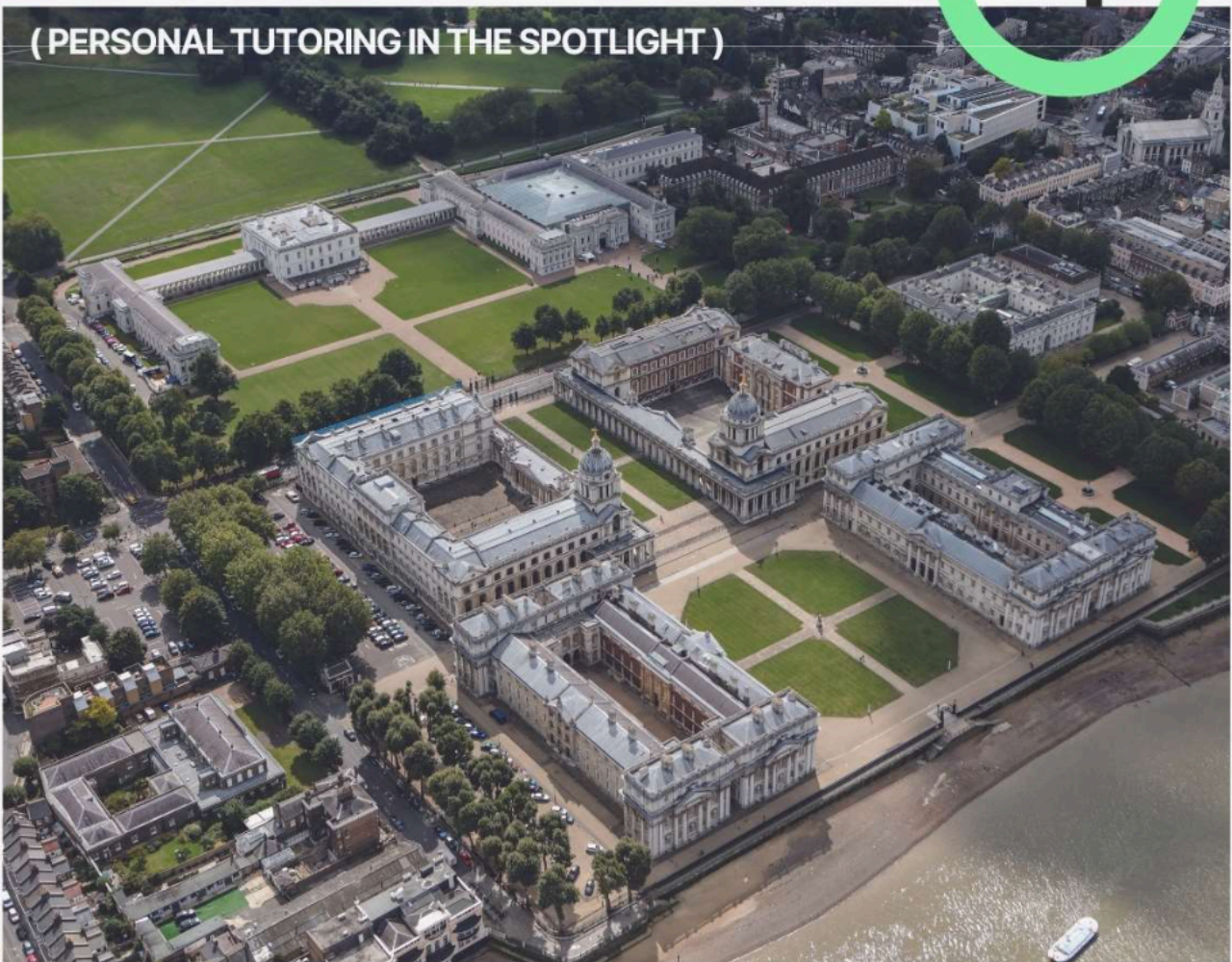


# UKAT ANNUAL CONFERENCE 2024

(PERSONAL TUTORING IN THE SPOTLIGHT)



# UK Advising and Tutoring

## Personal Tutoring in the Spotlight

### Welcome

Dear Delegate,

Welcome to the 9th Annual UKAT Conference, hosted at the Old Royal Naval College, a remarkable cultural destination in the heart of the Maritime Greenwich UNESCO World Heritage Site.

This year marks yet another milestone as our UKAT conference has shattered previous records for submissions and attendance, resulting in our most extensive programme to date. Prepare for two days bursting with outstanding presentations, interactive workshops, engaging panels, and collaborative problem-solving sessions designed to deepen your connection to our dynamic UKAT community. Our overarching theme, "*Personal Tutoring in the Spotlight*" promises a blend of innovative practices and outstanding scholarship that will inspire and invigorate. I eagerly anticipate that the conversations covering themes such as Student Voice, Collaboration, Student Core Skills, Professional Development, and Advocacy, will foster collaboration, igniting new ideas and pedagogic strategies.

In today's ever-evolving higher education landscape, the significance of personal tutors and advisors cannot be overstated, with our students relying on support systems that extend beyond traditional academic boundaries. Through our collaborative efforts, we aspire to ignite meaningful change, redefining personal tutoring as not merely a support mechanism but a cornerstone of educational excellence. As we assemble as one voice, let's embark on a journey of exploration with a collective aim of enhancing the pivotal role that personal tutoring plays in shaping our students' academic journey and holistic development. I hope this transformative conference provides opportunities to forge connections, cultivate future partnerships, and foster new academic friendships. During the coffee breaks, I encourage you to reach out to fellow attendees, as our conference is the most friendly and collegial of environments. Together, let's chart a bold path forward, shining the spotlight on the invaluable contribution of personal tutoring to the success and well-being of our students.

I am thrilled to introduce Dr Sarah Bosch, a Senior Lecturer within the Directorate of Student Experience Teaching and Learning (SETL) at Sheffield Hallam University, as our esteemed keynote speaker. Dr Bosch's pivotal role in facilitating the strategic implementation of Academic Advising across her institution, coupled with her passion for enhancing the student experience, promises to enrich our discussions on personal tutoring and advising.

Special thanks are due to Greenwich University for their warm hospitality as hosts and to all sponsoring organisations for their generous financial support. Lastly, I extend my gratitude to all conference participants whose contributions form the bedrock of this conference. Here's to a productive and enjoyable time at this extraordinary gathering.

Neil Bangs,  
UKAT Chair



## About UKAT

Founded in 2015, the United Kingdom Advising and Tutoring association (UKAT) is a membership association for professional practitioners and researchers interested in all aspects of student advising and personal tutoring in higher education. UKAT is a charitable trust which promotes student success by advancing the field of student advising and tutoring, and works with key stakeholders to enhance academic advising and personal tutoring practice.



UKAT offers opportunities for professional development, networking and leadership training for our diverse membership, whether academics, administrators, professional advisers, counsellors or others, who are committed to enhancing their students' educational development through high-quality advising and tutoring.

## Social Media

We shall be using social media throughout the Conference. The hashtag for the Conference is #UKATconf24. Feel free to join in and share the Conference love! You can follow us on Twitter (@UKAT\_Edu) and on Facebook (@UKATEdu).

## Thank you

An event of this scale wouldn't be achievable without the extensive support of numerous individuals behind the scenes. Coordinating a conference of such magnitude is no small feat. We extend our heartfelt gratitude to everyone who has played a role in organizing the event, particularly those who dedicated their time to reviewing conference proposals and the diligent members of our conference committee who have worked tirelessly over many months to orchestrate every detail.

### Conference Proposal Reviewers

Rosanna Ayton	Kings College London
Neil Bangs	Middlesex University
Nevin Bayoumi-Stefanovic	University of Greenwich
Ann Bingham	University of Southampton
Sarah Bosch	Sheffield Hallam University
Peter Fitch	University College London
Rachel George	University of Greenwich
David Grey	UKAT
Alison McCamley	Sheffield Hallam University
Larissa Nelson	Cardiff University
Niamh Nestor	University College Dublin
Eve Rapley	University of Greenwich
Susan Smith	University College London
Michael Talbot	University of Greenwich
Oscar van den Wijngaard	Maastricht University
Kathryn Woods	University College London

### UKAT Conference Committee

Ann Bingham	University of Southampton
Peter Brown	University of Greenwich
Peter Fitch	University College London
Rachel George	University of Greenwich
David Grey	UKAT
Sandra Lusk	University College London
Adoniel Martinez	UKAT
Niamh Nestor	University College Dublin
Eve Rapley	University of Greenwich
Michael Talbot	University of Greenwich



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## Essential Information

### Conference Venue

The conference is being held at the Greenwich campus of the University of Greenwich, Old Royal Naval College, Park Row, London SE10 9LS.

The Greenwich Campus is surrounded by the greenery of Greenwich Park and is located close to central London. It sits on a World Heritage Site and is located in the heart of Greenwich, south-east London. The neighbourhood has a lively atmosphere but is away from the hustle and bustle of the city. The campus is surrounded by historical landmarks, as well as Greenwich Park and a selection of bars and restaurants.

The is centred on three baroque buildings of the Old Royal Naval College designed by Sir Christopher Wren at the end of the 17th century. Many sites around the campus have been used as sets for films, such as *The King's Speech*, *Les Misérables*, *Four Weddings and a Funeral*, and *The Queen*.

The majority of the conference sessions will be held in the Queen Anne Court building, which is building 2 on the Campus Map (see page 30).

Some plenary sessions will be held in the King William Court building, which is building 4 on the Campus Map (see page 30).

### Travelling to the Venue

London is blessed with an excellent public transport. Full details of how to reach the venue using various modes of transport can be found on page 38 of this guide.

#### Please note:

We are aware that the ASLEF train drivers' union has announced new train strikes are set to take place on across both National Rail services and the London Underground in April. The London Underground will be affected by strike action on Monday 8 April. The Elizabeth Line, Docklands Light Railway and London Overground won't be affected but will likely be busier than usual.

Across the country, train drivers working for the following railway operators will be taking strike action on Monday 8 April: c2c, Greater Anglia, Great Northern, Thameslink, Southeastern, Southern/Gatwick Express, South Western Railway main line and depot drivers, and SWR Island Line. Additional information can be found on the [National Rail Enquires website](#).

We encourage you to review how you travel plans might be affected by this strike action and to make alternative arrangements as appropriate.

### Registration

The registration desk opens at 8:30am on Monday 8 April and is located on the first floor of the Queen Anne court building (room QA170). Please follow the signs to the registration desk when arriving at Queen Anne court.

The registration desk will be open throughout the conference.

## Getting Help

If you have any queries or need assistance at any time during the conference, please ask at the Registration Desk, or ask anyone wearing a grey UKAT or UKAT Events Volunteer T-shirt.



## Getting the Most Out of the Conference

### Accessing Information about the Conference Sessions

The entire Conference is driven through the [Schedule](#) page of the [UKAT Conference website](#). We strongly recommend that you login to the website before accessing the conference webpage as this will give you the best experience.

**Note:** To access the full conference and session information, you must login using the [Delegate Login](#) option that can be found in the menu on the left-hand side of the Conference page.

#### How do I log in?

If you are a UKAT member, simply click the [Delegate Login](#) option and login with your UKAT website username and password.

If you are not a UKAT member, you should have received an email with a delegate username and password which you use to log in to the Conference page. If you have not received this email by Friday, 5 April 2024, please contact [conference@ukat.ac.uk](mailto:conference@ukat.ac.uk) for assistance.

#### How do I attend a session?

The [Schedule](#) lists the date, time, and location of all the sessions. Find a session you want to attend and click its title in the Schedule. This will take you to a page which gives you detailed information about the session, including a full abstract (Figure 1).

Some sessions may have resources associated with them (e.g., PowerPoint slides or handouts). You'll find these at the bottom of the detailed session page in the schedule and can simply click on them to download them. You must be logged in to see any slides, handouts and other resources.

## Planning your Conference

The full conference schedule is live on the [Conference Schedule](#) page of the conference website, where you can see an at-a-glance overview (Figure 1) of every session in the conference. Clicking the title of a session will show you the full abstract (Figure 2) for that session and, if you are logged into the website, will allow you to access any presentation slides and other resources which the presenters have chosen to share.

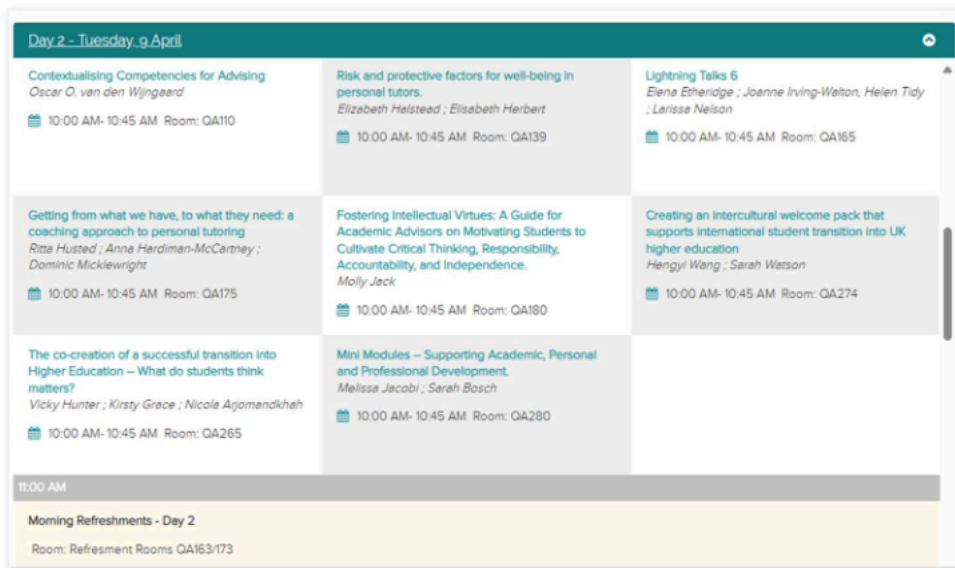


Figure 1 - At-a-glance conference schedule overview on the website

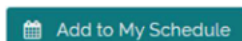


Figure 2 - Viewing the detailed abstract of a session

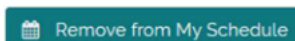
We warmly invite you to explore the schedule before coming to the conference to plan your time and select the sessions that you would like to attend. This year, we're excited to introduce the My Schedule builder feature to our conference website to help you build your own personal timetable to ensure that you get the most out of the conference.



Maximise your conference experience by planning which sessions you wish to attend and to create your own personal conference set timetable. You can add sessions from the [Schedule](#) page, and adding a session to your personal timetable does not commit you to attending it, so you can change your mind at any time.

You add a session to your timetable by clicking the 📅 icon for the session on the at-a-glance schedule. Sessions that you have added to your personal timetable are highlighted in pink on the schedule view Remove from My Schedule (Figure 3). Clicking the 📅 icon on



view



a session that is highlighted in pink removes it from your personal timetable. You can also add or remove a session from your personal timetable using the  and  buttons on the session abstract page.

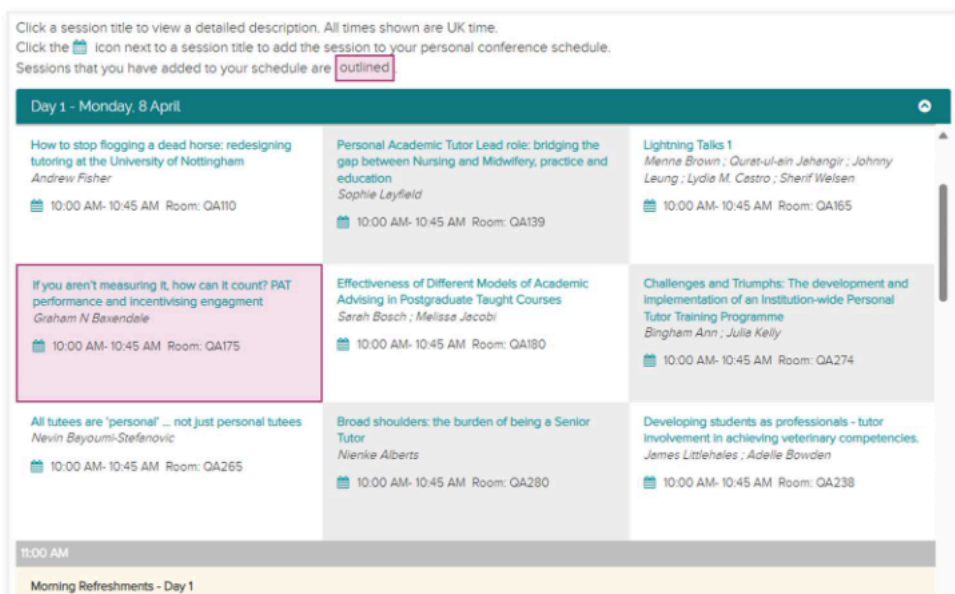


Figure 3 - Sessions added to your personal timetable are highlighted in pink

You can view your full personal timetable at any time by click the [My Schedule](#) item in the lefthand menu of the conference website to show the full list of sessions you have added to your timetable.

Please note that you must be logged in to make use of the My Schedule feature.



Figure 4 - The full personal timetable shown when you click the My Schedule link

During the conference, an Up Next section will be shown at the top of the Conference Schedule page. This will show just the sessions coming up next and, if you are logged in, will highlight any sessions you have added to your personal timetable. The full schedule will also be shown further down the page for reference.

## Finding Information at the Venue – Our Commitment to Sustainability

In our commitment to enhancing sustainability at the UKAT Conference, we have decided against printing abstract books or distributing extensive paper materials during registration. Instead, you will receive a schedule overview and venue maps, with the majority of additional information accessible via the conference website.

For your convenience, the live conference schedule will be displayed on a large screen by the Registration Desk. This will display information about upcoming sessions to help you choose what to attend and find your way to the room.

If you need anything during the conference, please ask at the Registration desk, or ask one of the conference organisers wearing charcoal grey shirts with a UKAT logo.

## Cloakroom/Luggage Room

During the conference, attendees can safely store coats and luggage at the conference venue in room A110 of the Queen Anne building. The room will remain locked at all times to guarantee the security of delegate belongings, and there should be a staff member present in the room most of the time. If you need to access the room but find no one available to assist you, please enquire at the Registration Desk.

## Wireless Network Access

The Eduroam wireless network is available in the conference venue and most delegates should be able to access Eduroam using the normal username and password they use at their own institution.

Guest WiFi access is available in the conference venue for those unable to use Eduroam with their own institutional login. To access this:

1. Text (SMS) the word UKAT to +447860039833
2. You will immediately receive a return SMS text message containing your personal Wi-Fi username and password.
3. On your device, select the Eduroam Wi-Fi network, and enter the username and password sent to you via SMS. You are now online!



## Share the Conference Love

Share your Conference experience with others on social media using the hashtag #UKATconf24. Make your colleagues back at the office envious of all the enjoyment you're experiencing by posting on Linked In (@uk-advising-and-tutoring) and Twitter (@UKAT\_Edu).

## Event Photography

Please be aware that photography may occur during the event for promotional purposes. If you prefer not to be included in any photographs, kindly inform the photographer or provide your details at the Registration Desk, and we will ensure you are excluded from any images used subsequently. The copyright for all photographs will be retained by UKAT, and they may be utilised on the UKAT website or social media platforms to promote future UKAT events.

## Your Feedback is Important!

Your feedback is vital to helping us improve our future events, and we will be inviting you to complete an anonymous Conference Evaluation Survey after the event. It should only take a few minutes to complete. We'd really appreciate it if you could spare the time to complete the survey and tell us what did, and did not, work for you at this event.

## Because of My Tutor Gallery

Are you looking for a refreshing break during your lunchtime? Why not visit the **Because of My Tutor** gallery on the 2nd floor of Queen Anne Court?

This unique exhibition showcases 36 inspiring student stories that highlight the role of personal tutoring/academic advising in transforming their academic journey.

The posters feature real student stories sourced from the University of Greenwich, and we are confident that you will recognise similar stories in your own student cohorts.

The aim of the exhibition is to help staff and students recognize the value of personal tutoring/academic advising and how it can enhance student outcomes.

But that's not all! **Because of My Tutor** is a redistributable resource that you can freely adapt and use on your own campus. You can customise the posters, change the terminology, add your own stories, and even use your institutional logo to give it a personalised touch, all by editing a simple spreadsheet.



Excited to get started? You can download the resource right away by scanning the QR code below. The resource contains all the images and stories showcased in the gallery, along with detailed instructions on customising them. All you need is access to Adobe InDesign, a spreadsheet application, and your institutional logo.



So what are you waiting for? Download the resource now, create your own student story posters, and display them in public areas of your institution where students and staff can see them. Let's celebrate the role of personal tutoring/academic advising and make a difference to student outcomes together!

## Meme Making

We invite you to have some fun and get involved in the conference by making and sharing a meme detailing how you feel about attending or presenting at the conference. This is part of a wider project looking at attitudes of those coming to an academic conference, the meme sharing is anonymous.

We invite you to either make a meme using MemeGenerator or using your own images. If you want to use the MemeGenerator (<https://imgflip.com/memegenerator>) app, you can access it using the QR code below:



We have also produced guidance on how to create and share your meme:



For those presenting at the conference, answer the question in your meme: "*How do you feel about presenting at the UKAT conference*". Please share your meme via the QR code below:



For those attending the conference, answer the question in your meme: *“How do you feel about attending the UKAT conference”*, Please share your meme via the QR code below:



If you are both attending and presenting, please feel free to make memes for each!

We are really looking forward to seeing and sharing your memes. We will be sharing these across the conference. Look out for them on the large screens in the Registration and Refreshment area.



## Fun and Social Activities

### Pre-Conference Social Gathering – Sunday 7 April, 7:30pm

If you arrive in Greenwich on Sunday 5 April, why not join fellow delegates for an informal social gathering at The Trafalgar Tavern, Park Row, Greenwich SE10 9NW from 7:30pm.



No pre-booking is necessary, just turn up and join in the fun. This is not included in your delegate fee, so you will need to pay for your own food and drink.

## Old Naval College Campus Tours

Delegates who have signed up will experience a tour by Dr Chris Ware (University of Greenwich) of the University of Greenwich's campus, a UNESCO World Heritage Site and home to key institutions from Britain's past and present.



Whilst the formal tours are fully booked, if you would like to explore the campus yourself, head on down to the Visitor Centre on campus, which hosts a tourist information centre, a museum, and other resources for learning all about Maritime Greenwich.

<https://ornc.org/explore-whats-here/visitor-centre/>

## Our Sponsors

The UKAT Annual Conference has been made possible through the generous support and assistance of our sponsors.

# SOLUTIONPATH

<https://www.solutionpath.co.uk/>

Solutionpath are student engagement specialists, providing a unique way to visualise and interpret student engagement data and inform student success strategies. The StREAM Student Engagement platform turns participation in academic learning into a simple and universal engagement score allowing you to easily pinpoint changes in engagement and when a student may need your support. With an ethical approach to using data, the platform hosts an engagement dashboard visible to both tutors and students. This empowers students to take control of their own learning journey and enables tutors to have more meaningful conversations and a better understanding of what teaching and learning strategies and resources are working. Over the past four years the University of Essex have seen a 54% reduction in withdrawal rates for those averaging Very Low engagement at week six. With StREAM, the University has adopted a broad view of engagement that has allowed them to focus support on those students most at risk of early withdrawal.

The StREAM platform has been designed to enhance the experience for both students and staff, supporting student retention, wellbeing and attainment initiatives. Used by over 25 progressive institutions in the UK, we are the first of its kind to deliver measurable value for our clients!



<https://evasys.co.uk/>

evasys is the leading provider of survey evaluation and insight solutions to HE in the UK and Ireland. It provides a holistic, integrated, end-to-end survey process that revolutionises approaches to collecting institutional feedback and achieving actionable insights.

evasys UK works exclusively with HE and related institutions, providing a sector-specific focus that is complemented by the four senior managers who have all worked in universities, collectively representing over 60 years' experience and expertise in the sector.

Widely integrated with other education technology systems such as virtual learning environments (VLEs) and student apps, evasys provides instant and detailed feedback reports, as well as extensive insights and management information for academic managers.

Fully supported pilots are available to allow institutions to easily understand the benefits of a central, digital system that enhances student engagement/retention and facilitates academic staff engagement in surveys and evaluation.



<https://pebblepad.co.uk/>

Effective personal tutoring can make a real difference to students' academic success and wellbeing during their time at university. If you're looking for ways to help personal tutors enhance the experience for students, PebblePad and our award-winning Learning Journey Platform offer educators the technology and expertise needed to support, guide and develop students – from induction to graduation, and beyond.

In addition to supporting learning, teaching and assessment activity, PebblePad has tools and functionality to scaffold the personal tutoring process for both tutors and students, ensuring transparent communication, space for reflection and a means of monitoring student engagement to identify and support students at risk. It also provides a common framework to ensure consistency of experience for all students, with flexibility to include customisation and personalisation.

With PebblePad workbooks to provide structure and scaffolding, meeting record templates and action plans, and reflective prompts to guide learners in reflecting on progress and development, students are supported in planning for and keeping a record of personal tutor meetings and the outcomes and further actions arising.

For tutors, having a live view of student content in the workbook makes preparing for student meetings a breeze. Reporting functionality enables an overview of how students are engaging with the materials and helps monitor student progress. PebblePad is a platform designed for educators by educators, and our mission is to help learners develop and share their unique talents and attributes for lifewide and lifelong success.

To find out more about enhancing the effectiveness of personal tutoring with PebblePad, explore our [case study](#) with the University of Cumbria.

## Tell us about your experience of the UKAT Professional Curriculum

The UKAT Professional Curriculum exists to provide easily accessible professional development to personal tutors and academic advisors like you. We want this Curriculum to be valuable to all, and we want to ensure that our processes work effectively.

To ensure that we offer the best possible service, we would be thrilled if you could share your feedback about your experience by answering a couple of short, multiple-choice questions. Your responses will be anonymous and cannot be traced back to you or your institution.

You can give us your feedback by visiting <https://forms.microsoft.com/e/FcSQyQKWWE> or by scanning the QR code below.



We appreciate your input and are eager to hear your thoughts!



## Featured Sessions

### Evaluation SIG – Inaugural Meeting

**Monday, 8 April, 2024 – QA265 11:30AM – 12:15PM**

At present, there is also no clear model that sets out how we might evaluate the effectiveness of personal tutoring in relation to learning outcomes and other learning gain measures across UK Higher Education institutions. This new UKAT Special Interest Group aims to continue the dialogue and exploration of how we can evaluate our work in personal tutoring and advising. Join us for this inaugural meeting of the UKAT Evaluation SIG to help shape what this group will do and how it can add value to you, your institution, and your students.

Key objectives of the new Evaluation SIG are to develop a framework for the evaluation of personal tutoring and advising in the UK, by

- Defining a set of principles and transferable learning outcomes for personal tutoring and advising.
- Investigating novel approaches to measuring impact and effectiveness against these learning outcomes.
- Supporting UKAT's strategic goal of Professionalism and work around individual and institutional recognition for personal tutoring and advising.

### UKAT Awards Ceremony

**Monday, 8 April, 2024 – During Keynote, 1:30PM – 2:15PM**

Join us to celebrate the achievement of those individuals and institutions who have made a significant contribution to the practice and development of advising, including those who have achieved UKAT Professional Recognition.

This year we are making awards for:

- Charlie Nutt Award for Promoting and Supporting International Collaboration in Academic Advising
- Outstanding Contribution to UKAT
- Outstanding Student Support

If you know of any individual or institution which you think is particularly deserving of an award, why not [nominate them for the 2025 UKAT Annual Awards](#). Full details of the awards available and the nomination process can be found in the *UKAT Annual Awards Nominations* section later in this guide.

### Conference Dinner

**Monday, 8 April, 2024 – Old Brewery, Greenwich University Campus 7:00PM – 10:30PM**

The Conference Dinner will be held at the Old Brewery conveniently situated on the Greenwich University campus and highlighted on the campus map. The Conference Dinner is only available to those delegates who explicitly selected the conference dinner during registration, but all delegates are welcome to assemble for drinks at the Old Brewery from 6:00pm onwards, with the conference dinner beginning at 7:00pm for those who registered for it.

## Business Breakfast Networking

Tuesday, 9 April 2024 8:15 AM Refreshment Room QA163

The “Business Breakfast” is a key part of personal tutoring strategy in the University of Greenwich’s School of Business and Management. It has a proven record in enabling staff to reach students who do not always engage with other methods of personal tutoring, and facilitates the development of genuine professional relationships between and among staff and students. Come join us for some breakfast and hear all about it!

## Let's Be Playful - Mapping The Student Journey With Students And Advisors At Your University

Tuesday, 9 April, 2024 9:00 AM – QA238

How well do you know the student journey? How can you improve your advising skills and practice? How can you have fun while learning from your peers and students?

Join us for a playful, interactive session where you will experience two different games that will challenge you to think, reflect, and collaborate on the student journey and the advising process. Participants will play the *Student Journey Game*, a creative tool that lets you explore the student experience from different perspectives developed by Maastricht University, and the *Advising Journey Game*, developed and presented by UKAT.

In both games, you will be joined by student delegates who will share their authentic insights and feedback on the student journey and the advising they receive.

These games are not only fun, but also valuable for policymakers, educators, and students who want to enhance the student journey and the advising practice. You will leave the session with practical tips and ideas from our experience playing the games with students and advisors at various universities. And you will be inspired to use playful methods to enrich your understanding of the student journey and your role as an advisor.

Don't miss this opportunity to play, learn, and connect with your fellow delegates and students. Come and be playful with us!

## A Collective Manifesto for the Future of Personal Tutoring

Tuesday, 9 April, 2024 02:30 PM. KW315

UKAT takes pride on being a community of practitioners, but also on being an advocate for centrality of personal tutoring and advising to student success in Higher Education.

This session will bring together the members of the UKAT community participating in our annual conference to create together a statement of advocacy and intent around the future of personal tutoring. What do we – academics, professional services staff, students – want personal tutoring and advising to do? What are our aspirations? What does the sector need to do to deliver the best personal tutoring support it can? What do we have to say to people in positions of power, from Vice Chancellors to Secretaries of State, about the transformative power of personal tutoring?

In this session, we will collaboratively write our manifesto to help shape the future of personal tutoring in Higher Education.

## UKAT Professional Development Curriculum Taster Session

Tuesday, 9 April, 2024 10:00 AM – QA265

The UKAT Professional Development Curriculum provides a suite of scaffolded professional development activities to help academic advisors/personal tutors enhance their practice at all stages of their career. It helps practitioners to enhance their personal practice, develop their confidence, engage with the scholarship of the field, and gain a deeper understanding of the theoretical bases for personal tutoring/academic advising.

Come along to this hands-on session explore the UKAT Professional Curriculum. Try out interactive activities from three of our newly developed modules, including *Decoding Cross-Cultural Communication*, *Coaching and Mentoring Approaches for Personal Tutoring*, and *Closing Awarding Gaps through Personal Tutoring*. Members of the UKAT Curriculum team will be on hand to provide information and show how you and your institution can get the most out of the curriculum.

## Achieving Recognition through the UKAT Professional Recognition Scheme

Monday, 8 April, 2024 11:30 AM – Seminar Room 103

The UKAT Professional Recognition scheme enables you to gain external recognition and verification of your advising/personal tutoring practice and can be useful in evidencing the effectiveness of what you do in seeking promotion or in applying to other accreditation schemes (e.g. AdvanceHE's Fellowship scheme).

Join members of the UKAT Professional Recognition assessment team for this workshop to learn more about what is involved in making an application for Professional Recognition and make a start on your journey towards Professional Recognition.

Come along to hear more from colleagues from the University of Winchester about a new online course offered in partnership with UKAT which will enable participants to gain UKAT Professional Recognition more simply and quickly.

## UKAT Professional Recognition Retreat

Wednesday, 10 April, 2024 09:30 AM – 12:30PM – QA110

Not strictly a part of the conference programme, but if you are currently working on an application for UKAT Professional Recognition, there will be an in-person Recognition Retreat focused on the Relational component of the UKAT Framework on the morning after the conference. Current applicants are welcome to stay longer and attend this retreat free of charge to receive mentoring from our team of assessors and get insights into how to effectively evidence the Relational component in your Professional Recognition application.



## Short Course: *Effective and Compassionate Personal Tutoring*

The University of Winchester is partnering with UKAT to develop and deliver a taught route to achieving accelerated Professional Recognition.

This opportunity involves a five week online short course delivered by the University of Winchester (for a set fee); accompanied by a streamlined portfolio application for UKAT Professional Recognition (for an additional fee).<sup>1, 2</sup> The accelerated route will support colleagues applying for Recognised Practitioner in Advising (RPA).

The short course has the busy HE professional in mind; its delivery each week consists of an accessible balance of both synchronous and asynchronous learning, up to a maximum of three hours each week. Colleagues will be able to explore both the theoretical and practical principles, issues, and debates surrounding academic advising / personal tutoring. Undertaking the course will also provide the opportunity for individuals to work closely with the course tutor to receive bespoke support and guidance whilst reflecting upon their own personal and professional values, in the context of academic advising / personal tutoring.

The academic approach of the course is grounded in the latest scholarship and research in tutoring and advising, alongside accompanying learning and teaching pedagogies. Participants will form a community of practice, where they will be invited to share their own institutional approaches, whilst simultaneously learning from the experience and expertise of others.

Weeks one to four are themed around the core competencies of the UKAT Professional Framework, each addressing a key question to support colleagues in their journey towards achieving RPA status. Week five provides an opportunity for individual reflection on practice:

**Week 1: Informational** - *What knowledge do you need to be an effective personal tutor / academic advisor?*

**Week 2: Relational** - *What empathetic and interpersonal skills do personal tutors / academic advisors need to support students?*

**Week 3: Conceptual** - *What theories, values, and methods underpin personal tutoring / academic advising?*

**Week 4: Professional** - *What does 'good' personal tutoring / academic advising look like?*

**Week 5:** *How do I reflect on my practice as a personal tutor / academic advisor?*

If you are interested in this opportunity, we would be grateful if you could complete our short market research survey, available via the QR code or link:

<https://forms.office.com/e/zpvdWM2e8y>



<sup>1</sup> This fee will be set by UKAT at a reduced rate. To claim the reduced rate, applicants will need to apply for professional recognition with UKAT within three years of having successfully completed the short course.

<sup>2</sup> It is possible to undertake the short course **without** applying for UKAT Professional Recognition. The course also operates as standalone professional development.

## Networking with other delegates

Among the most valuable and stimulating elements of any conference is the opportunity for networking and establishing connections with fellow delegates. We aim to facilitate this process as seamlessly as possible for you. This section outlines some of the conference features intended to enhance your ability to connect with others both during and after the event.

### Delegate Name Badges


Your delegate name badge for the conference provides valuable information beyond your name and affiliation. The coloured stripe at the bottom of the badge denotes your role in the conference, while other graphics indicate your position within UKAT or any awards you have received. However, the most impactful aspect of your name badge is the QR code located in the top right corner.

### Connecting with Other Delegates

If you scan the QR code on a delegate's name badge using your smartphone camera, your UKAT account will register that you have connected with that individual. Scanning their badge will direct your phone's web browser to the UKAT website. If you are not logged in, you will be prompted to log in first; once logged in, you should remain logged in for the duration of the conference. You will then be directed to a page confirming that you have successfully connected with the other delegate. Upon connection, their details will be shared with you via their UKAT account as outlined below, and your details will be reciprocally shared with them.

### Viewing your Connections

When you're logged into the conference website, you'll notice a [My Network](#) menu positioned on the left-hand side (on desktop/tablet) or at the bottom (on smartphone) of the screen. Selecting this menu will unveil a page (Figure 5) displaying contact cards and contact details for all the other delegates you've connected with by scanning the QR code on their delegate badge. If they have a photo in their UKAT account profile, you'll also find their picture on their contact card.

Clicking on a contact's email address will prompt your email application to open, allowing you to send an email directly to that contact. Alternatively, clicking the download icon  on a contact card will permit you to download the contact's information in a format compatible with most electronic address books and email applications.



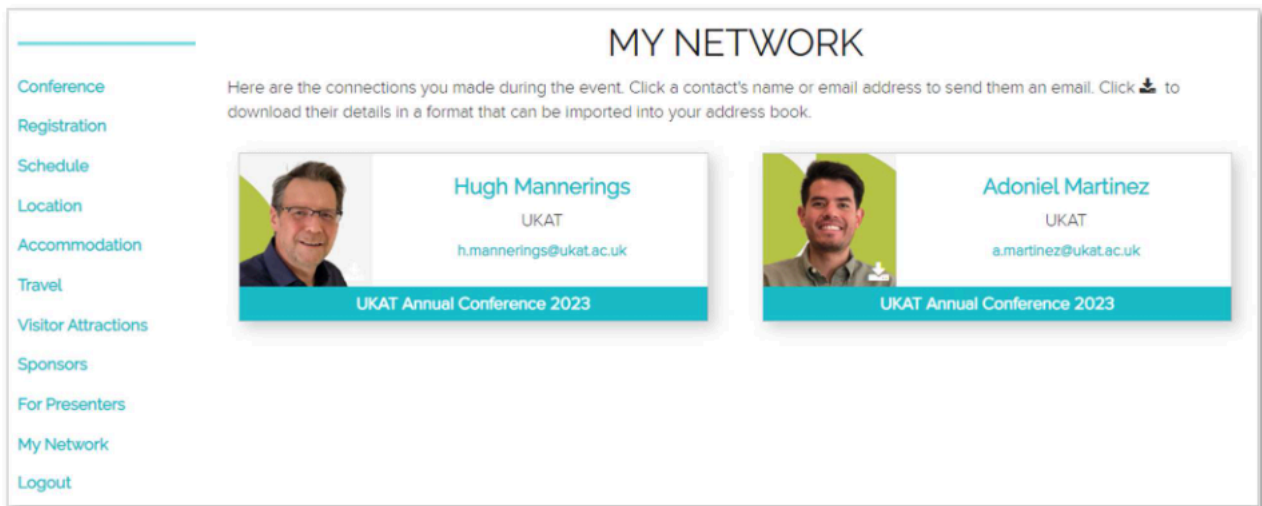


Figure 5 - The My Network page of the conference website shows contact cards for all the delegates you have connected to during the event

If you are a UKAT member, you also have a [My Network](#) menu in the [My Account](#) page of the UKAT website (Figure 6) which allows you to see contact cards for each person with whom you have connected at all UKAT events. Hovering your mouse over a contact card will reveal a popup which tells you the event(s) at which you connected with them. Clicking the [Download all contacts](#) button will allow you to download a ZIP file containing information for each of your contacts in a format which can be directly imported into most email applications and electronic address books.

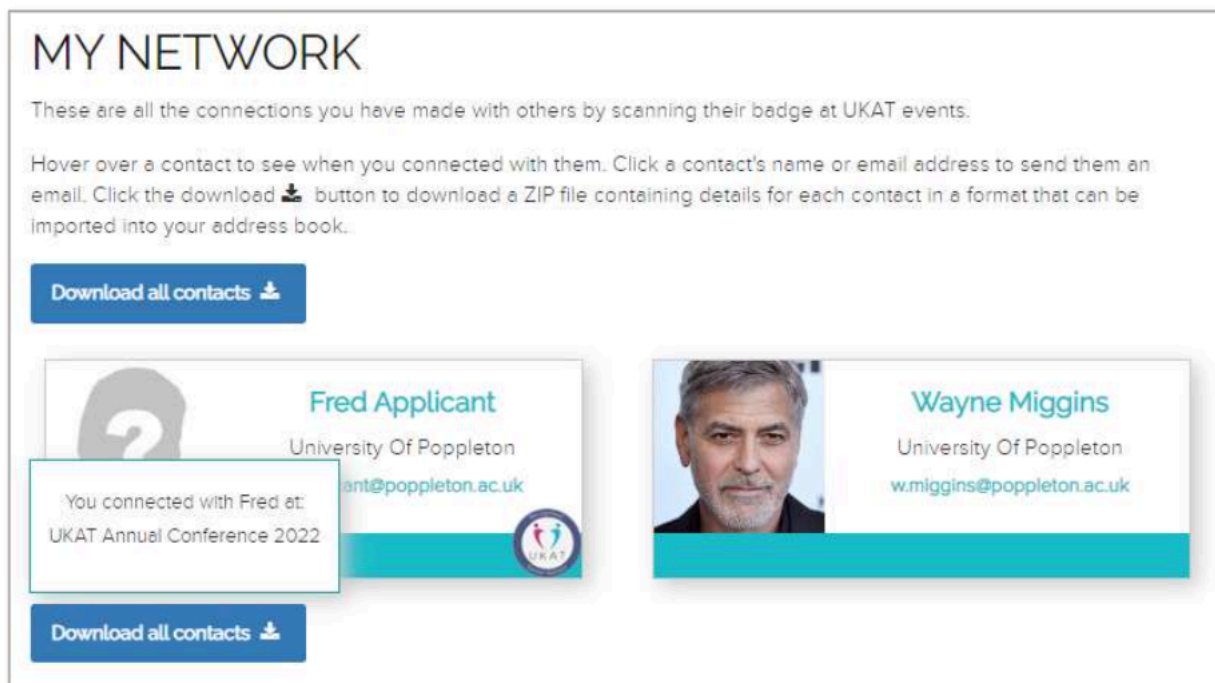


Figure 6 - Viewing the contacts you have made at UKAT events using the My Network page

## Give it a go!

We hope you find this a useful way of connecting with and remembering those you met at the conference, so why not try it out and give it a go!

# Support your students with precision outreach

With the Student Engagement Analytics platform, StREAM, personal tutors are empowered with data insights that support every student to succeed...

- Gain a deeper understanding of each individual student's engagement
- Identify when a student is disengaging and may be at risk of withdrawal
- Make proactive interventions based on how students are engaging with their course to encourage, motivate and advise



Solutionpath are proud sponsors of the UKAT Annual Conference 2023 . Find us in the exhibition area!



**Free download for personal tutors!**

*Student Engagement Analytics: A Guide to Using Data for Personal Tutoring and Pastoral Support.*

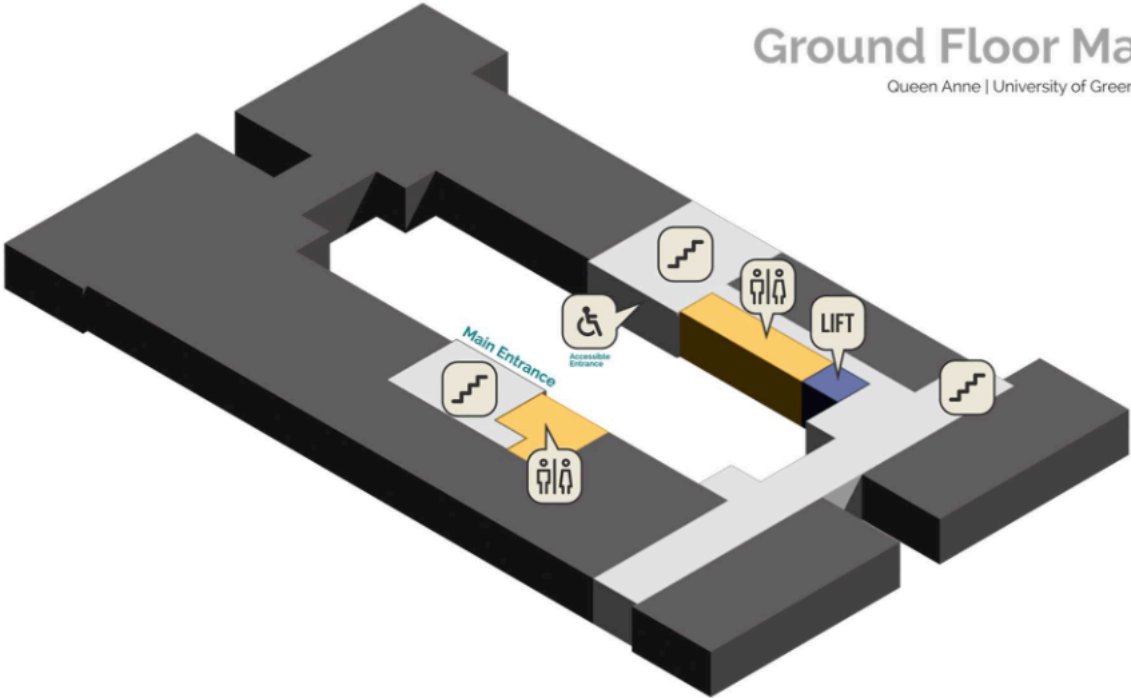
Scan here



# Maps of the Conference Venue

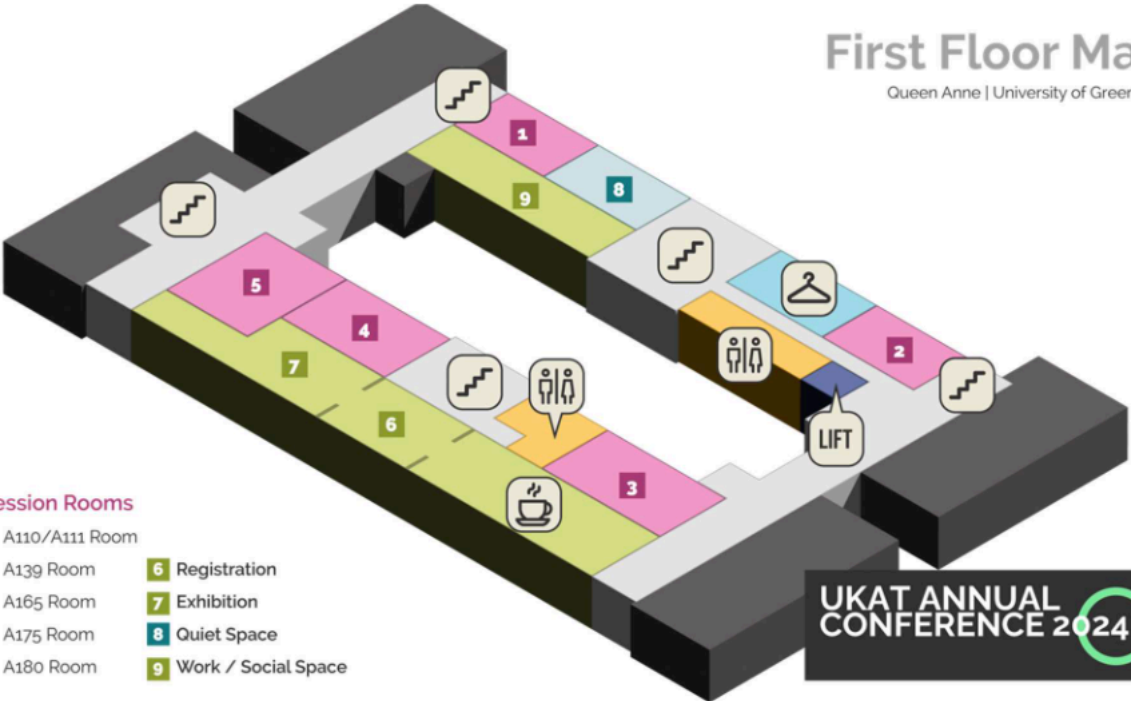
## Ground Floor Map

Queen Anne | University of Greenwich



## First Floor Map

Queen Anne | University of Greenwich



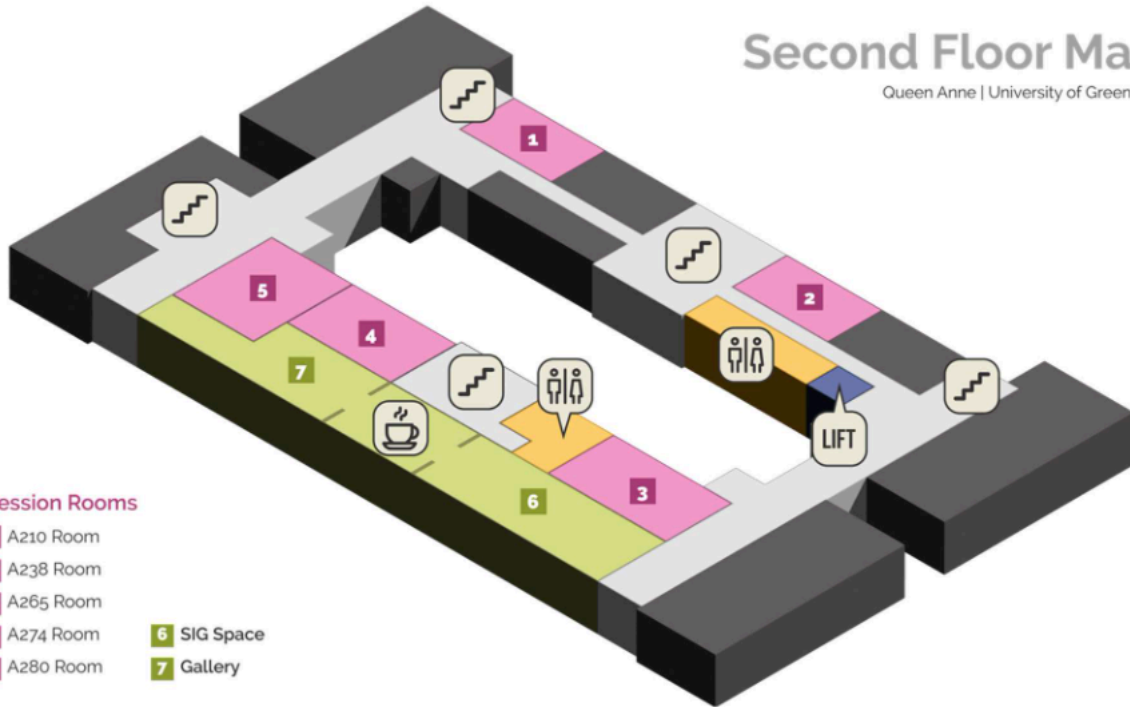
**Session Rooms**

- 1 A110/A111 Room
- 2 A139 Room
- 3 A165 Room
- 4 A175 Room
- 5 A180 Room
- 6 Registration
- 7 Exhibition
- 8 Quiet Space
- 9 Work / Social Space



## Second Floor Map

Queen Anne | University of Greenwich

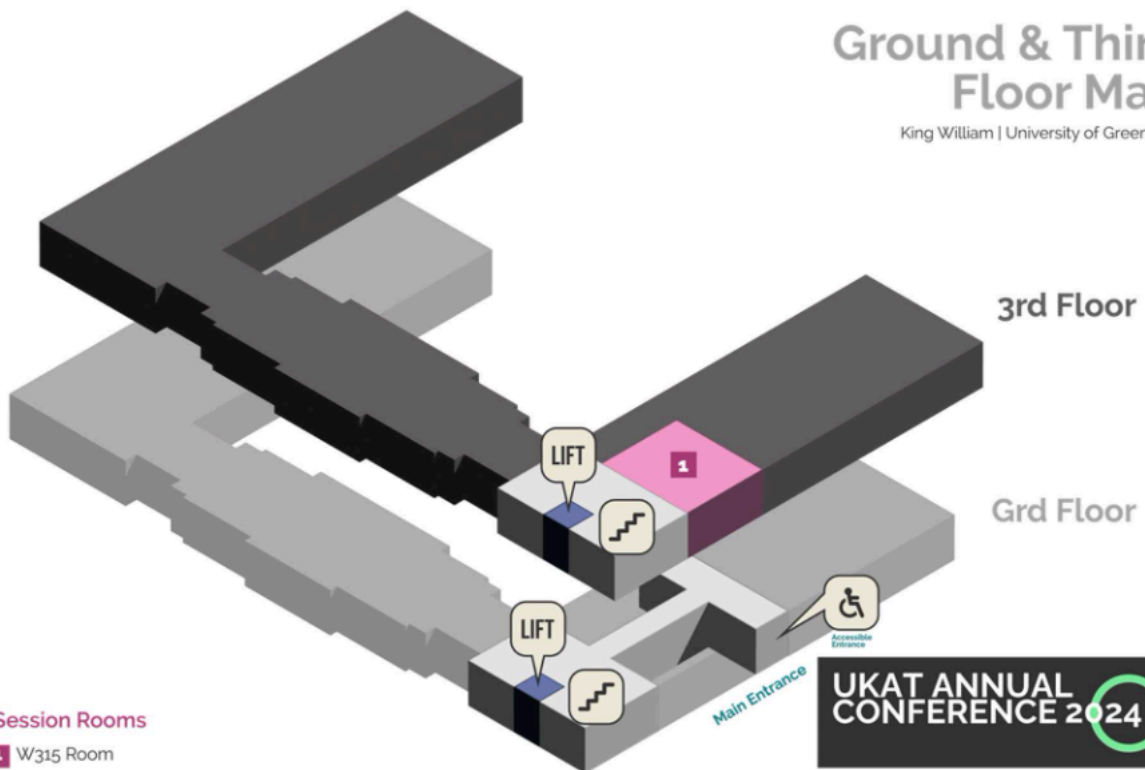


### Session Rooms

- 1 A210 Room
- 2 A238 Room
- 3 A265 Room
- 4 A274 Room
- 5 A280 Room
- 6 SIG Space
- 7 Gallery

## Ground & Third Floor Map

King William | University of Greenwich



### Session Rooms

- 1 W315 Room

**UKAT ANNUAL CONFERENCE 2024**



# Greenwich Campus

London SE10 9LS

1. East Gate Entrance
2. Queen Anne Court
3. Queen Mary Court
4. King William Court
5. Dreadnought
6. Stephen Lawrence Building
7. West Gate Entrance
8. Devonport House Academic
9. Devonport House Halls of residence
10. Cooper Powerhouse London SE10 9JH
11. Stockwell Street Library
12. Stockwell Street Academic
13. Hamilton House 15 Park Vista, SE10 9LZ
14. Cutty Sark Hall London SE10 9ED
15. Daniel Defoe Hall London SE10 9FY
16. Bounty House London SE8 3DE International college

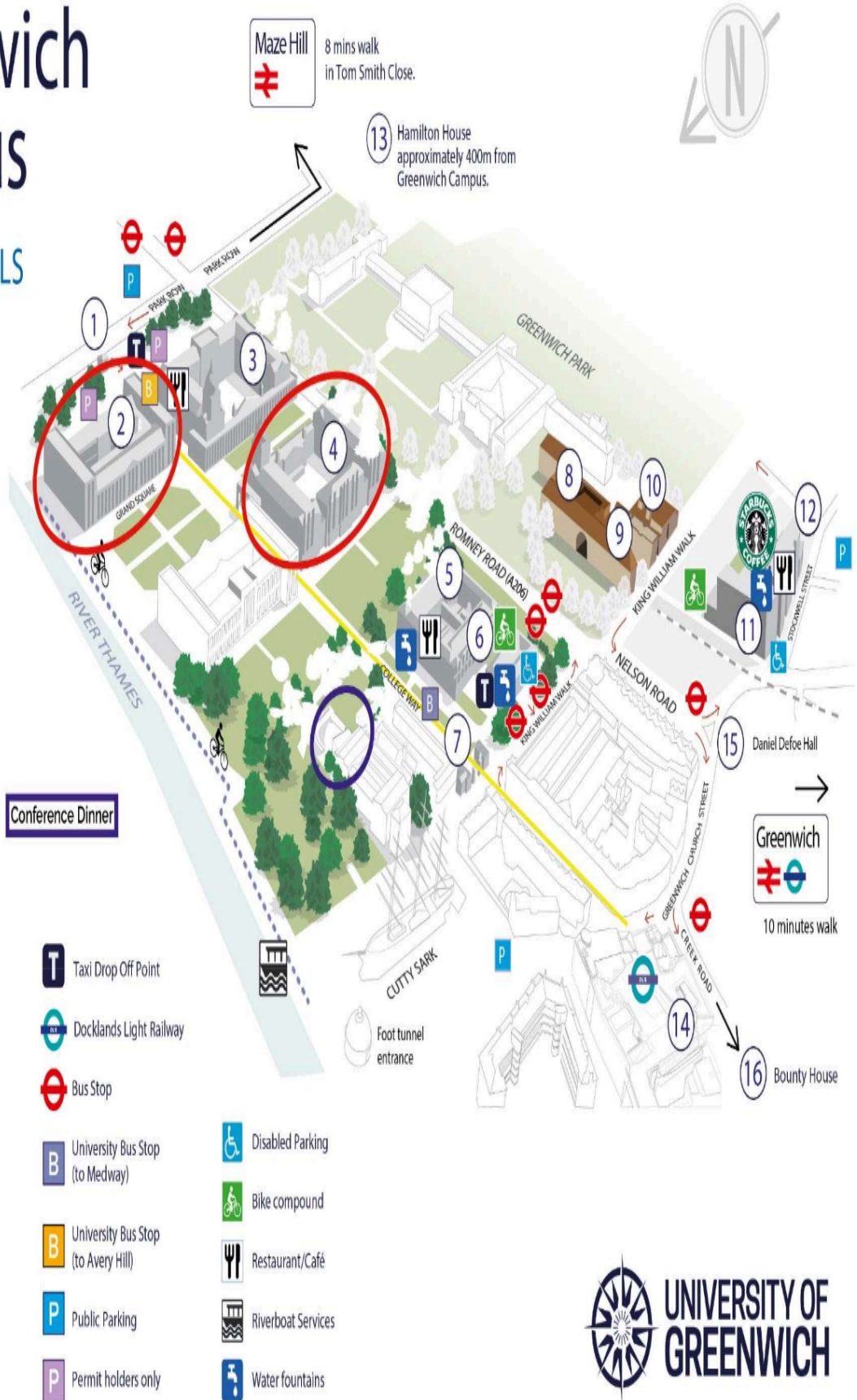


Figure 7 - Campus map. The main conference venue ② is Queen Anne Court. Walking route from DLR station shown in yellow


## Let the HE experts transform the way your institution conducts student surveys and evaluation

evasys provides a holistic, integrated, end-to-end survey process that will revolutionise your approach to collecting student feedback, coupled with implementation and ongoing support from a dedicated UK team. Our approach is all about building lasting partnerships. Our exemplary and timely support is driven by genuine care, always going above and beyond to assist our customers.

Our senior team has a combined 60+ years of experience working in the higher education sector which makes our offer unique. Get in touch to find out more; free system pilots are available too.

### Our solution provides:

- ✔ Consistent survey experience
- ✔ Higher response rates
- ✔ Academic staff interaction support
- ✔ Student feedback opportunities
- ✔ Instantaneous reporting for all stakeholders
- ✔ Reflection opportunities for teaching and learning practices
- ✔ Closed feedback loop with students
- ✔ Actionable insights and MI for academic leaders
- ✔ Integration with multiple institutional systems for efficiency
- ✔ Efficient automation to reduce administrative burden.

 Hear what our customers say about us

- ✔ Minimise effort
- ✔ Optimise responses
- ✔ Maximise outcomes

### The leading provider of student evaluation and insight solutions to the HE sector

**20+**  
Years' experience

**60+**  
UK and Irish institutions

**1000+**  
Customers worldwide

**100%**  
Dedicated UK office

**100%**  
German-engineered software



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## Introducing Waypoint: A Reflective Journal of Student Advising and Development in Tertiary Education

# Waypoint



## A Reflective Journal of Student Advising and Development in Tertiary Education

Waypoint is the new online, European Reflective Journal of Student Advising and Development in Tertiary Education hosted by UKAT.

Waypoint links the scholarship and practice of personal tutoring and academic advising, and accepts a broad range of practice-based contributions. We hope to publish the first edition of the journal by the end of the year.

Why not consider writing up your presentation from this, or previous conferences, as a contribution for the Waypoint journal? See the flyer in the back of your conference notebook for more information, or visit <https://forms.microsoft.com/e/vVa3dmnb1f> or scan the QR code below to register your interest in contributing.



## Student Participation Working Group

When it comes to personal tutoring, students are everything. Without students, personal tutors don't have a role to play. Students are fundamental to personal tutoring and UKAT believe that they should be fundamental to everything that UKAT does, to all our activities and the way we work with universities to enhance personal tutoring. For this reason, UKAT is establishing a Student Participation Working Group to help us achieve this and we want most of the members of that working group to be students.

If you are a student attending the conference, we invite you to volunteer to be a member of this working group to ensure that what UKAT does is relevant to you and all students. If you are interested in being part of this group, please [complete our online form](#) either by clicking the link or scanning the QR code below.



If you are not a student but you know of students at your institution who may be interested in volunteering, please pass the link or QR code on to them, we would very much welcome their contribution.



# Conference Schedule at a Glance

Monday, 8th April 2024

Time	QA110	QA119	QA165	QA175	QA180	QA238	QA274	QA265	QA280	
09:00-09:15	<b>REGISTRATION AND REFRESHMENTS</b>									
09:30-10:00	<b>Welcome and Introductions</b> Prof Jane Harrington; Neil Bangs; Michael Talbot; David Grey									
10:00-11:00	How to stop flogging a dead horse: redesigning tutoring at the University of Nottingham Andrew Fisher	Personal Academic Tutor Lead role bridging the gap between Nursing and Midwifery, practice and education Sophie Layfield	Lightning Talks 1	If you aren't measuring it, how can it count? PAT performance and incentivising engagement Graham N Baxendale	Effectiveness of Different Models of Academic Advising in Postgraduate Taught Courses Sarah Bosch; Melissa Jacobi	Developing students as professionals - tutor involvement in achieving veterinary competencies. James Littlehales; Adelle Bouden	Challenges and Triumphs: The development and Implementation of an Institution-wide Personal Tutor Training Programme Bingham Ann; Julia Kelly	All tutees are 'personal' .. not just personal tutees Nevin Bayoumi-Stefanovic	Broad shoulders: the burden of being a Senior Tutor Nerike Alberts	
11:00-11:30	<b>BREAK</b>									
11:30-12:30	Belonging and mattering for personal tutors Karen Kenny	A 'design thinking for life' approach to enhance tutee engagement, inclusive and empathetic peer dialogue and support core skills development Nigel Page; Carmen Ecookt	Lightning Talks 2	Contexts of the Third Space: Learnings from two Professional Personal Tutoring Models at King's College London Xiaohe Cai; Daniel Gellal	Empowering Student Achievement: An holistic approach to student support through predictive analytics, qualitative insights, and proactive solutions for Personal Academic Tutors. Kate Newby; Leon Crosby	Achieving Recognition through the UKAT Professional Recognition Scheme Helen Tidy; Gary Jones; Elizabeth Munro	Empowering Student Success: The Role of Trauma-Informed Academic Advising in Higher Education Michelle Stephenson	Evaluation Special Interest Group - Inaugural Meeting Peter Fitch	Unleashing innovation in Personal Academic Tutoring - The University of Sunderland's strategic management paradigm. Kate Newby; Cella Samator; Phillip Miller; John Paul Green; Charlotte Earl-Sinha; Chantelle J Francis; Helen Smith	
12:30-13:30	<b>LUNCH</b>									
13:30-14:30	<b>Keynote</b> Sarah Bosch									
14:30-16:30	The Experiences and Challenges of personal tutors at University Rebecca Upsher; Selin Hasegü; Katherine Embleton	Finding Focus: Developing an Institutional Vision That Fits Your Institution Iris M Burks; Lana S Gromotka; Oscar van den Wijngaard	Lightning Talks 3	Equity in Higher Education: A Round Table Discussion on Inclusive Personal Tutoring Practices Denise A Miller	Painting a Picture: Using Student Data to Improve Outcomes. Suzanne Horton	Next Level personal tutoring: supporting hard to reach students through mentoring and signposting to mainstream academic support Jules Mundair; Sharon Perera	Guided Reflection and Personal Tutor Conversations Nicola M Clarke	Navigating a pathway to create a multi-layered approach to personal tutor CPD Eve Rapley; Rachel George; Peter Brown		
16:30-16:00	<b>BREAK</b>									
16:00-17:00	The Politics of Student Voice and the Future of Personal Tutoring: How might tutors and advisers begin to address epistemic injustices played out in the tutor-student encounter? Owen G Barlow	Role of tutoring, advising and coaching in Educational Gain Isabel Hallam; Karen Kenny; Hetal Buckhurst	Lightning Talks 4	Advocating for Advising: A cross-institutional approach to Academic Advising at Oxford Brookes University Ben Walker	Both a megaphone and a seat at the table: student voice in the development of advising support Jennie R Blake; Emma Sanders; Raluca-Elena Voicescu	Supporting personal tutors to meet the needs of students on placements Karen A Moore; Jennifer Oates	Seeing the Invisible: How student engagement data is providing new insights to enable successful student outcomes Rachel S Maxwell; Will Ashby; David Glani; Adrian Molyneux	Organisational Enhancement of Personal Tutoring and Advising. Kathryn Woods; Peter Fitch		
18:30-22:30	<b>Conference Dinner</b> The Old Brewery									

## SESSION CATEGORIES

Advocacy	Student Voices	Collaboration	Professional Development	Lightning Talks
Special Interest Group	Plenary	Sponsor		Student Core Skills

# Conference Schedule at a Glance

Tuesday, 9th April 2024

Time	QA110	QA139	QA165	QA175	QA180	QA238	QA274	QA285	QA280	
08:15 - 09:00	<b>BUSINESS BREAKFAST &amp; NETWORKING</b>									
09:00-10:00	Building Teacher-Student Relationships (TSR) in Higher Education: An interactive workshop discussing the importance and strategies to support TSR. Zainab Nurj	A course level holistic approach to core skills development for international PGT students: sharing practice & ways of working. Jane Fearon, Alison McCamley	Lightning Talks 5	Personal Tutor and Academic Advising Training Ideas. Julie J Warder, Peter Fitch, Hengyi Wang	Introducing an Academic Personal Tutoring Team: Early Findings into the Pilot Scheme on both Student Progression Metrics and the Student Experience. Charlie Seager, Vah Maheshwari	Let's Be Playful - Mapping the Student Journey with Students and Advisors at Your University. David Grey, Hugh Mannerings, Iris Burks, Lena Gromolka, Sally Laurie, Elizabeth Vokes	Recognising the individual: re-thinking engagement and the staff student relationship. Jon Down, Ellie Garraway, Rachael O Connor	Graduate Programs in Academic Advising at Kansas State University. Craig M McGill, Dionne Barton	Harnessing the power of collaboration, co-creation and relational pedagogy to deconstruct and redesign our approach to personal tutoring. Barbara L Slicoz, Lisa Gannon, Kelsey Howard-Matthews	
10:00-11:00	Contextualising Competencies for Advising. Oscar van den Wijngaard	Risk and protective factors for well-being in personal tutors. Elizabeth Halstead, Elisabeth Herbert	Lightning Talks 6	Getting from what we have, to what they need: a coaching approach to personal tutoring. Ritza Husted, Anna Hardiman-McCartney, Dominic Micklewright	Fostering Intellectual Virtues: A Guide for Academic Advisors on Motivating Students to Cultivate Critical Thinking, Responsibility, Accountability, and Independence. Molly Jack	Creating an Intercultural welcome pack that supports international student transition into UK higher education. Hengyi Wang, Sarah Watson	UKAT Professional Development Curriculum Taster Session. Xiaozhe Cai, Karen Kenny, Jelena Matic, Denise Miller	Mini Modules - Supporting Academic, Personal and Professional Development. Melissa Jacob, Sarah Bosch		
11:00-11:30	<b>BREAK</b>									
11:30-12:30	Putting the Personal into Personalised Support: Developing models for personal tutoring - what works well, where, for whom and how? Katie Webb, Samantha Holloway	Collaboration in Action: Building a future provision for Personalised Support. Ann McManus, Angharad Naylor	Lightning Talks 7	Setting Boundaries as Personal Tutors: how do we maintain our own mental health and wellbeing? Nevin Mehmet	Unlocking Potential: co-creating evaluation and impact measures for academic advising and personal tutor provision. Glenda Saint John	A tale of doughnuts and student support. Wendy A Garrham, Katherine Kruger, Emily Baker	Lightning Talks 9	Let us tell you how to support Us! Student perspectives on academic support. Denise Morrison, Jan Bamford		
12:30 - 13:30	<b>LUNCH</b>									
13:30-14:30	Quack, Quack Duck! LEGO® Serious Play® Group PAT session with International Students. Sally P Laurie, Anna Poole, Gosia Plotka	Empowering Tutors and Advisors: Nurturing Growth Through Professional Development. Dionne E Barton	Lightning Talks 8	Supporting International postgraduate students in the School of Education- What do our students need? Elina Stylianou	The Future of Personal Tutoring: Integrating Analytics and Generative AI. Arianek Essien, Susan Smith, Dyegeke Buloye	Student diagnostics that build foundations for success: Insights from a QAA Scotland Collaborative Cluster project. Luke Millard	Paving the way for a fresh approach to personal tutoring. Matt James, Clare Saunders	Developing Racially Inclusive Advising. Nathan Ghann	Student skills development: making it harder not to do. Julian M Kendall	
14:30-15:30	<b>A Collective Manifesto for the Future of Personal Tutoring</b> Michael Talbot									
15:30-16:00	<b>BREAK</b>									
16:00-16:30	Closing Michael Talbot, Prof Jenny Marie, Neil Bangs									
16:30	<b>CLOSE</b>									

## SESSION CATEGORIES

Advocacy	Student Voices	Collaboration	Professional Development	Lightning Talks
Special Interest Group	Plenary	Sponsor		Student Core Skills







*"PebblePad enables our tutors to support their students, provide formative feedback and access assets to frame their tutorial discussions. Simultaneously, students demonstrate their professional development, attainment of competency and submit their portfolios for assessment. Having a single platform with the functionality to accommodate multiple facets streamlines our processes and provides clarity for our students."*

DR ADELLE BOWDEN, UNIVERSITY OF NOTTINGHAM

## PERSONAL ACADEMIC TUTORING

# Developing students as professionals

Effective personal tutoring can make a real difference to students' academic success and wellbeing. PebblePad offers educators the technology and expertise to support learning, teaching and assessment activity, as well as tools to scaffold the personal tutoring process for both tutors and students.

PebblePad brings together student planning, learning, feedback and assessment, and allows them to reflect on and share their progress, achievements and next steps in one secure space, across their learning journey.

Learn more about enhancing the effectiveness of personal tutoring with PebblePad at [www.pebblepad.com](http://www.pebblepad.com)



 PebblePad

Learn more at: [www.pebblepad.com](http://www.pebblepad.com)

## Special Interest Groups

### UKAT Special Interest Groups

Special Interest Groups (SIG) are small communities that focus on specific aspects of practice or on supporting specific student populations. UKAT is your association. There are no prescribed activities or objectives for these groups; they exist to meet the common needs and interests of their members. The activities and support that the SIGs will offer is decided by their members for their members, and they need your involvement to determine exactly what they will do in the coming year and make them vibrant, active and useful communities.

You can find information about each of the [Special Interest Groups](#) below, and more information on the [website](#) where you can also sign up to be a member. Whether you are already a member of a Special Interest Group or not, please do come along to their meetings to help shape their agendas and to help them be the communities that you would like them to be to support you in your role as a tutor and advisor.

### Special Interest Groups

#### [Equity and Inclusion Special Interest Group](#)

The UKAT Equity and Inclusion SIG aims to provide a space for personal tutors and academic advisors to reimagine advising and visualise its potential for transformation by putting theory to practice, promoting epistemically-just scholarship and increasing professional development opportunities that align with principles of equity. The Equity and Inclusion SIG acknowledges that we inhabit an inequitable world and that effective advising and tutoring depend on empowerment and praxis principles which respect and engage students' varied perspectives and backgrounds. Therefore, advisors and tutors have an ethical responsibility to contribute to student success by identifying and implementing equitable and inclusive practices. The Equity and Inclusion SIG recognises the potential of advising and tutoring to intentionally champion equitable and inclusive higher education institutions in ways that ensure students' development of a sense of authentic belonging.

#### **Evaluation Special Interest Group**

UKAT's newest Special Interest Group focuses on the Evaluation of personal tutoring and academic advising. At present, there is also no clear model that sets out how we might evaluate the effectiveness of personal tutoring in relation to learning outcomes and other learning gain measures. These measures are also defined differently in varying institutional contexts.

At the 2023 UKAT Annual Conference we ran a problem-solving session to explore *'how can we evaluate the effectiveness of personal tutoring at a national cross-institutional level?'*. This new UKAT Special Interest Group aims to continue the dialogue and exploration of how we can evaluate our work in personal tutoring and advising.

The activities of this new SIG will involve defining a set of principles and transferable learning outcomes for personal tutoring and advising, and investigating novel approaches to measuring impact and effectiveness against these learning outcomes.

### [International Students Special Interest Group](#)

The Personal Tutoring for International Students SIG aims to create a professional network of personal tutors working to understand the issues, concerns and challenges of working with overseas students. Furthermore, this network seeks to disseminate best practice related to supporting international students studying in higher education institutions.

### [Postgraduate Students Special Interest Group](#)

This group is for anyone interested in supporting postgraduate students. This level of higher education provision is often overlooked in terms of ensuring provision is relevant and useful to Masters students. We are hoping to begin useful conversations about the issues relevant to this level of study and how best to support students taking taught postgraduate studies.

### [Senior Tutor Network Special Interest Group](#)

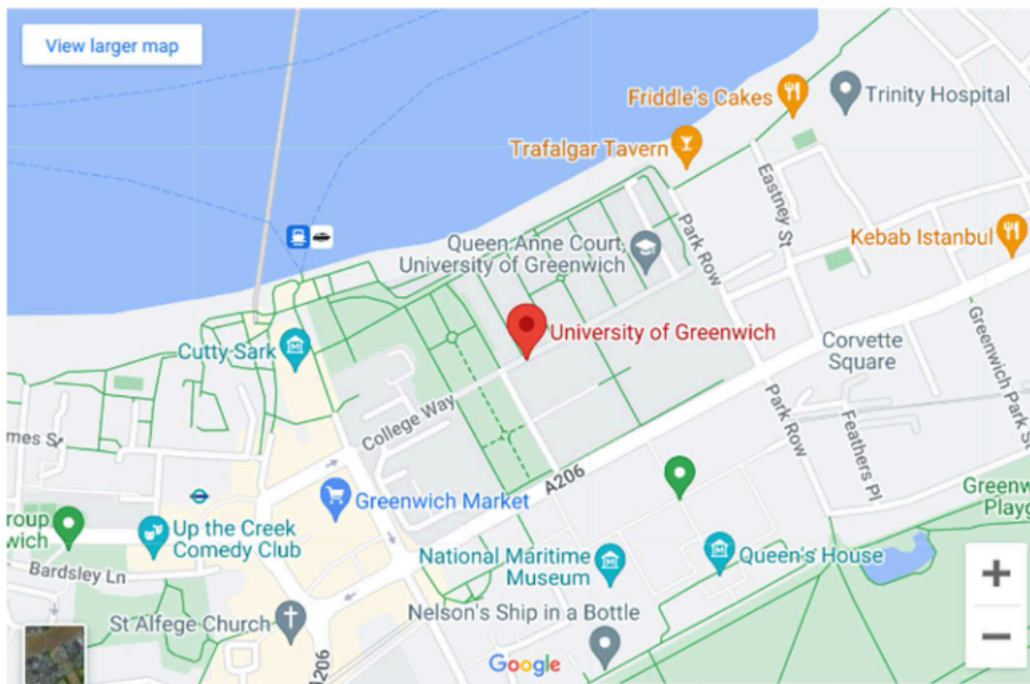
The Senior Tutor Network SIG provides a space for senior tutors to connect with others in a similar role and/or with similar interests, where ideas, challenges and strategies can be discussed. The role of senior personal tutors is diverse and will vary between institutions; therefore, this space will also allow ideas for sharing of best practice, resources and any other relevant information.

### [Student Engagement Special Interest Group](#)

The Student Engagement SIG will facilitate discussions between UKAT members interested in understanding and investigating contributing factors and barriers related to student engagement with personal tutoring and academic advising.

## Travel

### Getting to Greenwich and the Conference Venue



#### Bus

The following bus routes stop in Greenwich town centre just outside the campus:

Bus No.	Route	Weekday Frequency (minutes)	Bus Stops
129	Lewisham - North Greenwich	6-10	Greenwich Station - Greenwich High Rd - Cutty Sark / Nelson Rd - National Maritime Museum - Maze Hill
177	Thamesmead - Peckham	9-11	Greenwich Station - Greenwich High Rd - Cutty Sark / Nelson Rd - National Maritime Museum - Maze Hill
188	North Greenwich - Central London	6-10	Macmillan Student Village - Creek Rd - Greenwich Church St / Cutty Sark - National Maritime Museum - Maze Hill
199	Canada Water - Catford	10-13	Macmillan Student Village - Creek Rd - Greenwich Church St / Nelson Rd - Greenwich High Rd - Greenwich Station
286	Sidcup - Greenwich	8-11	Cutty Sark - National Maritime Museum - Maze Hill
386	Blackheath - Woolwich Arsenal	15	Greenwich Station - Greenwich High Rd - Cutty Sark / Nelson Rd - National Maritime Museum - Maze Hill
N1	Central London - Thamesmead	30	Macmillan Student Village - Creek Rd - Greenwich Church St / Cutty Sark - National Maritime Museum - Maze Hill



For more information visit [TfL](#).

## Trains

### Docklands Light Railway (DLR)

The nearest station is [Cutty Sark](#) a two minute walk to the campus West Gate entrance. Direct services run from Bank, Canary Wharf, Lewisham and Stratford and easy connections are available from Tower Gateway, Beckton and London City Airport.

### National Rail

Train services are provided by [Southeastern](#), refer to [National Rail Enquiries](#) for timetables. There are two stations within easy walking distance of the campus both on the same line; Greenwich Station on Greenwich High Road (also a DLR station) and Maze Hill Station in Tom Smith Close. Details below:

Station	Direct train links	Distance	Bus routes
<a href="#">Greenwich</a> (Zone 2/3)	London Cannon Street, London Bridge, Deptford, local stations from Dartford via Woolwich, and local stations from Rainham via Chatham and Gravesend.	9 mins walk to West Gate entrance	129, 177, 199, 386
<a href="#">Maze Hill</a> (Zone 3)	As above.	8 mins walk to East Gate entrance	129, 177, 188, 286, 386

If travelling westbound for main campus it is quicker to alight at Maze Hill otherwise alight at Greenwich station. Please refer to the [Google map](#) for help with directions.

### London Underground (Tube)

For connections from the Tube alight at Canary Wharf station on the Jubilee Line and get a DLR Lewisham bound train to Cutty Sark station. More info from [TfL](#).

## River services

[Thames Clippers](#) operates a regular boat service from Westminster to Greenwich Pier (adjacent to the Old Royal Naval College) stopping at various locations on route. The journey takes 35 minutes in total and is possibly the fastest way to travel from Central London.

## Driving to Greenwich

The post code is SE10 9LS.

### From M25 North

Exit at J27 for M11 towards London follow signs for A12 Blackwall Tunnel. After tunnel exit the A102 onto the A206 and follow signposts for Greenwich. Continue along this road for approximately one mile. Shortly after the BP garage turn right at the traffic lights into Park Row. There is a public car park immediately on the right. The campus is on the left but see the notes on car parking below.



From M25 South

Exit at J2 for A2 towards London. Head for Blackwall Tunnel onto A102. Exit A102 via slip road for A206 and follow directions provided above.

## Parking at the Conference Venue

There is no on-campus parking available but there is a public car park just outside the campus in Park Row.

## Conference Dinner

The Conference Dinner will be held at the Old Brewery on the University of Greenwich campus. Attendance at the dinner is only open to those who purchased the additional registration to attend the dinner.

The dinner commences at 6:00PM with an informal drinks gathering at the Old Brewery (open to all delegates, including those not attending the dinner) and doors for the dinner open at 6:50PM.

### Dress Code and Seating Arrangements

The dress code for the dinner is business casual. Please bring and wear your delegate badge and lanyard to help make getting to know each other easier.

There will be a fixed seating plan for the dinner which the waiting staff will use to ensure that delegates are served their chosen meal. Please check the seating plan upon arrival and ensure that you sit in your allocated seat so that the waiting staff can serve you correctly.

### Dietary Requirements

If you have notified us of any dietary requirements, we have already provided these to the conference dinner venue.

If you have special dietary requirements but have not notified us of these in advance, please make the Old Brewery staff aware of your requirements upon arrival.

## Places to Eat and Drink in Greenwich

### At the Conference Venue

Refreshments and lunch are provided for delegates in the Refreshment Rooms (QA173 and QA263).

Afternoon refreshments will be provide in rooms KW316/318 of the King William Court building on the final day of the conference.

### Outside the Conference Venue

Off-campus there are many places to eat and drink in the local area, and the following is just a selection of what is available. We offer this list as an aide to help delegates identify potential providers and we encourage delegates to make their own assessment of the quality of a provider before using them. UKAT has not inspected and does not specifically recommend any of the providers listed here.

The Prince of Greenwich Pub, 72 Royal Hill, London SE10 8RT (famous for its pizza).

The Old Brewery, The Pepys Building, The Old Royal Naval College, London SE10 9NN

Trafalgar Tavern, Park Row, London SE10 9NW

Numerous restaurants on and around Greenwich Church Street, including:

Franco Manca, 29-31 Greenwich Church St, London SE10 9BJ

Lokanta Bar and Grill, 11 - 13 Greenwich Church St, London SE10 9BJ

Buffalo American Grill & Tex Mex, 33 Greenwich Church St, London SE10 9BJ

Jack the Chipper, 334 Creek Rd, London SE10 9SW

Pho Street, 17 King William Walk, London SE10 9JH

Goddards Pie & Mash, 22 King William Walk, London SE10 9HU

Bill's, 13 Nelson Rd., London SE10 9JB

Rosa's Thai, 16 Nelson Rd., London SE10 9JB

Stick's 'n' Sushi, 1 Nelson Rd., London SE10 9JB

## Things to Do and See

### MUSEUMS AND EXHIBITIONS

General information can be found at the Greenwich Tourist Centre, situated on campus at Pepys House, 2 Cutty Sark Gardens, Greenwich, London, SE10 9LW

<https://www.visitgreenwich.org.uk/>

Venue	Notes
<p><i>The Chapel of St Peter &amp; St Paul, Old Royal Naval College, Greenwich, London, SE10 9LW</i>  <a href="https://www.visitgreenwich.org.uk/whats-on/secret-tours-the-wren-chapel-dome-p1954271">https://www.visitgreenwich.org.uk/whats-on/secret-tours-the-wren-chapel-dome-p1954271</a></p>	<p>Tours offered to the top of the Wren Chapel Dome.</p>
<p><i>The Painted Hall, College Way, London SE10 9NN</i>  <a href="https://ornc.org/">https://ornc.org/</a></p>	
<p><i>The Cutty Sark, King William Walk, London SE10 9HT</i>  <a href="https://www.rmg.co.uk/cutty-sark">https://www.rmg.co.uk/cutty-sark</a></p>	
<p><i>National Maritime Museum, Romney Rd, London SE10 9NF</i>  <a href="https://www.rmg.co.uk/national-maritime-museum">https://www.rmg.co.uk/national-maritime-museum</a></p>	<p>Currently undergoing renovation works, but most of the galleries remain open and special exhibitions are free during the disruption. Current exhibitions include:                      Women of the RNLI                      Astronomy Photographer of the Year</p>
<p><i>Queen's House, Romney Rd, London SE10 9NF</i>  <a href="https://www.rmg.co.uk/queens-house">https://www.rmg.co.uk/queens-house</a></p>	<p>Currently exhibiting a recently discovered Gainsborough painting.</p>
<p><i>The Fan Museum, 12 Crooms Hill, London SE10 8ER</i>  <a href="https://www.thefanmuseum.org.uk/">https://www.thefanmuseum.org.uk/</a></p>	
<p><i>The Royal Observatory, Blackheath Ave, London SE10 8XJ</i>  <a href="https://www.rmg.co.uk/royal-observatory">https://www.rmg.co.uk/royal-observatory</a></p>	
<p><i>The Planetarium, Blackheath Ave, London SE10 8XJ</i>  <a href="https://www.rmg.co.uk/whats-on/planetarium-shows">https://www.rmg.co.uk/whats-on/planetarium-shows</a></p>	
<p><i>Charlton House and Gardens, Charlton Rd, London SE7 8RE</i>  <a href="https://www.greenwichheritage.org/">https://www.greenwichheritage.org/</a></p>	<p>Currently running a special exhibition called 'Plumstead Tales: Celebrating the South Asian Community in Plumstead', an art display 'Songs of Lamentation'. The house itself is reputedly one of the most haunted in the country</p>
<p><i>Museum of London Docklands, No 1, West India Quay, Hertsmere Rd, London E14 4AL</i>  <a href="https://www.museumoflondon.org.uk/museum-london-docklands">https://www.museumoflondon.org.uk/museum-london-docklands</a></p>	<p>Current exhibition on 'Fashion City: How Jewish Londoners Shaped Global Style'.</p>

## UKAT Annual Conference 2025 – Join us to Celebrate UKAT's Tenth Birthday!

UKAT will be celebrating its anniversary in 2025, marking ten years of shaping the future of personal tutoring and academic advising in higher education.

We've come a long way in that time. Join us at our 10<sup>th</sup> birthday conference to celebrate our collective achievements, our impactful initiatives, and transformative collaborations.

The theme of this conference is 'Learning Well', and it will celebrate the power of positivity, and the joy of learning and university life. We encourage submissions that celebrate how personal tutoring can create joyful learning and life experiences for both staff and students. Join us for

**Inspiring Sessions:** Immerse yourself in thought-provoking keynotes, panel discussions, and workshops. Learn from visionaries who have shaped the landscape of higher education.

**Networking Galore:** Connect with fellow educators, researchers, and industry leaders. Forge new partnerships, exchange ideas, and explore exciting opportunities.

**Vision for the Next Decade:** Together, we'll chart a course for the future. What innovations await us? How can we continue to empower students to flourish and drive positive change?

We want to build connections between UKAT's community of higher education personal tutors and advisors, and broader networks of colleagues with expertise in psychology, mental health, education theory, wellbeing, learning community and community engagement, student partnership, and student life.

### Who Should Attend?

**Educators and Administrators:** Whatever your level of experience, this conference is your platform for growth.

**Researchers and Scholars:** Dive into discussions that shape the academic landscape. Share your insights and learn from others.

**Students and Emerging Leaders:** Be part of the conversation. Your perspectives matter, and your voice will shape personal tutoring and academic advising for the next decade.

So join us to celebrate the past, embrace the present, and envision an even brighter future for higher education.



# UKAT Strategic Goals

2022-2025



## Advocacy

- Strengthening institutional engagement
- Informing policy
- Enhancing scholarship
- Sector voice
- Relevance and impact



## Professionalism

- Setting standards
- Certifying expertise
- Advancing practice
- Enhancing quality



## Community

- Growing membership engagement
- Fostering collaborative partnerships
- Reputation and influence



## Sustainability

- Sustaining our future
- Expanding consultancy
- Nurturing membership

UKAT mission is to advance effective personal tutoring and academic advising, transforming advising practice so that every higher education student can experience inclusiveness, wellbeing and personal growth, leading them to flourish and succeed. UKAT is making an impact on personal tutoring and academic advising practice through the activities and resources it offers to members and the wider higher education community. But it is always good to reflect on achievements and revise aspirations, which is exactly what your Board of Trustees has been doing over the last six months.

The Board of Trustees has reviewed and revised UKAT's strategic goals to set our direction for the period 2022-2025. The infographic on the preceding page offers an at-a-glance overview of the strategic goals, and the table below provides more detail on each goal. An interactive version of this information can be found on the [Strategic Goals](#) page of the UKAT website, and this will be regularly updated to include information on progress towards each of these goals.

### ADVOCACY

Strengthening institutional engagement	Engaging more deeply with the practitioners and leaders within our member institutions
Informing policy	Inspiring the development of national policy and being a visible presence in sectoral discourse and debate
Enhancing scholarship	Valuing, promoting and disseminating scholarship of the field to actively encourage members to adopt an evidence-informed approach to their practice
Sector voice	Campaigning to support students and advisors/tutors so that their voices are heard within and beyond the HE sector
Relevance and impact	Demonstrating the value of personal tutoring and the impact and importance it has for student and institutional success

### PROFESSIONALISM

Setting standards	Establishing, maintaining, and advancing professional standards for personal tutoring and academic advising
Certifying expertise	Endorsing individual and institutional achievement against professional standards
Advancing practice	Providing scaffolded professional development opportunities which promote effective individual and institutional practice
Enhancing quality	Encouraging continual enhancement of individual practice and institutional provision through regular evaluation and benchmarking

### COMMUNITY

Growing membership engagement	Fostering more active engagement of members in the activities and leadership of the organisation
Fostering collaborative partnerships	Establishing purposeful partnerships with global higher education organisations which align with our values and advance our mission
Reputation and influence	Establishing UKAT as the recognised experts in personal tutoring, through the creation of a strong professional reputation and organisational identity

### SUSTAINABILITY

Sustaining our future	Ensuring the future viability of UKAT through the development and diversification of income streams and activities
Expanding consultancy	Increasing our consultancy provision to enhance effective transfer of expertise across the HE sector
Nurturing membership	Balancing sustained growth against our ability to provide public benefit and achieve our charitable mission

## Research

UKAT provides a range of resources for personal tutoring and academic advising researchers including:

- [Top 10 Tips for Personal Tutoring Research](#)
- [Personal Tutoring and Academic Advising Research Bibliography](#)
- [Where to Publish Guide](#)

## Professional Development

### UKAT Professional Recognition

The UKAT Professional Recognition scheme enables you to gain external recognition and verification of your advising/personal tutoring practice, and can be useful in evidencing the effectiveness of what you do in seeking promotion or in applying to other accreditation schemes (e.g. AdvanceHE's Fellowship scheme). Referenced against the [UKAT Professional Framework for Advising and Tutoring](#), the [UKAT Professional Recognition Scheme](#) evidences the competencies and skills that tutors/advisors need to deliver effective, quality-enhanced approaches to student success.

The scheme offers three levels of recognition:



Recognised Practitioner in Advising (RPA): Aimed at front-line tutors and advisors, this level demonstrates individual understanding and application of a broad range of effective approaches in delivering high-quality personal tutoring/advising and support for student success.



Recognised Senior Advisor (RSA): Demonstrates sustained effectiveness in student support through the organisation, leadership, or management of personal tutoring/academic advising.



Recognised Leader in Advising (RLA): Demonstrates a sustained record of impact on student success and impact at an institutional, national or international level.

Applicants are required to create and submit an e-portfolio of evidence of their practice referenced against the UKAT Professional Framework for Advising and Tutoring. If your institution is a UKAT member, you may be eligible to make an application for free and your institution may provide mentoring and support to applicants. Mentoring and support is also available directly through UKAT.

See the [website](#) for details of the application process and pricing.

## The UKAT Professional Development Curriculum

UKAT believes strongly that effective advising and personal tutoring is essential for student success and is committed to enhancing the student experience. One of the ways in which we do this is by ensuring that academic advisors/personal tutors are supported in the development of their professional practice.

The UKAT Professional Development Curriculum provides a suite of scaffolded professional development activities to help academic advisors/personal tutors enhance their practice at all stages of their career. It helps practitioners to enhance their personal practice, develop their confidence, engage with the scholarship of the field, and gain a deeper understanding of the theoretical bases for personal tutoring/academic advising. The curriculum consists of short self-directed online learning modules, longer facilitated online learning courses, and in-person workshops of varying lengths. All learning is micro-credentialed and digital badges are awarded for successful completion of each learning activity.

All professional development and learning opportunities offered by UKAT are mapped against the components and competencies of the [UKAT Professional Framework](#) and generate reflective evidence which can be used to partially meet the evidence requirements for recognition through the [UKAT Professional Recognition Scheme](#). The evidence created by engaging with the Curriculum is not sufficient to achieve professional recognition on its own but can be a useful way to show the development of your knowledge and practice in key areas of the field.

Each learning activity in the UKAT Professional Development Curriculum is given a numeric level (100, 200, 300 or 400) which identifies the depth of coverage of the activity topic and offers some indication of the prior experience level required to engage with the activity:

Level	Description
100	Activities at level 100 cover the most fundamental topics and concepts which all personal tutors and academic advisors need to know.
200	Level 200 activities provide introductory coverage of basic topics and concepts which are relevant to entry-level personal tutors and advising practitioners. Activities at this level are aligned to the Recognised Practitioner in Advising (RPA) level of professional recognition.
300	Activities at level 300 provide greater depth of coverage of topics and concepts, and are ideally suited to intermediate-level practitioners (e.g. personal tutors and academic advisors with several years' experience). Activities at this level are aligned to the Recognised Practitioner in Advising (RPA) and Recognised Senior Advisor (RSA) levels of professional recognition.
400	Level 400 activities provide the greatest depth in coverage of personal tutoring/academic advising concepts and can be heavily based on theory or research evidence. They are best suited to advanced practitioners and those with leadership responsibility for personal tutoring/academic advising. Activities at this level are aligned to the Recognised Senior Advisor (RSA) and Recognised Leader in Advising (RLA) levels of professional recognition.

The UKAT Professional Development Curriculum is an open curriculum which allows learners to engage with any learning activity at any time. Relevant preparatory learning and experience are identified for some activities in the Curriculum. Although these are not formal prerequisites, they do identify learning and experience that we strongly suggest are required to engage successfully

in the activity. The preparatory learning for activities helps define pathways of learning through the Curriculum in which related topics are explored in greater depth. The learning activities are mapped in the diagram on the following page. There is no one right path through the UKAT Curriculum. Instead, it is intended to offer a broad range of learning opportunities relevant to the widest possible audience of practitioners. Individuals engaging with the Curriculum need only engage with those activities which will benefit them, and in the order which best fits their needs. Some logical connections between topics are shown on the Curriculum Map, but you will also see that there are other connections between activities as you move through the curriculum. It is recommended that all participants begin by engaging with the online learning module *M101 What is Personal Tutoring?* This module introduces the learner to what personal tutoring/academic advising is and helps learners to develop a plan for their learning journey through the Curriculum.

The authoritative and most up-to-date source of information on the courses and workshops in the UKAT Curriculum is the [UKAT Curriculum webpage](#). This page links to an online [Course Catalogue](#) which provides a full syllabus for every online course offered in the Curriculum. There is also a link to an online [Workshop Catalogue](#) which provides a full syllabus for every workshop offered in the Curriculum, together with information on the dates and locations of workshops.

You can register to participate in a course or workshop by browsing it in the Course Catalogue or Workshop Catalogue as appropriate. If there is a fee for participating in a course or workshop, this will be displayed in the catalogue. UKAT members benefit from discounted prices and access to free courses; if you or your institution is a UKAT member, login to your UKAT account before browsing the catalogue to see the prices that apply specifically to you.

We hope that the Curriculum aids your development and look forward to receiving your feedback and suggestions for future activities to be included in it.



## Get Involved with UKAT

### Join the UKAT Leadership

UKAT supports personal tutors and academic advisors in UK higher education. It is your association, and it is staffed almost entirely by a dynamic team of enthusiastic and committed volunteers. UKAT has recently experienced significant growth in its membership and its volume of work, and we are always looking for additional volunteers to be part of our team.

If you are a UKAT member and would like to have greater involvement in the leadership of the association, please do consider volunteering to help us in our work in mentoring and assessing for our [Professional Recognition scheme](#), helping develop our evolving [Professional Development Curriculum](#), or through serving on one of our Committees or Working Groups. To find out more, or to volunteer, please contact David Grey ([d.grey@ukat.ac.uk](mailto:d.grey@ukat.ac.uk)).

## UKAT Membership

Being a member of UKAT enables you to benefit from a wide variety of networking opportunities, and to collaborate and share practices that support student success with expert tutors and advisors across the sector.

We offer four categories of membership: Institutional Membership, Personal Membership, Student Membership and Affiliate Membership (with affiliate membership only being available to staff from institutions who hold Institutional Membership).

### Benefits of Institutional Membership

UKAT offers two levels of institutional membership plans – Standard and Enhanced. The Enhanced plan includes 20 named members (double the number offered with Standard Institutional Membership) and it also includes five Professional Recognition Submissions. Enhanced Institutional Membership is priced at £1,495 which represents a saving of over £1,000 if the benefits were bought individually.

The table below provides an overview of our plans and the benefits your institution will receive from taking out Institutional Membership.

Institutional Membership runs annually from 1<sup>st</sup> September, with half yearly membership available from March 1<sup>st</sup> to 31<sup>st</sup> August at a pro rata rate.

You can find out more about UKAT membership on our [Membership Information page](#). For more details on institutional membership visit our [Institutional Membership page](#).

# UKAT INSTITUTIONAL MEMBERSHIP Packages



STANDARD	ENHANCED <small>All Standard PLUS</small>	RECOGNISED INSTITUTION <small>All Enhanced PLUS</small>	ACCREDITED INSTITUTION <small>All Recognised Institution PLUS</small>
<ul style="list-style-type: none"> <li> Free conference delegate place</li> <li> Free student conference place (online conferences only)</li> <li> Access to member-only UKAT resources for all staff</li> <li> UKAT SIG membership open to all staff</li> <li> Access to free monthly personal tutoring webinars</li> <li> UKAT Advisory Board membership (1 staff and 1 student representative) to influence the strategic direction of UKAT</li>   <li> Free access for all staff to online training modules in the Fundamentals tier of the UKAT Professional Curriculum</li>   <li> Discounted UKAT Professional Recognition applications for staff (£175 per application, normally £250)</li> <li> 15% discount on bespoke onsite consultancy</li> <li> Free advertising of personal tutoring-related jobs to UKAT members</li> <li> 10 named members - included on UKAT member mailing list and receive bimonthly member newsletter</li> <li> Discounted Annual Conference (15%) and UKAT event (up to 25%) registrations for the 10 named members</li> </ul>	<ul style="list-style-type: none"> <li> Access for all staff to your choice of any 4 online training modules from the UKAT Professional Curriculum</li>   <li> 5 free Professional Recognition applications per year</li> <li> Access to UKAT central mentoring support for Professional Recognition applicants<sup>‡</sup></li>   <li> 20 named members - included on UKAT member mailing list and receive bimonthly member newsletter</li> <li> Discounted Annual Conference (15%) and UKAT event (up to 25%) registrations for the 20 named members</li> </ul>	<ul style="list-style-type: none"> <li> Unrestricted access to all online training modules in the UKAT Professional Curriculum for all staff</li>   <li> Discounted access to on-site delivery of UKAT Professional Curriculum workshops</li>   <li> Exclusive access* for all staff to UKAT-facilitated Professional Recognition applicant network days and writing retreats</li> <li> Streamlined route to Professional Recognition for all your staff</li> </ul>	<ul style="list-style-type: none"> <li> External verification of the quality and effectiveness of your student support and personal tutoring provision</li> <li> Charter Mark that can be used in marketing and student recruitment</li> <li> Exclusive access to UKAT scholarship funding to support and encourage research and scholarly activity in the field of personal tutoring</li> <li> Institutional benchmarking data relating on Professional Recognition and Professional Curriculum engagement to support statutory returns, and relevant regulatory requirements</li> <li> Dedicated UKAT Development Partner, and one day of free consultancy time per year to support enhancement within your institution</li>   <li> 20-50* free Professional Recognition applications per year</li> <li> Access to regular Professional Recognition Mentor training</li> <li> Ability to offer validated UKAT Professional Recognition within your institution<sup>‡</sup></li>   <li> 20-50* named members - included on UKAT member mailing list and receive bimonthly member newsletter</li> <li> Discounted Annual Conference (15%) and UKAT event (up to 25%) registrations for the 20-50* named members</li> </ul>
£985 per annum	£1,495 per annum	£2,500 per annum	£4,100-£6,750* per annum

Numeric values expressed as digits (e.g., 10) are the absolute total quantity of the benefit included in the membership and are not additive across the table. Quantities indicated with \* vary depending on the size of the institution. All prices are correct at the time of printing and include VAT (where applicable). <sup>‡</sup> available until Aug 2024 only <sup>†</sup> available from Sept 2024

## Benefits of Personal Membership

Being a member of UKAT enables you to benefit from a wide variety of networking opportunities, and to collaborate and share practices that support student success with expert tutors and advisors across the sector. Our personal membership offer include the following:

- Voting rights in the UKAT AGM
- Access to all UKAT webinars, events and activities
- Discounted rate for professional recognition – £115 (inc. VAT) [normal price £250 inc. VAT] against the [UKAT Professional Framework](#)
- Access to member-only resources
- Free access to all *Fundamentals*-level learning activities of the UKAT Professional Development Curriculum
- Bimonthly newsletters
- Access to resources, publications and online training to support professional development and tutoring practice

Personal membership with the benefits outlined above is available at the all-inclusive price of £60 per annum. [Terms and Conditions of Membership](#)

## Benefits of Student Membership

Student Membership is available to individuals registered on recognised higher education courses/programmes of study. It offers the following benefits:

- Competitive free sponsored student delegate places at the UKAT Annual Conference
- Discounted delegate place at the UKAT Annual Conference
- Access to member-only resources
- Bimonthly newsletters
- Access to resources, publications and online training to support professional development and tutoring practice

Student Membership with the benefits identified above is priced at £30 per annum. [Terms and Conditions of Membership](#)

## Affiliate Membership

Affiliate Membership of UKAT is available to staff of member institutions. Registration is via the [Affiliate Membership page](#) and provides affiliate members with access to UKAT resources including webinars and the option of joining Special Interest Groups.

## UKAT Annual Award Nominations

We recognise the amazing work that advisors do to support their students, and the amazing work that institutions do to enhance advising to benefit student success. Unfortunately, this doesn't often get recognised more widely, so we introduced the UKAT Annual Awards to promote and recognise those individuals and institutions who are making outstanding contributions to the field of advising and student success, and to publicly celebrate their achievements.

We are seeking nominations for the 2025 UKAT Annual Awards. These awards seek to recognise those individuals and institutions who have made significant contributions to the field of advising, or to the development and operation of UKAT. The following awards will be available for nomination in 2025:

Award	Applicable To	Criteria
Innovation in Advising	Individual	Awarded to an individual who has shown outstanding innovation in their individual practice as an advisor, or in supporting the development of others and the enhancement of advising.
Innovation in Advising	Institution	Awarded to a higher education institution which has shown outstanding innovation in their institutional approach to academic advising.
Outstanding Student Support	Individual	Awarded to an individual who has shown outstanding dedication and support to their students through academic advising
Outstanding Student Support	Institution	Awarded to a higher education institution which has shown outstanding commitment to supporting students and student success through academic advising.
Outstanding Contribution to UKAT	Individual	Awarded to an individual who has shown outstanding dedication to, and commitment in, supporting the work of UKAT to enhance advising practice
Charlie Nutt Award for International Collaboration in Advising	Individual	Awarded to an individual who has made exceptional efforts to promote international exchange and / or cooperation between academic advisors and others in similar roles.  This is awarded jointly by UKAT and LVSA and nominations are considered by a separate awards committee comprised of UKAT and LVSA members.

You can nominate any individuals or institutions who you believe are worthy of one of the above awards by completing the online [Award Nomination Form \(https://www.ukat.uk/awards\)](https://www.ukat.uk/awards). Nominations for all awards will open in March 2024 and must be submitted by 31 December 2024. You do not need to be a UKAT member to nominate an individual or institution for an award, and we warmly welcome nominations from students.

The UKAT Awards Committee (or joint Awards Committee in the case of the Charlie Nutt Award) will evaluate all submitted nominations and identify recipients who will receive awards at the 2024 UKAT Annual Conference.

## Technical Guidance

### Logging in to the Conference Website

The entire Conference is driven through the [Schedule](#) page of the [UKAT Conference website](#) but you must login using the [Delegate Login](#) menu that can be found at the left of the page in order to access the sessions (Figure 8).

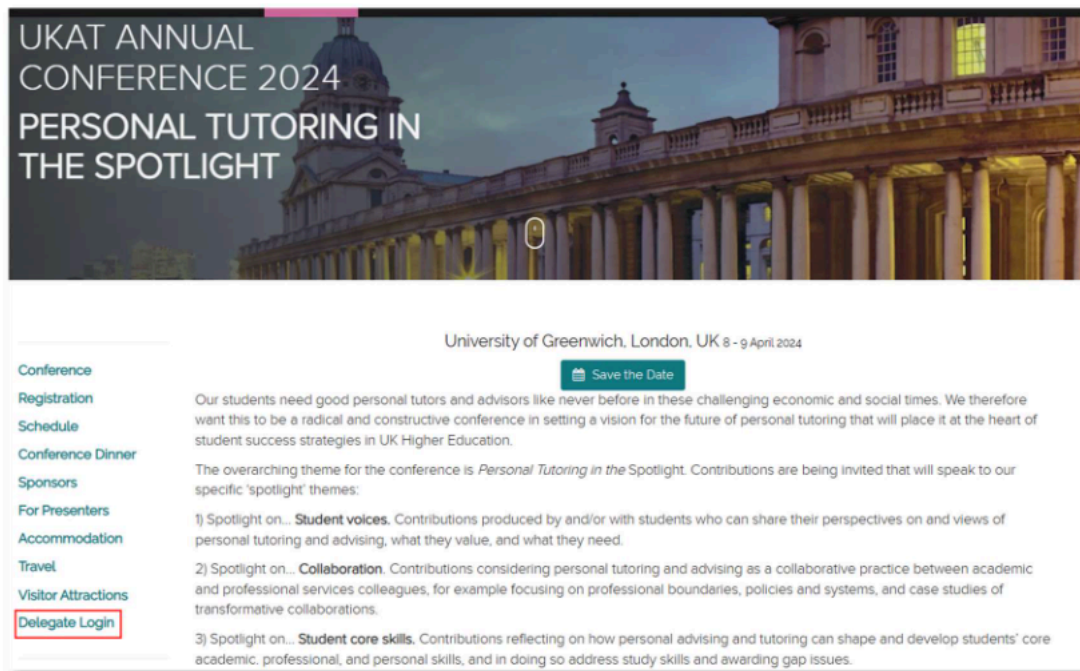


Figure 8. The Delegate Login menu (highlighted) on the Conference page

If you are a UKAT member, simply click Delegate Login and login with your UKAT website username and password.

If you are not a UKAT member, you should have received an email with a delegate username and password which you use to login to the Conference site. If you have not received this email by Friday 31 March, please contact [conference@ukat.ac.uk](mailto:conference@ukat.ac.uk) for assistance.



## Planning Your Conference

### Before the Conference

What are your three principal reasons for attending the conference?

What are the three things you hope to gain from attending the conference?

Now look at the details of sessions in the [Session Schedule](#) and use the description and competency information there (or in the table overleaf) to identify those sessions which will best help you achieve your goals for the Conference. Click the **Add to Calendar** button in the online session description to add a reminder for the session to your electronic calendar.

### After the Conference

Having attended the conference, what are your top three takeaways? What will you change in your practice as a result of this event? What things will you share with colleagues?

