

## Testing times for run up to Christmas

The University is setting up its own Covid-19 test and trace centre in the run up to the Christmas following the latest Government guidance.

From November 30, students and staff who are asymptomatic can attend the centre for one of the new rapid tests which should deliver results directly to them via a mobile app within 45 minutes.

A working party was established last week and staff who were seconded to the Covid Test Centre Project are already in the process of setting up the Sports Hall in Student Central as a testing facility, and are recruiting volunteers to help deliver the tests.

Prof Jane Owen-Lynch, PVC for Teaching and Learning, said the Government was providing the testing kit and detailed instructions for the set up and management of the Covid testing processes.

"We are going to be using a similar process to that currently being operated by the Army in Liverpool. We don't require medically qualified staff to administer the tests, but full training will be given to volunteers who are already stepping forward to become part of our testing team," Jane said.

The test uses a lateral flow device, where swabs taken from the throat and nasal cavities are mixed into a buffer solution before being activated on a test strip. This changes colour dependent on whether Covid-19 markers are present or not, and the results are usually available in 30-40 minutes.

### Access to testing

All students and staff can access the testing service, though if you are symptomatic, you should not attend the University test centre, but instead follow Government advice [here](#). In the first instance we are looking to be able to book as a priority those student who want to be able to travel home during the Government-recommended travel window for students of 3 to 9 December.

More details on how to access the University service will become available over the next week, please keep an eye on the staff notices for information.

"While we are operating the testing centre and administration of the tests, I must stress that we are not managing the data, this is being handled entirely through the NHS test and trace



process. If a student or member of staff test positive for Covid, they will be notified via test and trace with information on self-isolation requirements," Jane said.

Covid testing is part of the Government process to allow students to return home safely as term comes to a close, the second strand to this being an entire shift to online teaching and assessment from Wednesday 9 December - discussions are already happening in Schools on how best to manage this.

### Communication

"I know that everyone has been planning for the need to be agile in our delivery of programmes since Summer, as we were expecting some Covid related disruption to teaching and learning this year," Jane said.

"The shift to online-only teaching affects the final eight days of term, and while I know that you will all work to manage effectively the inevitable changes to your teaching and assessment programmes, please remember to keep your students fully informed about these changes with as much notice as possible.

"We will be keeping our library open throughout and students will be able to access IT workstations here.

"I would like to add a big thank you to all of you involved in preparations to allow our students to travel home safely for Christmas, whether you are working on the Test Centre project or modifying your teaching sessions for remote delivery.

"We are having to respond to changing situations very quickly, and will let you know how these changes affect teaching and learning as they unfold."

## Ongoing Teams updates

Microsoft continues to develop its Teams platform and this month's updates include more control for staff in online meetings. If you are delivering an online session you will now be able to mute people, or remove them from the meeting, and these functions are accessed via the participants menu. You should also be able to download a list of class attendees. For this functionality to work correctly,

all staff delivering a session MUST be identified correctly in the timetable system, so please check that timetabling records for your sessions are up to date. Breakout rooms are currently under development by Microsoft and we are expecting these to be rolled out in December. Where there are any changes to Teams functionality, please check MYMO for updated "how to" guides.

# Remember the induction resource...?

Our new students are reaching the point in term when they need to recall some of the information we pointed them towards during induction. We thought it might be useful to circulate the contents of the resource module on Brightspace as a list so that when students ask for a spot of help you can point them in the right direction. A more detailed list can be found [here](#):

## Getting started and IT Essentials

Quick start guide - helps students navigate enrolment with an overview of University resources.

IT essentials - introduces the learning technologies that students will need to use, including:

MyHud  
Brightspace  
Teams  
Office365

HudStudy - IT training and assistive technology is introduced here

Mobile Apps - and where to find them

School induction and next steps - Flying Start and the Global Professional Award

## Study essentials

Getting organised for study - takes students through planning and time management techniques

Thinking about learning - covers how to get the most out of online learning, including key study tips

Academic skills development - introduces academic skills and where to get help

## Learning online

This section gives more detail on using Brightspace and Teams, and how to access and use recordings of sessions. As it covers how to submit an assessment, students will find it particularly helpful right now.

## Library services and support

Covid safe library - explains how to access the library under the current conditions, and also how to log into University systems.

Books - how to find them and other research resources

Borrowing - how to borrow, request, return, and also how to access ebooks.

Research help - who key subject librarians are and how to get hold of them

Computers - using university computers, printers and filing systems

How to access the library  
Referencing

## University life and services

The SU - clubs, societies and how to get involved

Health and well-being - includes how to register with a GP, accessing well-being support, and disability services

A Safe and welcoming community - how to be a good citizen as part of our University

Careers - job shop, careers advice and support to investigate setting up your own enterprise

International student support - resources and guidance

University rules and regulations - including academic integrity, attendance requirements and student handbooks.

# Students warned to avoid online plagiarism checking scams

Students are being warned against submitting their work to free online "plagiarism checking services" which harvest student work and sell it on to contract cheating websites.

Their work becomes available for purchase by other students through such websites and this causes a 100% match when the legitimate author submits it for assessment. Cheryl Reynolds, who designed the University's academic integrity resource, added that in such cases, burden of proof that the work is their own then rests with the original author, and it can be difficult to demonstrate that it is their own work.

"Academic integrity continues to be a vital concern and the Brightspace module and quiz, an essential part of the University's strategy to combat misconduct, has been updated this year to steer students away from online plagiarism checkers," Cheryl said.

"The challenges are constantly shifting as 'misconduct entrepreneurs' develop new ways to exploit students. We review this activity annually to better inform our students, and therefore it is vital that they repeat the module and quiz at the start of every academic year.

"Completion rates this year are currently low and we are asking all our academic colleagues to steer their students towards completing it over the next few weeks. We need to protect our students from this kind of exploitation and helping them avoid the misery that comes with a case of academic misconduct."



**ALWAYS  
BE A FIRST  
RATE VERSION  
OF YOURSELF,  
NOT A  
SECOND  
RATE VERSION  
OF SOMEBODY  
ELSE.**