
5. The creation of Dr Peter Morgan and a free resource for all: <http://www.freemindfulness.org/download>
6. Resources for Therapists and Counsellors: <http://www.goodtherapy.org/resources-for-therapists.html>
7. Reflexivity resources: <http://www.devon.gov.uk/reflectivepractice.pdf> and <http://psychology.tools/download-supervision-materials.html>, many more available
8. The tip of the iceberg: <http://intuitivecreativity.typepad.com/expressiveartinspirations/50-great-websites-for-counselling-therapists.html>

Student Name: _____ **Course:** _____ **Personal tutor:** _____
To be completed for personal and professional development purposes and discussed with personal tutors each term.

	Examples & learning outcomes	Experience / Ability			Developmental Goal
		High	In progress	Development priority	What? Why? How?
1. Subject related EXPERIENCE	Reflections & learning				
Existing degree(s)/ qualifications and classifications					
Work related training					
Other pre-course learning					
2. Course related WORK EXPERIENCE	Reflections & learning				
Full-time employment					
Part-time employment					
Occasional work					



3. TEAM /INDIVIDUAL WORKING	Reflections & learning				
Ability to self-motivate, self-manage & work independently					
Ability to work in a team collegiately and collaboratively					
Ability to work inclusively, respectfully and sensitively					
4. COMMUNICATION (oral, written, interpersonal)	Reflections & learning				
Academic writing					
Critical & evaluative writing					
Verbal presentation of information & interpretations					
Ability to synthesise & explain complex ideas clearly					
Awareness of power of language & terminology					
Ability to sensitively negotiate & debate					
5. ORGANISING & PRIORITISING	Reflections & learning				
Planning & coordination					
Managing time					

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Managing long-term pieces of work during the course					
Prioritising workload in light of deadlines					
Meeting deadlines					
6. THINKING & PROBLEM SOLVING	Reflections & learning				
Assimilating & analysing information					
Flexibility & responsiveness					
Ability to engage in problem based learning					
Taking on board other points of view and advice					
Self-evaluation & reflexivity					
7. INNOVATION & CREATIVITY	Reflections & learning				
Developing alternative approaches to tasks					
Thinking laterally and creatively					
Creative approaches to inclusivity & participation					

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Developing perspectives through non-curriculum learning (e.g. conferences)					
Non-core teaching learning (e.g. book club)					
8. IT SKILLS	Reflections & learning				
Microsoft Office (e.g. Word, Excel, PowerPoint)					
Moodle/Turnitin					
Outlook					
SPSS & NVivo					
Tech support (e.g. MindView, Read & Write, etc.)					
References & resources (e.g. EndNote)					
Other					
9. RESEARCH SKILLS	Reflections & learning				
Literature review					
Critical appraisal & evaluation					
Ethical considerations					
Mixed methods					
Qualitative methods					
Quantitative methods					
Data synthesis & interpretation					



10. PROFESSIONALISM & RESILIENCE	Reflections & learning				
Professional conduct e.g. punctuality, attendance					
Willingness to seek help and guidance					
Integrity e.g. reliability, honesty					
Adaptability / acceptance of change					
Initiative					
Decision making					
Drive and motivation					
Resilience around arising challenges					

Looking for development opportunities?

Explore the webinars, tutorials and workshops from the Study Skills and Library teams:

- **Library:** <https://libguides.mmu.ac.uk/contacts>
- **Study Skills:** <https://www.mmu.ac.uk/student-life/teaching-and-learning/study-skills/>
- If you would like to discuss developing a **Personal Learning Plan** for any additional needs you may have, please contact: disability.service@mmu.ac.uk

Activities for Development	
Activity In progress	Date Completed and Outcomes
Teamwork and Autonomous Working	
Communication (Oral, Written, Interpersonal)	
Organising & Prioritising	
Thinking & Problem Solving	
Innovation & Creativity	
It Skills	
Research Skills	
Professionalism & Resilience	



Manchester Campus

- 1 John Dalton East/Central Tower
Faculty of Science and Engineering
- 2 John Dalton West
Print Services
- 3 All Saints Building
University Administration
- 4 Sir Kenneth Green Library
University library
(open 24-7 during academic year)
- 5 Sandra Burslem
Manchester Law School
- 6 Business School & Student Hub
Faculty of Business and Law
Careers and Employability Hub
- 7 Bellhouse
University Administration
- 8 Ormond
University Administration
- 9 Cavendish
Faculty of Arts and Humanities
Faculty of Health, Psychology
and Social Care
- 10 Righton
Faculty of Arts and Humanities
MMU Sport

- 11 Grosvenor
Manchester School of Art
Holden Gallery
- 12 Arts and Media
Development site
- 13 Geoffrey Manton
Faculty of Arts and Humanities
- 14 Chatham
Manchester School of Art
- 15 Benzie
Manchester School of Art
- 16 Students' Union
- 17 Brooks
Faculty of Education
Faculty of Health, Psychology
and Social Care
- 18 70 Oxford Street
Faculty of Arts and Humanities
Manchester School of Art
- 19 6 Great Marlborough Street
University Administration
- 20 99 Oxford Road
University Administration

Student Accommodation

- | | |
|--------------------|-----------------|
| A Briarfields Hall | H Needham Court |
| B Cambridge Hall | I New Medlock |
| C Cavendish Hall | J Oxford Court |
| D Cavendish Place | K Victoria Hall |
| E Dale | L Vine House |
| F Dunham House | M Warde |
| G Naylor | |

- Key**
- Birley Access on foot
 - Building Entrances
 - Railway Station
 - Public Parking
 - Staff Parking
 - Bus Stops
 - Food and Drink

