

TLD Bulletin

December 2024



WELCOME MESSAGE



Welcome to the final Teaching and Learning Delivery Bulletin of 2024! We would like to wish you all a Happy Holidays, and hope each of you have a lovely, well earned, break.

We would still really like to hear thoughts from our listserv subscribers on what an improved version of this bulletin could look like to work better for you.

We have created a really short feedback form (just three questions!) for anyone who has any ideas. The link is here, or you can scan the QR code below:

<https://forms.office.com/e/2zGJq59fj0>

Any feedback would be greatly appreciated.

THIS MONTH:

- Policy Cycle – Category A now open for consultation
- Unit surveys close this week
- Dates for ECP training have been released
- Semester 1 Exam timetable now published
- Evaluating your practice event – sign up today



POLICY UPDATES

Annual Policy Cycle – Category A Consultation Now Open

The following policies, procedures and guidance are now open for consultation:

- Undergraduate Degree Regulations
- Postgraduate Taught Degree Regulations
- Framework for Credit Transfer and Grade Conversion of Study Abroad

The deadline for comments is **Friday 31st January 2025**. All feedback is welcome.

Methods of Consultation

Colleagues can engage through their Faculty-led consultation or submit individual comments via our new [Policy feedback form](#).

Further details, and a link to the consultation documents, can be found on our new [Policy consultations webpage](#).

Please note that our Category B consultation is now closed, and we are no longer accepting comments on those documents.

TAUGHT PROGRAMME ENHANCEMENT

Course Unit Surveys – Closing this week

Course Unit Surveys are open for student responses until **Friday December 13th**. We kindly ask that all staff engaging with students promote the surveys and encourage them to share their experiences this semester by providing feedback

This semester, surveys will be accessed using Single Sign-On (SSO). In addition to email links to students, generic links and QR codes will be distributed to schools for promotional use. Academics can find unit-specific links and QR codes in the subject management view, with access instructions to be sent via email once surveys launch.



Students can access the surveys via this link - <https://go.blueja.io/- iZ8f2fEEu0VOBbsfcoNw>

If students encounter issues accessing their surveys, they should contact teachingandlearningsurveys@manchester.ac.uk. The most likely issue can be resolved very quickly once the team is aware. Staff and school queries are also welcome at the same email address.

SCHEDULING (TIMETABLING, EXAMINATIONS AND PROGRESSION & ASSESSMENT)

Timetabling

The dates for ECP Training, to allocate students to timetabled activities, have now been released.

The sessions are all on campus as follows:

Tuesday 7th January 1:30pm - 3.30pm

Thursday 9th January 10:00am - 12:00pm

Monday 13th January 1.30pm - 3.30pm

Wednesday 15th January 10:00am - 12:00pm

Friday 17th January 10:00am – 12:00pm

Training is optional for school users with existing access, but mandatory for new school users requiring access. Please email timetabling@manchester.ac.uk to book your place.

The scheduling cycle for 2025 – 26 begins in January. Dates for deadlines will be released before the Christmas Vacation. The [Academic Calendar for 2025-26](#) has now been published.

Exams

The 2024/25 semester 1 exam timetable has been published on the [Exams Microsite](#). Students should contact their School for information on course assessment arrangements and method of delivery, or any examinations not listed.

Individual student examination timetables will be published for all on-campus exams week commencing 16th December 2024.



ITEMS FROM OTHER AREAS OF THE UNIVERSITY

Evaluating Your Practice Event

Discover strategies to evaluate and enhance your professional practice.

Whether you're focused on improved teaching methods, supporting access and participation plans, or interested in building innovative TEF case studies, this online event has something for you.

Event details:

Date: 20th January 2025 **Time:** 10:00-15:00

Purpose: To inspire staff to try some form of evaluation in their practice during semester two and encourage consistency of evaluation approaches, using ToC and other tools

Format: Online event



To register your interest, please fill out this short form: <https://bit.ly/4fphYXk>



CONTACT

If you are aware of other staff members who would like to be added to the TLD Bulletin mailing list to receive future editions of the Bulletin, please contact Ellie Powell (email eleanor.powell@manchester.ac.uk).

If you are from a Collaborative or Validated Partner and you are having difficulties accessing any of the linked documents or web pages, please contact teaching-policy@manchester.ac.uk